

# M.C.C.A.

Peter Baldacci, President  
Penobscot County Commissioner

Thomas Coward, Vice President  
Cumberland County Commissioner

Michael Cote, Secretary-Treasurer  
York County Commissioner



Maine County Commissioners Association

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

Rosemary Kulow  
Executive Director

Lauren Haven  
Office Manager

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## MCCA Board of Directors' Meeting Agenda 10:00 a.m., December 14, 2016

- I. **Call to Order, Introductions, Attendance & Pledge of Allegiance**
- II. **Approval of or Changes to the Agenda**
- III. **Approval of November 9, 2016 Board of Directors' Meeting Minutes**
- IV. **Old Business**
  - A. **Approve Signatory for NACo Public Employee Benefits LLC Subscription Documents (Deferred Compensation Program)**
  - B. **Discussion & Clarification of Medicaid/Medicare Suspension or Termination while Jail Inmates are Incarcerated**
  - C. **Consideration of Venue for 2017 Annual Convention**
  - D. **News about the USDOL Overtime Exemption Rule**
- V. **New Business**
  - A. **Presentation of Proposed 2017 MCCA Budget (*Budget & Finance Committee*)**
  - B. **Choose Venue for January 11, 2017 Annual MCCA General Membership Meeting**
- VI. **Reports**
  - A. **Executive Director's Report**
  - B. **Financial Report**
  - C. **Legislative Report**
  - D. **Professionalism in Management Committee Report**
  - E. **Association Reports**
  - F. **Corrections Report**
  - G. **Annual Convention Report**
  - H. **NACo Report**
- VII. **Other Business**
- VIII. **Adjourn**



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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### MCCA Board of Directors' Meeting Minutes Draft 10:00 a.m., November 9, 2016

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

President Peter Baldacci called the meeting to order at 10:10 a.m. The attendees recited the Pledge of Allegiance and all present introduced themselves.

DIRECTORS PRESENT: *Androscoggin* – Comm. Beth Bell; *Aroostook* – Comm. Norman Fournier; *Cumberland* – Comm. Thomas Coward; *Franklin* – Comm. Gary McGrane; *Kennebec* – Admin. Bob Devlin proxy for Comm. George Jabar, II; *Knox* – Comm. Roger Moody; *Lincoln* – Comm. William Blodgett; *Oxford* – Admin. Scott Cole proxy for Comm. Steven Merrill; *Penobscot* – Comm. Peter Baldacci; *Piscataquis* – Comm. Jim Annis; *Sagadahoc* – Admin. Pamela Hile proxy for Comm. Charles Crosby III; *Somerset* – Admin. Dawn DiBlasi proxy for Comm. Newell Graf; *Waldo* – Comm. Betty Johnson, proxy for Comm. Amy Fowler; and *York* – Comm. Michael Cote.

OTHERS PRESENT: *Cumberland* – Comm. Steve Gorden, Manager Peter Crichton and Assistant Manager Jim Gailey; *Knox* – Comm. Carol Maines and Admin. Andrew Hart; *MACCAM* - Bill Collins; *MACT* – David Parkman; *MECCA* – Owen Smith; *MSA* – Sheriff Troy Morton; *NACo* and *Nationwide* representatives Carlos Greene, Brendan Morrison and David Belnick.

DIRECTORS ABSENT: *Hancock* – Comm. Steven Joy; *Kennebec* – Comm. George Jabar II; *Oxford* – Comm. Steven Merrill; *Sagadahoc* – Comm. Charles Crosby III; *Somerset* – Comm. Newell Graf; *Waldo* – Comm. Amy Fowler and *Washington* – Comm. Chris Gardner.

STAFF PRESENT: Executive Director Rosemary Kulow, Risk Pool Manager Malcolm Ulmer, and Office Manager Lauren Haven.

## II. Approval of/Additions to the Agenda

Comm. Baldacci suggested moving item V.A., the Presentation from NACo and Nationwide on Deferred Compensation Plans to the top of the agenda. Comm. Fournier moved and Comm. McGrane seconded approving the agenda with the exception of hearing item V.A. first. The motion was approved unanimously.

## V. New Business

### A. Presentation from NACo and Nationwide on Deferred Compensation Plans

President Baldacci welcomed Carlos Greene, Senior Program Director for NACo Financial Services, David Belnick, Endorsement Partner Manager of NACo, and Brendan Morrison, Program Director for the New England & New York Territory at Nationwide Retirement Solutions. Board members listened to the advantages of MCCA endorsing Nationwide deferred compensation plans.

Some of the benefits include:

- \$4,000 annually as non-dues revenue for MCCA
- A dollar amount awarded to MCCA determined by a percentage based on plan participation
- Zero administrative costs to employees
- Education and support from Nationwide representatives to sponsors, counties and employees
- Online management tools
- Non-exclusive in that the plans can be offered as additional options

After the NACo/Nationwide presentation, Comm. Baldacci stated there seemed to be no reason for MCCA not to endorse Nationwide. Each county could then look at the option to offer the plans. Comm. McGrane made a motion to endorse Nationwide, seconded by Comm. Fournier and the motion was approved. Ms. Kulow will submit the necessary paperwork.

## III. Approval of October 12, 2016 Board of Directors' Meeting Minutes

Comm. Cote moved and Comm. Coward seconded approving the minutes from the Board of Directors' meeting on October 12, 2016. The motion was passed unanimously.

## IV. Old Business

### A. Finalize Legislation to Propose for 2017 State Legislative Session

Rosemary Kulow has spoken with Maine Municipal Association's Laurie Smith, and will be allowed to attend their Legislative Policy Committee meeting. At this time MMA's recommendation is for the state to take over the jails. Ms. Kulow will encourage the committee members to work with MCCA to find solutions and report back to the board following the meeting. County Manager Peter Crichton offered to attend the meeting also. Comm. Baldacci said the state is not interested in taking over the jails, although there may be some push to re-institute a board of corrections.

The group agreed with the list of ideas narrowed down in the last meeting. Administrator Pam Hile thinks each county should revisit the jail tax cap. Comm. Baldacci stated each county should meet with their legislators.

Sheriff Troy Morton reported the Maine Sheriff's Association has narrowed down their list of ideas for legislation and will compare it with MCCA's list to verify we are working toward common goals.

**B. Consideration of Corrections Handout for Legislators**

The group reviewed the list of *Non-county Factors That Increase Jail Time and County Jail Costs* included in the agenda packet. Sheriff Morton stated that psychological evaluations contributed immensely to delays in trial court and sentencing. Comm. Cote recommended finding solutions and then suggest a plan for improvement with documentation to back up the proposal. The group agreed the list should not come from MCCA, but from individual counties after tweaking the language to fit their needs.

**V. New Business (continued)**

**B. Consideration of Charging a Registration Fee for County Commissioner Training**

The group talked about the syllabus for the training day and the cost of the meeting space, food and speakers. Comm. Fournier made a motion to charge \$25 per person for the training. The motion was seconded by Comm. Coward and the motion was unanimously approved.

**C. Consideration of Approving a Fee Funded by Contingency Account #6260-00 for Attorneys to Provide Training to County Commissioners**

Comm. Cote suggested offering up to \$1,000 to the attorneys providing training for newly elected officials on December 9th. Comm. Fournier made a motion to utilize the funds available in this account for the training, seconded by Comm. Moody and the motion was passed.

**D. Consideration of Venue for 2017 Annual Convention**

Office Manager Lauren Haven reported that the proposal received from Point Lookout was unexpectedly high. The Convention Planning Committee is now entertaining proposals from other venues not necessarily in Waldo County due to the lack of appropriately sized meeting spaces available in the area. Point Lookout is also revising their proposal with MCCA's budget constraints in mind. Currently, the committee is looking to Sunday River and Sugarloaf. Executive Director Rosemary Kulow suggested considering Sebasco as another option and said the committee would like permission to negotiate a multiple year contract if it would mean a significant cost savings. Comm. Moody mentioned the reduction of registration revenue over time. Commissioners need to attend and invite other county employees to attend as well.

**VI. Reports**

**A. Executive Director's Report**

Executive Director Rosemary Kulow presented her report and invited questions. Comm. McGrane moved and Comm. Cote seconded approving the report as presented. The motion was

unanimously approved. Comm. Moody congratulated Ms. Kulow on her upcoming retirement. Comm. Gordon expressed concern about finding a lobbyist to continue after Rosi leaves. Comm. McGrane said they should start a search soon.

**B. Executive Director's Financial Report**

Executive Director Rosemary Kulow presented her report. As there were no questions, Comm. McGrane moved and Comm. Moody seconded placing the report on file. The motion was unanimously approved.

**C. Legislative Report**

Members would be appointed for a new legislative committee for 2017.

**D. Professionalism in Management Committee (PMC) Report**

Comm. Cote reported the syllabus for the training day has been completed. He thanked MCCA staff for their assistance in managing the details.

**E. Association Reports**

No report was given for the following associations:

- *EMAD*
- *MACCAM*
- *MACT*
- *MARP*
- *MRDA*

*MECCA*: Owen Smith reported that Fire Protocol training was in progress. They are looking at legislation that effects emergency management. The association is planning to meet in December.

*MSA*: Sheriff Morton reported the association was planning to work on their potential legislative ideas at their upcoming meeting in Vassalboro and would report back to MCCA on the final list.

**F. Corrections Report**

No report was given.

**G. Annual Convention Report**

Office Manager Lauren Haven reported that the evaluation forms for the 2016 convention had been compiled and were included in the agenda packet. Most of the comments were positive. The committee is planning to meet December 2<sup>nd</sup>.

## H. NACo Report

President Baldacci mentioned that the NACo representatives who attended the convention were very impressed with the content. Comm. McGrane said he would be attending two committee meetings next week via conference call and would report to MCCA on the subject matter.

## VII. Other Business

Comm. Bell reported that Androscoggin County Comm. Ronald Chicoine announced his resignation yesterday.

## VIII. Adjournment

Comm. McGrane made a **motion** to adjourn at approximately 11:45 a.m.; Comm. Cote seconded the **motion**, which 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, Michael Cote





IV.A

Carlos Greene  
to me, David

12:01 PM (22 hours ago)



Good morning Rosemary. Yes, the Board of Managers approved the Maine County Commissioners Association as an endorsing state for the NACo Deferred Compensation retirement plan during the meeting yesterday.

We will put Maine on the books as of 1.1.2017 and then distributions will begin on a quarterly basis at that time.

We will work with the Nationwide team to start the meeting with County and jurisdictions in the state to hopefully get them to sign up for the NACo plan.

Congratulations to you all and we so look forward to working with you all.

Let me know if you have any questions.

All the best and prayers out to your son as well.

Thanks again for your partnership.

**Please update your records with NACo's new address:  
660 North Capitol Street, NW, Suite 400  
Washington, D.C. 20001**



[Feb. 25 – March 1, 2017 in Washington, D.C.](#)  
Click [here](#) for more info.

Carlos L. Greene  
Senior Program Director  
Retirement Services  
[404-263-3656](tel:404-263-3656)  
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## NACo PUBLIC EMPLOYEE BENEFITS LLC

### INSTRUCTIONS

This Subscription Booklet relates to the offering of membership interests (“Interests”) in NACo PUBLIC EMPLOYEE BENEFITS LLC (the “Company”). The purpose of this Subscription Booklet is to assist the Company in determining whether a subscriber for Interests (the “Subscriber”) is eligible to become a member of the Company (a “Member”). This Subscription Booklet includes the following elements:

1. INSTRUCTIONS;
2. SUBSCRIBER QUESTIONNAIRE;
3. SUBSCRIBER CONTACT INFORMATION FORM;
4. SUBSCRIPTION AGREEMENT; AND
5. TAX FORMS (W-9 attached as a separate document).

#### *Instructions for Completion*

Subscribers must:

1. complete and return the Subscriber Questionnaire;
2. complete and return the Subscriber Contact Information Form;
3. execute and return both copies of the Member Signature Page to the Subscription Agreement; and
4. complete and return the appropriate tax form.

In addition, the Subscriber should be prepared to provide immediately upon request by the Company copies of its **organizational documents and evidence of authorization in the form of a certified resolution authorizing the subscription and identifying the person(s) empowered to sign the subscription documents.**

#### *Delivery Instructions*

Once completed and executed, the appropriate subscription documents should be emailed to David Thompson ([dthompson@naco.org](mailto:dthompson@naco.org)) or faxed to 202/661-8876. Originals of the appropriate subscription documents should be delivered to David Thompson at the following address:

NACo Public Employee Benefits LLC  
25 Massachusetts Avenue  
Suite 500  
Washington, DC 20001

All subscription documents will be returned to the prospective Subscriber if the subscription is not accepted.

### ***Acceptance of Subscriptions***

The acceptance of subscriptions and the order of acceptance are within the absolute discretion of the Company, which may require additional information prior to making a determination. The Company will seek to notify the Subscriber of its acceptance or rejection of the subscription promptly following the date designated as the closing date by the Company. If the subscription is rejected, the Company will promptly refund (without interest) to the Subscriber any subscription payments received by the Company.

### ***Capital Contributions***

The Subscriber's capital contribution in the amount indicated in Item 2 of the attached Subscriber Questionnaire is payable in full in immediately available funds upon submission of completed subscription documents. Capital contributions may be paid (i) by check made payable to NACo Public Employee Benefits LLC at 25 Massachusetts Avenue, Suite 500, Washington, D.C. 20001, or (ii) by wire transfer to \_\_\_\_\_.

### ***Additional Information***

For additional information concerning subscriptions, prospective Subscribers should contact David Thompson ([dthompson@naco.org](mailto:dthompson@naco.org)).

10-144 Chapter 101  
MAINECARE BENEFITS MANUAL  
CHAPTER I

SECTION 1      **GENERAL ADMINISTRATIVE POLICIES AND PROCEDURES**

Established: 7/1/79  
Last Updated: 4/16/16

**1.03 PROVIDER PARTICIPATION (cont.)**

The provider may then bill MaineCare for those same services. Failure to reimburse the member will result in sanctions as defined in Section 1.19. In cases where MaineCare eligibility is determined after a service is provided, the provider has one year from the date the eligibility was granted to file a claim correctly with the Department, except that if eligibility was granted before September 1, 2010, the provider must file a claim correctly within one (1) year from the date eligibility is granted or by January 31, 2011, whichever is sooner.

**B. Individuals Residing in Public Institutions**

For inmates involuntarily confined in a public institution, State or Federal prison, jail, detention facility or other penal facility, who are MaineCare members, **MaineCare will pay only for their covered inpatient medical institution services** provided to the inmate while an inpatient in a hospital, nursing home, intermediate care facility for the mentally retarded (ICF MR-ID), or juvenile psychiatric facility. MaineCare will not pay for any other services.

MaineCare will pay for all MaineCare coverable services for individuals admitted to and residing in an **Institution for Mental Diseases (IMD)** for over thirty (30) days, if the individual is under twenty-one (21) years of age or age sixty-five (65) and over. **MaineCare will not cover the cost of services for individuals who are age twenty-one (21) and over and under sixty-five (65) years of age while residing in an IMD.**

**C. Undocumented Non-Citizens**

MaineCare coverage for emergency services for undocumented non-citizens extends only to those services necessary to stabilize the emergency condition.

MaineCare does not cover any further treatment or rehabilitation resulting from the emergency even though such treatment may be necessary. Please refer to Chapter I, Section 1.02-4 (C) of this Manual for the complete definition of emergency services for undocumented non-citizens.

**D. Other Changes**

The Office for Family Independence may establish other categories in accordance with the *MaineCare Eligibility Manual*. These special categories define or limit the particular services a person may be eligible to receive. For example, in the category of "Qualified Medical Beneficiary (QMB) eligible only," MaineCare covers only the Medicare coinsurance and deductible. If Medicare does not allow the service, the member is responsible.



