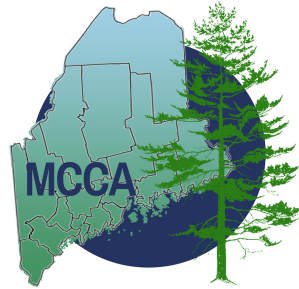


# M.C.C.A.

Thomas Coward, President  
Cumberland County

Amy Fowler, Vice President  
Waldo County

William Blodgett, Secretary-Treasurer  
Lincoln County



Maine County Commissioners Association

4 Gabriel Drive, Suite 2

Augusta, ME 04330

207-623-4697

[www.mainecounties.org](http://www.mainecounties.org)

Charles Pray  
Executive Director

Lauren Haven  
Office Manager

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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### MCCA Board of Directors' Meeting

July 10<sup>th</sup>, 2019 at 10:00 am

MCCA Offices in Augusta

### Agenda

- I. Call to Order. Introductions. Attendance & Pledge of Allegiance
- II. Approval of/Additions to the Agenda
- III. Approval of June 12<sup>th</sup>, 2019 Meeting Minutes
- IV. Consideration of the Sunday River 2020 Convention Venue Proposal
- V. Presentation from the Long Term Finance Committee
- VI. Reports
  - A. Executive Director Report and Legislation Discussion
  - B. Financial Reports
  - C. Association Reports
  - D. Annual Convention Report
  - E. NACo Report
- VII. Other Business
- VIII. Adjournment



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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### Board of Directors' Meeting Minutes

MCCA Offices, June 12, 2019

#### I. Call to Order, Introductions, Attendance and Pledge of Allegiance

MCCA President Thomas Coward called the meeting to order at approximately 10:30 a.m. following the MCCA Risk Pool meeting. Attendees recited the Pledge of Allegiance and all present introduced themselves.

**DIRECTORS PRESENT:** *Androscoggin* – Manager Larry Post proxy for Comm. John Butler; *Aroostook* – Comm. Norman Fournier; *Cumberland* – Comm. Tom Coward. *Hancock* – Admin. Scott Adkins proxy for Comm. William Clark; *Kennebec* – Admin. Bob Devlin proxy for Comm. George Jabar; *Knox* – Comm. Sharyn Pohlman; *Lincoln* – Comm. William Blodgett; *Penobscot* – Admin. Bill Collins proxy for Comm. Peter Baldacci; *Piscataquis* – Comm. Wayne Erkinen; *Sagadahoc* – Comm. Brian Hobart; *Somerset* – Admin. Dawn DiBlasi proxy for Comm. Newell Graf; *Waldo* – Comm. Amy Fowler; *Washington* – Comm. Chris Gardner and *York* – Comm. Michael Cote.

**OTHERS PRESENT:** *Cumberland* – Comm. Steve Gorden and County Manager Jim Gailey; *Lincoln* – Admin. Carrie Kipfer; *Piscataquis* – Manager Tom Lizotte; *Sagadahoc* – Admin. Pamela Hile; *Somerset* – Comm. Robert Sezak; and *York* – County Manager Greg Zinser; *MACCAM* – Admin. Bill Collins; *MACT* – Treasurer Kathy Robinson; *MSA* – Sheriff Ken Mason.

**DIRECTORS ABSENT:** *Androscoggin* – Comm. John Butler; *Cumberland* – Comm. Thomas Coward *Hancock* – Comm. William Clark; *Kennebec* – Comm. George Jabar; *Oxford* – Comm. Steven Merrill; *Penobscot* – Comm. Peter Baldacci; and *Somerset* – Comm. Newell Graf.

**STAFF PRESENT:** Executive Director Charles Pray, Risk Pool Manager Malcolm Ulmer and Office Manager Lauren Haven.

## II. Approval of/Additions to the Agenda

President Tom Coward inquired if there were any additions to the agenda. Comm. Cote made a motion to accept the agenda as written. Comm. Steve Gorden seconded the motion and it passed.

## III. Approval of May 8<sup>th</sup> Board of Directors' Meeting Minutes

Comm. Fournier moved to approve the minutes from the Board of Directors' meeting on May 8<sup>th</sup>, 2019 with no revisions requested. Comm. Cote seconded the motion and it passed unanimously.

## IV. 2020 Convention of Maine Counties

Management contacts at Point Lookout, the chosen and approved venue for the 2020 convention, notified MCCA staff of the pending closure of the facility at the end of December 2019. Therefore, a new venue and/or host county needed to be considered for this event. Unfortunately, Point Lookout was the only suitable venue able to accommodate the meeting needs and group size in Waldo County. Meeting attendees reviewed the list of past Host Counties. Office Manager relayed the sentiment of Oxford County Commissioners who generously offered to host the convention. After a brief discussion, Comm. Fowler moved to accept the kind offer of Oxford County, seconded by Comm. Gardner, and the motion passed with a unanimous vote. Lauren will contact Sunday River where the Association previously held a successful conference to determine open dates available next fall.

## V. Bicentennial 2020 Project Update

Executive Director Charles Pray visited David Cheever to check on the progress of the Bicentennial Project celebration plans. Included in the agenda packet was the email in response to his visit. The important take away was the creation of the **Maine200.org** website which will post application and submission details for counties to request monies to be used to fund their part in the celebration activities. The Board asked Mr. Pray to investigate the possibility that representatives could meet with each county to fully explain the details.

## VI. Reports

### A. Executive Director Report and Legislative Discussion

Executive Director Charles Pray presented his report highlighting the status of some of the bills being monitored by the Legislative Policy Committee (LPC). The end of the legislative session was in sight and final decisions were being made about the success or failure of pending legislation and the allocation of funding. Mr. Pray will continue to follow the process until the legislature adjourns reporting back to the LPC and the Board.

### B. Financial Reports

Office Manager Lauren Haven presented the monthly financial reports. As there were no questions, Comm. Cote moved to accept the financial reports, seconded by Admin. Bill Collins and it passed with no opposition.

### C. Long Term Financing Committee

Comm. Norm Fournier reported on the progress made by the Committee comprised of himself, Comm. Amy Fowler, Comm. Steve Gorden, and Admin. Pamela Hile, and with the assistance of

MCCA staff. The group researched services and funding sources for other similarly sized state associations, membership dues formulas used by the Maine Municipal Association and the National Association of Counties. Committee members also reviewed the adopted strategic plan and the established by-laws for the organization. The group hoped to present their findings at the July Board meeting including an analysis of the value and benefits of MCCA membership, improvements which could be made to the services offered by MCCA, recommendations for a dues formula with different examples of scenarios from which the Board of Directors' could choose, and a long-term analysis and plan to sustain a viable state association.

The Board will have an opportunity to review the package before the next meeting on July 10<sup>th</sup> as the agenda packet will be distributed on the Friday before the Board meeting. The topic will likely be discussed at the August 14<sup>th</sup> meeting as well. The Committee welcomed suggestions that might be incorporated into the plan regarding services that could be offered by the Association to enhance its value to members.

#### **D. Association Reports**

*MACCAM:* Admin. Bob Devlin aired some concerns and issues regarding MACCAM members and county commissioners collaborating on shared projects. The outcome was clearly there was a need to work on our communication skills to develop a more constructive way to achieve our goals while paying closer attention to team dynamics allowing participants to contribute in a healthy way and integrate or choose between ideas to get the best end result. President Tom Coward expressed the Board would either revisit the topic or meet as a smaller group in another setting to continue an open dialog.

*MACT:* Treasurer Kathy Robinson stated the association had nothing new to report.

*MSA:* Sheriff Mason attended the meeting but needed to leave before this point in the agenda, therefore there was no report given.

#### **E. Annual Convention Report**

Office Manager Lauren Haven reported the Committee would be met on May 24<sup>th</sup>. Vendor registration forms continued to be processed. There were seven exhibitors and five sponsors so far. Lauren mentioned the minutes from the last Convention Planning Committee meeting were included in the agenda packet. Attendee registration would open as soon as a few details were finalized. One more educational session was pending confirmation and a boating activity for Saturday afternoon was in the process of being arranged. The Committee planned to meet on Friday, June 14<sup>th</sup>.

#### **F. NACo Report**

Comm. Fowler reminded the group of the upcoming Annual Conference in July 12<sup>th</sup> to July 15<sup>th</sup> taking place in Clark County, Nevada. She and Comm. Baldacci expected to attend the NACo Conference.

Also, Hancock County was recently featured in NACo County News! And Cumberland County Manager Jim Gailey completed NACo's 12-week High Performance Leadership Academy online program.

### **XIII. Other Business**

Office Manager Lauren Haven announced she would be on vacation June 24<sup>th</sup> through the 28<sup>th</sup> returning on Monday July 1<sup>st</sup>.

### **XIV. Adjournment**

President Tom Coward invited a ***motion*** to adjourn at approximately 12:10 p.m. Comm. Gardner made the ***motion*** seconded by Comm. Fowler, and the ***motion*** was unanimously ***approved***. The group adjourned to lunch.

Respectfully submitted,

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MCCA Office Manager, Lauren Haven

Attested:

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MCCA Secretary-Treasurer

# GRAND SUMMIT RESORT HOTEL & CONFERENCE CENTER

## SUNDAY RIVER RESORT, NEWRY, MAINE

Sunday River Access Road, P.O. Box 4500, Newry, ME 04261 1-800-430-0767 Fax: (207) 824-5116

### GROUP CONTRACT

Date booked: Thursday, June 13, 2019

Approval: \_\_\_\_\_

Conference Sales Manager: Brian Chamberlain

Approval Date: \_\_\_\_\_

### GROUP INFORMATION

ACCOUNT: **Maine County Commissioners Association**  
 POST AS: **Maine County Commissioners Association 2020 Convention**  
 CONTACT: **Lauren Haven** TITLE: **Meeting Coordinator**  
 ADDRESS: **4 Gabriel Dr. Suite 2**  
**Augusta, ME 04330**  
 TELEPHONE: **(207) 623-4697** FAX: \_\_\_\_\_

### DATES REQUESTED

Arrival/Check-In: Thursday, September 24, 2020

Departure/Check-Out: Sunday, September 27, 2020

### ROOM INFORMATION

**Limited Cribs and cots available at hotels and Snow Cap Inn for a \$20 per day fee.**

Grand Summit Resort Hotel & Conference Center does not guarantee specific room type availability. Requests will be accommodated based on availability.

**Hotel check-in time is after 6:00 PM on the day of arrival. Checkout time is before 10:30 AM on the day of departure. Late check out fees will apply. Room availability cannot be guaranteed for early arrivals. All efforts will be made, however, to accommodate those guests who arrive early. Luggage storage is available.**

### RATE INFORMATION

Sunday River - Maine County Commissioners Association 2017 Conference - USD			
		Eri 9/25/2020	Sat 9/26/2020
Summit - Studio Superior	Guestrooms	25	25
	Rate	125.00	125.00
Summit - Standard Unit	Guestrooms	30	30
	Rate	125.00	125.00
Summit - Studio Deluxe Unit	Guestrooms	50	50
	Rate	125.00	125.00
Summit - 1Bedroom Superior	Guestrooms	0	0
	Rate	149.00	149.00
Summit - 2Bedroom Suite	Guestrooms	0	0
	Rate	219.00	219.00
Summit - 3Bedroom Suite	Guestrooms	0	0
	Rate	319.00	319.00

Rates are per unit per night and all rates are subject to the current Maine State room and lodging tax of 9%, and the Grand Summit Resort Hotel & Conference Center resort charge of 7%. Total tax and service fees per room equal 16%. If your group is tax exempt, we require a State of Maine tax exempt form sent to us with your signed contract. All payments for the tax exempt portions of your conference must be paid by the name of the business or organization listed on the tax exempt form.

The group rate is derived based upon your arrival pattern. Any alterations of your arrival pattern will result in a possible rate change. Your rate will be based upon rates available at that time.

### COMPLIMENTARY GUEST ROOMS

We are pleased to provide one complimentary guest room for every 50 paid guest rooms occupied during your visit. The upgrade of any room is equivalent to two guest rooms. Complimentary room credits must be consumed in full during the official meeting dates. They may not be accrued as a credit against the Master Account.

### METHOD OF RESERVATION

Please circle your preferred method of reservation:

**Rooming List:** Reservations made by rooming list must be guaranteed to the master account, an authorized credit card or an advanced deposit received 45 days prior to arrival.

**Individual Call-In:** Should your attendees will be making their own reservations directly with our Reservations Department, they may call directly to **1-800-207-2365**. Be sure to advise your attendees to refer to the Maine County Commissioners Association 2020 Convention group when making reservations so they will qualify for the special group rate.

#### Individual Call-In deposit and cancellation policies:

We understand that your attendees will be making their own reservations directly with our Reservations Department. To do so, they may call our Reservations Department at **1-800-207-2365**. Be sure to advise your attendees to refer to the Maine County Commissioners Association 2020 Convention group when making their reservations so that they will qualify for the special group rate.

**Deposit:** One nights lodging, if stay is only for one night, or if multiple nights ½ of the total reservation, is due within five (5) days of booking the reservation. Final payment is due two weeks prior to arrival and will be automatically charged.

**Cancellation:** Reservations cancelled between receipt of deposit and 15 days prior to arrival forfeit a \$50.00 cancellation fee. Cancellations within 14 days of arrival forfeit the entire deposit amount. No refund for late arrivals, early departures, no-shows, or downgrades.

### CUT-OFF DATE

All unreserved portions of the guestroom block will be released on Monday, August 24, 2020 unless guaranteed by the host organization. After this date, all rooms that remain in the block revert to The Grand Summit Resort Hotel & Conference Center for general resale. Additional rooms for your organization may be reserved only on a space and rate available basis.



### CANCELLATION AND ATTRITION POLICIES

#### CANCELLATION POLICY:

As Grand Summit Resort Hotel & Conference Center is a destination resort and business is based primarily on advance reservations, it is extremely difficult to calculate the total revenue loss attributable to cancellations. By signing this contract, it is agreed that the following charge is a reasonable estimate of Grand Summit Resort Hotel & Conference Center's loss in the event of a cancellation:

0 to 90 Days prior to arrival (or Three Months) = 100% of contracted revenue  
91 to 180 Days prior to arrival (or Six Months) = 75% of contracted revenue  
181 to 270 Days prior to arrival (or Nine Months) = 50% of contracted revenue  
271 Days prior to arrival or more = 25% of contracted revenue

*Contracted revenue is comprised of the total anticipated guestroom revenue and the food & beverage minimum.*

Should the group cancel at any time, or fail to meet its deposit requirements following receipt of the initial deposit, this Agreement will be terminated and GSRH shall be free to re-sell the rooms and services contracted for in this Agreement.

#### ATTRITION POLICY:

From the effective date of this contract until 90 days prior to arrival, the group may reduce its contracted room nights by 10% without charge. From this point, until the official departure date, the group will be charged in full for each contracted room night not utilized.

### EVENT AGENDA

Date	Start Time	End Time	Function	Room	Setup	Agr	Room Rental
2020-09-24	8:00 AM	10:00 AM	Setup	Grafton Room - Summit	8 Foot Tables	10	
2020-09-24	8:00 AM	2:00 PM	Setup	Grand Ballroom	Special Instructions	40	
2020-09-24	8:00 AM	2:00 PM	Setup	Moonstruck - Summit	Classroom	30	
2020-09-24	8:00 AM	2:00 PM	Setup	Simonds - Summit	Classroom	75	
2020-09-24	8:00 AM	2:00 PM	Setup	Grand Ballroom	Rounds of 10	200	
2020-09-24	8:00 AM	2:00 PM	Setup	Grafton Hallway - Summit	8 Foot Tables	4	
2020-09-24	8:00 AM	2:00 PM	Setup	Whittier - Summit	Classroom	75	
2020-09-24	8:00 AM	5:00 PM	Set Up	Exhibit Causeway - Summit	8 Foot Tables	35	
2020-09-24	11:00 AM	11:00 AM	Gift Basket	Summit Delivery	Delivery	2	
2020-09-24	12:00 PM	1:30 PM	Retail Lunch	Summit - Retail Lunch	Existing	10	
2020-09-24	12:00 PM	11:00 PM	Arrivals	Summit		200	
2020-09-24	2:00 PM	3:00 PM	Precon	Foxfire Room - Summit	Existing	16	
2020-09-24	5:00 PM	10:00 PM	Setup	River Room - Summit	Classroom	120	

2020-09-25	7:00 AM	8:00 AM	Vendor Setup	Exhibit Causeway - Summit	Existing Set Up	35	
2020-09-25	7:00 AM	11:30 PM	Office	Grafton Room - Summit	Existing Set Up	10	
2020-09-25	7:30 AM	9:00 AM	Breakfast	TBA	Existing Set Up	200	
2020-09-25	7:30 AM	5:00 PM	Registration	Grafton Hallway - Summit	Existing Set Up	4	
2020-09-25	8:00 AM	4:00 PM	Beverage Package	Arcade Alcove - Summit	Existing Set Up	200	
2020-09-25	9:00 AM	10:00 AM	MCCA Risk Pool Meeting	TBA	Special Instructions	40	
2020-09-25	9:00 AM	10:00 AM	Treasurers Association Meeting	Moonstruck - Summit	Existing Set Up	30	
2020-09-25	9:00 AM	10:00 AM	Maine Sheriff Association	River Room - Summit	Classroom	120	
2020-09-25	9:00 AM	10:00 AM	Registry of Probate Association	Whittier - Summit	Existing Set Up	75	
2020-09-25	9:00 AM	5:00 PM	Exhibits, Vendors	Exhibit Causeway - Summit	Existing Set Up	35	
2020-09-25	10:00 AM	12:00 PM	MCCA Board of Directors Meeting	TBA	Special Instructions	40	
2020-09-25	10:00 AM	12:00 PM	Register of Deeds Association	Simonds - Summit	Existing Set Up	200	
2020-09-25	12:00 PM	1:30 PM	Lunch	Ballroom	Existing Set Up	200	
2020-09-25	12:30 PM	1:15 PM	Setup	Ballroom	Classroom	90	
2020-09-25	12:45 PM	1:15 PM	Lunch Speaker	Ballroom	Existing Set Up	200	
2020-09-25	1:15 PM	3:00 PM	Association Meeting	Moonstruck - Summit	Existing Set Up	30	
2020-09-25	1:30 PM	2:45 PM	Surviving Floods	Simonds - Summit	Existing Set Up	75	
2020-09-25	1:30 PM	2:45 PM	EMA Q&A Panel	TBA	Classroom	90	
2020-09-25	1:30 PM	2:45 PM	Nationwide	Whittier - Summit	Existing Set Up	75	
2020-09-25	2:45 PM	3:15 PM	Snack Break	Arcade Alcove - Summit	8 Foot Tables	200	
2020-09-25	3:15 PM	4:30 PM	Resilience Planning	Simonds - Summit	Existing Set Up	75	
2020-09-25	3:15 PM	4:30 PM	Cyber Threats	Whittier - Summit	Existing Set Up	75	
2020-09-25	3:15 PM	4:30 PM	One Voice EM & Media	TBA	Existing Set Up	90	

