

# KNOX COUNTY COMMISSION

## Regular Meeting

Tuesday – May 9, 2023 – 2:00 P.M.

The regular meeting of the Knox County Commission was held on Tuesday, May 9, 2023, at 2:00 P.M., at the County Courthouse, 62 Union Street, Rockland, Maine.

**Commission members present were:** Edward B. Glaser, Commissioner District #1, Richard L. Parent, Jr., Commissioner District #2 and Sharyn L. Pohlman, Commissioner District #3.

**County staff present included:** County Administrator Andrew Hart, Administrative Assistant Wendy Galvin, HR Manager Amber Christie, Finance Director Kathy Robinson, and Airport Manager Jeremy Shaw.

**Absent:** Chief Deputy Curt Andrick, Sheriff Patrick Polky, Communications Director Robert Coombs, IT Director Zach Greene, Prosecutorial Assistant/Investigator Shane Riley, Register of Probate Elaine Hallett, Register of Deeds Madelene Cole, Jail Administrator Robert Wood, District Attorney Natasha Irving and Bonnie & David Percival.

**Others:** Ben Lerner, Town of Appleton, Charlene Benner, Town of Cushing, Kathryn DerMarderosian, Town of Owls Head, Barbara Fang, Town of Union, Vinalhaven Sea Rise Committee, Town of Vinalhaven, Town of Warren Employees, Town of Warren Town Manager, Sherry Howard, Angela Stevens & Travis Perez, Town of Washington and Van Thompson, Owls Head Resident/potential APAC member.

### Regular Meeting – Agenda

Tuesday – May 9, 2023 – 2:00 P.M.

- I. 2:00 Meeting Called To Order**
- II. 2:01 Presentation**
  - 1. Recognition of Volunteerism – 2022 Spirit of America Awards.
- III. 2:10 Public Comment - Public Comment during other portions of the meeting will only be granted by permission of the chair.**
- IV. 2:15 Consent Items**
  - 1. Approve Consent Items as Presented:
    - i. Agenda - Non Agenda Items Only Permitted if Emergency in Nature.
    - ii. Minutes of Regular Commission Meeting of April 11, 2023.
    - iii. Monthly Written Departmental Reports.
    - iv. Warrants
    - v. Reserve Withdrawals.
- V. 2:20 Action Items**
  - 1. Act to Award the Bids for the Benner Lane Hangar Complex (Hangars #1 Through #6)
  - 2. Act to Authorize the Chair to Execute and Sign Bills of Sale for Each Benner Lane Hangar Shown as Hangars #79 Through #84 (Formerly Hangars #1 Through #6) and to Authorize the Chair Sign Lease Agreements for Each Benner Lane Hangar Shown as Hangars #79 Through #84 (Formerly Hangars #1 Through #6).
  - 3. Act to Approve and Authorize the Airport Manager to Sign an Underground Line Easement to Central Maine Power Company and to Northern New England Telephone Operations LLC.
  - 4. Act to Authorize the County Administrator to Sign the Renewable Energy System Installation Contract Between Knox County and Pine Tree Solar LLC for a Solar Project to be Located at the Knox County Regional Airport.
  - 5. Act to Approve an Appointment to the Airport Public Advisory Committee (APAC).
  - 6. Act to Approve the Transfer to Reserves from the 2022 Budget.
  - 7. Act to Create the Knox County Charter Review Subcommittee as an Independent Advisory Committee to Review Charter Issues in the Operation of County Government and Administration and to Make Recommendations on Needed Charter Changes.
- VI. 2:35 Discussion Items**
  - 1. Discuss Planning and Economic Development (Outside Agency) Request Funding Policy.
  - 2. Discussion on Commission Support for Proposed Registry of Deeds Fee Increase to be Considered by the

State of Maine Legislature.

3. Update on Projects.
4. Other Items.

**VII. 2:40 Other Business**

**VIII. 2:45 Executive Session**

1. Convene in Executive Session to Discuss a Personnel Matter Pursuant to 1 M.R.S.A. §405(6)(A).

**IX. Adjourn**

**I. Meeting Called to Order**

Commissioner Glaser called the regular meeting of the Knox County Commission to order at 2:05 P.M.

**II. Presentation –**

1. Recognition of Volunteerism – 2022 Spirit of America Awards.

**III. Public Comment -** Public Comment during other portions of the meeting will only be granted by permission of the Chair.

