Authority Board Room, Two Bridges Regional Jail

522 Bath Road, Wiscasset

Wednesday, June 14, 2017 @ 4:00 PM

**MINUTES**

**Members Present: Unexcused Absences: Excused Absences:**

Todd McPhee

David Sinclair (alt)

William Blodgett (alt)

Daniel Bradford (alt)

Pamela Hile (alt)

Carrie Kipfer

Charles Leadbetter

Peter Lepari

Denise Marr

Joel Merry

Hamilton Meserve

David Miller (alt)

Mark Waltz

Todd Brackett

Charles Crosby

Brett Strout

Mary Trescot

Staff:

Cpt. James Bailey

Lt. William Frith

Anne Marie Sonia-Franz

Others Present:

Gina Hamilton, *Wiscasset Newspaper*

Abigail Adams, *Lincoln County News*

Co-Chair Peter Lepari opened the meeting at 4:00 PM with the Pledge of Allegiance.

1. Public Comment – none.
2. Report of the Chair

Peter Lepari stated that Chair Mary Trescot was unable to attend because of a family health issue.

1. Executive Session

**On a motion made by Daniel Bradford, seconded by Joel Merry, it was**

**VOTED: to go into Executive Session at 4:01pm pursuant to 1 MRSA section 405 6 C: “to discuss use of real property.”**

**Vote was unanimous.**

The Board came out of Executive Session at 4:26pm.

**On a motion made by Daniel Bradford, seconded by Pamela Hile, it was**

**VOTED: to enter into contract with Waldo County as presented.**

**Vote was unanimous.**

**On a motion made by Joel Merry, seconded by Daniel Bradford, it was**

**VOTED: to enter into contract with Knox County as presented**

**Vote was unanimous**

**On a motion made by Daniel Bradford, seconded by Carrie Kipfer, it was**

**VOTED: to enter into contract with Kennebec County with the addition of a ninety day out clause.**

**Vote: 10 in favor, 1 against. Mark Waltz opposed.**

1. Approval of Minutes
	1. Meeting May 10, 2017

**On a motion made by Hamilton Meserve, seconded by Daniel Bradford, it was**

**VOTED: to approve the minutes of the May 10, 2017 meeting.**

**Vote was unanimous.**

1. Committee Reports
	1. Finance Committee

Hamilton Meserve stated that we continue strong with nearly 100% of revenue collected and approximately one month behind on expenditures.

**On a motion made by Daniel Bradford, seconded by Carrie Kipfer, it was**

**VOTED: to approve the Financial Reports as read.**

**Vote: 10 in favor, 1 abstain. Joel Merry abstained.**

* 1. Executive Committee – none.
	2. Human Resources Committee

Denise Marr stated that the committee had met to discuss applications for the Administrator. The Human Resources Committee will meet with the Executive Committee immediately following this Authority meeting.

* 1. Policy Committee

Charles Leadbetter stated that the committee is waiting for policies to review.

* 1. Buildings and Grounds Committee – none.
1. Administrator’s Report
	1. Staffing Update

James Bailey stated that there were eleven vacant correctional officer positions. Five new officers were attending training at the Maine Criminal Justice Academy.

* 1. Population Report

James Bailey stated that the current inmate population was 163 with two federal boarders.

* 1. Other

James Bailey stated that Thayer Corporation began work on the air handlers on 06/12/17 and is proceeding well. The project is expected to be completed by the end of June.

* 1. Budget

James Bailey presented a draft FY 17-18 budget in the amount of $7,114,873 which included a $256,853.73 deficit.

**On a motion made by Hamilton Meserve, seconded by Carrie Kipfer, it was**

**VOTED: to approve the budget as presented with a $256,853.73 deficit.**

**Vote: 8 in favor, 3 against. Mark Waltz, Joel Merry and Pamela Hile opposed.**

1. Old Business – none.
2. New Business – none.

Respectfully submitted, A True Record

 ATTEST:

William Frith