----- Forwarded message -----

From: **Marston D Lovell** <mdlovell@yorkcountymaine.gov>

Date: Wed, Nov 23, 2016 at 8:38 PM

Subject: Legislative Ideas

To: Rosemary Kulow <rkulow@mainecounties.org>

Thank you, Rosie, for the list of Ideas For Legislation. An item "Medicare and Medicaid" suspension in lieu of termination brought the question: does termination occur with arrest and initial jailing? Is it reversed if the individual is found not guilty?

I hope your Thanksgiving holiday was rewarding and relaxing.

Best Regards,  
Marston







Rosemary Kulow &lt;rkulow@mainecounties.org&gt;

**RE: Legislative Ideas**

1 message

Cpt. Marsha Alexander &lt;mjalexander@kennebecso.com&gt;

Thu, Dec 1, 2016 at 11:17 AM

To: Rosemary Kulow &lt;rkulow@mainecounties.org&gt;

Good Morning Rosemary,

I have attached the rule from DHHS that addresses your question. Thirty days is the cut off point for food stamps (SNAP) and Maine care but once released from incarceration then they can reapply.

Maine Care

Here is DHHS's policy with regard to that.

**SECTION 9: INDIVIDUALS RESIDING IN PUBLIC INSTITUTIONS**

I. Medicaid coverage is authorized for inmates of state prisons, Mountain View Youth Development Center, Long Creek Youth Development Center, local or county jails, if the individual meets financial and non-financial criteria applicable to non-inmates. Medicaid will only pay for any coverable in-patient service provided to the inmate while they are an in-patient in a hospital, nursing home, intermediate care facility for the mentally retarded (ICF/MR) or juvenile psychiatric facility.

II. Individuals admitted to reside in a public (or private) medical institution classified as an IMD (Institution for Mental Disease) for over thirty days: Spring Harbor, Acadia, Riverview Psychiatric Center, and the Dorothea Dix Psychiatric Center. The following applies:

A. if over age 20 and under age 65, these individuals are not Medicaid eligible until they are conditionally or unconditionally released or are on convalescent leave from the facility. Individuals may apply prior to discharge, but eligibility is not granted until they are released or are on convalescent leave.

B. if under age 21 (through age 20) or age 65 or over, coverage is available for all Medicaid coverable services.

Thank you,

Captain Marsha Alexander, MS, MBA

Kennebec County Sheriff's Office





Rosemary Kulow &lt;rkulow@mainecounties.org&gt;

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**Re: FW: Legislative Ideas**

1 message

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**Rosemary Kulow** <rkulow@mainecounties.org>

Thu, Dec 1, 2016 at 1:57 PM

To: Dawn DiBlasi &lt;Dawn.DiBlasi@somersetcounty-me.org&gt;

Great information, Dawn. Please thank Cory for me, and thank *you*!

**Rosemary Kulow**

Executive Director  
Maine County Commissioners Association  
4 Gabriel Drive, Suite 2  
Augusta, Maine 04330  
Office: 207-623-4697  
Cell: 207-653-5855  
Fax: 207-512-2124

On Thu, Dec 1, 2016 at 12:16 PM, Dawn DiBlasi <Dawn.DiBlasi@somersetcounty-me.org> wrote:

FYI

**From:** Cory Swope**Sent:** Thursday, December 01, 2016 12:16 PM**To:** Dawn DiBlasi**Subject:** RE: Legislative Ideas

I consulted with our DHS Caseworker and Programs Manager and confirmed the following:

Upon arrest and incarceration, Medicare/Medicaid is placed into "Inmate" status. It continues to cover major medical emergencies (ie. heart attack etc.) but does not cover day-to-day medical expenses. If the inmate is released after serving less than one year, whether convicted or acquitted, it is returned to "Active" status. If the inmate is released after serving more than one year, s/he must reapply for Medicare/Medicaid, regardless of conviction or acquittal.

We would certainly be interested in seeing any language that is drafted for this proposed legislation, and may even have a few suggestions. We have encountered obstacles on several occasions regarding inmates who were releasing directly to a Rehabilitation facility and were incarcerated longer than one year.

Regards,

**MAJ Cory C. Swope**



## **New Overtime Rules Will Not Take Effect on Dec. 1**

A federal judge in Texas has issued an injunction against the implementation of the regulation that would have changed the salary threshold for exempt status under the FLSA. As employers who have spent months preparing for it know, the change was scheduled to go into effect on Dec. 1, 2016.

Employers do not have to make changes in the salary, overtime treatment or exempt/hourly status of any employee at this point, based on the salary regulation that had been slated for Dec. 1. The salary threshold stays at \$23,660 annually or \$455 per week.



# Breaking News! The U.S. Department of Labor's New Overtime Rules Will NOT Take Effect on December 1, 2016

 Glenn Israel, Linda D. McGill

## IN BRIEF

A federal judge in Texas has issued an injunction against the implementation of the regulation that would have changed the salary threshold for exempt status under the FLSA. As employers who have spent months preparing for it know, the change was scheduled to go into effect on December 1, 2016. The injunction comes as a result of a lawsuit filed by 21 states and dozens of business groups arguing that the regulation, which would have doubled the salary threshold, is beyond the lawful authority of the U.S. Department of Labor. The injunction applies nationwide.

## The Facts

U.S. District Judge Amos Mazzant said in his ruling that the DOL's big increase in the salary threshold necessary to qualify for exempt status would have the effect of changing the statutory duties tests for exemption and therefore could be accomplished only by Congress, not the DOL. The injunction is not a final decision on the legality of the regulation; a hearing on the merits is scheduled later this month. However, from the language of the ruling on injunction it seems unlikely that Judge Mazzant would side with the government's arguments that the regulation is within the DOL's authority.

## What's Next

For now the regulation is on hold, and it is hard to see a path forward for its implementation. The DOL may appeal Judge Mazzant's decision to the conservative Fifth Circuit Court of Appeals, but the Trump administration could

withdraw the appeal. It is unlikely that Congress would enact the regulation that the DOL put forth, and equally doubtful that the Trump administration would support a change that has a projected price tag of \$650 million for business. In summary, for the foreseeable future the FLSA remains unchanged.

### Bottom Line

Employers should make no change in the salary, overtime treatment or exempt/hourly status of any employee at this point based on the salary regulation that had been slated for December 1. The salary threshold stays at \$23,660 annually or \$455 per week.

### Caveat

- If in the course of preparing for the new regulation you have found errors in classifying employees as exempt or hourly or problems with other pay practices under the current FLSA regulations, you should consult with counsel.

For more information contact **Linda McGill** or **Glenn Israel** or **contact** our **Labor and Employment team**.

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### PUBLICATIONS

25 May 2012

Hiring an Unpaid Summer Intern? It's More Complicated Than You Think

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### PUBLICATIONS

7 Jul 2016

Gender Identity in the Workplace

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### PUBLICATIONS

14 Jun 2016



## Federal Judge blocks overtime pay regulations; final rule in doubt

**Tags:** Labor & Employment

**Learn More:**

NACo's Overview of DOL's Proposed Rule on Overtime Pay <<http://www.naco.org/blog/us-department-labor-department-releases-proposed-rule-overtime-pay>>

## About Daria Daniel (Full Bio)

**Associate Legislative Director - Community, Economic & Workforce Development**

Daria Daniel is the Associate Legislative Director for Community, Economic and Workforce Development at NACo. Daria is responsible for all policy development and lobbying for the association in the areas of housing, community, economic and workforce development.

### More From Daria Daniel

[Federal Judge blocks overtime pay regulations; final rule in doubt](#)  
[States sue Department of Labor on overtime pay rule](#)



## MCCA Executive Director's 2017 Budget Message

On behalf of the MCCA Budget and Finance Committee, it is my privilege to present for consideration a 2017 budget proposal for the Maine County Commissioners Association that shows a \$6,171 (2.4%) increase in the bottom line over the 2016 budget. The difference is made up by an appropriation from the undesignated fund balance, a 5% increase in the Risk Pool assessment, and a 2.1% increase of \$2,960 in membership dues. (See the Budget Narrative for more detail.) Revenue and expenditure totals are projected at \$258,321 in this budget that is recommended by the Committee.

2017 revenues are comprised mainly of county membership dues at \$143,200, or \$8,950 per county. An assessment of \$26,250 to the Risk Management Pool adds to MCCA revenue, as does the use of up to \$32,621 from the undesignated fund balance. Other miscellaneous revenue rounds out the total, and more detail can be found on the budget spreadsheet and narratives.

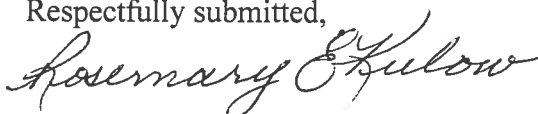
About \$47,000 in Convention revenue is estimated for 2017. This is less than was budgeted for 2016 and 2015 and reflects less than anticipated received in 2016. Expenditures for the 2017 convention are estimated at \$34,500. If these numbers are achieved, MCCA would realize about \$12,500 more income than expenses from the 2017 convention.

Employee salaries and benefits are based on projected salaries and actual benefit factors. The salary budget for the Executive Director decreases because her current salary is used in the budget, with no increase offered. The Office Manager's salary increases by 25% in order to meet minimum salary requirements for employees who are categorized as overtime exempt. Health insurance premiums for the POS C plan increase by 9.25% in 2017 and 11.25% for the POS 200 plan. These are the two plans in which MCCA employees are currently participating. As a result, the health insurance budget is projected to increase by \$1,900.

NACo conference funding in account 6041-00 is recommended at \$11,030 to pay for two conferences each for two County Commissioners and one conference for the Executive Director. This account has been underfunded in the past, and to ensure adequate funding for an additional attendee, the amount had to be increased. All *transportation* expenses, whether reimbursements for mileage for use of personal vehicles, tolls, cab fare, or airfare are paid from account 6180-00, Mileage & Conference Travel Expense.

Additional detail about the budget is found in the budget and account narratives; and as always, we welcome your questions and suggestions.

Respectfully submitted,



Rosemary E. Kulow, Executive Director



**MCCA**  
**PROPOSED 2017 BUDGET**

INCOME ACCT. NO.	INCOME ACCOUNT	2016 BUDGET	INCOME as of 10-31-16	BALANCE REMAINING	% Rcvd To Date	PROPOSED 2017 BUDGET	Amount Difference	Percent Change
<b>4100-00</b>	<b>Convention Income</b>							
4110-00	Non-Commissioner Plaque Rev	\$ -	\$ -	\$ -	#DIV/0!	-	\$ -	#DIV/0!
4120-00	Registration	\$ 28,000	\$ 17,587	\$ 10,413	63%	22,000	\$ (6,000)	-21.4
4130-00	Sponsors	\$ 8,000	\$ 3,800	\$ 4,200	48%	8,000	\$ -	0.0
4140-00	Vendors/Exhibitors	\$ 11,500	\$ 17,552	\$ (6,052)	153%	17,000	\$ 5,500	47.8
	<i>Subtotal Convention Income</i>	<b>\$ 47,500</b>	<b>\$ 38,939</b>	<b>\$ 8,561.00</b>	<b>82%</b>	<b>\$ 47,000</b>	<b>\$ (500)</b>	<b>-1.1</b>
<b>1300-00</b>	<b>Dues</b>	\$ 140,240	\$ 140,240	\$ -	100%	\$ 143,200	\$ 2,960	2.1
<b>1400-00</b>	<b>Other Income</b>	\$ 1,100	\$ 487	\$ 613	44%	\$ 750	\$ (350)	-31.8
<b>1500-00</b>	<b>NACo Roster</b>	\$ 500	\$ 500	\$ -	100%	\$ 500	\$ -	0.0
<b>1600-00</b>	<b>MCCA Risk Pool Asmt</b>	\$ 25,000	\$ 25,000	\$ -	100%	\$ 26,250	\$ 1,250	5.0
<b>1800-00</b>	<b>From MainePERS PDL Fund</b>	\$ 6,500		\$ 6,500	0%	\$ 7,900	\$ 1,400	21.5
<b>1810-00</b>	<b>Interest Income</b>	\$ 45	\$ 109	\$ (64)	242%	\$ 100	\$ 55	122.2
<b>1920-00</b>	<b>Use of Und. Fund Balance</b>	\$ 31,265		\$ 31,265	0%	\$ 32,621	\$ 1,356	4.3
	<b>TOTAL INCOME</b>	<b>\$ 252,150</b>	<b>\$ 205,275</b>	<b>\$ 46,875</b>	<b>81%</b>	<b>\$ 258,321</b>	<b>\$ 6,171</b>	<b>2.4</b>

EXPENSE ACCT. NO.	EXPENSE ACCOUNT	2016 BUDGET	EXPENSES as of 10-31-16	BALANCE REMAINING	% Exp To Date	PROPOSED 2017 BUDGET	Amount Difference	Percent Change
<b>5000-00</b>	<b>Payroll Expenses</b>							
5020	Payroll Fees	\$ 1,850	\$ 1,468	\$ 382	79%	\$ 2,000	\$ 150	8.1
5030	FICA (Soc Sec & Medicare)	\$ 7,800	\$ 6,235	\$ 1,565	80%	\$ 8,300	\$ 500	6.4
5040	Maine PERS (Retirement)	\$ 6,500	\$ 5,543	\$ 957		\$ 7,900	\$ 1,400	21.5
5050	Salary - Office Manager	\$ 38,000	\$ 31,301	\$ 6,699	82%	\$ 47,476	\$ 9,476	24.9
5060	Salary - Executive Director	\$ 74,500	\$ 60,729	\$ 13,771	82%	\$ 73,440	\$ (1,060)	-1.4
	<i>Subtotal Payroll Expense</i>	<b>\$ 128,650</b>	<b>\$ 105,276</b>	<b>\$ 23,374</b>	<b>82%</b>	<b>\$ 139,116</b>	<b>\$ 10,466</b>	<b>8.1</b>
<b>5100-00</b>	<b>Insurance</b>							
5110	Health Insurance	\$ 21,000	\$ 17,404	\$ 3,596	83%	\$ 22,900	\$ 1,900	9.0
5120	Commercial, Crime, D & O Ins	\$ 2,100	\$ 1,911	\$ 189	91%	\$ 2,150	\$ 50	2.4
5130	Workers Compensation Ins	\$ 650	\$ 334	\$ 316	51%	\$ 600	\$ (50)	-7.7
5140	Unemployment Comp Ins	\$ 500	\$ 409	\$ 91	82%	\$ 450	\$ (50)	-10.0
	<i>Subtotal Insurance</i>	<b>\$ 24,250</b>	<b>\$ 20,058</b>	<b>\$ 4,192</b>	<b>83%</b>	<b>\$ 26,100</b>	<b>\$ 1,850</b>	<b>7.6</b>
<b>6010-00</b>	<b>Professional Services</b>							
6012	Legal Services	\$ 500		\$ 500	0%	\$ 500	\$ -	0.0
6013	Audit	\$ 4,800		\$ 4,800	0%	\$ -	\$ (4,800)	-100.0
	<i>Subtotal Professional Service</i>	<b>\$ 5,300</b>	<b>\$ -</b>	<b>\$ 5,300</b>	<b>0%</b>	<b>\$ 500</b>	<b>\$ (4,800)</b>	<b>-90.6</b>
<b>6030-00</b>	<b>Lobbying Expense</b>							
6031	Lobbying Registration	\$ 200	\$ 200	\$ -	100%	\$ 200	\$ -	0.0
	<i>Subtotal Lobbying Expense</i>	<b>\$ 200</b>	<b>\$ 200</b>	<b>\$ -</b>	<b>100%</b>	<b>\$ 200</b>	<b>\$ -</b>	<b>0.0</b>