None

**IV. Consent Items**

**1. Approve Consent Items as Presented:**

- i. Agenda - Non Agenda Items Only Permitted if Emergency in Nature.
- ii. Minutes of Regular Commission Meeting of April 11, 2023.
- iii. Monthly Written Departmental Reports.
- iv. Warrants.
- v. Reserve Withdrawals

- *A motion was made by Commissioner Pohlman to approve the Consent items 1-5 as presented. The motion was seconded by Commissioner Parent. A vote was taken with all in favor.*

**V. Action Items**

**1. Act to Award the Bids for the Benner Lane Hangar Complex (Hangars #1 through #6).**

The Request for Sealed Bids for the Sale of the Benner Lane Hangars was placed on Village Soup and Pen Bay Pilot as well as the Knox County website on April 6, 2023. Since the document was so big including colored pictures of the Hangars, we had a brief description along with a link that included the entire packet. Bids were due on Friday April 21, 2023 at 2:00 PM, at which time they were opened. Enclosed is the Bid Results for the Benner Lane Hangars #1-#6. The complex was purchased by the County in December for \$750,000 with a combination of Surplus Airport Revenue, and AIP funds. Sales of the Hangars were expected to garner \$600,000, and AIP funds would cover the projected land value of \$150,000. A total of seventeen (17) responsive bids were received. The bids were reviewed, checked for errors, and all bids were considered responsive. The high bidders for each Hangar are as follows.

Hangar #1, Penobscot Island Air in the amount of \$250,010

Hangar #2, Steve Manning, in the amount of \$105,000

Hangar #3, KFC Holdings, in the amount of \$65,010

Hangar #4, Andrew Courchaine, in the amount of \$75,309  
 Hangar #5, Cameron Lewis, in the amount of \$90,500  
 Hangar #6, Gordon Rapp, in the amount of \$79,535

The Airport Manager recommends the awarding of each Hangar to the highest bidder. The Airport Public Advisory Committee (APAC) will review the bids at their May 8<sup>th</sup> meeting, and will provide a recommendation for the Commissioners to consider at their May 9<sup>th</sup> meeting. The results of the Hangar sales resulted in 100% of the occupancy of the Hangars by aircraft already existing at the Airport. Airport Manager Shaw will be present at the meeting to answer any questions of the Commission.

- *A motion was made by Commissioner Parent to Act to Award the Bids for the Benner Lane Hangar Complex (Hangars #1 through #6). Hangar #1 - Penobscot Island Air in the amount of \$250,010.00, Hangar #2 - Steve Manning in the amount of \$105,000.00, Hangar #3 - KFC Holdings in the amount of \$65,010.00, Hangar #4 - Andrew Courchaine in the amount of \$75,309.00, Hangar #5 - Cameron Lewis in the amount of \$ 90,500.00 and Hangar #6 - Gordon Rapp in the amount of \$79,535.00. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**2. Act to Authorize the Chair to Execute and Sign Bills of Sale for Each Benner Lane Hangar Shown as Hangars #79 through #84 (Formerly Hangars #1 through #6), and to Authorize the Chair to Sign Lease Agreements for Each Benner Lane Hangar Shown as Hangars #79 through #84 (Formerly Hangars #1 through #6).**

Enclosed is one (1) sample/example of Bill of Sales for each of the Hangars that were awarded in Agenda item #1. These are all similar; they just have different Hangar numbers. To save paper, one (1) sample/example was included. These are now designated as Hangars #79 through #84 (Formerly Hangars #1 through #6) and the Commission needs to approve the bill of sales and authorize the Chair to sign them. The individual owners will then sign them. The Commission needs to vote and authorize the Chair to sign the lease agreements for each of the Benner Lane Hangars numbered 79-84 (Formerly Hangars #1 through #6). These are all similar as well; they just have different Hangar numbers. To save paper, one (1) sample/example was included.

- *A motion was made by Commissioner Parent to Act to Authorize the Chair to Execute and Sign Bills of Sale for Each Benner Lane Hangar Shown as Hangars #79 through #84 (Formerly Hangars #1 through #6), and to Authorize the Chair to Sign Lease Agreements for Each Benner Lane Hangar Shown as Hangars #79 through #84 (Formerly Hangars #1 through #6). The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**3. Act to Approve and Authorize the Airport Manager to Sign an Underground Line Easement to Central Maine Power Company, and to Northern New England Telephone Operations, LLC.**

The Knox County Airport Solar Project will require CMP to bury a powerline across County property to the location of the Solar Project pad-mounted transformer. This easement gives CMP permission to bury the line parallel to the Airport's entrance on Terminal Lane. Once the line is connected to the pad-mounted transformer, Pine Tree Solar will be able to connect the new Solar Energy Generating Facility to the grid. These easements are typical, and have been a part of every project at the Airport requiring power. Enclosed is an Underground Line Easement form from Central Maine Power Company and Northern New England Telephone Operations LLC for the Solar Project to be installed at the Knox County Regional Airport. The Commission has the legal authority to accept or convey interests in property. Therefore, the Commission needs to authorize Jeremy Shaw, Airport Manager to sign the easement form.