2020-09-25	5:00 PM	5:30 PM	Visit Vendors	Exhibit Causeway - Summit	Existing Set Up	200	
2020-09-25	5:00 PM	6:00 PM	K-9 Demonstration	Grand Ballroom Patio - Summit	Special Instructions	75	
2020-09-25	5:30 PM	6:30 PM	Cocktail Hour	TBA	Cocktail Rounds	200	
2020-09-25	6:30 PM	8:00 PM	Dinner	TBA	Existing Set Up	200	
2020-09-25	8:00 PM	12:45 AM	Entertainment	TBA	Existing Set Up	200	
2020-09-26	12:00 AM	12:00 AM	cancel line	TBA	Existing Set Up		
2020-09-26	7:00 AM	11:30 PM	Office	Grafton Room - Summit	Existing Set Up	10	
2020-09-26	7:30 AM	9:00 AM	Breakfast	Grand Ballroom - Summit	Existing Set Up	200	
2020-09-26	8:00 AM	12:00 PM	Exhibits, Vendors	Exhibit Causeway - Summit	Existing Set Up	35	
2020-09-26	8:00 AM	12:00 PM	Beverage Package	Arcade Alcove - Summit	Existing Set Up	200	
2020-09-26	8:15 AM	9:30 AM	Weather Analysis	Whittier - Summit	Existing Set Up	75	
2020-09-26	8:15 AM	9:30 AM	Census Data after a Disaster	Simonds - Summit	Existing Set Up	75	
2020-09-26	8:15 AM	9:30 AM	Active Shooters	Ketchum - Summit	Existing Set Up	90	
2020-09-26	10:00 AM	11:00 AM	MCCA Risk Pool Training	Ketchum - Summit	Existing Set Up	90	
2020-09-26	11:15 AM	12:00 PM	MCCA Risk Pool Training 2	Ketchum - Summit	Existing Set Up	90	
2020-09-26	12:00 PM	1:30 PM	Lunch	Grand Ballroom - Summit	Existing Set Up	200	
2020-09-26	12:30 PM	1:00 PM	Lunch Speaker Meeting	Grand Ballroom - Summit	Existing Set Up	200	
2020-09-26	1:00 PM	5:00 PM	Lift Tickets	Overnight Group	Existing	200	
2020-09-26	1:00 PM	5:00 PM	Afternoon Break	Off Mountain - See Notes	Existing	200	
2020-09-26	5:30 PM	6:30 PM	Cocktail Hour	Grand Ballroom Patio - Summit	Cocktail Rounds	200	
2020-09-26	5:31 PM	6:30 PM	Backup	Grand Ballroom - Summit	Cocktail Rounds	200	
2020-09-26	6:30 PM	8:00 PM	Dinner & Awards Ceremony	Grand Ballroom - Summit	Existing Set Up	200	
2020-09-26	8:00 PM	11:00 PM	Entertainment	Grand Ballroom - Summit	Existing Set Up	200	
2020-09-27	7:00 AM	11:00 AM	Departures	Summit		200	

2020-09-27	7:00 AM	1:00 PM	Office	Grafton Room - Summit	Existing Set Up	10	
2020-09-27	7:30 AM	9:00 AM	Breakfast	Grand Ballroom - Summit	Existing Set Up	150	

The above function schedule is a tentative agenda of events. Based on this agenda, there will be a one time meeting room set-up and rental fee of \$0.00

Exhibitor tables will be charged our standard rate of **\$35** per table, **\$55** per table with electricity. Each exhibitor will receive a clothed and skirted table, one chair (upon request) and complimentary wireless Internet access.

Based on the above proposed agenda, a food and beverage minimum of \$12,000.00 (exclusive of tax, resort fee, and set up fees) is required to avoid additional meeting room rental charges. To meet the minimum, all food and beverage must be purchased from our catering and conference services department. Should total food and beverage spending fall short of this amount the balance will be charged to the master account as meeting room rental.

All planned functions of the group should be arranged at the time of the execution of the contract. Meeting room set-up requirements must be advised at the time of the booking due to limited capacities. Additional function space requests will be accommodated on a space available basis and at a cost to be negotiated upon notification of need.

It is necessary that our Conference Services Office be in receipt of menu selections and meeting specifications for catered functions no later than four weeks prior to the function. We require a final guest guarantee number seven (7) business days prior to all food and/or beverage functions. Should the Conference Services Office not receive the final requested guarantee, the original contracted amount will be charged. We will prepare for 5% above the minimum guarantee.

Function rooms are assigned based upon the minimum number of people anticipated. We reserve the right to reassign space based on actual attendance.

Functions served with less than the required minimum attendance will be charged a per person surcharge up to the required minimum.

Please discuss your meeting arrangements with your Conference Sales Manager or Catering Coordinator to determine whether labor charges, equipment rental, or special service charges will apply.

The Grand Summit Resort Hotel & Conference Center is licensed to serve food and beverages. No food or beverages may be brought into the Grand Summit Resort Hotel & Conference Center for service at this event.

### MISCELLANEOUS CHARGES

All food and beverage charges are subject to an 18% service fee and 9% state sales and use tax.

Guestroom deliveries can be arranged for a fee of \$3.00 per delivery.

Baggage handling for all bus arrivals is standard at a rate of \$4.00 per person round trip.

If outside vendors are contracted to supply audio-visual and/or business services, the group is subject to miscellaneous charges such as but not limited to patch fees, electrical charges, set-up fees and power access fees. All audio-visual transactions are subject to a 20% setup/breakdown service charge (equipment rental), and 5.5% state sales and use tax. Complex equipment setup/breakdown is subject to hourly labor charges.

All boxes sent before the conference must be labeled to the attention of the Catering Coordinator with the recipient's name, group affiliation and event date. The hotel cannot receive any materials prior to seven (7) days before arrival. Shipments received before eight (8) days prior to arrival are subject to an additional storage fee of \$5.00 per box.

If your group requires special or additional engineering, we request that you contact the Director of Engineering before beginning work. If the hotel is requested to provide the work, a separate charge may be posted to the master account.

Your organization may want to consider additional security for exhibits and/or extensive audio-visual set-up at your cost. The hotel may choose to require security guards for certain social and 24-hour functions. The hotel must approve all security. These arrangements must be discussed with the Conference Services Manager.

Use of T-1, ISDN lines or Internet related technical support must be pre-ordered at least sixty (60) days prior of use to guarantee availability.

### BILLING AND DEPOSIT INFORMATION

**Room and tax:** Individual and Master Bill

**Incidentals:** Individual Pays

**Incidentals Included in Room Rate:** None

**Food and Beverage Method of payment:** Master Bill

**Baggage Handling:** Not included

**Deposit:** \$500.00

Deposits are non-refundable and are subject to the terms of the Cancellation and Attrition Policies stated above.

### CREDIT ARRANGEMENTS

The group agrees to pay all master account charges within fifteen (15) days of check-out unless alternate arrangements have been made in writing with The Grand Summit Resort Hotel & Conference Center.

All members of the group are required to present a major credit card imprint upon check-in to guarantee payment of any incidental, damage and/or telephone charges. Notwithstanding the foregoing, Maine County Commissioners Association shall be responsible for any uncollected charges of individuals in its group. If you request billing for any charges, a Credit Application Form must be completed and approved one (1) month prior to arrival. The person signing the credit application must be financially responsible for the organization applying for credit (i.e., President, Vice-President, Secretary, Treasurer, Controller, etc.). If sufficient credit and financial liability for Maine County Commissioners Association is not approved by Sunday River Friday, June 21, 2019 this contract is void.

**MISCELLANEOUS CONDITIONS**

Any alterations of the above contract are subject to availability. The group rate is derived based upon your arrival pattern. Any alterations to your arrival pattern will result in a possible rate change. Your rate will be based upon rates available at that time.

The Grand Summit Resort Hotel & Conference Center and/or group each agree to carry adequate liability and other insurance protecting itself against any claims arising from any activities conducted in The Grand Summit Resort Hotel & Conference Center during the contracted event. The Grand Summit Resort Hotel & Conference Center will not assume responsibility for damage or loss of any merchandise, printed matter or art placed in the Grand Summit Resort Hotel & Conference Center prior to, during or following functions. Client will be responsible for obtaining security, if required, in exhibit or meeting areas; arrangements may be made through the Grand Summit Resort Hotel & Conference Center's Conference Services Office.

The performance of the agreement by either party is subject to acts of God, war, government regulations, disaster, strikes, civil disorder, curtailment of transportation facilities, or any other emergency making it inadvisable, illegal, or impossible to provide the facilities or to hold the contracted event.

Specific details as to registration, rooming of persons attending, accounting, Master Account charges, credit approval, promotional publicity, and other matters will be worked out to the satisfaction of both parties sixty (60) days prior to the contracted event. Any physical alterations to function or sleeping rooms, i.e., tacks in walls or doors, tape, nails, etc., must be cleared with Conference Service Coordinator before use. Any damage will be responsibility of the group along with any charges that are incurred.

Maine County Commissioners Association will be responsible for reimbursing the Grand Summit Resort Hotel & Conference Center and other persons, employees, agents, including outside contractors, for any damages caused by members of its group or by any of its employees, agents, contractors, or subcontractors. Each member of the group will be required to furnish a major credit card and a signed registration card upon check-in. Maine County Commissioners Association will be responsible for any damage to the extent the Grand Summit Resort Hotel & Conference Center is unable to collect payment from members of Maine County Commissioners Association's group. The Grand Summit Resort Hotel & Conference Center reserves the right to terminate any group member's lodging in the event of damage to the Grand Summit Resort Hotel & Conference Center's rooms or facilities, or any other disturbing or disruptive behavior.

The Grand Summit Resort Hotel & Conference Center reserves the right to inspect and control all private functions. Should excessive noise occur, or should there be complaints or a disturbance after 10 p.m. or before 7 a.m., the Grand Summit Resort Hotel & Conference Center reserves the right to take appropriate action necessary to control the event.

The Grand Summit Resort Hotel & Conference Center does not allow pets of any kind in the hotel, with the exception of service animals that assist those who are physically challenged. There will be a cleaning charge of \$50.00 per room if an unauthorized pet or the sign of an unauthorized pet is found in any of the rooms booked through this Agreement. If the owner of the unauthorized pet does not pay this mandatory cleaning fee, Maine County Commissioners Association agrees to pay it.

Maine County Commissioners Association hereby indemnifies and holds the Grand Summit Resort Hotel & Conference Center and its parent, affiliates and subsidiaries, and the individual room owners harmless from and against any and all claims, liability, damage or loss arising out of any injury to or death of any person or damage to or loss or destruction of property occurring in, on or about the rooms and facilities in which they are located, from any cause whatsoever except for the acts or omissions or negligence of the Grand Summit Resort Hotel & Conference Center, its agents, employees or sub-contractors.

Both parties hereby represent and warrant that they are legally able to enter into this Agreement and can be bound by the terms and conditions set forth herein. Maine County Commissioners Association represents and warrants that it is represented by Lauren Haven as its designated contact person, who is authorized to act for and bind Maine County Commissioners Association. The Grand Summit Resort Hotel & Conference Center represents and warrants that it is a legally existing corporation and that it has the legal right and authority to bind to this Agreement all rooms and other areas subject to this Agreement.

Grand Summit Resort Hotel & Conference Center covenants and agrees that the rooms rented through this Agreement will be in a clean, rentable condition, the size and quality of which are consistent with rooms inspected by Maine County Commissioners Association previously.

It is Maine County Commissioners Association's responsibility to inform all members of its group of the applicable policies contained in this Agreement. The Grand Summit Resort Hotel & Conference Center accepts no liability for failure to inform said individuals of such policies.

In the case of default in carrying out the terms, policies or conditions contained in this Agreement, the party in default agrees to pay reasonable attorneys' fees and all costs of the other party which may be incurred in enforcing this Agreement.

All changes to this Agreement must be in writing and must be signed by both parties hereto.

<b>CONTRACT TERMS</b>
-----------------------

To guarantee rates quoted, the availability of sleeping room requested, and all other terms, this contract must be signed and initialed on each page and returned by Friday, July 19, 2019 or Grand Summit Resort Hotel & Conference Center reserves the right to release the guest rooms and function space held.

I hereby accept the above stated terms and conditions, and further warrant that I have authority to sign on behalf of Maine County Commissioners Association.

	Group Sales Manager	June 23, 2019
Brian Chamberlain	Title	Date

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Organization's Authorized Signature	Title	Date
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Sunday River  
PO Box 4500  
Newry, ME 04261  
1-800-430-0767  
Fax: (207) 824-5116

# INVOICE

<b>Bill To:</b>
Lauren Haven
Meeting Coordinator
Maine County Commissioners Association
4 Gabriel Dr. Suite 2
Augusta, ME 04330
(207) 623-4697

<b>Mail Payment To:</b>
Brian Chamberlain
Meeting Coordinator
Sunday River Resort
PO Box 4500
Newry, ME 04261
1-800-430-0767

<b>Reference:</b>	<b>Sales Manager:</b>	<b>Amount Due:</b>
Advance Deposit	Brian Chamberlain	See Billing Information in Contract

<b>For Internal Use ONLY:</b>	
Customer ID: 85q8z3	
Date Due: Friday, July 19, 2019	
Payment Method:	
Check #:	
Credit Card #:	Exp: Security Code:
Name on Card:	



# **MCCA Long Term Finance Committee Report**

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## **1. Committee's Task and Process**

In April 2019 Tom Coward, President of MCCA appointed the Long Term Funding Committee comprised of Commissioner Amy Fowler, Waldo County, Commissioner Steve Gordon, Cumberland County, Commissioner Norm Fournier, Aroostook County and County Administrator, Pam Hile, Sagadahoc County with staff support from Charles Pray and Lauren Haven. The reason for the Committee is that MCCA has been balancing its books for the past three years by using Reserves and a Refund from the Maine State Retirement System. These funds are running out this year. Therefore, there is a need for a Committee to come up with funding recommendations. The Committee met four times, May 17<sup>th</sup>, June 5<sup>th</sup>, June 21<sup>st</sup> and July 3<sup>rd</sup> via conference call with 100% attendance (Appendix I). The Committee started its deliberations by reviewing MCCA's 2019 budget, looking closely at income generated and expenses; By Laws; and the Agency's Strategic Plan. MCCA's Executive Director was instrumental in getting the Committee information on how eleven states fund their Associations, NACo's Dues Structure and Maine Municipal Association's Dues Structure. (Appendix II.)

## **II. Value of MCCA to Members**

### **A. Strategic Plan Goals**

1. Strengthen the role of county government by maintaining a comprehensive advocacy role in the state and federal legislative, administrative and regulatory process.
2. Enhance management of county government by providing quality member services for all Maine Counties.
3. Provide programming, services, information and education that supports members in...(providing)...comprehensive, effective and efficient service delivery.

### **B. Most Beneficial Services MCCA Currently Offers**

1. One voice for County interest like MMA (power in numbers)
2. Forum for 15 member Counties to get together monthly to share ideas and best practices
3. One focal point at State level for County Information, data or inquiries
4. Lobbying Legislature and Governor
  - a. \$18.3 million Jail funding
  - b. Testifying on bills which impact Counties Saving an estimated several million dollars in additional county costs
  - c. Impact on Legislative bills detriment to Counties that never see light of day due to MCCA efforts
  - d. Visibility with the Legislature and Governor's Office, as well as State departments and agencies.
5. Self-Insurance with Risk Pool for liability, property etc. for the 15 Counties keeping cost reasonable and governed by membership of the Counties
6. Voice at Federal level through NACo
7. Yearly Convention that brings in expertise on various topics beneficial to all Counties
8. Organize education opportunities and forums for elected officials
9. Forum for the various County groups (Maine Assoc. of County Clerks, Administrators and Managers, Maine Register of Deeds Assoc., Maine Assoc. of Registers of Probate, Maine Sheriffs Assoc., Maine Assoc. of County Treasurers, Maine Emergency Management County Directors Council, and Maine Emergency

County Communications Association) to have dialogue with the County Commissioners on the State level.

C. Improvements to Increase Value of Services

1. *Lobbying*

a. Become proactive in identifying, drafting and submitting legislation pertaining to counties. One way this can be achieved is by having the Legislative Policy Committee (LPC) continue to meet monthly (or more often) when the legislature is not in session to identify issues about which the counties may wish to submit legislation (no additional cost).

b.) Improve communications and information to LPC regarding pending legislation. One way to assist with this might be to contract for a part-time legislative analyst during the first year of each biennial session (additional cost).

c.) Increase involvement by MCCA members in legislative activities such as attending hearings, drafting and submitting testimony, communicating with legislative delegations. Assign a representative county on a rotating basis each week the Legislature is in session. One way to achieve this is to host a legislative breakfast/luncheon at the MCCA for each County and provide a uniform format, handouts, etc. that can be easily followed and presented (meal to be funded primarily by the county, although some additional cost to MCCA may be involved). Counties holding additional legislative events in their county should be encouraged to share this information with the LPC. Also, advise Counties when legislation specific to their interest is presented and task them with taking the lead to provide legislative responses and attendance.

2. *Insurance Pools*

a.) Examine the possibility of providing other pooled insurance services such as workers compensation and health insurance. This might be accomplished by establishing a committee to examine other pooled insurance opportunities with a deadline to report back to the group (initially, no additional cost).