**MCCA**  
**PROPOSED 2017 BUDGET**

EXPENSE ACCT. NO.	EXPENSE ACCOUNT	2016 BUDGET	EXPENSES as of 10-31-16	BALANCE REMAINING	% Exp To Date	PROPOSED 2017 BUDGET	Amount Difference	Percen Change
<b>6040-00</b>	<b>NACo Conferences</b>							
6041	Conferences	\$ 8,500	\$ 8,445	\$ 55	99%	\$ 11,030	\$ 2,530	29.8
	<i>Subtotal NACo Conferences</i>	\$ 8,500	\$ 8,445	\$ 55	99%	\$ 11,030	\$ 2,530	29.8
<b>6050-00</b>	<b>Education &amp; Training</b>	\$ 500	\$ 386	\$ 114	77%	\$ 500	\$ -	0.0
<b>6100-00</b>	<b>Bank Charges</b>	\$ 50		\$ 50	0%	\$ 50	\$ -	0.0
<b>6110-00</b>	<b>MCCA Convention Expense</b>							
6113	Entertainment/Speakers	\$ 6,500	\$ 900	\$ 5,600	14%	2,500	\$ (4,000)	-61.5
6114	MCCA Staff Expense	\$ 1,000	\$ 983	\$ 17	98%	1,000	\$ -	0.0
6118	Meeting Expense	\$ 25,000	\$ 16,980	\$ 8,020	68%	30,000	\$ 5,000	20.0
6121	Supplies	\$ 2,500	\$ 389	\$ 2,111	16%	500	\$ (2,000)	-80.0
6135	Commissioner Retrmt. Plaques	\$ 500	\$ 250	\$ 250	50%	500	\$ -	0.0
	<i>Subtotal MCCA Convention Exp</i>	\$ 35,500	\$ 19,502	\$ 15,998	55%	\$ 34,500	\$ (1,000)	-2.8
<b>6140-00</b>	<b>Copies &amp; Printing</b>							
6142	Directory	\$ 825	\$ 69	\$ 756	8%	\$ 100	\$ (725)	-87.9
6143	Other Copying or Printing	\$ 150		\$ 150	0%	\$ 100	\$ (50)	-33.3
	<i>Subtotal Copies &amp; Printing</i>	\$ 975	\$ 69	\$ 906	7%	\$ 200	\$ (775)	-79.5
<b>6145-00</b>	<b>Dues Expense</b>	\$ 1,400	\$ 1,423	\$ (23)	102%	\$ 1,225	\$ (175)	-12.5
<b>6150-00</b>	<b>Office Equipment</b>							
6151	Computer Hrdwr & Sftwr	\$ 1,500	\$ 339	\$ 1,161	23%	\$ 1,000	\$ (500)	-33.3
6152	IT Services	\$ 2,800	\$ 1,271	\$ 1,529	45%	\$ 1,700	\$ (1,100)	-39.3
6153	Photocopier Lease	\$ 2,000	\$ 2,681	\$ (681)	134%	\$ 3,300	\$ 1,300	65.0
6154	Printer & Supplies	\$ 1,200	\$ 447	\$ 753	37%	\$ 1,000	\$ (200)	-16.7
6155	Telephone System	\$ 200		\$ 200	0%		\$ (200)	-100.0
6156	Other Office Equipment	\$ 500	\$ 304	\$ 196	61%	\$ 500	\$ -	0.0
	<i>Subtotal Office Equipment</i>	\$ 8,200	\$ 5,042	\$ 3,158	61%	\$ 7,500	\$ (700)	-8.5
<b>6160-00</b>	<b>Fees</b>	\$ 100	\$ 36	\$ 64	36%	\$ 100	\$ -	0.0
<b>6170-00</b>	<b>Meeting Expense</b>							
6171	Annual/Full Membership Mtgs	\$ 1,500	\$ 1,325	\$ 175	88%	\$ 1,500	\$ -	0.0
6172	County Officials Workshop	\$ 250		\$ 250	0%	\$ 250	\$ -	0.0
6173	Monthly Meetings	\$ 3,250	\$ 2,446	\$ 804	75%	\$ 3,500	\$ 250	7.7
6174	Retreat Meeting	\$ 800		\$ 800	0%	\$ 800	\$ -	0.0
6175	Other Meetings	\$ 800	\$ 337	\$ 463	42%	\$ 800	\$ -	0.0
	<i>Subtotal Meeting Expense</i>	\$ 6,600	\$ 4,108	\$ 2,492	62%	\$ 6,850	\$ 250	3.8
<b>6180-00</b>	<b>Mileage &amp; Conference Travel Exp.</b>	\$ 5,200	\$ 5,672	\$ (472)	109%	\$ 4,750	\$ (450)	-8.7
<b>6195-00</b>	<b>Office Space Rental</b>	\$ 18,375	\$ 14,972	\$ 3,403	81%	\$ 18,000	\$ (375)	-2.0





**MCCA**  
**PROPOSED 2017 BUDGET**

EXPENSE ACCT. NO.	EXPENSE ACCOUNT	2016 BUDGET	EXPENSES as of 10-31-16	BALANCE REMAINING	% Exp To Date	PROPOSED 2017 BUDGET	Amount Difference	Perce Chang
6215-00	Postage & Shipping	\$ 250	\$ 130	\$ 120	52%	\$ 250	\$ -	0.0
6230-00	Advertising	\$ 750		\$ 750	0%	\$ 500	\$ (250)	-33.3
6235-00	Supplies	\$ 2,500	\$ 935	\$ 1,565	37%	\$ 2,000	\$ (500)	-20.0
6240-00	Telephone, Fax & Internet							
6241	Cell Phone	\$ 1,600	\$ 1,235	\$ 365	77%	\$ 1,600	\$ -	0.0
6243	Phone, Fax, & Internet	\$ 2,000	\$ 1,673	\$ 327	84%	\$ 2,250	\$ 250	12.5
	<i>Subtotal Phone, Fax &amp; Inter</i>	\$ 3,600	\$ 2,908	\$ 692	81%	\$ 3,850	\$ 250	6.9
6250-00	Website	\$ 250	\$ 12	\$ 238	5%	\$ 100	\$ (150)	-60.0
6260-00	Contingency	\$ 1,000	\$ -	\$ 1,000	0%	\$ 1,000	\$ -	0.0
<b>TOTAL</b>		<b>\$ 252,150</b>	<b>\$ 189,174</b>	<b>\$ 62,976</b>	<b>75%</b>	<b>\$ 258,321</b>	<b>\$ 6,171</b>	<b>2.4</b>
Percent Change		2.4%					\$ 6,171	



## Maine County Commissioners Association

### 2017 PROJECTED REVENUE

#### **4100-00 CONVENTION INCOME - \$47,000**

*The average net income from the convention over the past four years has been \$17,313; and the lower 2017 estimated net income is a result of projected higher venue costs and lower estimated revenue from registrations.*

##### **4110-00 Plaques - \$ 0**

This is a new account to show revenue collected from counties that ask MCCA to get plaques for county employees who are not commissioners. We are not showing a dollar amount because non-commissioner plaque revenue is not guaranteed.

##### **4120-00 Registrations - \$22,000**

This account collects all registration payments for convention registration, meals, and participation in activities. Reduced from 2016 budget because less revenue than anticipated was received for 2016 convention. We need more Commissioners to attend their annual conference.

##### **4130-00 Sponsorships - \$8,000**

This account shows revenue from contributions paid by organizations or individuals who donate to or sponsor an event. The budget projection for 2016 was not reached, but more sponsors should be acquired to help MCCA pay conference expenses.

##### **4140-00 Vendors/Exhibitors - \$17,000**

This income is received from vendors, exhibitors, and advertisers at the convention who are there to market their goods and services. The increased amount reflects more revenue received than anticipated in this category in 2016.

#### **4300-00 COUNTY MEMBERSHIP DUES - \$143,200**

This is the income received from member counties' annual dues. A 2.1% increase is proposed for 2017. This changes a county's annual dues from \$8,765 to \$8,950.

#### **4400-00 OTHER INCOME - \$750**

Any other miscellaneous income that MCCA receives during the year that does not fit within listed budgetary categories is shown in this line. This includes payments from NACo for MCCA's marketing of programs sponsored by NACo, such as the discount health prescription drug and dental programs and the U.S. Communities joint purchasing program. The reduced amount more accurately reflects actual collected in 2016.

#### **4500-00 NACO ROSTER - \$500**

Funds received from the National Association of Counties for MCCA's contribution to preparing the roster are posted to this account.



#### **4600-00 MCCA RISK POOL ASSESSMENT - \$26,250**

Funds received from the MCCA Risk Pool are posted to this account. The assessment is calculated according to a cost allocation plan that considers the amount of time and space the Risk Pool utilizes of MCCA resources. The budgeted amount increases from \$25,000 to \$26,250 for next year due to increased costs projected for MCCA. This year upon request of the Budget & Financial Committee, I collected data from other states about how their risk management pools contribute to their associations. The Budget and Finance Committee reviewed and considered that information, as well as cost allocation data in determining its budget recommendation of a 5% increase in the Risk Pool assessment.

#### **4800-00 From MainePERS PDL Fund - \$7,900**

Funds from the MainePERS surplus PDL fund which are kept in a separate money market account, are used for the employer's contribution toward employee retirement in MainePERS. The increased budget for 2017 is caused by a mandated higher percentage employer contribution of 6.5% and a higher salary for the Office Manager. These funds are taken directly from the money market account to pay MainePERS. The money market account had a September 30, 2016 balance of \$38,772.66, and at the current employee salaries would last about five years.

#### **4810-00 INTEREST INCOME - \$100**

Income earned on savings investments is shown in this budget line.

#### **4920-00 TRANSFER FROM FUND BALANCE - \$32,621**

Surplus funds to be used from the undesignated fund balance to offset budget expenditures are shown in this account. The amount recommended is within the parameters established by the *Financial Management & Investment Policy*. MCCA projects approximately \$99,785 as the general fund balance at the end of 2016, and Section 4. Fund Balance of the *Financial Management & Investment Policy* states, "The MCCA hereby establishes a policy that requires the MCCA to maintain a minimum undesignated fund balance equal to approximately **two months expenditures.**"

MCCA's average monthly expenditure is about \$19,253, and the highest level was \$42,620 last October after the convention. The average monthly expenditure added to the highest level totals \$61,873, which might be considered the lowest level of acceptable undesignated fund balance for MCCA. Subtracting the amount of surplus recommended for use in the 2017 budget (\$32,621) from the projected surplus fund balance of \$99,785 leaves a fund balance of \$67,164 – slightly more fund balance than the policy requires.

### **TOTAL REVENUE PROJECTED FOR 2017 - \$258,321**



## **Maine County Commissioners Association**

### **PROJECTED 2017 EXPENSES**

#### **5000-00 PAYROLL EXPENSES - \$139,116**

##### **5020-00 Payroll Fees - \$2,000**

MCCA pays this to Bangor Payroll for preparing MCCA's payroll and reports for employees, the IRS, Maine Dept. of Revenue, MMEHT, and MainePERS. An increase of \$150 is proposed for 2017.

##### **5030-00 Social Security & Medicare (FICA) - \$8,300**

This account funds payments for Social Security and Medicare. The contribution for FICA is 7.5% of employee salaries after contributions toward health insurance are deducted from employees' gross salaries. The contribution is 7.5% for both the employer and the employee. The line increases by 700 for 2017.

##### **5040-00 Maine PERS - \$7,900**

Since MainePERS turned over MCCA's surplus PLD funds to MCCA, MCCA now pays the employer contribution directly. The funds are kept in an interest-earning money market account, which had a 10/31/16 balance of \$38,772.66. At the current level of employee salaries, the fund would last about five years. This year MCCA's contribution for this non-COLA-adjusted retirement program increases from 5.6% to 6.5% of the employees' gross salary, and the employee's contribution increased from 7.5% to 8%.

##### **5050-00 Office Manager's Salary - \$47,476**

The budget for the Office Manager's salary increases to comply with the USDOL's minimum salary for overtime exempt salaried employees.

##### **5060-00 Executive Director's Salary - \$73,440**

The budget shows a slight decrease from the 2016 budget, as the Executive Director's actual salary is used, with no projected change.

#### **5100-00 INSURANCE - \$26,100**

##### **5110-00 Health Insurance - \$22,900**

Amounts MCCA pays for employee health insurance are posted to this line. MCCA utilizes the health insurance services offered by the Maine Municipal Employees Health Trust (MMEHT). Employees are allowed to choose one of three plans offered, and MCCA pays 90% of the single employee premium for the employee's chosen plan. In 2014 the board voted to apply an additional \$2,000 per year toward the additional cost of the Husband & Wife plan along with 90% of the cost of the single employee plan for the Executive Director.





This budget proposal notes that premiums for the POS C plan will increase by 9.25%, and the POS 200 plan increases by 11.25%. These are the two types of health insurance plans currently used by MCCA employees.

**5120-00 Commercial, Crime Protection, & Officers' & Directors' Insurance - \$2,150**

This is the account to which payments for premiums for MCCA's commercial policy, crime protection, and directors and officers insurance are posted. The commercial policy covers property and casualty/liability insurance for the MCCA. We also obtained crime protection insurance to insure against employee dishonesty and directors and officers insurance.

Current annual premiums are as follows, and a bit more is added to the budget to allow for unforeseen premium increases:

- **Commercial - \$728** – Liberty Mutual via Macomber, Farr & Whitten; effective 8/23/16 – 8/23/17
- **Crime Protection - \$492** – Ohio Casualty Group via Macomber, Farr & Whitten, effective 6/19/16 – 6/19/17
- **Directors & Officers - \$873** – Twin City Fire Insurance Co., via Macomber, Farr & Whitten; effective 4/22/16 – 4/22/17

**5130-00 Workers Compensation Insurance - \$600**

Amounts paid for workers compensation insurance for employees are posted to this line. The policy is effective 7/2/16-7/2/17. The annual premium quoted to us was \$589, so the budget is reduced by \$50.

**5140-00 Unemployment Compensation Insurance - \$450**

MCCA participates with the MMA Unemployment Compensation Insurance program in an effort to control potential unemployment compensation insurance costs as a member of a large pool. The budget is reduced by \$50 to \$450 to more accurately reflect the actual expenditure.

**6010-00 PROFESSIONAL SERVICES - \$500**

**6012-00 Legal Services - \$500**

This line contains an appropriation at no change from last year's allocation for legal services.

**6013-00 Financial Audit - \$0**

An audit of MCCA's finances is required at least every two years, and this is the year that an audit does not need to be done. Therefore, there is no appropriation for an audit in 2017.



## **6030-00 LOBBYING - \$200**

### **6030-00 Contractual Lobbying - \$0**

There is no need to contract for lobbying, as the MCCA Executive Director and other members of the MCCA perform the required lobbying functions for the MCCA.

### **6031-00 Lobbying Registration - \$200**

Those who engage in lobbying activities at the Maine Legislature are required to pay a registration fee to the Maine Ethics Commission and file a monthly report. The fee for a lobbyist registration is \$200, so the fee for the Executive Director is in the budget.

## **6040-00 NACo CONFERENCES - \$11,030**

This funding pays for conference registration, hotel, and meal expenses for two conferences each for two county commissioners and one conference for the Executive Director. Travel reimbursements for conferences are paid from the Mileage & Travel Expenditure account 6180-00. In 2016 there was not enough money in this account for everyone to attend all conferences, but the difference was made up by the President's not attending the annual conference in Long Beach, CA and registration fees for the Executive Director and new NACo board member, Commissioner McGrane that were waived. We cannot count on registration fees being waived in the future, however.

## **6050-00 EDUCATION & TRAINING - \$500**

Payments for staff to attend necessary and beneficial work-related educational sessions are posted to this account.

