

# M.C.C.A.

William Blodgett, President  
Lincoln County

Peter Baldacci, Vice-President  
Penobscot County

Thomas Coward, Secretary-Treasurer  
Cumberland County



Maine County Commissioners Association

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Rosemary Kulow  
Executive Director

Administrative Assistant  
Lauren Haven

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## MCCA Board of Directors' Meeting Minutes 10:00 a.m., June 11, 2014

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

President William Blodgett called the meeting to order at 10:25 a.m., and the attendees said the Pledge of Allegiance.

DIRECTORS PRESENT: *Androscoggin* – County Clerk Patricia Fournier proxy for Comm. Beth Bell; *Aroostook* – Comm. Norman Fournier; *Cumberland* – County Manager Peter Crichton proxy for Comm. Tom Coward; *Franklin* – Comm. Gary McGrane; *Kennebec* – Comm. George Jabar; *Knox* – Comm. Roger Moody; *Lincoln* – Comm. William Blodgett; *Oxford* – Admin. Scott Cole, proxy for Comm. Steve Merrill; *Penobscot* – Comm. Peter Baldacci; *Piscataquis* – Comm. Jim Annis; *Sagadahoc* – Admin. Pam Hile, proxy for Comm. Charles Crosby; *Somerset* – Comm. Robin Frost; *Waldo* – Comm. Amy Fowler; *MACCAM* - Andrew Hart, proxy for Bill Collins; *MACT* – David Parkman; *MARP* – Kathleen Ayers; *MCAA* – Col. Mark Westrum, *MECCA* – Owen Smith, *MRDA* – Linda Smith, *MSA* – Sheriff Todd Brackett

OTHER MANAGERS/ADMINISTRATORS PRESENT: *Cumberland* – Assistant Manager Bill Whitten; *Knox* – Administrator Andrew Hart; and *Somerset* – Administrator Dawn DiBlasi

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

### II. Approval of/Additions to the Agenda

*The agenda was approved unanimously with the addition of item V. B. Nomination to the NACo Board.*

### III. Approval of May 14, 2014 Meeting Minutes

Comm. Fournier made a motion to approve the minutes as presented. Comm. Baldacci seconded the motion, and the motion was approved unanimously.

### IV. Old Business

No old business was brought before the Board.

### V. New Business

#### A. **President's Appointments to Corrections Joint Task Force**

Sheriff's appointed are: Maurice Ouellette, Kevin Joyce and Scott Nichols. From MACCAM Scott Cole, Bill Whitten and Dawn DiBlasi were appointed. MCCA approved unanimously to appoint Comm. Peter Baldacci, Comm. Norman Fournier, Comm. Robin Frost, and Comm. Thomas Coward.

#### B. **Nomination to the NACo Board**

Comm. Fournier made a motion to re-nominate Comm. Peter Baldacci to the NACo Board, which was seconded by Comm. Jabar and approved unanimously.

### VI. Reports

#### A. **Executive Director's & Financial Reports – Rosemary Kulow**

The Executive Director presented her reports (see attached). She also reported that MCCA auditors have prepared a Management Letter, which they will discuss with the board at the July meeting. Signatures from MCCA officers will now be obtained for the Financial Report to indicate approval of bills. Comm. Moody made a motion to accept the financial reports, which was seconded by Comm. Frost and approved unanimously.

The Executive Director reported that the auditors billed the remainder of their estimated cost for the eighteen-month audit of MCCA's financial records and practices. The Executive Director requested a budget line item transfer of \$600 to cover this cost from the MainePERS account (5040-00) to the Audit account (6013-00) increasing it to \$3,600. Comm. Fowler made a motion to approve this transfer, which was seconded by Comm. Fournier and approved unanimously.

#### B. **Legislative Report – Rosemary Kulow, et al**

Ms. Kulow reported that, due to the Legislature's being out of session, there was nothing of significance to report.

#### C. **Association Reports**

*MRDA:* Linda Smith reported that the Maine Revenue Service is implementing a new policy that will require the preparation of additional transfer tax forms. A form is now required for every lien. The Deeds' Association would like to work with MMA to push back on this requirement. She also brought up the issue of the rise of property deed fraud. Measures are being taken to alert current property

owners if someone attempts to change the names on a deed. Ms. Smith thought it would be worth having someone speak about this at the convention. She also expressed gratitude for Lauren Haven's work on updating the organization's website.

*MACT*: David Parkman declared there was nothing to report.

*MARP*: Kathy Ayers reported there was a roll out of the new elections system. Additionally, they are implementing a new process concerning the guardianship of adults.

*MACCAM*: Andrew Hart told the group that MACCAM met at MCCA on May 21 and 29. At those meetings MACCAM chose its representatives to the joint corrections task force: Administrator Scott Cole, Assistant Manager Bill Whitten, and Administrator Dawn DiBlasi. MACCAM's next meeting is tentatively scheduled for July 24.

*MSA*: Sheriff Todd Brackett reported they selected their representatives for the task force at their meeting held May 15. A strategic planning retreat has been organized for July 17 at the Barracks Park.

*MECCA*: Owen Smith reported VP Jim Ryan will soon be retiring to Florida. The group intends to recognize him for his nearly forty years of service. Also 911 Next Generation is taking place in stages one area per month until complete.

*MCAA*: Col. Mark Westrum reported on the Jail Administrator meeting regarding 2015 flat funded budget and spoke about the challenge of investment funding versus legislation. Also, he recommended promoting the training program given by Peter Marchesi on use of force. He feels this type of training is imperative and should be committed to as critically important. This would minimize law suits and could be paid by the Risk Pool. Mr. Westrum stated that a policy and standardized pre-hiring procedures should be developed.

**D. Corrections Report**

Comm. Fowler announced the election of Joel Merry as the new chairman of the Board of Corrections. The group discussed the Joint Corrections Task Force and what steps could be taken to demonstrate progress. The group agreed that by identifying and taking action on low hanging fruit, a list of accomplishments could be developed. MCCA staff will schedule an organizational meeting, and Executive Director, Rosemary Kulow, will act as a conduit for information between the Board of Corrections and the MCCA joint Corrections Task Force.

Col. Mark Westrum mentioned there will be a retirement party for long-time corrections employee, Ralph Nichols, at Maple Hill in Hallowell.

**E. Annual Convention Report – York County**

Ms. Kulow reported that a meeting of the planning committee is scheduled for Friday, June 20 at the Cliff House where they will discuss the itinerary and tour the facility.

**F. NACo Report – *Peter Baldacci***

Comm. Baldacci accepted his re-nomination to the NACo board and mentioned that the annual NACo conference will be held in mid-July in New Orleans. Executive Director Rosemary Kulow will be attending this conference, as well.

**VII. Other Business**

Comm. McGrane reminded the group that the Strategic Planning Committee would be meeting that afternoon to work on developing a five year plan for MCCA.

**VIII. Adjournment**

Comm. McGrane made a motion to adjourn at 11:42 a.m., and Comm. Fowler seconded the motion, which was unanimously approved. Lunch was served.

Respectfully submitted,

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MCCA Administrative Assistant, Lauren Haven

Attested:

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MCCA Secretary-Treasurer, Thomas S. Coward