3. *Purchasing*

a.) Facilitate cooperative purchasing opportunities among county jail services such as paper supplies, electronic equipment, bedding, food, and medical services, or coordinate county office bulk purchasing (perhaps vehicles) to realize a cost savings (no additional cost).

#### *4. Education*

a.) Expand training opportunities by encouraging greater participation by affiliates. MCCA members should work with their registrars, sheriffs, etc. to identify and develop trainings that would be mutually beneficial (no additional cost).

b.) Explore the possibility of offering training session(s) at the MMA Annual Convention that are specifically towards county/municipal relationships and services (additional cost minimal).

c.) Increase training opportunities offered by MCCA. One option might be to bring in speakers to address various topics during “after lunch” short sessions at MCCA meetings (minimal cost to pay expenses of speakers).

d.) Charge staff with increasing educational opportunities (no additional cost).

#### *5. Multi-County Partnerships*

a.) Explore and facilitate opportunities for multi-county ventures, services and/or agreements that will result in savings and efficiencies. One example might be coordinating the provision of Medically Assisted Treatment (MAT) services by the County jails (no additional cost). Another example might be to assist in coordinating shared programs such as Information Technology (IT).

### III. Funding

#### A.) Current Budget Shortfall:

As previously stated MCCA has been balancing its books for the past three years by using reserves and a refund from Maine's Retirement System. If MCCA was to do nothing the FY20 Budget starting January 1, 2020 would have a \$37,985 shortfall. This amount is needed just to meet current expenses with no increase in operating cost. It should also be noted that MCCA lost \$8,950 of income when Franklin County withdrew from MCCA in 2017.

#### B.) Options

1. *Do nothing.* This will likely result in the need to dissolve MCCA, with implications for the Risk Pool and other benefits such as lobbying.
2. *Cut expenses.* Restructuring or eliminating staff positions would severely impair MCCA's ability to provide services. Also, most operating expenses are either fixed or would have minimal impact on the total shortfall if reduced or eliminated.
3. *Increase funding.* MCCA will continue to explore other revenue sources such as those generated by advertising and the annual convention; however, dues will continue to be the primary funding source and the only one that can be reliably budgeted.
4. *Risk Pool funding.* Any re-evaluation of the current policy, as well as the ultimate amount of the annual Risk Pool assessment to MCCA, will be determined by the Risk Pool Board of Directors.

#### C.) Funding necessary to meet the budgetary shortfall, replenish surplus and improve services.

##### 1. *Model formulas.*

The Committee reviewed how other States fund their Association. Of the States that we received data, seven based their dues on valuation or population or a combination of both. None had a flat rate structure like we have in Maine. (Appendix 2). Reviewed NACo's Dues Structure which is based on various County budgets (Appendix 2). Also, reviewed Maine Municipal's Dues Structure which is based on a flat base rate and the remainder 50/50 based on valuation and population (Appendix 2). Committee spend a considerable amount of time looking at different Dues Models to fund the Organization. These are listed in Appendix 2:

- # 1 Base of \$6200 and remainder 50% valuation and population
- # 2 Base of \$7000 and remainder 43% valuation and population
- # 3 Base of \$7500 and remainder 43% valuation and population
- # 4 Base of \$9400 and remainder 25% valuation and population

- # 5 Base of \$9400 and remainder 25% on valuation
- # 6 Base of \$9400 and remainder 25% on population
- # 7 Total amount of dues evenly divided amongst 15 Counties
- # 8 Base of \$9950 and remainder 20% on valuation and population  
(Formula recommended by the Committee)

Note: The History of MCAA's Dues for the past Ten Years can be found in Appendix III.

2. *Moving forward.* A long-term funding strategy should be developed that will enable MCCA to continue to meet annual increases in operating and personnel costs, fund unanticipated contingencies, increase its surplus, maintain its two months reserves as previously mandated by the Board of Directors, and enhance its value to members.

#### IV. Committee Recommendations

A.) The Committee believes that the value of the benefits/services MCCA provides greatly outweigh any financial savings to the counties if MCCA did not exist. Therefore, the Committee recommends that the necessary monetary investment be made to create and maintain a fiscally sustainable organization.

B.) Formula. The Committee unanimously recommends that the following funding formula be considered for the upcoming fiscal year:

<b>MCCA Dues Formula #8</b> Based on \$186,690 as the Total Amount of Membership Dues Plus the Percentage of <b>Valuation</b> and <b>Population</b> for Each County and a Baseline of 80% which is \$9,957											
COUNTY	MUNICIPALITY VALUE	UNORGANIZED VALUE	TOTAL	% of Total Value	Pop	% of Total Pop	Cost Per Person	Total Dues			
								\$186,690	VALUE	POP	Dues Amount
								80%	10%	10%	100.00%
								\$149,352	\$18,669.00	\$18,669.00	\$186,690
ANDROSCOGGIN	\$8,191,950,000		\$8,191,950,000	4.77%	107,679	8.23%	\$ 0.115	\$9,957	\$890.08	\$1,536	\$12,383
AROOSTOOK	\$4,503,600,000	\$776,300,000	\$5,279,900,000	3.07%	67,111	5.13%	\$ 0.171	\$9,957	\$573.67	\$957	\$11,488
CUMBERLAND	\$46,892,350,000		\$46,892,350,000	27.29%	293,557	22.43%	\$ 0.066	\$9,957	\$5,094.97	\$4,188	\$19,240
HANCOCK	\$13,093,000,000	\$246,200,000	\$13,339,200,000	7.76%	54,811	4.19%	\$ 0.222	\$9,957	\$1,449.34	\$782	\$12,188
KENNEBEC	\$10,636,100,000	\$7,100,000	\$10,643,200,000	6.19%	122,083	9.33%	\$ 0.105	\$9,957	\$1,156.41	\$1,742	\$12,855
KNOX	\$7,450,400,000	\$19,800,000	\$7,470,200,000	4.35%	39,771	3.04%	\$ 0.285	\$9,957	\$811.66	\$567	\$11,336
LINCOLN	\$7,534,750,000	\$15,450,000	\$7,550,200,000	4.39%	34,342	2.62%	\$ 0.328	\$9,957	\$820.35	\$490	\$11,267
OXFORD	\$6,888,850,000	\$290,450,000	\$7,179,300,000	4.18%	57,618	4.40%	\$ 0.201	\$9,957	\$780.05	\$822	\$11,559
PENOBSCOT	\$10,779,450,000	\$355,100,000	\$11,134,550,000	6.48%	151,096	11.55%	\$ 0.088	\$9,957	\$1,209.80	\$2,156	\$13,322
PISCATAQUIS	\$1,750,000,000	\$870,350,000	\$2,620,350,000	1.53%	16,800	1.28%	\$ 0.624	\$9,957	\$284.71	\$240	\$10,481
SAGadahoc	\$4,671,500,000		\$4,671,500,000	2.72%	35,634	2.72%	\$ 0.308	\$9,957	\$507.57	\$508	\$10,973
SOMERSET	\$4,418,200,000	\$897,050,000	\$5,315,250,000	3.09%	50,592	3.87%	\$ 0.222	\$9,957	\$577.51	\$722	\$11,256
WALDO	\$4,417,750,000	\$2,100,000	\$4,419,850,000	2.57%	39,694	3.03%	\$ 0.277	\$9,957	\$480.23	\$566	\$11,003
WASHINGTON	\$3,247,200,000	\$377,300,000	\$3,624,500,000	2.11%	31,490	2.41%	\$ 0.343	\$9,957	\$393.81	\$449	\$10,800
YORK	\$33,490,850,000		\$33,490,850,000	19.49%	206,229	15.76%	\$ 0.080	\$9,957	\$3,638.86	\$2,942	\$16,538
Totals	\$167,965,950,000	\$3,857,200,000	\$171,823,150,000	100%	1,308,507	100%	\$ 0.23	\$149,352	\$18,669	\$18,669	\$186,690

This formula establishes a base funding of \$9,957 for each County, which is 80% of the total, and then utilizes a combination of valuation and population to generate the balance needed to fill the existing shortfall (\$37,985) , as well as an additional \$7,705 to fund operating increases in the coming year, begin to rebuild the surplus, and add value to benefits. The total amount to be raised using this formula would be \$186,690. The formula is similar to the funding model



used by MMA, in which population and valuation have equal weight. The base funding per County is set at 80% to reflect the provision of common services that are taken advantage of equally by each County.

The Committee recognizes that the use of this formula will result in significant increases for the larger counties, and further recommends that the by-laws be revised to provide that any County contributing in excess of twice the base have its vote on the MCCA Board count twice.

C.) Sample Three-Year Plan. The following is a very conservative example of what might be needed to achieve on-going financial stability over the next three years. Please keep in mind that this is for illustrative purposes only, as many variable factors, such as changes in payroll/benefit/operating costs and increases in non-dues revenues will influence the actual amount that needs to be generated in future years. It is important to stress, however, that it will be essential to make a “philosophical” commitment to increasing dues each year if the organization is to become – and remain - fiscally sound.

- 2020: Formula #8, as outlined above, will generate an additional \$7,705 above the current budgetary needs. Of this, approximately \$5,030 will be used to offset increases of roughly 3% in payroll/benefits in 2020, leaving a one-year excess of \$2,678.
- 2021: Adjustments to the formula (base dues and/or valuation, population) to generate an additional \$10,000 (5.4%). This will cover an increase of approximately 3% for payroll/benefits, leaving an excess balance of \$7,500 for two years.
- 2022: Adjustments to the formula (base dues and/or valuation, population) to generate an additional \$10,000 (5.1%). After allowing 3% for payroll/benefits increases, the excess balance for three years will be approximately \$12,465. This will leave a reserve from which resources are available if MCCA wishes to begin to fund any value enhancements, such as a contracting for a part-time legislative analyst, in 2023.

*The following formula spreadsheet shows the cost to each County for 2020, 2021, 2022.*

### MCCA Dues Formula Three Year Forecast

Based on \$186,690 as the Total Amount of Membership Dues 2020

Plus the Percentage of **Valuation** and **Population** for Each County  
and a Baseline of \$9,957 increasing \$10,000 each year

COUNTY	MUNICIPALITY VALUE	UNORGANIZED VALUE	TOTAL	% of Total Value	Pop	% of Total Pop	Cost Per Person	2020				2021				2022			
								\$186,690	VALUE	POP	2020 Amount	\$196,690	VALUE	POP	2021 Amount	\$206,690	VALUE	POP	2022 Amount
								80.00%	10.00%	10.00%	100.00%	Increase \$10,000	10.00%	10.00%	Increase \$10,000	Increase \$10,000	10.00%	10.00%	Increase \$10,000
								\$ 149,352	\$ 18,669	\$ 18,669	\$ 186,690	\$ 157,352	\$ 19,669	\$ 19,669	\$ 196,690	\$ 165,352	\$ 20,669	\$ 20,669	\$ 206,690
ANDROSCOGN	\$8,191,950,000		\$8,191,950,000	4.77%	107,679	8.23%	\$ 0.12	\$ 9,957	\$ 890	\$ 1,536	\$ 12,383	\$ 10,490	\$ 938	\$ 1,619	\$ 13,046	\$ 11,023	\$ 985	\$ 1,701	\$ 13,710
AROOSTOOK	\$4,503,600,000	\$776,300,000	\$5,279,900,000	3.07%	67,111	5.13%	\$ 0.17	\$ 9,957	\$ 574	\$ 957	\$ 11,488	\$ 10,490	\$ 604	\$ 1,009	\$ 12,103	\$ 11,023	\$ 635	\$ 1,060	\$ 12,719
CUMBERLAND	\$46,892,350,000		\$46,892,350,000	27.29%	293,557	22.43%	\$ 0.07	\$ 9,957	\$ 5,095	\$ 4,188	\$ 19,240	\$ 10,490	\$ 5,368	\$ 4,413	\$ 20,271	\$ 11,023	\$ 5,641	\$ 4,637	\$ 21,301
HANCOCK	\$13,093,000,000	\$246,200,000	\$13,339,200,000	7.76%	54,811	4.19%	\$ 0.22	\$ 9,957	\$ 1,449	\$ 782	\$ 12,188	\$ 10,490	\$ 1,527	\$ 824	\$ 12,841	\$ 11,023	\$ 1,605	\$ 866	\$ 13,494
KENNEBEC	\$10,636,100,000	\$7,100,000	\$10,643,200,000	6.19%	122,083	9.33%	\$ 0.11	\$ 9,957	\$ 1,156	\$ 1,742	\$ 12,855	\$ 10,490	\$ 1,218	\$ 1,835	\$ 13,544	\$ 11,023	\$ 1,280	\$ 1,928	\$ 14,232
KNOX	\$7,450,400,000	\$19,800,000	\$7,470,200,000	4.35%	39,771	3.04%	\$ 0.29	\$ 9,957	\$ 812	\$ 567	\$ 11,336	\$ 10,490	\$ 855	\$ 598	\$ 11,943	\$ 11,023	\$ 899	\$ 628	\$ 12,550
LINCOLN	\$7,534,750,000	\$15,450,000	\$7,550,200,000	4.39%	34,342	2.62%	\$ 0.33	\$ 9,957	\$ 820	\$ 490	\$ 11,267	\$ 10,490	\$ 864	\$ 516	\$ 11,871	\$ 11,023	\$ 908	\$ 542	\$ 12,474
OXFORD	\$6,888,850,000	\$290,450,000	\$7,179,300,000	4.18%	57,618	4.40%	\$ 0.20	\$ 9,957	\$ 780	\$ 822	\$ 11,559	\$ 10,490	\$ 822	\$ 866	\$ 12,178	\$ 11,023	\$ 864	\$ 910	\$ 12,797
PENOBSCOT	\$10,779,450,000	\$355,100,000	\$11,134,550,000	6.48%	151,096	11.55%	\$ 0.09	\$ 9,957	\$ 1,210	\$ 2,156	\$ 13,322	\$ 10,490	\$ 1,275	\$ 2,271	\$ 14,036	\$ 11,023	\$ 1,339	\$ 2,387	\$ 14,750
PISCATAQUIS	\$1,750,000,000	\$870,350,000	\$2,620,350,000	1.53%	16,800	1.28%	\$ 0.62	\$ 9,957	\$ 285	\$ 240	\$ 10,481	\$ 10,490	\$ 300	\$ 253	\$ 11,043	\$ 11,023	\$ 315	\$ 265	\$ 11,604
SAGadahoc	\$4,671,500,000		\$4,671,500,000	2.72%	35,634	2.72%	\$ 0.31	\$ 9,957	\$ 508	\$ 508	\$ 10,973	\$ 10,490	\$ 535	\$ 536	\$ 11,561	\$ 11,023	\$ 562	\$ 563	\$ 12,148
SOMERSET	\$4,418,200,000	\$897,050,000	\$5,315,250,000	3.09%	50,592	3.87%	\$ 0.22	\$ 9,957	\$ 578	\$ 722	\$ 11,256	\$ 10,490	\$ 608	\$ 760	\$ 11,859	\$ 11,023	\$ 639	\$ 799	\$ 12,462
WALDO	\$4,417,750,000	\$2,100,000	\$4,419,850,000	2.57%	39,694	3.03%	\$ 0.28	\$ 9,957	\$ 480	\$ 566	\$ 11,003	\$ 10,490	\$ 506	\$ 597	\$ 11,593	\$ 11,023	\$ 532	\$ 627	\$ 12,182
WASHINGTON	\$3,247,200,000	\$377,300,000	\$3,624,500,000	2.11%	31,490	2.41%	\$ 0.34	\$ 9,957	\$ 394	\$ 449	\$ 10,800	\$ 10,490	\$ 415	\$ 473	\$ 11,378	\$ 11,023	\$ 436	\$ 497	\$ 11,957
YORK	\$33,490,850,000		\$33,490,850,000	19.49%	206,229	15.76%	\$ 0.08	\$ 9,957	\$ 3,639	\$ 2,942	\$ 16,538	\$ 10,490	\$ 3,834	\$ 3,100	\$ 17,424	\$ 11,023	\$ 4,029	\$ 3,258	\$ 18,310
<b>Totals</b>	\$167,965,950,000	\$3,857,200,000	\$171,823,150,000	100%	1,308,507	100%	\$ 0.23	\$ 149,352	\$ 18,669	\$ 18,669	\$ 186,690	\$ 157,352	\$ 19,669	\$ 19,669	\$ 196,690	\$ 165,352	\$ 20,669	\$ 20,669	\$ 206,690

## **Appendix I: Committee Meeting Minutes.**

# M.C.C.A.

Thomas Coward, President  
Cumberland County

Amy Fowler, Vice President  
Waldo County

William Blodgett, Secretary-Treasurer  
Lincoln County

Charles Pray  
Executive Director

Lauren Haven  
Office Manager



4 Gabriel Drive, Suite 2  
Augusta, ME 04330  
207-623-4697  
[www.maine counties.org](http://www.maine counties.org)

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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### Committee Meeting to Consider Long Term Funding for MCCA May 17<sup>th</sup>, 2019 at the MCCA Offices Meeting Minutes

#### Attendance:

Commissioner Norman Fournier, Commissioner Amy Fowler, Commissioner Steve Gorden, Administrator Pamela Hile, Executive Director Charles Pray and Office Manager Lauren Haven.

The group discussed the organizational makeup of the association and the services currently being provided such as:

- A. Promoting County Government, lobbying, drafting legislation, and testifying on bills which would impact counties,
- B. Maintaining a working relationship with the Self-funded Risk Pool to which member counties belong,
- C. Organizing educational opportunities for elected officials and the public.

There is not a strong directive expressed in the adopted strategic plan to expand the organization. Looking forward, the Long-term Financing Committee decided to concentrate on a plan which would sustain the association's mission, adequately fund the organization to continue providing the current level of services and allow for some measure of growth.

The committee recognized the two major line items in the 2019 budget being depleted and not replenished, MainePERS Surplus (approximately \$10,000) and the Transfer in from Fund Balance (approximately \$28,000).

Executive Director Charles Pray presented research gathered from county associations in other states, the services they provide and their sources of income. The group agreed it would make sense to explore the idea of offering workers' compensation insurance and/or health insurance. Lauren will survey the counties to ascertain what vendors are being contracted for these services.