## **6100-00 BANK CHARGES - \$50**

Bank charges and fees are posted to this account.

## **6110-00 ANNUAL CONVENTION EXPENSES - \$34,500**

### **6113-00 Entertainment/Speakers - \$2,500**

Based on a lower expenditure for entertainment and speakers at the 2016 convention, it is estimated that up to about \$2,500 may be needed to compensate speakers and entertainment for the 2017 convention.

### **6114-00 MCCA Staff Registration Expense - \$1,000**

The MCCA Executive Director's and Office Manager's registration, meals and hotel costs are posted to this account.

### **6118-00 Meeting Venue Expense - \$30,000**

It is estimated that about \$30,000 will be needed for the venue, including meals, etc. if we can negotiate in our favor.

### **6121-00 Supplies - \$500**

Supplies purchased for the convention are paid for from this account. This includes beverages and snacks, decorations, signs, paper, equipment, and other supplies.



**6135-00 Commissioner Retirement Plaques - \$500**

The cost of recognition plaques for retiring county commissioners is posted here. If plaques are also purchased for counties to present to certain employees, counties reimburse the cost of those plaques to MCCA.

**6140-00 COPYING & PRINTING - \$200**

**6142-00 Directory - \$100**

The cost of printing the annual county directory is posted to this account.

**6143-00 Other Copying or Printing Charges - \$100**

Any miscellaneous printing or photocopying charges for documents or books would be posted to this account.

**6145-00 DUES EXPENSE - \$1,225**

Dues for memberships are posted to this account. MCCA pays dues to the following organizations: NACo/NCCAE – \$500; MMA – \$600; and MTCMA - \$125. The ICMA membership dues of \$200 have been removed for 2017.

**6150-00 OFFICE EQUIPMENT - \$7,500**

**6151-00 Computer Hardware & Software - \$1,000**

Purchases of computer hardware or software are paid from this line.

**6152-00 IT Services - \$1,700**

In order to maintain the MCCA computer system and keep its auxiliary hardware operating at maximum performance, we contract with an IT company for routine maintenance and administration, as well as on-call service for problem solving that can't be done in-house.

**6153-00 Photocopier Lease - \$3,300**

The Xerox photocopier is leased through Gorham Leasing Group at a cost of \$275 per month. Included in the leasing fee is regular service, charge-per-copy, reduced cost for supplies, and same-day service for problem resolution.

**6154-00 Printers & Printer Supplies - \$1,000**

The cost of printers and supplies such as toner, ink cartridges, and paper is charged to this account. The increased funding level is a reflection of the high cost of toner.

**6155-00 Telephone System - \$0**

This funding would pay for upgrades or repairs to the phone system. Although none are anticipated at this time, it would be safe to have a small allocation here in case it's needed.



**6156-00 Other Office Equipment - \$500**

The cost of any other office equipment, such as desks, chairs, printer stands, headphones, projectors, paper shredders, safes, etc. is charged to this account.

**6160-00 FEES - \$100**

Fees charged for filings to the Secretary of State's office and others are posted to this account.

**6170-00 MEETING EXPENSE - \$6,850**

**6171-00 Annual & Other Membership Meetings - \$1,500**

Costs for the venue and food for the annual meeting and other full membership meetings are posted to this account.

**6172-00 County Officials' Workshop - \$250**

The associated costs of special workshops for county officials are shown in this line.

**6173-00 Monthly Meetings - \$3,500**

This account shows the costs for the Board of Directors' regular monthly meetings, including food and other supplies.

**6174-00 Retreat Meeting Expense - \$800**

This line funds a Commissioners' retreat for planning or other meeting purposes.

**6175-00 Other Meeting Expenses - \$800**

Any other meeting expenses that do not appropriately fit within any of the categories above are posted here. The cost of facility rental and refreshments for special meetings are charged to this account.

**6180-00 MILEAGE & CONFERENCE TRAVEL EXPENSE - \$4,750**

Funds in this account reimburse staff for mileage associated with use of personal vehicles for work-related travel, as well as airfare and other transportation costs associated with conferences and continuing education for Commissioners and staff.

This line has been adjusted this year to provide enough to pay for conference travel, but recognizes a reduction in travel to county commissioners' meetings around the state.

**6195-00 OFFICE RENTAL - \$18,000**

This account is used to pay the Maine Farm Bureau for leasing office space at 4 Gabriel Drive, Augusta. A monthly lease amount is \$1,497 became effective April 1, 2015.

**6215-00 POSTAGE - \$250**

Amounts paid for postage and shipping are posted here; the amount is same as last year.





**6230-00 ADVERTISING - \$500**

Advertising costs for marketing programs, providing notice to the public, advertising requests for proposals, and employee hiring processes are shown in this account.

**6235-00 SUPPLIES - \$2,000**

Supplies for the office that do not more appropriately belong within other accounts are posted to this account. This includes regular office supplies, meeting food and related supplies, office décor, paper and file folders, pens, staples, paper clips, calendars, chair mats, etc.

**6240-00 TELEPHONE, FAX & INTERNET - \$3,850**

**6241-00 Cell Phone - \$1,600**

Reimbursements to the Executive Director and Office Manager for using their cell phones for work are posted to this account. The current maximum reimbursement rate is \$75 per month for each employee.

**6242-00 Conference Call Set-up - \$0**

This funding is not necessary, as no specific charge has ever been assessed for MCCA to have the ability to host conference calls.

**6243-00 Other Telephone, Fax & Internet - \$2,250**

Monthly charges from TWC for telephone, fax, and Internet services are posted to this account. This is a reduction from the previous company's charges.

**6250-00 WEBSITE - \$100**

Payments for web-hosting service and other website expenses are paid from this account.

**6260-00 CONTINGENCY ACCOUNT - \$1,000**

With approval from the Executive Committee, this account funds emergency expenditures not otherwise identified in the budget. Money remaining at year's end reverts to fund balance.

**TOTAL EXPENDITURES PROJECTED FOR 2017 - \$258,321**



# 2017 RISK POOL ASSESSMENT

ACCT NO.	ACCOUNT NAME or SUBACCOUNT NUMBER	SUBACCOUNT NAME	PROJECTED 2016 EXPENSE	RISK POOL ALLOCATION 10%	PROPOSED 2017 BUDGET	RISK POOL ALLOCATION 10%
5000-00	Payroll Expenses					
	5020-00	Payroll Fees	\$ 1,850	\$ 185	\$ 2,000	\$ 200
	5030-00	Payroll Taxes	\$ 7,800	\$ 780	\$ 8,300	\$ 830
	5040-00	Retirement	\$ 6,500	\$ 650	\$ 7,900	\$ 790
	5050-00	OM Salary	\$ 38,000	\$ 3,800	\$ 47,476	\$ 4,748
	5060-00	ED Salary	\$ 73,440	\$ 7,344	\$ 73,440	\$ 7,344
	<i>Subtotal Payroll Expenses</i>		<b>\$ 127,590</b>	<b>\$ 12,759</b>	<b>\$ 139,116</b>	<b>\$ 13,912</b>
5100-00	Insurance					
	5110-00	Health Insurance	\$ 21,000	\$ 2,100	\$ 22,900	\$ 2,290
	5120-00	Commercial/Crime	\$ 2,100	\$ 210	\$ 2,150	\$ 215
	5130-00	Workers Comp	\$ 580	\$ 58	\$ 600	\$ 60
	5140-00	Unemployment Comp	\$ 500	\$ 50	\$ 450	\$ 45
	<i>Subtotal Insurance</i>		<b>\$ 24,180</b>	<b>\$ 2,418</b>	<b>\$ 26,100</b>	<b>\$ 2,610</b>
6010-00	Professional Services					
	6012-00	Legal Services	\$ 500	\$ 50	\$ 500	\$ 50
	6013-00	Financial Audit	\$ 4,800	\$ 480	\$ -	\$ -
	<i>Subtotal Professional Services</i>		<b>\$ 5,300</b>	<b>\$ 530</b>	<b>\$ 500</b>	<b>\$ 50</b>
6030-00	Lobbying		\$ 200	\$ 20	\$ 200	\$ 20
6050-00	Education & Training		\$ 500	\$ 50	\$ 500	\$ 50
6140-00	Copying & Printing		\$ 69	\$ 7	\$ 200	\$ 20
6145-00	Dues Expense		\$ 1,424	\$ 142	\$ 1,225	\$ 123
6150-00	Office Equipment		\$ 7,182	\$ 718	\$ 7,500	\$ 750
6170-00	Meeting Expense		\$ 6,275	\$ 628	\$ 6,850	\$ 685
6180-00	Mileage & Travel Expense		\$ 5,800	\$ 580	\$ 4,750	\$ 475
6195-00	Office Rental @ 34% of total		\$ 17,966	\$ 6,108	\$ 18,000	\$ 6,120
9215-00	Postage & Shipping		\$ 250	\$ 25	\$ 250	\$ 25
6230-00	Advertising		\$ -	\$ -	\$ 500	\$ 50
6235-00	Supplies		\$ 1,500	\$ 150	\$ 2,000	\$ 200
6240-00	Telephone Fax Internet		\$ 3,500	\$ 350	\$ 3,850	\$ 385
6250-00	Web Site		\$ 50	\$ 5	\$ 100	\$ 10
<b>GRAND TOTAL</b>			<b>\$ 201,786</b>	<b>\$ 24,490</b>	<b>\$ 211,641</b>	<b>\$ 25,484</b>

\* The Executive Director recommends that 2017 budget figures, rather than projected 2016 expenditures, be used to calculate the Risk Pool assessment because the Risk Pool appropriation is needed to fund the 2017 BUDGET. The 2016 assessment was based on 2016 budget numbers, not 2015 actuals.



# MCCA ANNUAL CONVENTION REVENUE and EXPENSES

2013-2016

CONVENTION INCOME	BUDGET	ACTUAL	BALANCE	CONVENTION EXPENSES		NET INCOME
				2013	BUDGET	
Franklin Co. 2013				Entertain./Speakers	\$ 2,300	\$ (2,300)
Plaques			-	Staff Registration	\$ 961	\$ (961)
Registration	39,845		(39,845)	Meeting Expense	\$ 23,314	\$ (23,314)
Sponsorship	9,256		(9,256)	Supplies	\$ 3,059	\$ (3,059)
Vendor			-	Plaques	\$ 204	\$ (204)
<b>TOTAL 2013 INCOME</b>	<b>\$ 43,000</b>	<b>\$ 49,101</b>	<b>\$ (6,101)</b>	<b>TOTAL 2013 EXPENSE</b>	<b>\$ 34,360</b>	<b>\$ 4,522</b>
	Excess Revenue Received		\$ 6,101			<b>\$ 19,263</b>
CONVENTION INCOME	BUDGET	ACTUAL	BALANCE	CONVENTION EXPENSES		NET INCOME
				2014	BUDGET	
York Co. 2014				Entertain./Speakers	\$ 5,993	\$ (993)
Plaques		456	(456)	Staff Registration	\$ 1,602	\$ (602)
Registration	40,000	31,170	8,830	Meeting Expense	\$ 28,635	\$ (3,135)
Sponsorship	9,000	12,480	(3,480)	Supplies	\$ 2,309	\$ 691
Vendor		12,492	(12,492)	Plaques	\$ 35	\$ (35)
<b>TOTAL 2014 INCOME</b>	<b>\$ 49,000</b>	<b>\$ 56,598</b>	<b>\$ (7,598.00)</b>	<b>TOTAL 2014 EXPENSE</b>	<b>\$ 34,500</b>	<b>\$ (4,074)</b>
	Excess Revenue Received		\$ 7,598.00			<b>\$ 18,024</b>
CONVENTION INCOME	BUDGET	ACTUAL	BALANCE	CONVENTION EXPENSES		NET INCOME
				2015	BUDGET	
Hancock Co. 2015				Entertain./Speakers	\$ 6,443	\$ -
Plaques		66	(66)	Staff Registration	\$ 809	\$ 191
Registration	30,000	27,753	2,247	Meeting Expense	\$ 24,761	\$ 1,239
Sponsorship	12,500	6,511	5,989	Supplies	\$ 1,115	\$ 692
Vendor	12,500	11,585	915	Plaques	\$ 260	\$ 340
<b>TOTAL 2015 INCOME</b>	<b>\$ 55,000</b>	<b>\$ 45,915</b>	<b>\$ 9,085.00</b>	<b>TOTAL 2015 EXPENSE</b>	<b>\$ 35,850</b>	<b>\$ 2,462</b>
	Excess Revenue Received		\$ (9,085.00)			<b>\$ 12,527</b>
CONVENTION INCOME	BUDGET	ACTUAL	BALANCE	CONVENTION EXPENSES		NET INCOME
				2016	BUDGET	
Penobscot Co. 2016				Entertain./Speakers	\$ 900	\$ 5,600
Plaques			-	Staff Registration	\$ 983	\$ 17
Registration	28,000	17,587	10,413	Meeting Expense	\$ 16,980	\$ 8,020
Sponsorship	8,000	3,800	4,200	Supplies	\$ 389	\$ 2,111
Vendor	11,500	17,552	(6,052)	Plaques	\$ 250	\$ 250
<b>TOTAL 2016 INCOME</b>	<b>\$ 47,500</b>	<b>\$ 38,939</b>	<b>\$ 8,560.92</b>	<b>TOTAL 2016 EXPENSE</b>	<b>\$ 35,500</b>	<b>\$ 15,998</b>
	Excess Revenue Received		\$ (8,560.92)			<b>\$ 19,437</b>

\* Expenses have not all been posted yet.



# 2017 NACo CONFERENCE BUDGET

	Regis Fee	Hotel	Meals	TOTAL CONF.	Airfare	Bag Fee	Transport	Mileage	TOTAL TRANS.	GRAND TOTAL
<b>NACo Legislative Conference</b>										
Peter	\$ 515	\$ 1,325	\$ 375	\$ 2,215	\$ 300	\$ 50	\$ 100	\$ 50	\$ 500	\$ 2,715
Gary	\$ 515	\$ 1,325	\$ 375	\$ 2,215	\$ 300	\$ 50	\$ 100	\$ 50	\$ 500	\$ 2,715
Rosi	\$ 515	\$ 1,250	\$ 375	\$ 2,140	\$ 300	\$ 50	\$ 100	\$ 50	\$ 500	\$ 2,640
<b>Total Leg Conference</b>	<b>\$ 1,545</b>	<b>\$ 3,900</b>	<b>\$ 1,125</b>	<b>\$ 6,570</b>	<b>\$ 900</b>	<b>\$ 150</b>	<b>\$ 300</b>	<b>\$ 150</b>	<b>\$ 1,500</b>	<b>\$ 8,070</b>
<b>NACo Annual Conference</b>										
Peter	\$ 530	\$ 1,325	\$ 375	\$ 2,230	\$ 450	\$ 50	\$ 100	\$ 50	\$ 650	\$ 2,880
Gary	\$ 530	\$ 1,325	\$ 375	\$ 2,230	\$ 450	\$ 50	\$ 100	\$ 50	\$ 650	\$ 2,880
Rosi				\$ -					\$ -	\$ -
<b>Total Annual Conference</b>	<b>\$ 1,060</b>	<b>\$ 2,650</b>	<b>\$ 750</b>	<b>\$ 4,460</b>	<b>\$ 900</b>	<b>\$ 100</b>	<b>\$ 200</b>	<b>\$ 100</b>	<b>\$ 1,300</b>	<b>\$ 5,760</b>
<b>NCCAE Annual Conference</b>										
Rosi										\$ -
<b>Total NCCAE Annual</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>
<b>NACo Training Event</b>										
Lauren										\$ -
<b>Total for Office Manager</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>
<b>TOTAL</b>	<b>\$ 2,605</b>	<b>\$ 6,550</b>	<b>\$ 1,875</b>	<b>\$ 11,030</b>	<b>\$ 1,800</b>	<b>\$ 250</b>	<b>\$ 500</b>	<b>\$ 250</b>	<b>\$ 2,800</b>	<b>\$ 13,830</b>
				\$ 11,030					\$ 2,800	\$ 13,830





## 2017 BUDGET

Position	Employee	2017 Estimated Annual Salary	Health Insurance				MEPERS Annual Cost		Social Security & Medicare		TOTAL MCCA BENEFIT CONTRIB	Vision Insurance Employee-Paid Monthly Annual	Income Protection Employee-Paid		Dental Insurance Employee-Paid		Dep Life Ins	TOTAL EMPLOYEE BENEFIT CONTRIB
			Estimated Monthly Premium	Annual Premium	Employee Annual	MCCA Annual	Employee 8.0%	MCCA 6.5%	Employee 7.65%	MCCA 7.65%			Employee-Paid Monthly Annual	Employee-Paid Monthly Annual	Employee-Paid Monthly Annual	Employee-Paid Monthly Annual		
Executive Director	Rosemary Kulow	73,440.00	2,025.08	24,300.96	12,550.83	11,750.13	5,875.20	4,773.60	4,658.02	4,658.02	21,181.75	0.00	0.00	72.67	872.04	3.20	38.40	23,994.49
Office Manager	Lauren Haven	47,476.00	1,023.73	12,284.76	1,228.48	11,056.28	3,798.08	3,085.94	3,537.94	3,537.94	17,680.16	5.31	63.72	32.28	387.40	42.10	505.20	9,520.81
TOTAL		120,916.00	3,048.81	36,585.72	13,779.30	22,806.42	9,673.28	7,859.54	8,195.96	8,195.96	38,861.91	5.31	63.72	32.28	387.40	114.77	1,377.24	33,515.30

Budget for Executive Director's salary is at the 2015 and 2016 salary of \$73,440.12

Office Manager's salary is brought into compliance with the minimum salary for overtime exemption. (A \$9,500 or 25% increase over 2016.)

POS 200 increase for 2017 is 11.25% (Rosemary Kulow); single employee premium is \$902.79.

POS C increase for 2017 is 9.25% (Lauren Haven).

MainePERS employee contributions increased to 8%, and employer contribution changed to 6.5%.

Social Security and Medicare contributions are calculated as 7.65% of employees' net salary after payments made for health insurance are deducted from their gross salaries.



**2016 MCCA BUDGET  
YEAR-END PROJECTIONS**

<b>INCOME Acct No.</b>	<b>INCOME Account</b>	<b>2016 BUDGET</b>	<b>Income as of 10/31/2016</b>	<b>Percent Received</b>	<b>Income Over/ (Under) Budget</b>	<b>Total Projected at Year-End</b>
<b>4100-00</b>	<b>Convention Income</b>				\$ -	
4120	Registration	\$ 28,000	\$ 17,587	63%	\$ (10,413)	\$ 17,587
4130	Sponsors	\$ 8,000	\$ 3,800	48%	\$ (4,200)	\$ 3,800
4140	Vendors/Exhibitors	\$ 11,500	\$ 17,552	153%	\$ 6,052	\$ 17,552
	<i>Total Convention Income</i>	\$ 47,500	\$ 38,939	82%	\$ (8,561)	\$ 38,939
<b>4300-00</b>	<b>Dues</b>	\$ 140,240	\$ 140,240	100%	\$ -	\$ 140,240
<b>4400-00</b>	<b>Other Income</b>	\$ 1,100	\$ 487	44%	\$ (613)	\$ 650
<b>4500-00</b>	<b>NACo Roster</b>	\$ 500	\$ 500	100%	\$ -	\$ 500
<b>4600-00</b>	<b>MCCA Risk Pool Asmt</b>	\$ 25,000	\$ 25,000	100%	\$ -	\$ 25,000
<b>4800-00</b>	<b>MainePERS PLD Fund</b>	\$ 6,500		0%	\$ (6,500)	\$ 6,500
<b>4810-00</b>	<b>Interest Income</b>	\$ 45	\$ 109	242%	\$ 64	\$ 120
<b>4920-00</b>	<b>Fund Balance Transfer</b>	\$ 31,265		0%	\$ (31,265)	\$ 18,371
<b>TOTAL INCOME</b>		\$ 252,150	\$ 205,275	81%	\$ (46,875)	\$ 230,320
<b>EXPENSE Acct No.</b>	<b>EXPENSE Account</b>	<b>2016 BUDGET</b>	<b>Expense as of 10/31/2016</b>	<b>Percent Expended</b>	<b>Balance Remaining</b>	<b>Total Projected at Year-End</b>
<b>5000-00</b>	<b>Payroll Expenses</b>					
5020	Payroll Fees	\$ 1,850	\$ 1,468	79%	\$ 382	\$ 1,850
5030	FICA (Soc Sec & Medicare)	\$ 7,800	\$ 6,235	80%	\$ 1,565	\$ 7,800
5040	Maine PERS (Retirement)	\$ 6,500	\$ 5,543	85%	\$ 957	\$ 6,500
5050	Salary - Office Manager	\$ 38,000	\$ 31,301	82%	\$ 6,699	\$ 38,000
5060	Salary - Executive Director	\$ 74,500	\$ 60,729	82%	\$ 13,771	\$ 73,440
	<i>Total Payroll Expenses</i>	\$ 128,650	\$ 105,276	82%	\$ 23,374	\$ 127,590
<b>5100-00</b>	<b>Insurance</b>					
5110	Health Insurance	\$ 21,000	\$ 17,404	83%	\$ 3,596	\$ 21,000
5120	Commercial, Crime, D & O	\$ 2,100	\$ 1,911	91%	\$ 189	\$ 2,100
5130	Workers Comp	\$ 650	\$ 334	51%	\$ 316	\$ 580
5140	Unemployment Comp Ins	\$ 500	\$ 409	82%	\$ 91	\$ 500
	<i>Total Insurance</i>	\$ 24,250	\$ 20,058	83%	\$ 4,192	\$ 24,180
<b>6010-00</b>	<b>Professional Services</b>					
6012	Legal Counsel	\$ 500		0%	\$ 500	\$ -
6013	Audit	\$ 4,800		0%	\$ 4,800	\$ 4,800
	<i>Total Professional Serv.</i>	\$ 5,300	\$ -	0%	\$ 5,300	\$ 4,800
<b>6030-00</b>	<b>Lobbying Expense</b>					
6031	Lobbying Registration	\$ 200	\$ 200	100%	\$ -	\$ 200
	<i>Total Lobbying Expense</i>	\$ 200	\$ 200	100%	\$ -	\$ 200
<b>6040-00</b>	<b>NACo Expense</b>					
6041	NACo Conferences	\$ 8,500	\$ 8,445	99%	\$ 55	\$ 8,445
	<i>Total NACo Expense</i>	\$ 8,500	\$ 8,445	99%	\$ 55	\$ 8,445

12/6/2016



**2016 MCCA BUDGET  
YEAR-END PROJECTIONS**

EXPENSE Acct No.	EXPENSE Account	2016 BUDGET	Expense as of 10/31/2016	Percent Expended	Balance Remaining	Total Projected at Year-End
6050-00	Education & Training	\$ 500	\$ 386	77%	\$ 114	\$ 500
6100-00	Bank Charges	\$ 50		0%	\$ 50	\$ -
6110-00	Convention Expense					
6113	Entertainment/Speakers	\$ 6,500	\$ 900	14%	\$ 5,600	\$ 900
6114	MCCA Staff Expenses	\$ 1,000	\$ 983	98%	\$ 17	\$ 1,000
6118	Meeting Expense	\$ 25,000	\$ 16,980	68%	\$ 8,020	\$ 17,000
6121	Supplies	\$ 2,500	\$ 389	16%	\$ 2,111	\$ 389
6135	Comm. Retire. Plaques	\$ 500	\$ 250	50%	\$ 250	\$ 250
	<i>Total Convention Expense</i>	\$ 35,500	\$ 19,502	55%	\$ 15,998	\$ 19,539
6140-00	Copies & Printing					
6142	Directory	\$ 825	\$ 69	8%	\$ 756	\$ 69
6143	Other Copying & Printing	\$ 150	\$ -	0%	\$ 150	
	<i>Total Copies &amp; Printing</i>	\$ 975	\$ 69	7%	\$ 906	\$ 69
6145-00	Dues Expense	\$ 1,400	\$ 1,423	102%	\$ (23)	\$ 1,424
6150-00	Office Equipment					
6151	Computer Hrdwr & Sftwr	\$ 1,500	\$ 339	23%	\$ 1,161	\$ 1,000
6152	IT Services	\$ 2,800	\$ 1,271	45%	\$ 1,529	\$ 1,550
6153	Photocopier Lease	\$ 2,000	\$ 2,681	134%	\$ (681)	\$ 3,232
6154	Printer & Supplies	\$ 1,200	\$ 447	37%	\$ 753	\$ 1,000
6155	Telephone System	\$ 200		0%	\$ 200	\$ -
6156	Other	\$ 500	\$ 304	61%	\$ 196	\$ 400
	<i>Total Office Equipment</i>	\$ 8,200	\$ 5,042	61%	\$ 3,158	\$ 7,182
6160-00	Fees	\$ 100	\$ 36	36%	\$ 64	\$ 50
6170-00	Meeting Expense					
6171	Annual Meeting	\$ 1,500	\$ 1,325	88%	\$ 175	\$ 1,325
6172	County Off. Workshop	\$ 250		0%	\$ 250	\$ 250
6173	Monthly Meetings	\$ 3,250	\$ 2,446	75%	\$ 804	\$ 3,100
6174	Retreat Meeting	\$ 800		0%	\$ 800	\$ 800
6175	Meetings - Other	\$ 800	\$ 337	42%	\$ 463	\$ 800
	<i>Total Meeting Expense</i>	\$ 6,600	\$ 4,108	62%	\$ 2,492	\$ 6,275
6180-00	Mileage & Travel Expense	\$ 5,200	\$ 5,672	109%	\$ (472)	\$ 5,800
6195-00	Office Space Rental	\$ 18,375	\$ 14,972	81%	\$ 3,403	\$ 17,966
6215-00	Postage & Shipping	\$ 250	\$ 130	52%	\$ 120	\$ 250
6230-00	Advertising	\$ 750		0%	\$ 750	
6235-00	Supplies	\$ 2,500	\$ 935	37%	\$ 1,565	\$ 1,500
6240-00	Telephone, Fax & Internet					
6241	Cell Phone	\$ 1,600	\$ 1,235	77%	\$ 365	\$ 1,500
6240	Phone, Fax, & Internet	\$ 2,000	\$ 1,673	84%	\$ 327	\$ 2,000
	<i>Total Phone Fax Internet</i>	\$ 3,600	\$ 2,908	81%	\$ 692	\$ 3,500
6250-00	Website	\$ 250	\$ 12	5%	\$ 238	\$ 50
6260-00	Contingency	\$ 1,000		0%	\$ 1,000	\$ 1,000
<b>TOTAL EXPENSE</b>		<b>\$ 252,150</b>	<b>\$ 189,174</b>	<b>75%</b>	<b>\$ 62,976</b>	<b>\$ 230,320</b>
					\$ 62,976	

12/6/2016



**2016 MCCA BUDGET  
YEAR-END PROJECTIONS**

	10-31-16 Bank Balance	\$ 127,165				
Minus	Estimated Nov-Dec expenses	\$ 34,000				
Plus	Estimated Nov-Dec revenue	\$ 6,620				
Estimated	12-31-16 Fund Balance	<b>\$ 99,785</b>	<i>(Fund Balance)</i>			





*V. B*



# SENATOR

INN & SPA

Hi Lauren,

On January 11<sup>th</sup> we have the **State Room** open and the estimated cost would be:

Room \$200.00 for the day

Coffee basic beverage break: \$3.00 per person x 40 pp - \$120.00

Assorted Pastries 18.00 dozen x 3.5 dozen - \$63.00

Hot lunch buffet with desert \$17.00 pp x 40 - \$680.00

Service charge 20% of F & B - \$172.60

Estimated Total: \$1,035.60

Let me know if I can hold the room for you. I have attached our menus for other meal options.

Thank you,

*Stacy Barnes*

Events, Food & Beverage Manager

Senator Inn & Spa

207-622-8800 ext. 285

207-622-8803 fax

[www.senatorinn.com](http://www.senatorinn.com)

Senator Events

**Book Your Meetings & Events Today!**

**Ask about a Courtesy Room block**

**of 10 or more Rooms!**

Senator Inn & Spa | 284 Western Avenue | Augusta, Maine 04330 |  
Hotel: (207) 622-5804 | Spa: (207) 622-3138 | Restaurant: (207) 622-0320





Benevolent Protective Order  
of Elks  
Lodge 964

To: Lauren Haven, Office Manager  
Maine County Commissioners Association  
4 Gabriel Drive, Augusta, Maine 04330

Dear Lauren,

The following is pricing for a possible meeting at the Augusta Elks Lodge on January 11, 2017

Continental Breakfast:

Assorted Danish, Muffins and Donuts, Juice, Coffee or Tea for \$ 6.25 per person.

Luncheon

# 2. Entree choice of (Roast Pork, Chicken or Ham - choose one) Mashed Potato, Hot Vegetable or tossed Salad, Rolls and Butter, Light Dessert, coffee or Tea for \$ 9.95 per person

To all food prices you must add 18% service charge.

Tablecloths are \$ 4.00 per table (8 people sit per table).

Room Rate is \$150 for 50 or more people with a meal or \$300 for less than 50.

Estimate Based on 40 people:

40 Continental Breakfasts (\$ 6.95 per)	\$ 278.00
40 Lunches (\$ 9.95 per)	\$ 398.00
18% Service Charge	\$ 121.68
6 Tablecloths (\$ 4.00 per)	\$ 24.00
Room Rate	\$ 300.00
Total Due	\$ 1,121.68

Please let me know if I can help further, You can find all of our pricing and meal choices on our website at [augustaelks.org](http://augustaelks.org).

Thank you,

Nadine Cooper  
Business Manager  
Augusta Elks Lodge #964  
P.O. Box 2206  
Augusta, Maine 04338  
[207 623-9623](tel:2076239623) (lodge)  
[207 622-4909](tel:2076224909) (voicemail)  
[elk964nadine@myfairpoint.net](mailto:elk964nadine@myfairpoint.net)





The Governor Hill Mansion  
136 State Street  
Augusta, ME 04330  
(207)629-4052  
governorhillmansion@gmail.com  
<http://www.governorhillmansion.com>

## ESTIMATE

### ADDRESS

Maine County Commissioners Association  
4 Gabriel Drive, Suite 2  
Augusta, Maine 04330

ESTIMATE # 1303

DATE 11/6/16

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/11/2017	<b>ROOM RENTAL FEE</b> Columbus Hall	1	300.00	300.00
01/11/2017	<b>FOOD SALES</b> Coffee/Tea/Juice/Muffins & fruit	40	7.75	310.00
01/11/2017	<b>FOOD SALES</b> Lunch - Paprika Grilled Chicken/Rice Pilaf/Butternut squash/Veggie Alfredo/rolls/garden salad	40	16.99	679.60
01/11/2017	<b>FOOD SALES</b> Apple Crisp w/ Cream	40	3.50	140.00
01/11/2017	<b>EQUIPMENT RENTAL</b> Microphone	1	15.00	15.00
01/11/2017	<b>SERVICES</b> Labor 18% food	1	203.32	203.32

This is an Estimate of your charges. Please send in the signed contract and the non-refundable Deposit of the Room Fee to confirm your event. Thank you.