Attendees talked about imposing a fee for county associations to belong to MCCA. Other funding sources included increased revenue from the annual convention, more advertising, other educational and training opportunities, and additional NACo affiliate endorsements.

The structure of the formula to calculate membership dues varies from state to state based on a standardized minimum amount, and factors in valuation and/or population to determine the dues rate. Attendees looked at the dues structure for the National Association of Counties as well as Maine Municipal Association's dues formula which uses both valuation and population.

Each county paid \$9,402 for a total of \$141,043 in MCCA's 2019 budget. A target dues total of \$186,690 would cover the projected shortfall. The dues rate could be increased in stages to allow counties to budget for the change. It was decided to test several formula's with different scenarios to be discussed at the next meeting. Lauren will create a spreadsheet with \$186,690 as the total amount of dues and \$9,400 as the base. There will be one scenario utilizing MMA's formula, one using just valuation and one just using population. There will be one more formula using \$196,000 as the total amount of dues still using \$9,400 as the base. Other scenarios could be requested after these figures are examined.

The next meeting was scheduled for Wednesday, June 5<sup>th</sup> at 1:00 pm at the MCCA offices.

# M.C.C.A.

Thomas Coward, President  
Cumberland County

Amy Fowler, Vice President  
Waldo County

William Blodgett, Secretary-Treasurer  
Lincoln County



Charles Pray  
Executive Director

Lauren Haven  
Office Manager

4 Gabriel Drive, Suite 2  
Augusta, ME 04330  
207-623-4697  
[www.mainecounties.org](http://www.mainecounties.org)

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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### Long Term Finance Committee

June 5<sup>th</sup>, 2019 at the MCCA Offices  
Meeting Minutes

#### Attendance:

Commissioner Norman Fournier, Commissioner Amy Fowler, Commissioner Steve Gorden, Administrator Pamela Hile, Executive Director Charles Pray and Office Manager Lauren Haven.

The group reviewed the minutes of the May 17, 2019 meeting. Commissioner Gorden moved to accept the minutes with no revisions requested. The motion was seconded by Commissioner Fowler and it passes unanimously.

Attendees continued to work on the value and benefits belonging to MCCA and ideas for improvements that might be made to increase the value of these services, combining drafts submitted by Commissioner Fournier and Administrator Pamela Hile. Some items added during the conversation included the following:

- A. MCCA could encourage a more active Legislative Policy Committee (LPC) year-round, meeting off session on a regular basis to follow up with work done in the last session and plan strategies and legislation for the next session.
- B. Staff and/or county representatives could participate in the Maine Municipal Assoc. conference in more ways, such as having an exhibit booth or teaching an educational

session explaining cost savings to municipalities and potential partnerships to provide regional services.

- C. A part-time analyst could be hired for the legislative session to help research new bills as they surface, help write testimony and assist with drafting legislation.
- D. MCCA could facilitate cooperative purchasing opportunities among county jail services such as paper supplies, electronic equipment, bedding, food, and medical services. Or, coordinate county office bulk purchasing to realize a cost savings, perhaps vehicles.
- E. MCCA could help counties host and/or organize a legislative breakfast for every MCCA member county either in Augusta or in each host county. Legislators could meet with county officials and discuss timely topics and current issues and viewpoints.

The group looked at the prepared drafts of various formulas discussed at the last meeting to calculate membership dues. It was decided to also look at a flat rate and add a column reflecting the cost per person for each county.

Committee members were leaning toward Formula #1 as the choice to recommend which would have the least impact to county budgets. Formula #1 was based on \$186,690 as the total amount of membership dues and factored in differing valuation and population for each county. When presenting the recommendation, it will be important to illustrate how much money counties have saved as a result of MCCA testifying and lobbying against bills which would have had a financial impact.

The group reviewed the survey results showing vendors for workers' compensation and health insurance. All MCCA member counties use MMA for their workers' compensation and the majority use Maine Municipal Employee Health Trust. Five counties use other health insurance vendors such as Allegiant Care (Cigna), Hansen Financial (Cigna), Harvard Pilgrim, and Meritain Health (Aetna).

Administrator Pamela Hile offered to work on a three-year plan to raise dues in stages to allow counties to plan their budgets accordingly.

Moving forward, the Association by-laws should be examined as changes might be necessary and would need to be proposed twenty days in advance of a membership meeting.

The next meeting was scheduled for Friday, June 21<sup>st</sup> at 1:00 pm at the MCCA offices. The group hoped to have a recommendation to present at the July Board of Directors' meeting so it could be discussed more fully at the August 14<sup>th</sup> Board meeting.

# M.C.C.A.

Thomas Coward, President  
Cumberland County

Amy Fowler, Vice President  
Waldo County

William Blodgett, Secretary-Treasurer  
Lincoln County

Charles Pray  
Executive Director

Lauren Haven  
Office Manager



4 Gabriel Drive, Suite 2  
Augusta, ME 04330  
207-623-4697  
[www.mainecounties.org](http://www.mainecounties.org)

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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### Long Term Finance Committee

June 21<sup>st</sup>, 2019 1:00 pm at the MCCA Offices  
Meeting Minutes

#### Attendance:

Commissioner Norman Fournier, Commissioner Amy Fowler, Commissioner Steve Gorden, Administrator Pamela Hile, Executive Director Charles Pray and Office Manager Lauren Haven.

The group reviewed the minutes of the June 5, 2019 meeting. Commissioner Fowler moved to accept the minutes with no revisions requested. The motion was seconded by Commissioner Gorden and it passed unanimously.

Attendees review revised draft of Value and Benefits document (page 3 of the report). It was decided to add the following

d. Visibility with the Legislature and Governor's Office, **State Departments and Agencies.**

9. Forum for the various County groups (**Maine Assoc. of County Clerks, Administrators and Managers, Maine Register of Deeds Assoc., Maine Assoc. of Registers of Probate, Maine Sheriffs Assoc., Maine Assoc. of County Treasurers, Maine Emergency Management County Directors Council, and Maine Emergency County Communications Association**) to have dialogue with the County Commissioners on the State level



Attendees review revised draft of improvements that can be made to increase the value of above services (pages 3 and 4 of the report). The group decided to add a fifth item, Administrator Pam Hile will craft the wording, but it will be similar to this:

### *5. Partnerships*

- a.) Explore opportunities for multi-county ventures, agreements resulting in savings and efficiencies. One example might be sharing a jail administrator.

The group looked at the prepared drafts of various formulas discussed at the last meeting to calculate membership dues. A flat rate formula was added along with a column reflecting the cost per person for each county. Also, Formulas four and five were switched so all of the \$186,690 formulas are together and the \$196,000 is now at the end.

After some discussion, the group added another formula using \$186,690 with the base of 80% or \$9,957 and calculating 10% valuation and 10% population. The group decided this would be the recommended formula. Another sheet will be added using this formula and increasing the total by \$10,000 each year for three years for planning purposes.

Moving forward, the Association by-laws should be examined as changes might be necessary and would need to be proposed twenty days in advance of a membership meeting. The Board might consider increasing the number of votes per county for those paying over a certain amount.

During the presentation to the Board of Directors', the group thought it should be pointed out not only is the MainePERS surplus fund balance dwindling as well as the loss of Franklin County as a paying MCCA member.

Attendees opted to add in the Appendices the history of MCCA dues from 2009 to the present.

The subject of the Risk Pool and the formula for the allocated amount was expected to arise. The group decided to add the following under III. Funding B. Options

- 4. The amount of the Risk Pool assessment allocated to MCCA will be determined by the Risk Pool Board of Directors.

The next meeting was tentatively scheduled for Tuesday, July 2<sup>nd</sup> at 3:00 pm via conference call. The group is on target to have a recommendation ready to present at the July Board of Directors' meeting so it can be discussed more fully at the August 14<sup>th</sup> Board meeting.

# M.C.C.A.

Thomas Coward, President  
Cumberland County

Amy Fowler, Vice President  
Waldo County

William Blodgett, Secretary-Treasurer  
Lincoln County



Charles Pray  
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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### **Long Term Finance Committee**

July 3<sup>rd</sup>, 2019 8:00 am via Conference Call  
Meeting Minutes

#### Attendance:

Commissioner Norman Fournier, Commissioner Amy Fowler, Commissioner Steve Gorden, Administrator Pamela Hile, and Office Manager Lauren Haven.

The group reviewed the latest draft of the report to the Board which incorporated additions and revisions discussed at the last meeting on June 21<sup>st</sup>. The draft had been expanded to include all the various parts and pieces of research considered by committee as well as minutes from the committee meetings. Attendees proceeded through the report page by page, editing the verbiage and adding points for clarification.

Upon completion of the review, and pending the few changes made, the group came to a consensus. The document will be ready for presentation at the Board of Directors' meeting on July 10<sup>th</sup>. The report will be distributed in the agenda packet after a final review by Commissioner Fournier. Directors will have the opportunity to examine the report prior to the July meeting. Additionally, it will likely be discussed at the August 14<sup>th</sup> Board meeting. This will give the Board of Directors time to vote on a course of action before the Association's 2020 budget preparations begin.

## **Appendix II: Funding Research and Formulas.**

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**Maine Municipal Association -- Revenue Percentage Estimates – FROM: Theresa Chavarie <tchavarie@memun.org>**

FROM: Theresa Chavarie [tchavarie@memun.org](mailto:tchavarie@memun.org) To: Charles Pray [charles.pray@mainecounties.org](mailto:charles.pray@mainecounties.org) Mon, May 6, 2019 at 12:09 PM

Good Afternoon, Mr. Pray:

Thank you for your telephone call and email on Friday, May 3. The MMA Municipal membership dues formula includes the following provisions:

1. During the budget process, the MMA Executive Committee determines the total dollar amount of dues required to balance the budget and the resulting average dues percentage adjustment.

2. All members are assessed the same base dues dollar amount, which is increased each year by the average dues percentage adjustment.

The MMA Base Dues amount for 2019 is: 1,175

3. The balance (dues to be raised from Budget process less 495 @ 1,175) is split 50/50 and assessed based on the member's proportional share of the total valuation and population. The total result of all three of these calculation is the assessed dues. The population and valuation numbers are obtained from the latest published State of Maine Municipal Revenue Sharing calculations when assessing the dues in December each year. There is typically a lag time of two years.

**MMA Municipal membership dues account for 14% of the Association's revenues.**

The following chart provides the County, Municipality, Member Status, Est Population and State Valuation.

Please let me know if you have any further questions. We hope this is helpful information.

My best,

Theresa

**Theresa A. Chavarie** , Manager, Member Relations & Executive Office

Millinocket's MMA Dues are \$3,831. Population 4,038, Maine Valuation \$162,850,000 – If I calculated this correctly I get the below breakdown.

$\$3,831 - \$1,175 \text{ Flat Dues} = \$2,656 \text{ (1/2)} = \$1,328 \div 4,038 \text{ (pop)} = 32.8875\text{¢ per person}$  (1/2 =  $\$1,328 / .000008155 \text{ per } \$1,000 = \$1,328$

**\$1,175 (Flat) + \$1,328 (Pop) + \$1,328 = \$3,831**, with the math coming out correct. Millinocket is .0146256% of Penobscot's valuation, **(\$11,134,550,000)**, Before, we were paying high \$8,000's, almost \$9,000. MMA has 485 member communities of 488 communities, for \$569,875 in "flat" dues plus valuation and population raises another \$493.5K, for \$1,063,375, which accounts for 14% of their overall revenues.

## NACo Dues

- National Assn. of Counties  
NATIONAL COUNCIL OF COUNTY ASSOCIATION EXECUTIVES
- Dues in NCCAE shall be based on the most recent fy budget of the assn.
- Budget shall generally include all administrative funds budgeted for expenditure by the Association and all subsidiary entities under the direct control of the Association. The budget, for example, would not include claims payments from insurance and related operations and scholarships from association sponsored programs. The budget would include insurance and related operations administrative costs and all conference and meeting expenses.
- 2. The following dues schedule shall be used:

Association Budget	2013 Dues	2018 Dues
0-500,000	\$500	\$750
500,001-1,000,000	\$1,000	\$1,250
1,000,001 – 3,000,000	\$1,500	\$2,000
3,000,001 +	\$3,000	
- 3. In states where more than one Association is a member of NCCAE, each National Sheriff Assn.
  - Dues vary by county population. 2018 dues are:

Sheriff with county population of 500,000 or more =	\$579
Sheriff with county population of 250,000– 499,999 =	\$290
Sheriff with county population of 100,000–249,999 =	\$175
Sheriff with county population of 10,000–99,999 =	\$115
Sheriff with county population of less than 10,000 =	\$ 60

**Below is data collected from talking with NACo and Other States' County Orgaizations**

Rank 2018	Name	Pop. est. 2018 <sup>[5]</sup>	Census 2010 <sup>[6]</sup>	+/- % increase 2010-2018	State County Organization's Revenue structure, Dues	Other Revenue Sources	Staff
36	New Mexico/33	2,095,428	2,059,179	+1.8%	By size but wouldn't share anything rather population or valuation.	Administers 3 insurance pools (Workers' Compensation, Multi-Line Pool, Law Enforcement Pool), County network of 20 Affiliates: Assessors, Clerks, Commissioners, Probate Judges, Sheriffs, Treasurers, 911, Attorneys, Cooperative Extension Service, Detention, DWI, Finance & Purchasing, Fire & Emergency, GIS/RA, Health Services, HRs, IT, Public Works and Risk Management.	
37	Nebraska	1,929,268	1,826,341	+5.6%	Dues: Pop. formula by categories of size	Risk Pool, Insurance/Health Savings/Medicare shifting of Retirees program	9
38	West Virginia	1,805,832	1,852,994	-2.5%	County Valuation/10 sub-groups (3/4 of budget)	Risk Pool (\$200K), Contractual Services for Assoc. Members	4
39	Idaho	1,754,208	1,567,582	+11.9%	Population tier formula dues / Property tax assessment	County affiliate organizations, Corp & Associate Partners as well as revenues generated by IAC services.	9
40	Hawaii 5	1,420,491	1,360,301	+4.4%	N/A	N/A	
41	New Hampshire 10	1,356,458	1,316,470	+3.0%	Dues on a Population tier structure, 50%	Affiliates, corporate supporters, Nursing Homes, conference income	Out side firm
42	Maine 16 (15)	1,338,404	1,328,361	+0.8%	Dues: Flat Rate per County	Charge to the Risk Pool, Conference Revenues, Directory Ads	2

4 3	Montana 56	1,062,305	989,415	+7.4%	Taxable Property Values, tiered	Conferences fees: vendor's sponsored events, meals, coffees, entertainment at conferences, a significant source of non-dues revenue, charges of \$500 per vendor, and sponsorships range from \$100 to \$5,000. - Associate Member Program, related businesses and associations to gain access to members through newsletters, directory and web advertising, booths, etc., based on levels of membership. Info at website: <a href="http://www.mtcounties.org/about/associate-member-program/become-a-maco-associate-member">http://www.mtcounties.org/about/associate-member-program/become-a-maco-associate-member</a> . NACo programs royalties, marketing, Rx Card, Deferred Comp Program, an Inmate Medical Program: manage Excess Hospitalization Medical Expense Insurance Program for Inmates provides coverage for large claims for inmates in jails, do all marketing and processing of premium payments, and 3rd party processes claims. - Miscellaneous Income: purchase and sell customized name badges for Elected Officials and ID cards for county employees, which provides a government rate on motel lodging. - Rent Income, 2 buildings on campus, owns 1/3 of one in partnership with the Worker's Compensation and Property & Casualty Trusts, rents out a large conference room, w/ kitchen facilities and parking, to organizations on a daily basis. (\$). Also a "Third Party Administrator" for 3 self-insured risk sharing pools: Employee Benefits, Workers Compensation and Property & Liability, Work Comp and Property & Liability claims adjudication in-house, and have an in-house defense team for liability claims, they charge \$1 for \$1 for the expenses, and the Association employs all of the staff. The additional revenue generated is a "Pooled Investment Fee", as MACo manages all of the financials, cash, and investments for the Pools. We receive a percentage of the cash and investments on hand (determined by Trustees each year - currently at .15%) as of each December 31 year.	8
4 7	North Dakota 53	760,077	672,591	13.0%	Property Taxation		21
4 8	Alaska	737,438	710,231	3.8%	N/A	N/A	
4 9	Vermont	626,299	625,741	0.09%	N/A	N/A	
5 0	Wyoming 23	577,737	563,626	2.5%			4