**TOTAL**

**\$1,647.92**

Accepted By

Accepted Date



# M.C.C.A.

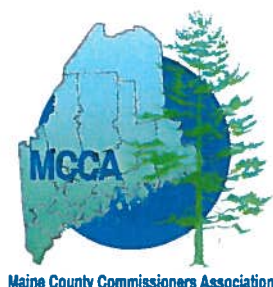
Peter Baldacci, President  
Penobscot County

Thomas Coward, Vice President  
Cumberland County

Michael Cote, Secretary-Treasurer  
York County

Rosemary Kulow  
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

## Executive Director's Report December 8, 2016

### Issues & Activities:

**Legislative** – Last month I communicated via email with the following legislators inviting their support for county government issues via legislation sponsorship: Sen. Justin Chenette, Sen. Kimberly Rosen, Sen. Tom Saviello, Rep. Pinny Beebe-Center, Rep. Charlotte Warren, Rep. Danny Martin, Rep. Catherine Nadeau, Rep. Aaron Frey, and Rep. Karen Gerrish. This month I have held follow-up meetings with Sen. Justin Chenette, Rep. Pinny Beebe-Center, Rep. Charlotte Warren, Sen. Kimberly Rosen, and Rep. Danny Martin. I plan to contact the other legislators as soon as possible. The date for cloture for legislation has been changed to December 30<sup>th</sup>.

**Directors** – The following counties have not yet informed us of their nomination for MCCA Director: Androscoggin, Cumberland, Franklin, Kennebec, Lincoln, Oxford, Piscataquis, Sagadahoc, Somerset, and York. Please send me your county's nomination no later than December 28<sup>th</sup>.

**MCCA Officers Nomination Committee** – Does the Nomination Committee want to meet before the January annual meeting to discuss the upcoming nominations of MCCA officers?

### Meetings/Events since the November 9, 2016 Board of Directors' Meeting

Nov. 17	MMA LPC Meeting at Maine Municipal Association
Dec. 2	Convention Planning Committee meeting in Belfast, Waldo County
Dec. 6	Met with legislators at the State House
Dec. 7	Attended swearing in ceremony at State House & met with legislators
Dec. 9	Training for County Commissioners at Augusta Civic Center

### Upcoming Planned Meetings/Events (as of this writing):

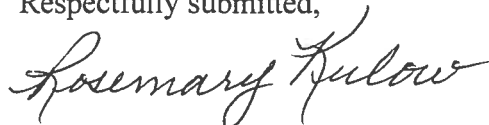
Throughout December – More meetings with legislators  
Jan. 11, 2017 Annual MCCA General Membership Meeting at Location TBD





As always, if you have any questions or comments about my activities or reports, please don't hesitate to let me know. Thank you for your attention and service.

Respectfully submitted,

A handwritten signature in cursive script that reads "Rosemary Kulow". The signature is written in black ink and is positioned above the printed name and title.

Rosemary Kulow  
Executive Director



Good Afternoon, County Commissioners:

This serves as your notice to nominate directors for the 2017 MCCA Board of Directors.

Article IV, *Elections and Terms of Office*, Section 1, *Board of Directors*, of the Maine County Commissioners Association Bylaws states that each County Commissioner by December 1 of each year shall be notified to caucus and elect a Director for the coming year from their county to serve as a Director on the Board of the Maine County Commissioners Association.

Section 1 of Article IV of the Bylaws further states, "*The Chairman of the Board of County Commissioners of each county shall inform the Executive Director of the Board's nominee at least two weeks before the annual meeting. The Executive Director will advise all County Commissioners of the entire list of proposed Directors at least one week before the annual meeting.*" In 2017, the annual MCCA meeting will be held **Wednesday, January 11th** at 10:00 a.m.

Please forward your county's nomination for Director to me no later than **Wednesday, December 28, 2016**, and feel free to contact me if you have any questions or comments.

Thank you for your service, and have a good day.



# MAINE COUNTY COMMISSIONERS ASSOCIATION

## November 2016 Financial Report

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Attached please find the monthly financial reports for the month November 2016. The Balance Sheet shows total assets and liabilities at \$151,935.29. The total includes the \$38,776.26 money market account for MainePERS. Total assets *without* the money market fund are \$113,159.03. Debits to the bank account in November totaled \$14,277.59, and receipts totaling \$131.86 were credited to the checking account. The general fund checking account balance on November 30th was \$113,019.20, as some transactions had not yet cleared the bank.

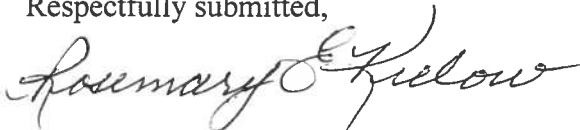
Regarding the annual convention, we have received receipts totaling \$39,501, which is 83% of the \$47,500 expected revenue for the year. Expenses for the convention were also less than anticipated this year, however, at \$20,094. This is about 57% of the \$35,500 estimated for the budget. At the end of November, net income from the convention appeared to be \$19,407.

With about 91.5% of the year complete, \$205,973 (81.7%) of the \$252,150 budgeted revenue had been received by November 30th. On the expenditure side, \$15,610 (6% of the total budget) was expended in November; and a total of \$205,054 (81%) had been expended year-to-date.

Additional details of financial transactions appear in the *Profit & Loss Budget vs. Actual* report. Finances are within budget, and there are no problems with the status of MCCA's budget.

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,



Rosemary E. Kulow  
Executive Director

Accepted by:

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

\_\_\_\_\_  
Peter Baldacci, President

\_\_\_\_\_  
Thomas Coward, Vice-President

\_\_\_\_\_  
Michael Cote, Secretary-Treasurer



**Maine County Commissioners Association**  
**Balance Sheet (accrual)**  
 As of November 30, 2016

	November 2016
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
MCCA Checking-Savings Bank	111,417.03
Money Market Account	38,776.26
Petty Cash Account	200.00
Total Checking/Savings	150,393.29
Accounts Receivable	
Receivables	1,542.00
Total Accounts Receivable	1,542.00
Total Current Assets	151,935.29
<b>TOTAL ASSETS</b>	<b>151,935.29</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-725.28
Total Accounts Payable	-725.28
Other Current Liabilities	
1000-00 · Employee Health Insurance Contr	-730.57
1001-00 · MainePERS Employee Contribution	478.11
Total Other Current Liabilities	-252.46
Total Current Liabilities	-977.74
Total Liabilities	-977.74
Equity	
3200-00 · Fund Balance to Current Yr Inc	-59,216.00
3900-00 · Earnings	211,209.23
Net Income	919.80
Total Equity	152,913.03
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>151,935.29</b>





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12/05/16

**Maine County Commissioners Association**  
**Reconciliation Summary**  
MCCA Checking-Savings Bank, Period Ending 11/30/2016

	<u>November 2016</u>
Beginning Balance	127,164.93
Cleared Transactions	
Checks and Payments - 14 items	-14,277.59
Deposits and Credits - 4 items	131.86
Total Cleared Transactions	<u>-14,145.73</u>
Cleared Balance	<u>113,019.20</u>
Uncleared Transactions	
Checks and Payments - 3 items	-1,602.17
Total Uncleared Transactions	<u>-1,602.17</u>
Register Balance as of 11/30/2016	<u>111,417.03</u>
Ending Balance	111,417.03



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**Maine County Commissioners Association**  
**Reconciliation Detail**  
**MCCA Checking-Savings Bank, Period Ending 11/30/2016**

	Type	Date	Num	Name	Amount	Balance
Beginning Balance						127,164.93
Cleared Transactions						
Checks and Payments - 14 items						
	Bill Pmt -Check	11/3	3738	Penobscot County Treasurer	-591.65	-591.65
	Bill Pmt -Check	11/3	3737	MainePERS	-556.46	-1,148.11
	Bill Pmt -Check	11/3	EFT	Time Warner Cable	-167.93	-1,316.04
	Bill Pmt -Check	11/4	EFT	Bangor Payroll	-1,873.65	-3,189.69
	Bill Pmt -Check	11/10	EFT	Bangor Payroll	-1,873.60	-5,063.29
	Bill Pmt -Check	11/10	3739	Country Cafe Catering	-270.00	-5,333.29
	Bill Pmt -Check	11/10	3740	Liberty Mutual Insurance	-182.00	-5,515.29
	Bill Pmt -Check	11/10	3742	Kulow, Rosemary	-132.51	-5,647.80
	Bill Pmt -Check	11/10	3743	Haven, Lauren	-130.15	-5,777.95
	Bill Pmt -Check	11/10	3741	Capitol Computers	-125.00	-5,902.95
	Bill Pmt -Check	11/16	3746	Ron Beaulieu & Co.	-750.00	-6,652.95
	Bill Pmt -Check	11/16	3744	US Bank	-275.00	-6,927.95
	Bill Pmt -Check	11/18	EFT	Bangor Payroll	-1,873.60	-8,801.55
	Bill Pmt -Check	11/25	EFT	Bangor Payroll	-5,476.04	-14,277.59
Total Checks and Payments					-14,277.59	-14,277.59
Deposits and Credits - 4 items						
	Deposit	11/16			49.96	49.96
	Deposit	11/21			24.98	74.94
	Deposit	11/29			51.99	126.93
	Deposit	11/30			4.93	131.86
Total Deposits and Credits					131.86	131.86
Total Cleared Transactions					-14,145.73	-14,145.73
Cleared Balance					-14,145.73	113,019.20
Uncleared Transactions						
Checks and Payments - 3 items						
	Bill Pmt -Check	11/16	3745	Maine Farm Bureau	-1,497.17	-1,497.17
	Bill Pmt -Check	11/16	3748	State of Maine-Hall of Flags	-100.00	-1,597.17
	Bill Pmt -Check	11/16	3747	NACo Public Employee Benefits LLC	-5.00	-1,602.17
Total Checks and Payments					-1,602.17	-1,602.17
Total Uncleared Transactions					-1,602.17	-1,602.17
Register Balance as of 11/30/2016					-15,747.90	111,417.03
Ending Balance					-15,747.90	111,417.03



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**Maine County Commissioners Association**  
**Reconciliation Summary**  
Money Market Account, Period Ending 11/20/2016

	November 2016
Beginning Balance	<u>38,772.66</u>
Cleared Transactions	
Deposits and Credits - 1 item	<u>3.60</u>
Total Cleared Transactions	<u>3.60</u>
Cleared Balance	<u><u>38,776.26</u></u>
Register Balance as of 11/20/2016	38,776.26
Ending Balance	38,776.26



**Maine County Commissioners Association**  
**Profit & Loss Budget vs. Actual**  
January 1 through December 5, 2016

	2016 Budget	Nov 2016	Jan-Nov 2016	\$ Over Budget	% of Budget
<b>Income</b>					
4100-00 · Convention Income					
4120-00 · Registration	28,000		18,149	-9,851	65%
4130-00 · Sponsorship	8,000		3,800	-4,200	48%
4140-00 · Vendor	11,500		17,552	6,052	153%
<b>Total 4100-00 · Convention Income</b>	<b>47,500</b>		<b>39,501</b>	<b>-7,999</b>	<b>83%</b>
4300-00 · Dues	140,240		140,240		100%
4400-00 · Other Income	1,100	127	614	-486	56%
4500-00 · NACo Roster	500		500		100%
4600-00 · MCCA Risk Pool Assessment	25,000		25,000		100%
4800-00 · MainePERS Surplus Funds	6,500			-6,500	
4810-00 · Interest Earned	45	9	118	73	262%
4920-00 · Transfer in from Fund Balance	31,265			-31,265	
<b>Total Income</b>	<b>252,150</b>	<b>136</b>	<b>205,973</b>	<b>-46,177</b>	<b>82%</b>
<b>Expense</b>					
5000-00 · Payroll Expenses					
5020-00 · Payroll Fees	1,850	136	1,604	-246	87%
5030-00 · FICA	7,800	572	6,807	-993	87%
5040-00 · MainePERS Contributions	6,500	556	6,100	-400	94%
5050-00 · Salary-Office Manager	38,000	2,999	34,300	-3,700	90%
5060-00 · Salary-Executive Director	74,500	5,649	66,379	-8,121	89%
<b>Total 5000-00 · Payroll Expenses</b>	<b>128,650</b>	<b>9,912</b>	<b>115,190</b>	<b>-13,460</b>	<b>90%</b>
5100-00 · Insurance					
5110-00 · Health Insurance	21,000	1,740	19,144	-1,856	91%
5120-00 · Commercial, Crime, D&O Ins	2,100	182	2,093	-7	100%
5130-00 · Workers Comp	650		334	-316	51%
5140-00 · Unemployment Comp Ins	500		409	-91	82%
<b>Total 5100-00 · Insurance</b>	<b>24,250</b>	<b>1,922</b>	<b>21,980</b>	<b>-2,270</b>	<b>91%</b>
6010-00 · Prof. Services					
6012-00 · Prof Services - Legal Services	500			-500	
6013-00 · Financial Audit	4,800	750	750	-4,050	16%
<b>Total 6010-00 · Prof. Services</b>	<b>5,300</b>	<b>750</b>	<b>750</b>	<b>-4,550</b>	<b>14%</b>
6030-00 · Lobbying					
6031-00 · Lobbying Reg	200		200		100%
<b>Total 6030-00 · Lobbying</b>	<b>200</b>		<b>200</b>		<b>100%</b>

**Maine County Commissioners Association**  
**Profit & Loss Budget vs. Actual**  
January 1 through December 5, 2016

	2016 Budget	Nov 2016	Jan-Nov 2016	\$ Over Budget	% of Budget
<b>6040-00 · NACO Expenses</b>					
6041-00 · Conferences	8,500		8,445	-55	99%
<b>Total 6040-00 · NACO Expenses</b>	<b>8,500</b>		<b>8,445</b>	<b>-55</b>	<b>99%</b>
 <b>6050-00 · Education and Training</b>	 500		 386	 -114	 77%
<b>6100-00 · Bank Charges</b>	50			-50	
<b>6110-00 · Convention Expense</b>					
6113-00 · Entertainment/Speakers	6,500		900	-5,600	14%
6114-00 · MCCA Staff Registration Expense	1,000		983	-17	98%
6118-00 · Meeting Exp.	25,000	592	17,572	-7,428	70%
6121-00 · Supplies	2,500		389	-2,111	16%
6124-00 · Commissioner Retirement Plaques	500		250	-250	50%
<b>Total 6110-00 · Convention Expense</b>	<b>35,500</b>	<b>592</b>	<b>20,094</b>	<b>-15,406</b>	<b>57%</b>
 <b>6140-00 · Copies-Printing</b>					
6142-00 · Directory	825		69	-756	8%
6143-00 · Other Copying or Printing	150			-150	
<b>Total 6140-00 · Copies-Printing</b>	<b>975</b>		<b>69</b>	<b>-906</b>	<b>7%</b>
 <b>6145-00 · Dues Expense</b>	 1,400		 1,423	 23	 102%
<b>6150-00 · Equipment - Office</b>					
6151-00 · Computer Hardware & Software	1,500		339	-1,161	23%
6152-00 · IT Services	2,800	125	1,396	-1,404	50%
6153-00 · Photocopier Lease	2,000	275	2,956	956	148%
6154-00 · Printer & Supplies	1,200		447	-753	37%
6155-00 · Telephone System	200			-200	
6156-00 · Other	500		304	-196	61%
<b>Total 6150-00 · Equipment - Office</b>	<b>8,200</b>	<b>400</b>	<b>5,442</b>	<b>-2,758</b>	<b>66%</b>
 <b>6160-00 · Fees</b>	 100	 5	 41	 -59	 41%
<b>6170-00 · Meeting Expense</b>					
6171-00 · Annual Meeting	1,500		1,325	-175	88%
6172-00 · County Officials' Workshop	250			-250	
6173-00 · Monthly	3,250	45	2,761	-489	85%
6174-00 · Retreat Meeting	800			-800	
6175-00 · Meetings - Other	800	100	437	-363	55%
<b>Total 6170-00 · Meeting Expense</b>	<b>6,600</b>	<b>145</b>	<b>4,523</b>	<b>-2,077</b>	<b>69%</b>
 <b>6180-00 · Mileage &amp; Travel Expense</b>	 5,200	 58	 5,729	 529	 110%
<b>6195-00 · Office Space Rental</b>	18,375	1,497	16,469	-1,906	90%
<b>6215-00 · Postage-Shipping</b>	250		130	-120	52%



12/05/16  
Accrual Basis

**Maine County Commissioners Association**  
**Profit & Loss Budget vs. Actual**  
January 1 through December 5, 2016

	2016 Budget	Nov 2016	Jan-Nov 2016	\$ Over Budget	% of Budget
6230-00 · Advertising	750			-750	
6235-00 · Supplies	2,500	11	945	-1,555	38%
6240-00 · Telephone, Fax & Internet					
6241-00 · Cell Phone	1,600	150	1,385	-215	87%
6243-00 · Phone, Fax & Internet	2,000	168	1,841	-159	92%
Total 6240-00 · Telephone, Fax & Internet	3,600	318	3,226	-374	90%
6250-00 · Website	250		12	-238	5%
6260-00 · Contingency	1,000			-1,000	
Total Expense	252,150	15,610	205,054	-47,096	81%



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12/05/16  
Accrual Basis

Maine County Commissioners Association  
Transaction Detail by Account  
November 2016

MCCA Checking-Savings Bank

Date	Num	Name	Memo	Amount	Balance
11/3	3737	MainePERS		-556.46	-556.46
11/3	EFT	Time Warner Cable		-167.93	-724.39
11/3	3738	Penobscot County Treasurer	Convention Expenses	-591.65	-1,316.04
11/4	EFT	Bangor Payroll	Payroll for week 10/24 to 10/30/16	-1,873.65	-3,189.69
11/10	3739	Country Cafe Catering	BOD Meeting Lunch	-270.00	-3,459.69
11/10	3740	Liberty Mutual Insurance		-182.00	-3,641.69
11/10	3741	Capitol Computers		-125.00	-3,766.69
11/10	3742	Kulow, Rosemary	Executive Director Expenses	-132.51	-3,899.20
11/10	3743	Haven, Lauren		-130.15	-4,029.35
11/10	EFT	Bangor Payroll	Payroll for week 10/31 to 11/06/16	-1,873.60	-5,902.95
11/16	3744	US Bank		-275.00	-6,177.95
11/16	3745	Maine Farm Bureau	Office Rent	-1,497.17	-7,675.12
11/16	3746	Ron Beaulieu & Co.		-750.00	-8,425.12
11/16	3747	NACo Public Employee Benefits LLC		-5.00	-8,430.12
11/16	3748	State of Maine-Hall of Flags		-100.00	-8,530.12
11/16			Deposit	49.96	-8,480.16
11/18	EFT	Bangor Payroll	Payroll for week 11/07 to 11/13/16	-1,873.60	-10,353.76
11/21			Deposit	24.98	-10,328.78
11/25	EFT	Bangor Payroll	Payroll for week 11/14 to 11/20/16	-5,476.04	-15,804.82
11/29			Deposit	51.99	-15,752.83
11/30			Interest	4.93	-15,747.90
				-15,747.90	-15,747.90
Total MCCA Checking-Savings Bank				3.60	3.60
Money Market Account				3.60	3.60
Total Money Market Account					

11/20

Interest

3.60  
3.60

Maine County Commissioners Association  
Transaction Detail by Account  
November 2016

Accounts Payable

Date	Num	Name	Memo	Amount	Balance
11/3		Penobscot County Treasurer	Convention Expenses	-591.65	-591.65
11/3		Time Warner Cable		-167.93	-759.58
11/3		MainePERS		-556.46	-1,316.04
11/3	3737	MainePERS		556.46	-759.58
11/3	EFT	Time Warner Cable		167.93	-591.65
11/3	3738	Penobscot County Treasurer	Convention Expenses	591.65	0.00
11/4	2016-45	Bangor Payroll	Payroll for week 10/24 to 10/30/16	-1,873.65	-1,873.65
11/4	EFT	Bangor Payroll	Payroll for week 10/24 to 10/30/16	1,873.65	0.00
11/10	3739	Country Cafe Catering	BOD Meeting Lunch	270.00	270.00
11/10		Liberty Mutual Insurance		-182.00	88.00
11/10	3740	Liberty Mutual Insurance		182.00	270.00
11/10		Capitol Computers		-125.00	145.00
11/10	3741	Capitol Computers		125.00	270.00
11/10		Kulow, Rosemary	Executive Director Expenses	-132.51	137.49
11/10	3742	Kulow, Rosemary	Executive Director Expenses	132.51	270.00
11/10		Haven, Lauren		-130.15	139.85
11/10	3743	Haven, Lauren		130.15	270.00
11/10	2016-46	Bangor Payroll	Payroll for week 10/31 to 11/06/16	-1,873.60	-1,603.60
11/10	EFT	Bangor Payroll	Payroll for week 10/31 to 11/06/16	1,873.60	270.00
11/16		Maine Farm Bureau	Office Rent	-1,497.17	-1,227.17
11/16		US Bank		-275.00	-1,502.17
11/16	3744	US Bank		275.00	-1,227.17
11/16	3745	Maine Farm Bureau	Office Rent	1,497.17	270.00
11/16		Ron Beaulieu & Co.		-750.00	-480.00
11/16	3746	Ron Beaulieu & Co.		750.00	270.00
11/16		NACo Public Employee Benefits LLC		-5.00	265.00
11/16	3747	NACo Public Employee Benefits LLC		5.00	270.00
11/16		State of Maine-Hall of Flags		-100.00	170.00
11/16	3748	State of Maine-Hall of Flags		100.00	270.00
11/18	2016-47	Bangor Payroll	Payroll for week 11/07 to 11/13/16	-1,873.60	-1,603.60
11/18	EFT	Bangor Payroll	Payroll for week 11/07 to 11/13/16	1,873.60	270.00
11/25	2016-48	Bangor Payroll	Payroll for week 11/14 to 11/20/16	-5,476.04	-5,206.04
11/25	EFT	Bangor Payroll	Payroll for week 11/14 to 11/20/16	5,476.04	270.00
Total Accounts Payable				270.00	270.00

Maine County Commissioners Association  
Transaction Detail by Account  
November 2016

Date	Num	Name	Memo	Amount	Balance
1000-00 · Employee Health Insurance Contr					
11/4	2016-45	Bangor Payroll	EE Health Insurance Contributions	-290.68	-290.68
11/10	2016-46	Bangor Payroll	EE Health Insurance Contributions	-290.68	-581.36
11/18	2016-47	Bangor Payroll	EE Health Insurance Contributions	-290.68	-872.04
11/25	2016-48	Bangor Payroll	EE Health Insurance Contributions	1,162.65	290.61
11/25	2016-48	Bangor Payroll	EE Health Insurance Contributions	-290.61	0.00
Total 1000-00 · Employee Health Insurance Contr				0.00	0.00
1001-00 · MainePERS Employee Contribution					
11/4	2016-45	Bangor Payroll	Employee Contribution	-172.96	-172.96
11/10	2016-46	Bangor Payroll	Employee Contribution	-172.96	-345.92
11/18	2016-47	Bangor Payroll	Employee Contribution	-172.96	-518.88
11/25	2016-48	Bangor Payroll	Employee Contribution	-172.96	-691.84
11/25	2016-48	Bangor Payroll	EE MEPERS Retirement Contributions	691.84	0.00
Total 1001-00 · MainePERS Employee Contribution				0.00	0.00
4400-00 · Other Income					
11/16		Brann, Terry	Training	-24.98	-24.98
11/16		Erkkinen, Wayne	Training	-24.98	-49.96
11/21		Clark, William	Training	-24.98	-74.94
11/29	107895866	US Communities	Advertising	-51.99	-126.93
Total 4400-00 · Other Income				-126.93	-126.93
4810-00 · Interest Earned					
11/20			Interest	-3.60	-3.60
11/30			Interest	-4.93	-8.53
Total 4810-00 · Interest Earned				-8.53	-8.53
5000-00 · Payroll Expenses					
5020-00 · Payroll Fees					
11/4	2016-45	Bangor Payroll	Processing fee	32.00	32.00
11/10	2016-46	Bangor Payroll	Processing fee	32.00	64.00
11/18	2016-47	Bangor Payroll	Processing fee	32.00	96.00
11/25	2016-48	Bangor Payroll	Processing fee	40.00	136.00

**Maine County Commissioners Association**  
**Transaction Detail by Account**  
November 2016

	Date	Num	Name	Memo	Amount	Balance
Total 5020-00 · Payroll Fees					136.00	136.00
<b>5030-00 · FICA</b>						
	11/4	2016-45	Bangor Payroll	Taxes	143.21	143.21
	11/10	2016-46	Bangor Payroll	Taxes	143.16	286.37
	11/18	2016-47	Bangor Payroll	Taxes	143.16	429.53
	11/25	2016-48	Bangor Payroll	Taxes	142.67	572.20
Total 5030-00 · FICA					572.20	572.20
<b>5040-00 · MainePERS Contributions</b>						
Total 5040-00 · MainePERS Contributions	11/3		MainePERS	EmployER Retirement Contribution	556.46	556.46
<b>5050-00 · Salary-Office Manager</b>						
Total 5050-00 · Salary-Office Manager	11/4	2016-45	Bangor Payroll	Office Managers Salary	749.77	749.77
	11/10	2016-46	Bangor Payroll	Office Managers Salary	749.77	1,499.54
	11/18	2016-47	Bangor Payroll	Office Managers Salary	749.77	2,249.31
	11/25	2016-48	Bangor Payroll	Office Managers Salary	749.77	2,999.08
					2,999.08	2,999.08
<b>5060-00 · Salary-Executive Director</b>						
Total 5060-00 · Salary-Executive Director	11/4	2016-45	Bangor Payroll	Executive Directors Salary	1,412.31	1,412.31
	11/10	2016-46	Bangor Payroll	Executive Directors Salary	1,412.31	2,824.62
	11/18	2016-47	Bangor Payroll	Executive Directors Salary	1,412.31	4,236.93
	11/25	2016-48	Bangor Payroll	Executive Directors Salary	1,412.31	5,649.24
					5,649.24	5,649.24
Total 5000-00 · Payroll Expenses					9,912.98	9,912.98
<b>5100-00 · Insurance</b>						
<b>5110-00 · Health Insurance</b>						
Total 5110-00 · Health Insurance	11/25	2016-48	Bangor Payroll	ER Health Insurance Contributions	1,740.37	1,740.37
					1,740.37	1,740.37

Maine County Commissioners Association  
Transaction Detail by Account  
November 2016

	Date	Num	Name	Memo	Amount	Balance
5120-00 · Commercial, Crime, D&O Ins						
Total 5120-00 · Commercial, Crime, D&O Ins	11/10		Liberty Mutual Insurance	Commercial Insurance Package	182.00	182.00
					182.00	182.00
Total 5100-00 · Insurance					1,922.37	1,922.37
6010-00 · Prof. Services						
6013-00 · Financial Audit						
Total 6013-00 · Financial Audit	11/16		Ron Beaulieu & Co.		750.00	750.00
					750.00	750.00
Total 6010-00 · Prof. Services					750.00	750.00
6110-00 · Convention Expense						
6118-00 · Meeting Exp.						
Total 6118-00 · Meeting Exp.	11/3		Penobscot County Treasurer	Golf	510.00	510.00
	11/3		Penobscot County Treasurer	Bowling	67.50	577.50
	11/3		Penobscot County Treasurer	Snacks	14.15	591.65
					591.65	591.65
Total 6110-00 · Convention Expense					591.65	591.65
6150-00 · Equipment - Office						
6152-00 · IT Services						
Total 6152-00 · IT Services	11/10		Capitol Computers		125.00	125.00
					125.00	125.00
6153-00 · Photocopier Lease						
Total 6153-00 · Photocopier Lease	11/16		US Bank		275.00	275.00
					275.00	275.00
Total 6150-00 · Equipment - Office					400.00	400.00

Maine County Commissioners Association  
Transaction Detail by Account  
November 2016

	Date	Num	Name	Memo	Amount	Balance
<b>6160-00 · Fees</b>						
Total 6160-00 · Fees					5.00	5.00
<b>6170-00 · Meeting Expense</b>					5.00	5.00
<b>6173-00 · Monthly</b>						
Total 6173-00 · Monthly					44.54	44.54
<b>6175-00 · Meetings - Other</b>					44.54	44.54
Total 6175-00 · Meetings - Other					100.00	100.00
Total 6170-00 · Meeting Expense					100.00	100.00
Total 6170-00 · Meeting Expense					144.54	144.54
<b>6180-00 · Mileage &amp; Travel Expense</b>						
Total 6180-00 · Mileage & Travel Expense					57.51	57.51
<b>6195-00 · Office Space Rental</b>					57.51	57.51
Total 6195-00 · Office Space Rental					1,497.17	1,497.17
Total 6195-00 · Office Space Rental					1,497.17	1,497.17
<b>6235-00 · Supplies</b>						
Total 6235-00 · Supplies					10.61	10.61
<b>6240-00 · Telephone, Fax &amp; Internet</b>					10.61	10.61
<b>6241-00 · Cell Phone</b>						
Total 6241-00 · Cell Phone					75.00	75.00
Total 6241-00 · Cell Phone					75.00	150.00
Total 6241-00 · Cell Phone					150.00	150.00
<b>6243-00 · Phone, Fax &amp; Internet</b>						
Total 6243-00 · Phone, Fax & Internet					167.93	167.93
Total 6243-00 · Phone, Fax & Internet					167.93	167.93
Total 6240-00 · Telephone, Fax & Internet					317.93	317.93



# Maine County Commissioners Association Expenses by Vendor Detail

November 2016

## Bangor Payroll

Date	Memo	Account	Amount	Balance
11/4	Office Managers Salary	5050-00 · Salary-Office Manager	749.77	749.77
11/4	Taxes	5030-00 · FICA	143.21	892.98
11/4	Processing fee	5020-00 · Payroll Fees	32.00	924.98
11/4	Executive Directors Salary	5060-00 · Salary-Executive Director	1,412.31	2,337.29
11/10	Office Managers Salary	5050-00 · Salary-Office Manager	749.77	3,087.06
11/10	Taxes	5030-00 · FICA	143.16	3,230.22
11/10	Processing fee	5020-00 · Payroll Fees	32.00	3,262.22
11/10	Executive Directors Salary	5060-00 · Salary-Executive Director	1,412.31	4,674.53
11/18	Office Managers Salary	5050-00 · Salary-Office Manager	749.77	5,424.30
11/18	Taxes	5030-00 · FICA	143.16	5,567.46
11/18	Processing fee	5020-00 · Payroll Fees	32.00	5,599.46
11/18	Executive Directors Salary	5060-00 · Salary-Executive Director	1,412.31	7,011.77
11/25	Office Managers Salary	5050-00 · Salary-Office Manager	749.77	7,761.54
11/25	Taxes	5030-00 · FICA	142.67	7,904.21
11/25	Processing fee	5020-00 · Payroll Fees	40.00	7,944.21
11/25	Executive Directors Salary	5060-00 · Salary-Executive Director	1,412.31	9,356.52
11/25	ER Health Insurance Contributions	5110-00 · Health Insurance	1,740.37	11,096.89
			11,096.89	11,096.89
11/10		6152-00 · IT Services	125.00	125.00
			125.00	125.00
11/10	Cell Phone Reimbursement	6241-00 · Cell Phone	75.00	75.00
11/10	Meeting Supplies	6173-00 · Monthly	44.54	119.54
11/10	Office Supplies	6235-00 · Supplies	10.61	130.15
			130.15	130.15
11/10	Executive Director Mileage	6180-00 · Mileage & Travel Expense	57.51	57.51
11/10	Cell Phone Reimbursement	6241-00 · Cell Phone	75.00	132.51
			132.51	132.51