# MCCA Dues Formula #1

## SUMMARY 2019 STATE VALUATION AS FILED WITH THE SECRETARY OF STATE, January 22, 2019

JEROME D. GERARD, STATE TAX ASSESSOR

COUNTY	MUNICIPALITY VAL	UNORGANIZED VAL	TOTAL	% of T Val.	Pop.	% of T Pop	\$186,000/\$6.2k \$93,000/50%	25%VAL \$46,500	25%POP \$46,500	TOTAL
ANDROSCOGGIN	\$ 8,191,950,000		\$ 8,191,950,000	4.7677%	107,679	8.17%	\$6,200	\$2,217	\$3,785	\$12,202
AROOSTOOK	\$ 4,503,600,000	\$776,300,000	\$ 5,279,900,000	3.0729%	67,111	5.09%	\$6,200	\$1,429	\$2,369	\$ 9,998
CUMBERLAND	\$46,892,350,000		\$46,892,350,000	27.2911%	293,557	22.28%	\$6,200	\$12,690	\$10,362	\$29,252
<i>Minus FRANKLIN</i>	<i>\$ 4,010,050,000</i>	<i>\$342,800,000</i>	<i>\$4,352,850,000</i>	<i>2.47%</i>	<i>29,897</i>	<i>2.22%</i>				
HANCOCK	\$13,093,000,000	\$246,200,000	\$13,339,200,000	7.7634%	54,811	4.16%	\$6,200	\$3,610	\$1,936	\$11,746
KENNEBEC	\$10,636,100,000	\$ 7,100,000	\$10,643,200,000	6.1943%	122,083	9.27%	\$6,200	\$2,880	\$4,309	\$13,390
KNOX	\$ 7,450,400,000	\$ 19,800,000	\$ 7,470,200,000	4.3476%	39,771	3.02%	\$6,200	\$2,202	\$1,404	\$9,625
LINCOLN	\$ 7,534,750,000	\$ 15,450,000	\$ 7,550,200,000	4.3942%	34,342	2.60%	\$6,200	\$2,043	\$1,211	\$9,454
OXFORD	\$ 6,888,850,000	\$290,450,000	\$ 7,179,300,000	4.1783%	57,618	4.37%	\$6,200	\$1,943	\$2,034	\$10,177
PENOBSCOT	\$10,779,450,000	\$355,100,000	\$11,134,550,000	6.4803%	151,096	11.47%	\$6,200	\$3,013	\$5,334	\$14,547
PISCATAQUIS	\$ 1,750,000,000	\$870,350,000	\$ 2,620,350,000	1.5251%	16,800	1.28%	\$6,200	\$709	\$593	\$7,502
SAGadahoc	\$ 4,671,500,000		\$ 4,671,500,000	2.7181%	35,634	2.71%	\$6,200	\$1,264	\$1,258	\$8,722
SOMERSET	\$ 4,418,200,000	\$897,050,000	\$ 5,315,250,000	3.0935%	50,592	3.84%	\$6,200	\$1,438	\$1,786	\$9,424
WALDO	\$ 4,417,750,000	\$ 2,100,000	\$ 4,419,850,000	2.5724%	39,694	3.01%	\$6,200	\$1,196	\$1,401	\$8,797
WASHINGTON	\$ 3,247,200,000	\$377,300,000	\$ 3,624,500,000	2.1095%	31,490	2.39%	\$6,200	\$981	\$1,112	\$8,292
YORK	\$33,490,850,000		\$33,490,850,000	19.4915%	206,229	15.65%	\$6,200	\$9,064	\$7,279	\$22,543
							\$93,000.00	\$46,680	\$46,172	\$92,852
									TOTAL	\$185,852



## MCCA Dues Formula #2

### SUMMARY 2019 STATE VALUATION AS FILED WITH THE SECRETARY OF STATE, January 22, 2019

JEROME D. GERARD, STATE TAX ASSESSOR

COUNTY	MUNICIPALITY VAL	UNORGANIZED VAL	TOTAL	% of T Val.	Pop.	% of T Pop	\$186,000/\$7k \$105,000/56.5%	21.75%VAL \$40,500	21.75%POP \$40,500	TOTAL
ANDROSCOGGIN	\$ 8,191,950,000		\$ 8,191,950,000	4.77%	107,679	8.17%	\$7,000	\$1,932	\$3,309	\$12,241
AROOSTOOK	\$ 4,503,600,000	\$776,300,000	\$ 5,279,900,000	3.07%	67,111	5.09%	\$7,000	\$1,243	\$2,061	\$10,304
CUMBERLAND	\$46,892,350,000		\$46,892,350,000	27.29%	293,557	22.28%	\$7,000	\$11,052	\$9,023	\$27,075
<i>Minus FRANKLIN</i>	<i>\$ 4,010,050,000</i>	<i>\$342,800,000</i>	<i>\$4,352,850,000</i>	<i>2.47%</i>	<i>29,897</i>	<i>2.22%</i>				
HANCOCK	\$13,093,000,000	\$246,200,000	\$13,339,200,000	7.76%	54,811	4.16%	\$7,000	\$3, 142	\$1,685	\$11,827
KENNEBEC	\$10,636,100,000	\$ 7,100,000	\$10,643,200,000	6.19%	122,083	9.27%	\$7,000	\$2,507	\$3,754	\$13,261
KNOX	\$ 7,450,400,000	\$ 19,800,000	\$ 7,470,200,000	4.35%	39,771	3.02%	\$7,000	\$1,762	\$1,223	\$9,985
LINCOLN	\$ 7,534,750,000	\$ 15,450,000	\$ 7,550,200,000	4.39%	34,342	2.60%	\$7,000	\$1,778	\$1,053	\$9,831
OXFORD	\$ 6,888,850,000	\$290,450,000	\$ 7,179,300,000	4.18%	57,618	4.37%	\$7,000	\$1,693	\$1,770	\$10,463
PENOBSCOT	\$10,779,450,000	\$355,100,000	\$11,134,550,000	6.48%	151,096	11.47%	\$7,000	\$2,624	\$4,645	\$14,269
PISCATAQUIS	\$ 1,750,000,000	\$870,350,000	\$ 2,620,350,000	1.53%	16,800	1.26%	\$7,000	\$620	\$510	\$8,130
SAGadahoc	\$ 4,671,500,000		\$ 4,671,500,000	2.72%	35,634	2.71%	\$7,000	\$1,102	\$1,098	\$9,806
SOMERSET	\$ 4,418,200,000	\$897,050,000	\$ 5,315,250,000	3.09%	50,592	3.84%	\$7,000	\$1,251	\$1,555	\$9,806
WALDO	\$ 4,417,750,000	\$ 2,100,000	\$ 4,419,850,000	2.57%	39,694	3.01%	\$7,000	\$1,041	\$1,219	\$9,260
WASHINGTON	\$ 3,247,200,000	\$377,300,000	\$ 3,624,500,000	2.11%	31,490	2.39%	\$7,000	\$855	\$968	\$8,823
YORK	\$33,490,850,000		\$33,490,850,000	19.49%	206,229	15.65%	\$7,000	\$7,893	\$6,338	\$21,231
							\$105,000.00	\$40,495	\$40,211	\$80,706
							\$185,706		TOTAL	\$185,852

## MCCA Dues Formula #3

### SUMMARY 2019 STATE VALUATION AS FILED WITH THE SECRETARY OF STATE, January 22, 2019

JEROME D. GERARD, STATE TAX ASSESSOR

COUNTY	MUNICIPALITY VAL	UNORGANIZED VAL	TOTAL	% of T Val.	Pop.	% of T Pop	\$186,000/\$7.5k \$112,500/60.5%	21.75%VAL \$36,750	21.75%POP \$36,750	TOTAL
ANDROSCOGGIN	\$ 8,191,950,000		\$ 8,191,950,000	4.77%	107,679	8.17%	\$7,500	\$1,753	\$3,002	\$12,255
AROOSTOOK	\$ 4,503,600,000	\$776,300,000	\$ 5,279,900,000	3.07%	67,111	5.09%	\$7,500	\$1,128	\$1,871	\$10,499
CUMBERLAND	\$46,892,350,000		\$46,892,350,000	27.29%	293,557	22.28%	\$7,500	\$10,029	\$8,188	\$25,717
<i>Minus FRANKLIN</i>	<i>\$ 4,010,050,000</i>	<i>\$342,800,000</i>	<i>\$4,352,850,000</i>	<i>2.47%</i>	<i>29,897</i>	<i>2.22%</i>				
HANCOCK	\$13,093,000,000	\$246,200,000	\$13,339,200,000	7.76%	54,811	4.16%	\$7,500	\$2,852	\$1,529	\$11,881
KENNEBEC	\$10,636,100,000	\$ 7,100,000	\$10,643,200,000	6.19%	122,083	9.27%	\$7,500	\$2,275	\$3,407	\$13,182
KNOX	\$ 7,450,400,000	\$ 19,800,000	\$ 7,470,200,000	4.35%	39,771	3.02%	\$7,500	\$1,599	\$1,110	\$10,209
LINCOLN	\$ 7,534,750,000	\$ 15,450,000	\$ 7,550,200,000	4.39%	34,342	2.60%	\$7,500	\$1,613	\$956	\$10,169
OXFORD	\$ 6,888,850,000	\$290,450,000	\$ 7,179,300,000	4.18%	57,618	4.37%	\$7,500	\$1,536	\$1,606	\$10,642
PENOBSCOT	\$10,779,450,000	\$355,100,000	\$11,134,550,000	6.48%	151,096	11.47%	\$7,500	\$2,381	\$4,215	\$14,096
PISCATAQUIS	\$ 1,750,000,000	\$870,350,000	\$ 2,620,350,000	1.53%	16,800	1.26%	\$7,500	\$562	\$463	\$8,525
SAGadahoc	\$ 4,671,500,000		\$ 4,671,500,000	2.72%	35,634	2.71%	\$7,500	\$1,000	\$996	\$9,496
SOMERSET	\$ 4,418,200,000	\$897,050,000	\$ 5,315,250,000	3.09%	50,592	3.84%	\$7,500	\$1,136	\$1,411	\$10,047
WALDO	\$ 4,417,750,000	\$ 2,100,000	\$ 4,419,850,000	2.57%	39,694	3.01%	\$7,500	\$944	\$1,106	\$9,550
WASHINGTON	\$ 3,247,200,000	\$377,300,000	\$ 3,624,500,000	2.11%	31,490	2.39%	\$7,500	\$775	\$878	\$9,153
YORK	\$33,490,850,000		\$33,490,850,000	19.49%	206,229	15.65%	\$7,500	\$7,163	\$5,751	\$20,414
							\$112,500	\$36,746	\$36,489	\$185,836
										(\$164)

If the flat fee was \$7,511 the shortage of \$164 would be a plus \$1.00

## MCCA Dues Formula #4

Based on \$186,690 as the Total Amount of Membership Dues  
Plus the Percentage of **Valuation** and **Population** for Each County

COUNTY	MUNICIPALITY VALUE	UNORGANIZED VALUE	TOTAL	% of Total Value	Pop	% of Total Pop	Cost Per Person	Total Dues			
								\$186,690	VALUE	POP	TOTAL
								75.53%	12.24%	12.24%	100.00%
								\$141,007	\$22,841.52	\$22,841.52	\$186,690
ANDROSCOGGIN	\$8,191,950,000		\$8,191,950,000	4.77%	107,679	8.23%	\$ 0.115	\$9,400	\$1,089.01	\$1,880	\$12,369
AROOSTOOK	\$4,503,600,000	\$776,300,000	\$5,279,900,000	3.07%	67,111	5.13%	\$ 0.168	\$9,400	\$701.89	\$1,172	\$11,274
CUMBERLAND	\$46,892,350,000		\$46,892,350,000	27.29%	293,557	22.43%	\$ 0.071	\$9,400	\$6,233.69	\$5,124	\$20,759
HANCOCK	\$13,093,000,000	\$246,200,000	\$13,339,200,000	7.76%	54,811	4.19%	\$ 0.221	\$9,400	\$1,773.26	\$957	\$12,131
KENNEBEC	\$10,636,100,000	\$7,100,000	\$10,643,200,000	6.19%	122,083	9.33%	\$ 0.106	\$9,400	\$1,414.87	\$2,131	\$12,946
KNOX	\$7,450,400,000	\$19,800,000	\$7,470,200,000	4.35%	39,771	3.04%	\$ 0.279	\$9,400	\$993.06	\$694	\$11,088
LINCOLN	\$7,534,750,000	\$15,450,000	\$7,550,200,000	4.39%	34,342	2.62%	\$ 0.320	\$9,400	\$1,003.70	\$599	\$11,004
OXFORD	\$6,888,850,000	\$290,450,000	\$7,179,300,000	4.18%	57,618	4.40%	\$ 0.197	\$9,400	\$954.39	\$1,006	\$11,361
PENOBSCOT	\$10,779,450,000	\$355,100,000	\$11,134,550,000	6.48%	151,096	11.55%	\$ 0.089	\$9,400	\$1,480.19	\$2,638	\$13,518
PISCATAQUIS	\$1,750,000,000	\$870,350,000	\$2,620,350,000	1.53%	16,800	1.28%	\$ 0.598	\$9,400	\$348.34	\$293	\$10,042
SAGadahoc	\$4,671,500,000		\$4,671,500,000	2.72%	35,634	2.72%	\$ 0.299	\$9,400	\$621.01	\$622	\$10,644
SOMERSET	\$4,418,200,000	\$897,050,000	\$5,315,250,000	3.09%	50,592	3.87%	\$ 0.217	\$9,400	\$706.59	\$883	\$10,990
WALDO	\$4,417,750,000	\$2,100,000	\$4,419,850,000	2.57%	39,694	3.03%	\$ 0.269	\$9,400	\$587.56	\$693	\$10,681
WASHINGTON	\$3,247,200,000	\$377,300,000	\$3,624,500,000	2.11%	31,490	2.41%	\$ 0.331	\$9,400	\$481.83	\$550	\$10,432
YORK	\$33,490,850,000		\$33,490,850,000	19.49%	206,229	15.76%	\$ 0.085	\$9,400	\$4,452.15	\$3,600	\$17,453
<b>Totals</b>	\$167,965,950,000	\$3,857,200,000	\$171,823,150,000	100%	1,308,507	100%	\$ 0.22	\$141,007	\$22,842	\$22,842	\$186,690

Total Dues

## MCCA Dues Formula #5

Based on \$186,690 as the Total Amount of Membership Dues  
Plus the Percentage of **Valuation** for Each County

COUNTY	MUNICIPALITY VALUE	UNORGANIZED VALUE	TOTAL	% of Total Value	Pop	% of Total Pop	Cost Per Person	Total Dues		
								\$186,690	VALUE	TOTAL
								75.53%	24.47%	100.00%
								\$141,007	\$45,683.04	\$ 186,690
ANDROSCOGGIN	\$8,191,950,000		\$8,191,950,000	4.77%	107,679	8.23%	\$ 0.108	\$9,400	\$2,178.01	\$11,578
AROOSTOOK	\$4,503,600,000	\$776,300,000	\$5,279,900,000	3.07%	67,111	5.13%	\$ 0.161	\$9,400	\$1,403.78	\$10,804
CUMBERLAND	\$46,892,350,000		\$46,892,350,000	27.29%	293,557	22.43%	\$ 0.074	\$9,400	\$12,467.38	\$21,868
HANCOCK	\$13,093,000,000	\$246,200,000	\$13,339,200,000	7.76%	54,811	4.19%	\$ 0.236	\$9,400	\$3,546.53	\$12,947
KENNEBEC	\$10,636,100,000	\$7,100,000	\$10,643,200,000	6.19%	122,083	9.33%	\$ 0.100	\$9,400	\$2,829.73	\$12,230
KNOX	\$7,450,400,000	\$19,800,000	\$7,470,200,000	4.35%	39,771	3.04%	\$ 0.286	\$9,400	\$1,986.12	\$11,387
LINCOLN	\$7,534,750,000	\$15,450,000	\$7,550,200,000	4.39%	34,342	2.62%	\$ 0.332	\$9,400	\$2,007.39	\$11,408
OXFORD	\$6,888,850,000	\$290,450,000	\$7,179,300,000	4.18%	57,618	4.40%	\$ 0.196	\$9,400	\$1,908.78	\$11,309
PENOBSCOT	\$10,779,450,000	\$355,100,000	\$11,134,550,000	6.48%	151,096	11.55%	\$ 0.082	\$9,400	\$2,960.37	\$12,361
PISCATAQUIS	\$1,750,000,000	\$870,350,000	\$2,620,350,000	1.53%	16,800	1.28%	\$ 0.601	\$9,400	\$696.68	\$10,097
SAGadahoc	\$4,671,500,000		\$4,671,500,000	2.72%	35,634	2.72%	\$ 0.299	\$9,400	\$1,242.02	\$10,642
SOMERSET	\$4,418,200,000	\$897,050,000	\$5,315,250,000	3.09%	50,592	3.87%	\$ 0.214	\$9,400	\$1,413.18	\$10,814
WALDO	\$4,417,750,000	\$2,100,000	\$4,419,850,000	2.57%	39,694	3.03%	\$ 0.266	\$9,400	\$1,175.12	\$10,576
WASHINGTON	\$3,247,200,000	\$377,300,000	\$3,624,500,000	2.11%	31,490	2.41%	\$ 0.329	\$9,400	\$963.65	\$10,364
YORK	\$33,490,850,000		\$33,490,850,000	19.49%	206,229	15.76%	\$ 0.089	\$9,400	\$8,904.29	\$18,305
Totals	\$167,965,950,000	\$3,857,200,000	\$171,823,150,000	100%	1,308,507	100%	\$ 0.22	\$141,007	\$45,683	\$186,690

Total Dues

## MCCA Dues Formula #6

Based on \$186,690 as the Total Amount of Membership Dues  
Plus the Percentage of **Population** for Each County

COUNTY	MUNICIPALITY VALUE	UNORGANIZED VALUE	TOTAL	% of Total Value	Pop	% of Total Pop	Cost Per Person	Total Dues		
								\$186,690	POP	TOTAL
								75.53%	24.47%	100.00%
								\$141,007	\$45,683.04	\$186,690
ANDROSCOGGIN	\$8,191,950,000		\$8,191,950,000	4.77%	107,679	8.23%	\$ 0.122	\$9,400.46	\$3,759	\$13,160
AROOSTOOK	\$4,503,600,000	\$776,300,000	\$5,279,900,000	3.07%	67,111	5.13%	\$ 0.175	\$9,400.46	\$2,343	\$11,743
CUMBERLAND	\$46,892,350,000		\$46,892,350,000	27.29%	293,557	22.43%	\$ 0.067	\$9,400.46	\$10,249	\$19,649
HANCOCK	\$13,093,000,000	\$246,200,000	\$13,339,200,000	7.76%	54,811	4.19%	\$ 0.206	\$9,400.46	\$1,914	\$11,314
KENNEBEC	\$10,636,100,000	\$7,100,000	\$10,643,200,000	6.19%	122,083	9.33%	\$ 0.112	\$9,400.46	\$4,262	\$13,663
KNOX	\$7,450,400,000	\$19,800,000	\$7,470,200,000	4.35%	39,771	3.04%	\$ 0.271	\$9,400.46	\$1,388	\$10,789
LINCOLN	\$7,534,750,000	\$15,450,000	\$7,550,200,000	4.39%	34,342	2.62%	\$ 0.309	\$9,400.46	\$1,199	\$10,599
OXFORD	\$6,888,850,000	\$290,450,000	\$7,179,300,000	4.18%	57,618	4.40%	\$ 0.198	\$9,400.46	\$2,012	\$11,412
PENOBSCOT	\$10,779,450,000	\$355,100,000	\$11,134,550,000	6.48%	151,096	11.55%	\$ 0.097	\$9,400.46	\$5,275	\$14,676
PISCATAQUIS	\$1,750,000,000	\$870,350,000	\$2,620,350,000	1.53%	16,800	1.28%	\$ 0.594	\$9,400.46	\$587	\$9,987
SAGadahoc	\$4,671,500,000		\$4,671,500,000	2.72%	35,634	2.72%	\$ 0.299	\$9,400.46	\$1,244	\$10,645
SOMERSET	\$4,418,200,000	\$897,050,000	\$5,315,250,000	3.09%	50,592	3.87%	\$ 0.221	\$9,400.46	\$1,766	\$11,167
WALDO	\$4,417,750,000	\$2,100,000	\$4,419,850,000	2.57%	39,694	3.03%	\$ 0.272	\$9,400.46	\$1,386	\$10,786
WASHINGTON	\$3,247,200,000	\$377,300,000	\$3,624,500,000	2.11%	31,490	2.41%	\$ 0.333	\$9,400.46	\$1,099	\$10,500
YORK	\$33,490,850,000		\$33,490,850,000	19.49%	206,229	15.76%	\$ 0.080	\$9,400.46	\$7,200	\$16,600
Totals	\$167,965,950,000	\$3,857,200,000	\$171,823,150,000	100%	1,308,507	100%	\$ 0.22	\$141,007	\$45,683	\$186,690

Total Dues

## MCCA Dues Formula #7

**Flat Rate Based on \$186,000 as the Total Amount of Membership Dues**  
Equally Distributed Among 15 Member Counties Regardless of Statistical Data

COUNTY	MUNICIPALITY VALUE	UNORGANIZED VALUE	TOTAL	% of Total Value	Pop	% of Total Pop	Cost Per Person	TOTAL Flat
								\$ 186,000
ANDROSCOGGIN	\$8,191,950,000		\$8,191,950,000	4.77%	107,679	8.23%	\$ 0.115	\$12,400
AROOSTOOK	\$4,503,600,000	\$776,300,000	\$5,279,900,000	3.07%	67,111	5.13%	\$ 0.185	\$12,400
CUMBERLAND	\$46,892,350,000		\$46,892,350,000	27.29%	293,557	22.43%	\$ 0.042	\$12,400
HANCOCK	\$13,093,000,000	\$246,200,000	\$13,339,200,000	7.76%	54,811	4.19%	\$ 0.226	\$12,400
KENNEBEC	\$10,636,100,000	\$7,100,000	\$10,643,200,000	6.19%	122,083	9.33%	\$ 0.102	\$12,400
KNOX	\$7,450,400,000	\$19,800,000	\$7,470,200,000	4.35%	39,771	3.04%	\$ 0.312	\$12,400
LINCOLN	\$7,534,750,000	\$15,450,000	\$7,550,200,000	4.39%	34,342	2.62%	\$ 0.361	\$12,400
OXFORD	\$6,888,850,000	\$290,450,000	\$7,179,300,000	4.18%	57,618	4.40%	\$ 0.215	\$12,400
PENOBSCOT	\$10,779,450,000	\$355,100,000	\$11,134,550,000	6.48%	151,096	11.55%	\$ 0.082	\$12,400
PISCATAQUIS	\$1,750,000,000	\$870,350,000	\$2,620,350,000	1.53%	16,800	1.28%	\$ 0.738	\$12,400
SAGadahoc	\$4,671,500,000		\$4,671,500,000	2.72%	35,634	2.72%	\$ 0.348	\$12,400
SOMERSET	\$4,418,200,000	\$897,050,000	\$5,315,250,000	3.09%	50,592	3.87%	\$ 0.245	\$12,400
WALDO	\$4,417,750,000	\$2,100,000	\$4,419,850,000	2.57%	39,694	3.03%	\$ 0.312	\$12,400
WASHINGTON	\$3,247,200,000	\$377,300,000	\$3,624,500,000	2.11%	31,490	2.41%	\$ 0.394	\$12,400
YORK	\$33,490,850,000		\$33,490,850,000	19.49%	206,229	15.76%	\$ 0.060	\$12,400
<b>Totals</b>	\$167,965,950,000	\$3,857,200,000	\$171,823,150,000	100%	1,308,507	100%	\$ 0.25	<b>\$186,000</b>
								Total Dues

## MCCA Dues Formula #8

Based on \$186,690 as the Total Amount of Membership Dues  
Plus the Percentage of **Valuation** and **Population** for Each County  
and a Baseline of 80% which is \$9,957

COUNTY	MUNICIPALITY VALUE	UNORGANIZED VALUE	TOTAL	% of Total Value	Pop	% of Total Pop	Cost Per Person	Total Dues			
								<b>\$186,690</b>	VALUE	POP	Dues Amount
								80%	10%	10%	100.00%
								\$149,352	\$18,669.00	\$18,669.00	\$186,690
ANDROSCOGGIN	\$8,191,950,000		\$8,191,950,000	4.77%	107,679	8.23%	\$ 0.115	\$9,957	\$890.08	\$1,536	\$12,383
AROOSTOOK	\$4,503,600,000	\$776,300,000	\$5,279,900,000	3.07%	67,111	5.13%	\$ 0.171	\$9,957	\$573.67	\$957	\$11,488
CUMBERLAND	\$46,892,350,000		\$46,892,350,000	27.29%	293,557	22.43%	\$ 0.066	\$9,957	\$5,094.97	\$4,188	\$19,240
HANCOCK	\$13,093,000,000	\$246,200,000	\$13,339,200,000	7.76%	54,811	4.19%	\$ 0.222	\$9,957	\$1,449.34	\$782	\$12,188
KENNEBEC	\$10,636,100,000	\$7,100,000	\$10,643,200,000	6.19%	122,083	9.33%	\$ 0.105	\$9,957	\$1,156.41	\$1,742	\$12,855
KNOX	\$7,450,400,000	\$19,800,000	\$7,470,200,000	4.35%	39,771	3.04%	\$ 0.285	\$9,957	\$811.66	\$567	\$11,336
LINCOLN	\$7,534,750,000	\$15,450,000	\$7,550,200,000	4.39%	34,342	2.62%	\$ 0.328	\$9,957	\$820.35	\$490	\$11,267
OXFORD	\$6,888,850,000	\$290,450,000	\$7,179,300,000	4.18%	57,618	4.40%	\$ 0.201	\$9,957	\$780.05	\$822	\$11,559
PENOBSCOT	\$10,779,450,000	\$355,100,000	\$11,134,550,000	6.48%	151,096	11.55%	\$ 0.088	\$9,957	\$1,209.80	\$2,156	\$13,322
PISCATAQUIS	\$1,750,000,000	\$870,350,000	\$2,620,350,000	1.53%	16,800	1.28%	\$ 0.624	\$9,957	\$284.71	\$240	\$10,481
SAGADAHOC	\$4,671,500,000		\$4,671,500,000	2.72%	35,634	2.72%	\$ 0.308	\$9,957	\$507.57	\$508	\$10,973
SOMERSET	\$4,418,200,000	\$897,050,000	\$5,315,250,000	3.09%	50,592	3.87%	\$ 0.222	\$9,957	\$577.51	\$722	\$11,256
WALDO	\$4,417,750,000	\$2,100,000	\$4,419,850,000	2.57%	39,694	3.03%	\$ 0.277	\$9,957	\$480.23	\$566	\$11,003
WASHINGTON	\$3,247,200,000	\$377,300,000	\$3,624,500,000	2.11%	31,490	2.41%	\$ 0.343	\$9,957	\$393.81	\$449	\$10,800
YORK	\$33,490,850,000		\$33,490,850,000	19.49%	206,229	15.76%	\$ 0.080	\$9,957	\$3,638.86	\$2,942	\$16,538
<b>Totals</b>	\$167,965,950,000	\$3,857,200,000	\$171,823,150,000	100%	1,308,507	100%	\$ 0.23	\$149,352	\$18,669	\$18,669	<b>\$186,690</b>

## **Appendix III: Ten Year History of MCCA Dues 2009-2019**

### **MCCA Annual Membership Dues**

2009	=	\$8,000 (\$128,000)
2010	=	\$7,999 (\$127,984)
2011	=	\$8,765 (\$140,240)
2012	=	\$8,765 (\$140,240)
2013	=	\$8,765 (\$140,240)
2014	=	\$8,765 (\$140,240)
2015	=	\$8,765 (\$140,240)
2016	=	\$8,765 (\$140,240)
2017	=	\$8,950 (budgeted for \$143,200 but collected \$132,250 as Franklin County no longer a member)
2018	=	\$9,129 (\$136,935)
2019	=	\$9,402 (\$141,043)



# M.C.C.A.

Thomas Coward, President  
Cumberland County

Amy Fowler, Vice President  
Waldo County

William Blodgett, Secretary-Treasurer  
Lincoln County

Charles Pray  
Executive Director

Lauren Haven  
Office Manager



Maine County Commissioners Association

4 Gabriel Drive, Suite 2  
Augusta, ME 04330  
207-623-4697

[www.mainecontinies.org](http://www.mainecontinies.org)

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## MCCA Executive Director Report July 10, 2019

### LEGISLATIVE ACCOMPLISHMENTS:

#### **JAIL FUNDING:**

The 1<sup>st</sup> Session of the 129<sup>th</sup> Maine Legislature adjourned Thursday, June 20<sup>th</sup> after a one day extension past the statutory adjournment date of the third Wednesday of June. The extension, cause mostly to the volume of paperwork for members to have amended versions of proposals before them due to last minute committee reports and drafting of amendments.

MCCA's major accomplishments: MCCA/MACCAM submitted \$15,442,104 for each year of the Biennium and an additional \$3,000,000 for each year, FY19-20 and FY 20-21, for unexpected situations and budget shortfalls over the next two years with, a first year, \$2,898,761 dispersed based on MCCA/MACCAM collected numbers, and a balance of \$101,239 which will be available for additional unexpected situations, as documented by a jail or jails, to the Department of Corrections (DOC), for situations which cause a need of expenditures in FY19-20 that were unanticipated and that were in excess of their budget(s) and allocations of funds. Balances under this section not expended will lapse to the DOC's County Jail Operation Funds for use in the following budget year.

For FY20-21 the additional \$3,000,000 appropriation will be distributed among the jails to provide funding for jails that incurred expenses in excess of budgeted expenses actually paid or obligations incurred during FY19-20.

- For next year, in calculating shortfalls and unanticipated expenses the Maine Sheriffs Association and Maine County Commissioners Association must submit by **June 1, 2020**, signed statements of the jails' budgets, revenues and expenditures and incurred obligations for FY19-20. (Q. We should establish the process and participants now so MCCA and MSA are in agreement well before June 1.
- By **June 7, 2020**, the Sheriffs Association and Maine County Commissioners Association must submit a compilation of the signed statements of the jail budgets along with the submitted financial information to the Commissioner of Corrections.
- On **July 1, 2020**, the Commissioner must direct payment be made to the jails for their shortfalls and unanticipated expenses up to a total of \$3,000,000.

### **(Jail Funding Continued)**

- If shortfalls and unanticipated expenses exceed \$3,000,000, the payments to the jails will be reduced pro rata.
- If the shortfalls and unanticipated expenses do not exceed \$3,000,000, any remaining funds must lapse to the County Jail Operations Fund for use in a future year.

### **JAIL FUNDING (ACT II)**

Representative Warren's legislation, LD 973 An Act To Stabilize County Corrections, which was carried over and in which, future funding may potentially be agreed to with the Department of Corrections, in turn, the Administration, and the current legislative body.

Representative Warren had stated she wasn't looking to doing anything until she gets some guidelines from the Legislative Council which she thought would be several weeks, mid-July at the earliest before she knew what restrictions/limitations the Council will set.

### **PROBATE:**

A special "thank-you" to Kathleen Ayers in covering the Probate legislation and in explaining to the Legislature's Judiciary Committee the actual details of operation of the Registrars in the State's Probate Court system, lead efforts in delaying effective date to parts of it to September, providing time for adjustments on a series of changes as well as delaying major changes in another concept draft of changing the selection process of judges and further operation changes that will be worked on through the summer and fall before the 2<sup>nd</sup> Session begins in January 2020.

We still have a Summer Carry-over on Probate, LD 657, An Act To Reorganize the Probate Courts. No dates have been set for a sub-committee to work on the legislation.

### **DEEDS:**

LD 1393 An Act to Change the Requirements for Recording Plans at the County Registries of Deeds, 20-pound weight for paper as the minimum weight for recording plans at the county registries of deeds. (We became involved over concerns OFPR had on a fiscal note which we corrected)

### **FISCAL NOTES:**

In response to MCCA has long been concerned on State action inflicting costs onto Counties in what is a seemingly unclear definition of what is a Mandate we have initiated action and a relationship with the Legislature's Office of Fiscal & Program Review in analyzing whether a law, rule or executive order represents a state mandate according to the Maine State Constitution, Article IX, §21, and the implementing statutory language in 30-A M.R.S.A., §5685 and the Legislature's Joint Rule 312.

Kennebec County Administrator Bob Devlin and I had several meetings with OFPR's Marc Cyr, Principal Analysts, who handles Mandate question in OFPR, establishing an official dialog for submitting data assessing costs and a format OFPR accepts for cost estimates. This is still a work-in-progress but we ended the session laying a good foundation. I had two after session conversations, one with Marc Cyr and one Chris Nolan, Director of OFPR, on following up after their staff recovered from the end-of-session. They were agreeable to work on us providing information for them to make a determination.

MACCAM is the natural source for MCCA on these numbers and it is important in a number of instances MCCA will need to present numbers and justifications to OFPR, thus we need to identify legislation and provide numbers earlier in the process. But, at the same time, there are evaluations and judgements to how such information best serves the authority of County governance and the citizens of Maine's Counties.

#### **BINDING ARBITRATION:**

LD 1177, An Act To Improve Public Sector Labor Relations, was vetoed by Governor Mills and the Legislature succeeded in sustaining her veto.

#### **CALL CENTER & EMERGENCY MANAGEMENT: DRAFT**

#### **BONDS:**

The Legislature was unable to reach any agreements on a bond package which requires a two-thirds majority vote of the members present and voting to be sent to the public for approval. Bond issues that advanced in a package to enactment but failed to get the 2/3's vote for approval included General Fund Bonds for Infrastructure, Economic Development, Workforce Development and Energy and Environment, combining four separate bond proposals.

It is highly probable the Legislature will reconvene for a special session later this year to finalize a bond package for approval by voters in time for a November 5th referendum election.

#### **OFF SESSION PREP:**

**Legislative Evaluation:** Work on and profile legislation introduced in the First Session but for a number of reasons were carried over, passed, or failed to better understand where individual legislators stand and or understand County government.

**2<sup>nd</sup> Session Legislation:** In addition to any Carry Over legislation, evaluate if Commissioners or County agencies and/or departments have any issues that should be addressed via the introduction of Legislation. Work with NACo on establishing a County Government school curriculum to improve knowledge and understanding of Counties and the programs and services therein provided.

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#### **Legislative Interests in MCCA**

**You Are Invited To The Ninth Annual Day at Fenway**  
**Take a tour of Fenway Park followed by the game in the Owner's Box**  
  
**Boston Red Sox vs. Tampa Bay Rays**  
**Thursday, August 1st, 2019 at 7:10 P.M.**  
  
**Food, Drinks and Transportation Provided**  
**Tickets \$1,000 Each**  
**Please RSVP at (207)-841-3295**  
**or [julia@mainesdcc.com](mailto:julia@mainesdcc.com)**  
**Event Link: <http://bit.ly/2019Fenway>**  
  
**Checks made payable to "ME SDCC" and sent to PO**  
**Box 2207 Augusta ME 04338.**

**Please Join Asst. Senate Republican Leader Jeff Timberlake & the Still Fed Up With Taxes PAC**  
**For a Fundraiser & Pint at Ricker Hill Tasting Room**  
**Thursday, July 18 from 4:30 - 6:30pm**  
**Ricker Hill Tasting Room 15 Ricker Hill Road, Turner**  
**Sponsorship Levels**  
**Platinum \$2,500 - Gold \$1,000**  
**Silver \$500 - Bronze \$100**  
**RSVP Now**  
**Copyright © 2019 Still Fed Up With Taxes PAC. All rights reserved.**  
**To update your contact information, please contact us at:**  
**Our mailing address is:**  
**Still Fed Up With Taxes PAC**  
**580 E Hebron Road, Turner, ME 04282**

#### **Executive Director's Report**

Continuing other activities including structurally, organizational and budgetary, following off-session legislative activities, NACo and assisting Lauren on the MCCA Conference as addressed in other reports.



# MAINE COUNTY COMMISSIONERS ASSOCIATION

## June 2019 Financial Report

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Attached please find the financial reports for the month of June 2019. The Balance Sheet shows total assets and liabilities at \$124,859.50. This amount includes \$22,435 from the money market account for MainePERS employer contributions.

Debits to the bank account in June totaled \$21,838.35, and receipts of \$3,246.25 were credited to the account. The debits were from normal operating expenses during the month and one NACo conference expense reimbursement.

The deposits consisted of payments from vendors to participate in the Convention of Maine Counties this fall, and an endorsement US Communities, now called Omnia Partners.

The general fund checking account balance as of June 30<sup>th</sup> was \$95,763.29 as some transactions had not yet cleared. With approximately 50% of the year elapsed, 61% of the \$257,063 budgeted revenue has been received. On the expenditure side, \$17,535 was spent in June, and \$109,048 or approximately 42% of budgeted funds had been expended year-to-date.

Additional details of financial transactions appear in the *Profit & Loss Budget vs. Actual, Transaction Detail, Expenses by Vendor*, and *Profit & Loss Previous Year Comparison* reports. Please don't hesitate to let me know if you have any questions or would like to see anything presented differently in the financial reports.