Total Bangor Payroll  
Capitol Computers

Total Capitol Computers  
Haven, Lauren

Total Haven, Lauren

Kulow, Rosemary

Total Kulow, Rosemary

# Maine County Commissioners Association Expenses by Vendor Detail November 2016

	Date	Memo	Account	Amount	Balance
<b>Liberty Mutual Insurance</b>					
Total Liberty Mutual Insurance	11/10	Commercial Insurance Package	5120-00 · Commercial, Crime, D&O Ins	182.00	182.00
<b>Maine Farm Bureau</b>					
Total Maine Farm Bureau	11/16	Rent	6195-00 · Office Space Rental	1,497.17	1,497.17
<b>MainePERS</b>					
Total MainePERS	11/3	EmployER Retirement Contribution	5040-00 · MainePERS Contributions	556.46	556.46
<b>NACo Public Employee Benefits LLC</b>					
Total NACo Public Employee Benefits LLC	11/16	Subscription Fee	6160-00 · Fees	5.00	5.00
<b>Penobscot County Treasurer</b>					
Total Penobscot County Treasurer	11/3	Golf	6118-00 · Meeting Exp.	510.00	510.00
<b>Ron Beaulieu &amp; Co.</b>					
Total Ron Beaulieu & Co.	11/3	Bowling	6118-00 · Meeting Exp.	67.50	577.50
<b>State of Maine-Hall of Flags</b>					
Total State of Maine-Hall of Flags	11/3	Snacks	6118-00 · Meeting Exp.	14.15	591.65
<b>Time Warner Cable</b>					
Total Time Warner Cable	11/16	Hall of Flags Deposit	6013-00 · Financial Audit	591.65	591.65
<b>US Bank</b>					
Total US Bank	11/16	Phone Fax & Internet	6175-00 · Meetings - Other	750.00	750.00
<b>TOTAL</b>				100.00	100.00
				167.93	167.93
				167.93	167.93
				275.00	275.00
				275.00	275.00
				15,609.76	15,609.76



Rosemary Kulow &lt;rkulow@mainecounties.org&gt;

**MMA LPC**

1 message

**Rosemary Kulow** <rkulow@mainecounties.org>

Thu, Nov 17, 2016 at 4:39 PM

To: Amy Fowler <fowleramy40@yahoo.com>, Andrew Hart <ahart@knoxcountymaine.gov>, Beth Bell <bbell@androscoggincountymaine.gov>, Betsy Fitzgerald <manager@washingtoncountymaine.com>, Betty Johnson <betjohnson@tidewater.net>, Bill Collins <bcollins@penobscot-county.net>, Bob Devlin <bgdevlin@kennebecso.com>, Charles Crosby <editor@thecryeronline.com>, Christopher Gardner <commissionergardner@washingtoncountymaine.com>, Dawn DiBlasi <Dawn.DiBlasi@somersetcounty-me.org>, Elaine Makas <emakas@androscoggincountymaine.gov>, Gary McGrane <garymcgrane7@gmail.com>, George Jabar II <george@jbrllaw.com>, "James. Annis" <hyIndr42@gmail.com>, "John Crowley, Sr." <commissionercrowley@washingtoncountymaine.com>, Lauren Haven <lauren.haven@mainecounties.org>, "Michael J. Cote" <mikecote@metrocast.net>, "Michael J. Cote" <mjcote@yorkcountymaine.gov>, Nancy Rines <nrines@gmail.com>, "Newell B. Graf" <newell.graf1956@gmail.com>, Norman Fournier <anfournier@roadrunner.com>, "Pamela A. Hile" <administrator@sagcounty.com>, Paul Underwood <commish911@msn.com>, Peter Baldacci <pkbaldacci@gmail.com>, Roger Moody <rmoody@knoxcountymaine.gov>, Rosemary Kulow <rkulow@mainecounties.org>, Sally Christner <schristner@androscoggincountymaine.gov>, Scott Cole <scole@oxfordcounty.org>, Stephen Gorden <sgorden@maine.rr.com>, Steve Joy <sejoy@aol.com>, Steven Merrill <merrillx3@myfairpoint.net>, "Thomas S. Coward" <coward@cumberlandcounty.org>, Tom Lizotte <countymanger@piscataquis.us>, Vinton Cassidy <commissionercassidy@washingtoncountymaine.com>, William Blodgett <wblodgett@roadrunner.com>, William Shorey <wmshorey@myfairpoint.net>

Cc: Peter Crichton <crichton@cumberlandcounty.org>

Good Afternoon, MCCA Directors,

Not good news from the MMA Legislative Policy Committee today. Municipal officials are so upset that the State has not contributed its fair share to support county jails that they voted to support legislation that would turn the county jails over to the State. The LPC's "backup" legislative position would be to grant authority for approving jail budgets to all county financial/budget committees.

I was given a chance to speak, answered their questions about jail operations, and mentioned many of the problems counties are faced with in managing ever-escalating costs. I did my best to describe the counties' position in the time allowed; but their anger against the state outweighed any desire to support compromise legislation. After the vote when I asked them if they had considered what would be done with the debt some counties have for new jails, MMA staff simply said those contractual details could be worked out during the process. Some municipal officials looked concerned, however.

A Washington County municipal official who is also on the county Budget Committee strongly stated that he believes counties do a much better job operating the jails than the state would do, and other people said they know the Legislature will never approve a state takeover of the county jails because it won't want the additional cost and burden.

At least that's settled . . . unless they reconsider their position somewhere down the road.

Have a nice evening.

**Rosemary Kulow**

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Maine County Commissioners Association  
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## **MMA's 2017-2018 Legislative Agenda**

### **Revenue Sharing**

**Background.** After nearly 40 years as a stable state policy of tremendous municipal importance, the Legislature began deserting the municipal revenue sharing partnership program in 2009. Each year since, the financial redirection grew larger until nearly \$100 million each year was being diverted away from the dedicated municipal distribution and into the state government's budget. In 2015, the Legislature statutorily reduced the size of the municipal revenue sharing distribution by 60% – from 5% of all state sales and income taxes collected to just 2%. This \$100 million annual reduction is scheduled to stay in place until Fiscal Year 2020, when the commitment would return to the original 5% level.

**MMA's legislation.** *MMA's legislation provides a ramped-up restoration of the percentage of state sales and income tax revenue dedicated to the Local Government Fund from the temporary 2% level to the historical 5% level over a three-year period, beginning in 2018.*

### **Homestead Property Tax Exemption**

**Background.** The Homestead property tax exemption was established in 1998 as a \$7,000 exemption for Maine's primary residents, with 100% of each municipality's lost tax revenue reimbursed by the state, thereby preventing a shift in tax burden to businesses and other non-homesteaders. The Homestead exemption was the target of extensive and annual legislative amendment from 2004 through 2010. The ultimate result was a \$10,000 exemption with only 50% of the municipal tax revenue losses reimbursed by the state, thereby shifting tax burden onto local businesses, farmland, etc. The shift from 100% to 50% reimbursement also decreases the effective value of the exemption for the homesteaders. Since 2010, the current Administration has regularly proposed to eliminate the Homestead exemption for homesteaders under the age of 65. In 2015, the Legislature increased the value of the Homestead exemption to \$15,000 (for tax year 2017) and \$20,000 (for tax year 2018), and also increased the reimbursement level from 50% to 62.5%, beginning in tax year 2018.

**MMA's position.** *MMA will oppose all attempts to weaken or repeal the Homestead exemption or reduce the newly-established municipal reimbursement rate as currently provided in law. MMA will explore the impact of increasing the Homestead Exemption benefit, potentially as a tool for attracting year-round residents to Maine.*

### **Tax Exempt Property**

**Background.** The state's Supreme Judicial Court has issued at least two decisions that allow corporations and institutions that are exempt from paying property taxes to use their property for purposes not related to their charitable or educational mission and still retain their

tax exempt status. These decisions seem to ignore an express “exclusive-use” requirement in Maine law. The Court relied on a finding that the alternative use of the property, and the revenue that alternative use generated, was “incidental” to the organization’s mission and therefore allowed.

**MMA legislation.** *The MMA legislation responds to recent Law Court decisions by affirming the requirement that tax exempt property be used exclusively for the charitable or “literary and scientific” purposes and expressly disallowing revenue-producing incidental use.*

**Additional Background.** A long-established principle of tax exemption policy is that the exemption is only provided to the qualified owner of the exempt property and not to other non-exempt interests “by extension”. As a result, taxable property that is merely rented or leased by tax exempt organizations is not exempt from taxation because the true owner of the property is not entitled to exempt status. The only exception to this general principle in Maine law is the personal property leased by hospitals and certain other medical service corporations, which is exempt from taxation even though the owner of the property (the lessor) is not qualified for the exemption.

**MMA legislation.** *The MMA legislation would repeal the unique property tax exemption provided to the personal property leased by hospitals and, instead, expressly qualify that property for exempt status under the Business Equipment Tax Exemption (BETE) program.*

**Additional Background.** For decades, the municipalities have been seeking an authority to require tax exempt corporations to pay service fees to their host municipalities to cover the direct costs of the municipal services provided to those corporations by their municipal hosts.

**MMA legislation.** *The MMA legislation would implement the most comprehensively developed service fee authority developed by a legislatively-established task force in 2013, which is designed to balance the interests of municipalities (being fairly compensated for public services directly provided) and the interests of the tax exempt corporations (having the value of their charitable services to their host communities appropriately recognized).*

## **Education**

**Background.** Municipal officials believe very strongly that the Legislature should allocate substantially more financial resources to support K-12 public education than is currently allocated, both for the purpose of improving the equity of educational opportunity statewide and to protect Maine’s property taxpayers. To that end, Maine’s municipal leaders advanced the citizen initiative adopted by the voters in 2004 that directed the Legislature to fulfill the unfulfilled promise it made 32 years ago to cover 55% of the total cost.

Question #2 on the November 2016 ballot is a related citizen initiative designed to achieve the 55% funding goal. Now that Question 2 has been adopted by the voters, and assuming the Legislature will not frustrate the voters’ intention that the state finally fund at least 55% of the Essential Programs and Services school funding model (EPS), the implementation of

the Question 2 initiative should recalibrate of the EPS school funding model to most equitably distribute the increased state-share contribution.

**MMA legislation.** *The MMA legislation includes the following amendments to the EPS school funding model to restore integrity to the model and ensure that the distribution of school subsidy from the state will be equitably distributed as the state fully funds the model at the 55% level.*

- *Improve the responsiveness of the model by establishing an adjustment that distributes supplementary subsidy when current-year or “real time” data reveal significant increases in special education student counts.*
- *Remove of the various “transition percentages” that have allowed the EPS model to be funded by the state at less than the 55% level.*
- *Amend the “fiscal capacity” element of the model, which is simply a measure of the each municipality’s taxable base, to appropriately reflect the real-life taxable base in the circumstance of sudden and severe reductions in taxable value.*
- *Allow some legitimate student transportation costs to be included in the model’s “subsidizable costs” that go beyond direct transportation between the school and the student’s home, to include other educationally important student transportation costs.*
- *Adjust the model’s system of recognizing for subsidy purposes increased school costs for economically disadvantaged students and early education (preschool to grade 2) programs.*
- *Repeal the current system of reducing state subsidy proportionate to the school’s receipt of federal “Title 1” funds.*
- *Recognize as a subsidizable expenditure the EPS model’s full calculation of each school system’s “system administration” costs.*
- *Repeal the arbitrary requirement in the current EPS model to ignore actual data regarding each school system’s special education student population.*
- *Potentially adjust the model’s calculation of the subsidy provided to “minimum receiver” school systems.*

**Additional background.** Also on the education front, municipal officials in many school jurisdictions are becoming increasingly frustrated with the statutorily required school budget adoption process that mandates the “school budget validation referendum.” The process that requires the ratification of an earlier vote of the legislative body creates a disconnect in the budget adoption process and can easily result in multiple expensive and poorly attended referenda elections that fail to result in budget approval deep into the school year.

**MMA legislation.** *MMA’s legislation would restore home rule, charter-based authority to the municipal school systems regarding their school budget adoption process and also authorize the Regional School Units to implement alternative procedures governing the adoption of the school budget, contingent upon district voter approval.*



## County Jail Management and Funding

**Background.** Legislation enacted in 2008 was designed to provide state-level oversight with respect to the management of the county jails in order to maximize the efficient use of the 15 jails' collective capacity and ensure that individual jail facility business models were coordinated and not resulting in excessive incarceration costs. That experiment in "jail consolidation" suffered from a lack of buy-in from the direct participants and clear direction on jurisdictional issues, and was repealed in 2015.

A central component of the jail "consolidation" initiative was the establishment of a cap on the amount of property taxes that could be assessed for the purposes of jail operations. In 2008, \$62.5 million was assessed for jail operation purposes and that became the established cap, with each county capped at its proportional share of the \$62.5 million total.

When the Legislature repealed the consolidated jail management system, it amended the property tax cap by allowing each county's assessment for jail operation purposes to increase by up to 3% each year. The current Administration and certain legislative leaders have made it clear that they believe the limited property tax cap should be repealed. Now that the management of the county jails has been returned to the counties, the thinking goes, the counties should be required to obtain the revenue to support those jails through property taxation without statutory limitation.

**MMA legislation.** *MMA will advance two legislative initiatives to respond to the issues central to the management and funding of the county jails:*

- *The primary initiative shifts all jail management authority and ownership responsibility over to state government, with a strictly capped property tax contribution.*
- *Another bill establishes an express authority for each county's budget or finance committee to have final authority with respect to the jail operation components of the county budget.*

## Economic Development: Broadband Access.

**Background.** From the municipal perspective, high-quality and high-speed broadband infrastructure reaching throughout the state is a necessary infrastructure in order to attract and support economic development as well as demographic in-migration. Work is being done in a handful of communities that have the resources to expand access to high speed internet, but it is not the average municipality that can afford to make these investments without any financial assistance from the state. Two years ago, MMA advanced a proposed \$10 million bond issue to capitalize the programs that allow for municipalities to invest in broadband expansion in unserved and underserved regions of the state. Among those in the Legislature who make the decisions about state borrowing, however, expanding broadband was not a high-enough priority and the bond proposal was killed.



**MMA legislation.** *MMA's legislation would send to the voters a proposed \$10 million bond issue for the purpose of providing resources for the expansion of high-speed internet infrastructure on the condition that recipients with limited exceptions may only use the funds to install fiber optic transmission lines, and that the publicly-funded infrastructure must be made available to service providers in an open access, non-discriminatory manner.*

### **Marijuana Facilities and Local Land Use Regulation**

**Background.** The implementation of the Medical Marijuana Act has not been well integrated with the municipal land use regulatory system, particularly with respect to the medical marijuana growing and dispensing systems in caregiver facilities. In some cases the owners and operators of those facilities believe they are immune from land use regulation of any kind and may legally operate entirely underground. Undeniably, however, caregiver facilities present the same land use and incompatibility issues that may apply to any other commercial operation, including traffic and parking management, security, fire and public safety, building and electric code compliance, etc. These land use management issues are magnified when multiple caregivers combine their operations under one roof.

**MMA legislation.** *MMA's bill clarifies the municipal authority to adopt and enforce land use regulations that apply to facilities that grow, process, package, distribute, sell or provide marijuana in the same manner as any other commercial activities generating the same land use and compatibility impacts, closing the loopholes that might currently exist which allow certain facilities to evade local regulatory oversight.*