Respectfully submitted,



Lauren Haven  
Office Manager

Accepted by:

Date: July 10, 2019

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Charles Pray, Executive Director

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Thomas Coward, President

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Amy Fowler, Vice-President

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William Blodgett, Secretary-Treasurer



**Maine County Commissioners Association**  
**Reconciliation Summary**  
Money Market Account, Period Ending 06/20/19

	<b>June 2019</b>
<b>Beginning Balance</b>	<b>22,434.17</b>
<b>Cleared Transactions</b>	
<b>Deposits and Credits - 1 item</b>	<b>0.90</b>
<b>Total Cleared Transactions</b>	<b>0.90</b>
<b>Cleared Balance</b>	<b>22,435.07</b>
<b>Register Balance as of 06/20/19</b>	<b>22,435.07</b>
<b>Ending Balance</b>	<b>22,435.07</b>





# **Maine County Commissioners Association**

## **Reconciliation Summary**

**MCCA Checking-Savings Bank, Period Ending 06/30/19**

	<b>June 2019</b>
<b>Beginning Balance</b>	<b>118,043.23</b>
<b>Cleared Transactions</b>	
<b>Checks and Payments - 20 items</b>	<b>-21,838.35</b>
<b>Deposits and Credits - 4 items</b>	<b>3,246.25</b>
<b>Total Cleared Transactions</b>	<b>-18,592.10</b>
<b>Cleared Balance</b>	<b>99,451.13</b>
<b>Uncleared Transactions</b>	
<b>Checks and Payments - 5 items</b>	<b>-3,687.84</b>
<b>Total Uncleared Transactions</b>	<b>-3,687.84</b>
<b>Register Balance as of 06/30/19</b>	<b>95,763.29</b>
<b>Ending Balance</b>	<b>95,763.29</b>



# Maine County Commissioners Association

## Reconciliation Detail

MCCA Checking-Savings Bank, Period Ending 06/30/19

	Type	Date	Name	Amount	Balance
Beginning Balance					118,043.23
Cleared Transactions					
Checks and Payments - 20 items					
	Bill Pmt -Check	4/29	Maine Farm Bureau	-1,497.17	-1,497.17
	Bill Pmt -Check	5/31	Maine Farm Bureau	-1,497.17	-2,994.34
	Bill Pmt -Check	5/31	Macomber Farr & Whitten	-863.00	-3,857.34
	Bill Pmt -Check	5/31	Lisa's White Flour Catering	-309.57	-4,166.91
	Bill Pmt -Check	5/31	US Bank	-296.75	-4,463.66
	Bill Pmt -Check	5/31	Camden National Bank	-107.85	-4,571.51
	Bill Pmt -Check	5/31	Penobscot Sheriff's Office	-30.00	-4,601.51
	Bill Pmt -Check	6/7	Bangor Payroll	-2,443.15	-7,044.66
	Bill Pmt -Check	6/7	Penobscot County Treasurer	-2,102.83	-9,147.49
	Bill Pmt -Check	6/7	MainePERS	-901.14	-10,048.63
	Bill Pmt -Check	6/7	Spectrum Business/TWC	-175.62	-10,224.25
	Bill Pmt -Check	6/13	Eastern Alliance	-165.00	-10,389.25
	Bill Pmt -Check	6/13	Haven, Lauren	-161.83	-10,551.08
	Bill Pmt -Check	6/13	Capitol Computers	-125.00	-10,676.08
	Bill Pmt -Check	6/13	Liberty Mutual Insurance	-56.83	-10,732.91
	Bill Pmt -Check	6/14	Bangor Payroll	-2,443.15	-13,176.06
	Bill Pmt -Check	6/20	Maine Farm Bureau	-1,497.17	-14,673.23
	Bill Pmt -Check	6/20	Lisa's White Flour Catering	-309.57	-14,982.80
	Bill Pmt -Check	6/21	Bangor Payroll	-2,443.15	-17,425.95
	Bill Pmt -Check	6/28	Bangor Payroll	-4,412.40	-21,838.35
Total Checks and Payments				-21,838.35	-21,838.35
Deposits and Credits - 4 items					
	Deposit	6/3	Omnia Partners	54.93	54.93
	Deposit	6/5		656.18	711.11
	Deposit	6/17		2,531.00	3,242.11
	Deposit	6/30		4.14	3,246.25
Total Deposits and Credits				3,246.25	3,246.25
Total Cleared Transactions				-18,592.10	-18,592.10
Cleared Balance				-18,592.10	99,451.13
Uncleared Transactions					
Checks and Payments - 5 items					
	Bill Pmt -Check	3/27	Maine Farm Bureau	-1,497.17	-1,497.17
	Bill Pmt -Check	4/25	Maine Farm Bureau	-1,497.17	-2,994.34
	Bill Pmt -Check	12/7	State of Maine-Hall of Flags	-100.00	-3,094.34
	Bill Pmt -Check	2/14	US Bank	-296.75	-3,391.09
	Bill Pmt -Check	6/20	US Bank	-296.75	-3,687.84
Total Checks and Payments				-3,687.84	-3,687.84
Total Uncleared Transactions				-3,687.84	-3,687.84
Register Balance as of 06/30/19				-22,279.94	95,763.29
Ending Balance				-22,279.94	95,763.29



**Maine County Commissioners Association**  
**Balance Sheet (accrual)**  
**As of June 30, 2019**

	<b>June 2019</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
MCCA Checking-Savings Bank	95,763.29
Money Market Account	22,435.07
Petty Cash Account	200.00
<b>Total Checking/Savings</b>	<u>118,398.36</u>
<b>Accounts Receivable</b>	
Receivables	1,049.14
<b>Total Accounts Receivable</b>	<u>1,049.14</u>
<b>Total Current Assets</b>	<u>119,447.50</u>
<b>Fixed Assets</b>	
RLB0019 - Accumulated Depreciation	-2,912.00
RLB0028 - Equipment	6,660.00
RLB0030 - Depreciation	1,664.00
<b>Total Fixed Assets</b>	<u>5,412.00</u>
<b>TOTAL ASSETS</b>	<u><u>124,859.50</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
1000-00 - Employee Health Insurance Contr	1,043.11
1010-00 - MainePERS Employee Contribution	111.79
RLB0032 - Accrued Vacation	820.90
<b>Total Other Current Liabilities</b>	<u>1,975.80</u>
<b>Total Current Liabilities</b>	<u>1,975.80</u>
<b>Total Liabilities</b>	<u>1,975.80</u>
<b>Equity</b>	
3020-00 - Fund Balance to Current Yr Inc	-141,282.00
3030-00 - Earnings	215,430.42
Net Income	48,735.28
<b>Total Equity</b>	<u>122,883.70</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>124,859.50</u></u>



# Maine County Commissioners Association Profit & Loss Budget vs. Actual

January through June 2019

Accrual Basis

	Budget	June 2019	Jan-Jun 2019	\$ Over Budget	% of Budget
<b>Income</b>					
4100-00 · Convention Income					
4110-00 · Plaques	400			-400	
4120-00 · Registration	22,000	587	1,678	-20,322	8%
4130-00 · Sponsorship	9,000	1,700	2,700	-6,300	30%
4140-00 · Vendor	11,500	1,150	1,600	-9,900	14%
Total 4100-00 · Convention Income	42,900	3,437	5,978	-36,922	14%
4300-00 · Dues	141,043		141,043		100%
4400-00 · Other Income	7,500	55	10,731	3,231	143%
4500-00 · NACo Roster	500			-500	
4600-00 · MCCA Risk Pool Assessment	27,038			-27,038	
4800-00 · MainePERS Surplus Funds	9,997			-9,997	
4810-00 · Interest Earned	100	11	33	-67	33%
4920-00 · Transfer in from Fund Balance	27,985			-27,985	
Total Income	257,063	3,503	157,785	-99,278	61%
<b>Gross Profit</b>	257,063	3,503	157,785	-99,278	61%
<b>Expense</b>					
5000-00 · Payroll Expenses					
5020-00 · Payroll Fees	2,000	148	940	-1,060	47%
5030-00 · FICA	9,897	741	4,840	-5,057	49%
5040-00 · MainePERS Contributions	9,997	901	4,694	-5,303	47%
5050-00 · Salary-Office Manager	49,574	3,796	24,885	-24,689	50%
5060-00 · Salary-Executive Director	81,332	6,080	39,520	-41,812	49%
Total 5000-00 · Payroll Expenses	152,800	11,666	74,879	-77,921	49%
5100-00 · Insurance					
5110-00 · Health Insurance	11,752	977	5,864	-5,888	50%
5120-00 · Commercial, Crime, D&O Ins	2,050	57	1,204	-846	59%
5130-00 · Workers Comp	564	165	276	-288	49%
5140-00 · Unemployment Comp Ins	450		290	-160	64%
Total 5100-00 · Insurance	14,816	1,199	7,634	-7,182	52%
6010-00 · Prof. Services					
6012-00 · Prof Services - Legal Services	500		500		100%
6013-00 · Financial Audit	3,000		2,500	-500	83%
Total 6010-00 · Prof. Services	3,500		3,000	-500	86%
6030-00 · Lobbying					
6031-00 · Lobbying Reg	200		200		100%
Total 6030-00 · Lobbying	200		200		100%
6040-00 · NACO Expenses					
6041-00 · Conferences	8,620	2,103	2,868	-5,752	33%
Total 6040-00 · NACO Expenses	8,620	2,103	2,868	-5,752	33%

Accrual Basis

	Budget	June 2019	Jan-Jun 2019	\$ Over Budget	% of Budget
6050-00 · Education and Training	600		60	-540	10%
6100-00 · Bank Charges	50			-50	
6110-00 · Convention Expense					
6113-00 · Entertainment/Speakers	2,500			-2,500	
6114-00 · MCCA Staff Registration Expense	1,100			-1,100	
6118-00 · Meeting Exp.	30,000			-30,000	
6121-00 · Supplies	500		1	-499	0%
6124-00 · Commissioner Retirement Plaques	400			-400	
Total 6110-00 · Convention Expense	34,500		1	-34,499	0%
6140-00 · Copies-Printing					
6142-00 · Directory	100		100		100%
Total 6140-00 · Copies-Printing	100		100		100%
6145-00 · Dues Expense	1,400		1,100	-300	79%
6150-00 · Equipment - Office					
6151-00 · Computer Hardware & Software	250		205	-45	82%
6152-00 · IT Services	1,700	125	790	-910	46%
6153-00 · Photocopier Lease	3,696	297	2,077	-1,619	56%
6154-00 · Printer & Supplies	1,000		595	-405	60%
6156-00 · Other	400			-400	
Total 6150-00 · Equipment - Office	7,046	422	3,667	-3,379	52%
6160-00 · Fees	100			-100	
6170-00 · Meeting Expense					
6171-00 · Annual Meeting	1,100		1,015	-85	92%
6173-00 · Monthly	3,900	351	1,754	-2,146	45%
6175-00 · Meetings - Other	1,500		1,800	300	120%
Total 6170-00 · Meeting Expense	6,500	351	4,569	-1,931	70%
6180-00 · Mileage & Travel Expense	600		79	-521	13%
6195-00 · Office Space Rental	19,000	1,497	8,983	-10,017	47%
6215-00 · Postage-Shipping	250	22	72	-178	29%
6230-00 · Advertising	250			-250	
6235-00 · Supplies	2,000	24	347	-1,653	17%
6240-00 · Telephone, Fax & Internet					
6241-00 · Cell Phone	1,830	75	450	-1,380	25%
6243-00 · Phone, Fax & Internet	2,200	176	1,039	-1,161	47%
Total 6240-00 · Telephone, Fax & Internet	4,030	251	1,489	-2,541	37%
6250-00 · Website	200			-200	
6260-00 · Contingency	500			-500	
Total Expense	257,062	17,535	109,048	-148,014	42%



**Maine County Commissioners Association**  
**Expenses by Vendor Detail**  
June 2019

07/05/2019  
Accrual Basis

	Type	Date	Memo	Account	Amount	Balance
<b>Bangor Payroll</b>						
	Bill	6/7	Office Managers Salary	5050-00 · Salary-Office Manager	948.88	948.88
	Bill	6/7	Taxes	5030-00 · FICA	185.24	1,134.12
	Bill	6/7	Processing fee	5020-00 · Payroll Fees	34.00	1,168.12
	Bill	6/7	ED Salary	5060-00 · Salary-Executive Director	1,520.00	2,688.12
	Bill	6/14	Office Managers Salary	5050-00 · Salary-Office Manager	948.88	3,637.00
	Bill	6/14	Taxes	5030-00 · FICA	185.24	3,822.24
	Bill	6/14	Processing fee	5020-00 · Payroll Fees	34.00	3,856.24
	Bill	6/14	ED Salary	5060-00 · Salary-Executive Director	1,520.00	5,376.24
	Bill	6/21	Office Managers Salary	5050-00 · Salary-Office Manager	948.88	6,325.12
	Bill	6/21	Taxes	5030-00 · FICA	185.24	6,510.36
	Bill	6/21	Processing fee	5020-00 · Payroll Fees	34.00	6,544.36
	Bill	6/21	ED Salary	5060-00 · Salary-Executive Director	1,520.00	8,064.36
	Bill	6/28	Office Managers Salary	5050-00 · Salary-Office Manager	948.88	9,013.24
	Bill	6/28	Taxes	5030-00 · FICA	185.24	9,198.48
	Bill	6/28	Processing fee	5020-00 · Payroll Fees	46.00	9,244.48
	Bill	6/28	ER Health Insurance Contributions	5110-00 · Health Insurance	977.37	10,221.85
	Bill	6/28	Payroll for week 6/17 to 6/23/19	5060-00 · Salary-Executive Director	1,520.00	11,741.85
Total Bangor Payroll					11,741.85	11,741.85
<b>Capitol Computers</b>						
	Bill	6/13		6152-00 · IT Services	125.00	125.00
Total Capitol Computers					125.00	125.00
<b>Eastern Alliance</b>						
	Bill	6/13		5130-00 · Workers Comp	165.00	165.00
Total Eastern Alliance					165.00	165.00
<b>Haven, Lauren</b>						
	Bill	6/13		6173-00 · Monthly	41.16	41.16
	Bill	6/13		6241-00 · Cell Phone	75.00	116.16
	Bill	6/13		6235-00 · Supplies	23.67	139.83
	Bill	6/13		6215-00 · Postage-Shipping	22.00	161.83

	Type	Date	Memo	Account	Amount	Balance
Total Haven, Lauren						
Liberty Mutual Insurance	Bill	6/13			161.83	161.83
Total Liberty Mutual Insurance				5120-00 · Commercial, Crime, D&O Ins	56.83	56.83
Lisa's White Flour Catering					56.83	56.83
Total Lisa's White Flour Catering	Bill	6/20		6173-00 · Monthly	309.57	309.57
Maine Farm Bureau					309.57	309.57
Total Maine Farm Bureau	Bill	6/20	Printed by MCCA	6195-00 · Office Space Rental	1,497.17	1,497.17
MainePERS					1,497.17	1,497.17
Total MainePERS	Bill	6/7		5040-00 · MainePERS Contributions	901.14	901.14
Penobscot County Treasurer					901.14	901.14
Total Penobscot County Treasurer	Bill	6/7	Conference Expenses	6041-00 · Conferences	2,102.83	2,102.83
Spectrum Business/TWC					2,102.83	2,102.83
Total Spectrum Business/TWC	Bill	6/7		6243-00 · Phone, Fax & Internet	175.62	175.62
US Bank					175.62	175.62
Total US Bank	Bill	6/20		6153-00 · Photocopier Lease	296.75	296.75
					296.75	296.75
<b>TOTAL</b>					<b>17,533.59</b>	<b>17,533.59</b>

# Maine County Commissioners Association Transaction Detail by Account

June 2019

Accrual Basis

## MCCA Checking-Savings Bank

Type	Date	Name	Memo	Amount	Balance
Deposit	6/2		Interest	5.64	5.64
Deposit	6/3	Omnia Partners	Deposit	54.93	60.57
Deposit	6/5		Deposit	656.18	716.75
Bill Pmt -Check	6/7	MainePERS		-901.14	-184.39
Bill Pmt -Check	6/7	Penobscot County Treasurer		-2,102.83	-2,287.22
Bill Pmt -Check	6/7	Spectrum Business/TWC		-175.62	-2,462.84
Bill Pmt -Check	6/7	Bangor Payroll	Payroll for week 5/27 to 6/2/19	-2,443.15	-4,905.99
Bill Pmt -Check	6/13	Liberty Mutual Insurance		-56.83	-4,962.82
Bill Pmt -Check	6/13	Eastern Alliance		-165.00	-5,127.82
Bill Pmt -Check	6/13	Capitol Computers		-125.00	-5,252.82
Bill Pmt -Check	6/13	Haven, Lauren		-161.83	-5,414.65
Bill Pmt -Check	6/14	Bangor Payroll	Payroll for week 6/3 to 6/9/19	-2,443.15	-7,857.80
Deposit	6/17		Deposit	2,531.00	-5,326.80
Bill Pmt -Check	6/20	US Bank		-296.75	-5,623.55
Bill Pmt -Check	6/20	Lisa's White Flour Catering		-309.57	-5,933.12
Bill Pmt -Check	6/20	Maine Farm Bureau	Printed by MCCA	-1,497.17	-7,430.29
Bill Pmt -Check	6/21	Bangor Payroll	Payroll for week 6/10 to 6/16/19	-2,443.15	-9,873.44
Bill Pmt -Check	6/28	Bangor Payroll	Payroll for week 6/17 to 6/23/19	-4,412.40	-14,285.84
Deposit	6/30		Interest	4.14	-14,281.70
				-14,281.70	-14,281.70
Deposit	6/18		Interest	0.90	0.90
				0.90	0.90
Invoice	6/13	State of Maine Office of IT		250.00	250.00
Invoice	6/17	Info Quick Solutions, Inc.		2,531.00	2,781.00
Payment	6/17	Info Quick Solutions, Inc.		-2,531.00	250.00
				250.00	250.00
Payment	6/17	Info Quick Solutions, Inc.		2,531.00	2,531.00
Deposit	6/17	Info Quick Solutions, Inc.	Deposit	-2,531.00	0.00
				0.00	0.00

Total MCCA Checking-Savings Bank  
Money Market Account

Total Money Market Account  
Receivables

Total Receivables  
1030-00 - Undeposited Funds

Total 1030-00 - Undeposited Funds  
Accounts Payable

Accrual Basis

Type	Date	Name	Memo	Amount	Balance
Bill	6/7	MainePERS		-901.14	-901.14
Bill	6/7	Penobscot County Treasurer		-2,102.83	-3,003.97
Bill	6/7	Spectrum Business/TWC		-175.62	-3,179.59
Bill Pmt -Check	6/7	MainePERS		901.14	-2,278.45
Bill Pmt -Check	6/7	Penobscot County Treasurer		2,102.83	-175.62
Bill Pmt -Check	6/7	Spectrum Business/TWC		175.62	0.00
Bill	6/7	Bangor Payroll	Payroll for week 5/27 to 6/2/19	-2,443.15	-2,443.15
Bill Pmt -Check	6/7	Bangor Payroll	Payroll for week 5/27 to 6/2/19	2,443.15	0.00
Bill	6/13	Liberty Mutual Insurance		-56.83	-56.83
Bill Pmt -Check	6/13	Liberty Mutual Insurance		56.83	0.00
Bill	6/13	Eastern Alliance		-165.00	-165.00
Bill Pmt -Check	6/13	Eastern Alliance		165.00	0.00
Bill	6/13	Capitol Computers		-125.00	-125.00
Bill Pmt -Check	6/13	Capitol Computers		125.00	0.00
Bill	6/13	Haven, Lauren		-161.83	-161.83
Bill Pmt -Check	6/13	Haven, Lauren		161.83	0.00
Bill	6/14	Bangor Payroll	Payroll for week 6/3 to 6/9/19	-2,443.15	-2,443.15
Bill Pmt -Check	6/14	Bangor Payroll	Payroll for week 6/3 to 6/9/19	2,443.15	0.00
Bill	6/20	Maine Farm Bureau	Printed by MCCA	-1,497.17	-1,497.17
Bill	6/20	US Bank		-296.75	-1,793.92
Bill Pmt -Check	6/20	US Bank		296.75	-1,497.17
Bill	6/20	Lisa's White Flour Catering		-309.57	-1,806.74
Bill Pmt -Check	6/20	Lisa's White Flour Catering		309.57	-1,497.17
Bill Pmt -Check	6/20	Maine Farm Bureau	Printed by MCCA	1,497.17	0.00
Bill	6/21	Bangor Payroll	Payroll for week 6/10 to 6/16/19	-2,443.15	-2,443.15
Bill Pmt -Check	6/21	Bangor Payroll	Payroll for week 6/10 to 6/16/19	2,443.15	0.00
Bill	6/28	Bangor Payroll	Payroll for week 6/17 to 6/23/19	-4,412.40	-4,412.40
Bill Pmt -Check	6/28	Bangor Payroll	Payroll for week 6/17 to 6/23/19	4,412.40	0.00
Total Accounts Payable				0.00	0.00
1000-00 - Employee Health Insurance Contr					
Bill	6/7	Bangor Payroll	EE Health Insurance Contrib	-47.46	-47.46
Bill	6/14	Bangor Payroll	EE Health Insurance Contrib	-47.46	-94.92
Bill	6/21	Bangor Payroll	EE Health Insurance Contrib	-47.46	-142.38
Bill	6/28	Bangor Payroll	EE Health Insurance Contrib	189.81	47.43
Bill	6/28	Bangor Payroll	EE Health Ins Contrib	-47.43	0.00
Total 1000-00 - Employee Health Insurance Contr				0.00	0.00
1010-00 - MainePERS Employee Contribution					
Bill	6/7	Bangor Payroll	Employee Contribution	-197.51	-197.51

Accrual Basis

	Type	Date	Name	Memo	Amount	Balance
Total 1010-00 - MainePERS Employee Contribution 4100-00 - Convention Income 4120-00 - Registration	Bill	6/14 Bangor Payroll		Employee Contribution	-197.51	-395.02
	Bill	6/21 Bangor Payroll		Employee Contribution	-197.51	-592.53
	Bill	6/28 Bangor Payroll		Employee Contribution	-197.51	-790.04
	Bill	6/28 Bangor Payroll		EE MEPERS Retirement Contrib	790.04	0.00
						0.00
Total 4120-00 - Registration 4130-00 - Sponsorship	Deposit	6/5 Square		Leonardo-meals	-206.18	-206.18
	Invoice	6/17 Info Quick Solutions, Inc.		Convention Meals	-381.00	-587.18
					-587.18	-587.18
Total 4130-00 - Sponsorship 4140-00 - Vendor	Invoice	6/17 Info Quick Solutions, Inc.		Convention Program Ad	-700.00	-700.00
	Invoice	6/17 Info Quick Solutions, Inc.		Vendor Sponsorship	-1,000.00	-1,700.00
					-1,700.00	-1,700.00
Total 4140-00 - Vendor	Deposit	6/5 Square		Leonardo-booth	-450.00	-450.00
	Invoice	6/13 State of Maine Office of IT		Exhibit Booth	-250.00	-700.00
	Invoice	6/17 Info Quick Solutions, Inc.			-450.00	-1,150.00
						-1,150.00
						-3,437.18
Total 4400-00 - Other Income 4810-00 - Interest Earned	Deposit	6/3 Omnia Partners		Deposit	-54.93	-54.93
					-54.93	-54.93
	Deposit	6/2		Interest	-5.64	-5.64
Total 4810-00 - Interest Earned 5000-00 - Payroll Expenses 5020-00 - Payroll Fees	Deposit	6/18		Interest	-0.90	-6.54
	Deposit	6/30		Interest	-4.14	-10.68
						-10.68
Total 5020-00 - Payroll Fees 5030-00 - FICA	Bill	6/7 Bangor Payroll		Processing fee	34.00	34.00
	Bill	6/14 Bangor Payroll		Processing fee	34.00	68.00
	Bill	6/21 Bangor Payroll		Processing fee	34.00	102.00
	Bill	6/28 Bangor Payroll		Processing fee	46.00	148.00
						148.00
						185.24
						185.24

Accrual Basis	Type	Date	Name	Memo	Amount	Balance
	Bill	6/14 Bangor Payroll	Taxes		185.24	370.48
	Bill	6/21 Bangor Payroll	Taxes		185.24	555.72
	Bill	6/28 Bangor Payroll	Taxes		185.24	740.96
Total 5030-00 · FICA					740.96	740.96
5040-00 · MainePERS Contrib						
	Bill	6/7 MainePERS			901.14	901.14
Total 5040-00 · MainePERS Contrib					901.14	901.14
5050-00 · Salary-Office Manager						
	Bill	6/7 Bangor Payroll	Office Managers Salary		948.88	948.88
	Bill	6/14 Bangor Payroll	Office Managers Salary		948.88	1,897.76
	Bill	6/21 Bangor Payroll	Office Managers Salary		948.88	2,846.64
	Bill	6/28 Bangor Payroll	Office Managers Salary		948.88	3,795.52
Total 5050-00 · Salary-Office Manager					3,795.52	3,795.52
5060-00 · Salary-Executive Director						
	Bill	6/7 Bangor Payroll	ED Salary		1,520.00	1,520.00
	Bill	6/14 Bangor Payroll	ED Salary		1,520.00	3,040.00
	Bill	6/21 Bangor Payroll	ED Salary		1,520.00	4,560.00
	Bill	6/28 Bangor Payroll	Payroll for week 6/17 to 6/23/19		1,520.00	6,080.00
Total 5060-00 · Salary-Executive Director					6,080.00	6,080.00
Total 5000-00 · Payroll Expenses					11,665.62	11,665.62
5100-00 · Insurance						
5110-00 · Health Insurance						
	Bill	6/28 Bangor Payroll	ER Health Insurance Contrib		977.37	977.37
Total 5110-00 · Health Insurance					977.37	977.37
5120-00 · Commercial, Crime, D&O Ins						
	Bill	6/13 Liberty Mutual Insurance			56.83	56.83
Total 5120-00 · Commercial, Crime, D&O Ins					56.83	56.83
5130-00 · Workers Comp						
	Bill	6/13 Eastern Alliance			165.00	165.00
Total 5130-00 · Workers Comp					165.00	165.00
6040-00 · NACO Expenses					1,199.20	1,199.20
6041-00 · Conferences						
	Bill	6/7 Penobscot County Treasurer	Conference Expenses		2,102.83	2,102.83
Total 6041-00 · Conferences					2,102.83	2,102.83
6150-00 · Equipment - Office					2,102.83	2,102.83

Accrual Basis	Type	Date	Name	Memo	Amount	Balance
<b>6152-00 · IT Services</b>						
Total 6152-00 · IT Services	Bill	6/13	Capitol Computers		125.00	125.00
<b>6153-00 · Photocopier Lease</b>						
Total 6153-00 · Photocopier Lease	Bill	6/20	US Bank		296.75	296.75
Total 6150-00 · Equipment - Office					296.75	296.75
<b>6170-00 · Meeting Expense</b>						
6173-00 · Monthly					421.75	421.75
Total 6173-00 · Monthly						
Total 6170-00 · Meeting Expense						
<b>6195-00 · Office Space Rental</b>						
Total 6195-00 · Office Space Rental	Bill	6/13	Haven, Lauren		41.16	41.16
<b>6215-00 · Postage-Shipping</b>						
Total 6215-00 · Postage-Shipping	Bill	6/20	Lisa's White Flour Catering		309.57	350.73
<b>6235-00 · Supplies</b>						
Total 6235-00 · Supplies					350.73	350.73
<b>6240-00 · Telephone, Fax &amp; Internet</b>						
6241-00 · Cell Phone						
Total 6241-00 · Cell Phone	Bill	6/20	Maine Farm Bureau	Printed by MCCA	1,497.17	1,497.17
<b>6243-00 · Phone, Fax &amp; Internet</b>						
Total 6243-00 · Phone, Fax & Internet	Bill	6/13	Haven, Lauren		22.00	22.00
<b>6244-00 · Telephone, Fax &amp; Internet</b>						
Total 6244-00 · Telephone, Fax & Internet	Bill	6/13	Haven, Lauren		23.67	23.67
<b>6245-00 · Telephone, Fax &amp; Internet</b>						
Total 6245-00 · Telephone, Fax & Internet	Bill	6/13	Haven, Lauren		75.00	75.00
<b>6246-00 · Telephone, Fax &amp; Internet</b>						
Total 6246-00 · Telephone, Fax & Internet	Bill	6/7	Spectrum Business/TWC		175.62	175.62
<b>6247-00 · Telephone, Fax &amp; Internet</b>						
Total 6247-00 · Telephone, Fax & Internet	Bill	6/7	Spectrum Business/TWC		175.62	175.62
<b>6248-00 · Telephone, Fax &amp; Internet</b>						
Total 6248-00 · Telephone, Fax & Internet	Bill	6/7	Spectrum Business/TWC		250.62	250.62





# Maine County Commissioners Association

## Profit & Loss Prev Year Comparison

June 2019

Accrual Basis

	June 2019	Jun 2018	\$ Change	% Change
<b>Income</b>				
<b>4100-00 · Convention Income</b>				
4120-00 · Registration	587.18	480.00	107.18	22.33%
4130-00 · Sponsorship	1,700.00	2,000.00	-300.00	-15.0%
4140-00 · Vendor	1,150.00	457.50	692.50	151.37%
<b>Total 4100-00 · Convention Income</b>	<b>3,437.18</b>	<b>2,937.50</b>	<b>499.68</b>	<b>17.01%</b>
4400-00 · Other Income	54.93	0.00	54.93	100.0%
4810-00 · Interest Earned	10.68	10.71	-0.03	-0.28%
<b>Total Income</b>	<b>3,502.79</b>	<b>2,948.21</b>	<b>554.58</b>	<b>18.81%</b>
<b>Gross Profit</b>	<b>3,502.79</b>	<b>2,948.21</b>	<b>554.58</b>	<b>18.81%</b>
<b>Expense</b>				
<b>5000-00 · Payroll Expenses</b>				
5020-00 · Payroll Fees	148.00	182.00	-34.00	-18.68%
5030-00 · FICA	740.96	919.96	-179.00	-19.46%
5040-00 · MainePERS Contributions	901.14	683.80	217.34	31.78%
5050-00 · Salary-Office Manager	3,795.52	4,610.65	-815.13	-17.68%
5060-00 · Salary-Executive Director	6,080.00	7,600.00	-1,520.00	-20.0%
<b>Total 5000-00 · Payroll Expenses</b>	<b>11,665.62</b>	<b>13,996.41</b>	<b>-2,330.79</b>	<b>-16.65%</b>
<b>5100-00 · Insurance</b>				
5110-00 · Health Insurance	977.37	939.79	37.58	4.0%
5120-00 · Commercial, Crime, D&O Ins	56.83	57.50	-0.67	-1.17%
5130-00 · Workers Comp	165.00	144.00	21.00	14.58%
<b>Total 5100-00 · Insurance</b>	<b>1,199.20</b>	<b>1,141.29</b>	<b>57.91</b>	<b>5.07%</b>
<b>6040-00 · NACO Expenses</b>				
6041-00 · Conferences	2,102.83	0.00	2,102.83	100.0%
<b>Total 6040-00 · NACO Expenses</b>	<b>2,102.83</b>	<b>0.00</b>	<b>2,102.83</b>	<b>100.0%</b>
<b>6150-00 · Equipment - Office</b>				
6152-00 · IT Services	125.00	125.00	0.00	0.0%
6153-00 · Photocopier Lease	296.75	288.80	7.95	2.75%
<b>Total 6150-00 · Equipment - Office</b>	<b>421.75</b>	<b>413.80</b>	<b>7.95</b>	<b>1.92%</b>
<b>6170-00 · Meeting Expense</b>				
6173-00 · Monthly	350.73	313.95	36.78	11.72%
<b>Total 6170-00 · Meeting Expense</b>	<b>350.73</b>	<b>313.95</b>	<b>36.78</b>	<b>11.72%</b>
6195-00 · Office Space Rental	1,497.17	1,497.17	0.00	0.0%
6215-00 · Postage-Shipping	22.00	0.00	22.00	100.0%
6235-00 · Supplies	23.67	0.00	23.67	100.0%
<b>6240-00 · Telephone, Fax &amp; Internet</b>				
6241-00 · Cell Phone	75.00	75.00	0.00	0.0%
6243-00 · Phone, Fax & Internet	175.62	168.81	6.81	4.03%
<b>Total 6240-00 · Telephone, Fax &amp; Internet</b>	<b>250.62</b>	<b>243.81</b>	<b>6.81</b>	<b>2.79%</b>
<b>Total Expense</b>	<b>17,533.59</b>	<b>17,606.43</b>	<b>-72.84</b>	<b>-0.41%</b>
<b>Net Income</b>	<b>-14,030.80</b>	<b>-14,658.22</b>	<b>627.42</b>	<b>4.28%</b>



# M.C.C.A.

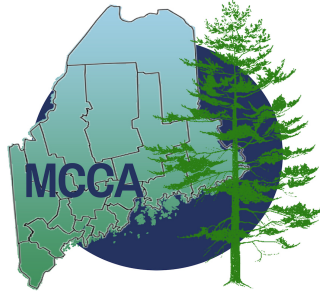
Thomas Coward, President  
Cumberland County

Amy Fowler, Vice President  
Waldo County

William Blodgett, Secretary-Treasurer  
Lincoln County

Charles Pray  
Executive Director

Lauren Haven  
Office Manager



Maine County Commissioners Association

4 Gabriel Drive, Suite 2  
Augusta, ME 04330  
207-623-4697  
[www.maine counties.org](http://www.maine counties.org)

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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### Convention Planning Committee Meeting Minutes

MCCA Offices in Augusta  
10:00 am Friday, June 14, 2019

#### Attendance:

Abby Shanor, Diana Messina, Lynn Patten, Mariah Castonguay, Nicole Hubbard Owen Smith, and Lauren Haven

#### 2020 Convention

The venue chosen for our 2020 convention, Point Lookout, will be closing at the end of 2019. As there is no other appropriate venue in Waldo County, Oxford County Commissioners met and extended the offer to be the host county. At the MCCA Board of Directors' meeting on June 12<sup>th</sup>, the group unanimously accepted Oxford County's generous offer. Lauren will find out what dates Sunday River has available. The 2017 convention was at this venue and was being considered for a position in the three-year rotating cycle.

#### Updates:

##### 1. Educational Sessions

There is still one more educational session that needs to be confirmed to complete the schedule. Then we can open attendee registration. Rudman Winchell has a new attorney interested in teaching opportunities. Lauren will follow up.

We're still working on a speaker to educate us about the laws on marijuana during the Friday night dinner. Charles Pray had an idea for a speaker on this. Comm. Fowler will research a speaker as well. This won't keep us from opening registration as attendees won't choose it as an educational session.

## 2. Entertainment

Friday night: Owen is following up on someone to play bagpipes at the opening ceremonies.

Saturday night: Hannah Dickinson has offered to facilitate a game, and Lynn is willing to run one game. It looks like we still need one more person. We'll keep looking.

## 3. Activities

Owen Smith researched the boating trip and found it may be a possibility. He thinks it would have to be a smaller group (32), first come first serve. The price would be \$750. The group discussed requesting the boat pick up participants at the property rather than have people drive to the pick-up location. We'll continue to look into this activity. It needs to be determined before attendee registration opens.

## 4. Vendors

Registration forms for exhibits and sponsorships are being received and processed. We need to find out how many vendors can fit in the pavilion. We could overflow into the hall if necessary and give those vendors something extra to be placed in that location. There's still plenty of time to suggest an invitation be sent to a potential vendor by emailing Lauren or submitting a name and contact information on the CPC webpage.

## 5. Event Schedule

Lauren will continue to revise the draft of the schedule. It is almost complete. She will update the document with decisions from this meeting and post it on the CPC webpage. The room designations won't be determined until we know the group sizes for the educational sessions, and the number of association members planning to attend.

## 6. Other Updates

A request has been sent to counties to order retirement plaques.

Point Lookout is looking for dates for the CPC to visit. Lauren will email the potential dates to the group and opt for the date with the highest number of people available to participate.

## 7. Next Steps

Attendees left with tasks to work on between meetings.

## 8. Schedule Next Meeting

The next Convention Planning Committee meeting will occur on July 19<sup>th</sup> at 10:00 am at the MCCA offices.