- *A motion was made by Commissioner Parent to Act to Approve and Authorize the Airport Manager to Sign an Underground Line Easement to Central Maine Power Company, and to Northern New England*

*Telephone Operations, LLC. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**4. Act to Authorize the County Administrator to Sign the Renewable Energy System Installation Contract Between Knox County and Pine Tree Solar, LLC. for a Solar Project to be Located at the Knox County Regional Airport.**

The Commission voted to award the Solar Energy Contract to Pine Tree Solar LLC for a contract price of \$1,234,800 at the February 14, 2023 Commission Meeting. Administrator Hart is asking the Commission to authorize him, as the County Administrator, to sign the Renewable Energy System Contract between Knox County and Pine Tree Solar LLC. Attached is a copy of the contract for your review. This contract has been vetted by Jeremy Shaw, Airport Manager, Amie Gray of Stantec, Jim Katsiaficas, Legal Counsel and Administrator Hart through various discussions, reviews, and Zoom Meetings.

- *A motion was made by Commissioner Parent to Act to Authorize the County Administrator to Sign the Renewable Energy System Installation Contract Between Knox County and Pine Tree Solar, LLC. for a Solar Project to be Located at the Knox County Regional Airport. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**5. Act to Approve an Appointment to the Airport Public Advisory Committee (APAC).**

This item is a follow-up to the appointments that the Commission made to the APAC at its April Meeting. Bob Bailey was to be considered for the Airport Business Seat, and he then asked to be removed for consideration. Van Thompson was in attendance at the April 11<sup>th</sup> meeting and expressed interest and submitted a letter of consideration. The bylaws set out that the APAC will review potential nominees and present nominees to the Commission for their approval. Since Van had not been reviewed by the APAC, the APAC will review his nomination at the May 8<sup>th</sup> meeting and present him for consideration to the Commission for the Commission's approval at its May 9<sup>th</sup> Meeting, Enclosed is a copy of Van Thompson's letter of consideration and interest. In addition, the Airport Public Advisory Committee and Airport Manager, Jeremy Shaw makes the following recommendation for appointment to the APAC:

Van Thompson has been nominated by the Owls Head Transportation Museum to represent them in the On-Airport Business Seat to replace Bill Packard, who is stepping down from the committee. Van Thompson is a Select Board Member from St. George, a volunteer at the Museum, and has dedicated his life to higher education.

- *A motion was made by Commissioner Parent to Act to Approve an Appointment to the Airport Public Advisory Committee (APAC) to recommend Van Thompson. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**6. Act to Approve the Transfer to Reserves from the 2022 Budget.**

Enclosed is a spreadsheet created by Finance Director Kathy Robinson that shows the Transfer to Reserves from the 2022 Budget, that Administrator Hart is asking the Commission to approve as shown. All of the transfers were budgeted in 2022. These are both amounts in anticipation of retirements within the departments shown, and will be added to each of the retirement reserve accounts for each of the departments shown.

- *A motion was made by Commissioner Parent to Act to Approve the Transfer to Reserves from the 2022 Budget. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**7. Act to Create the Knox County Charter Issues in the Operation of County Government and Administration and to Make Recommendations on Needed Charter Changes.**

Administrator Hart met with Chair Glaser on Thursday May 4<sup>th</sup>, and discussed what the Commission needs to vote on and decide:

- How many members?
- What will the makeup be and who should the members be?
- Timeframe for the subcommittee to come with a report of recommendations and proposed changes
- What are the issues with the current charter? The Subcommittee comes up with their report and submits it to the Commission, who then provides it to legal to determine if it is an amendment or a revision. Next steps are decided then.

As far as make-up of the subcommittee, it might include, for example (should be an odd number of five (5) or seven (7) members):

1. Commissioner
2. Budget Committee Member from each of the Commissioner's Districts (#1, #2, & #3)
3. Knox County Staff Person
4. Former Charter Commission Member
5. Who else??

Based off of the above, Administrator Hart drafted an Order document entitled "Establishment of the Knox County Charter Review Subcommittee, which Administrator Hart will be asking the Commission to adopt. The Commission is certainly free to amend this document, but at least is a starting place to describe the makeup of the Subcommittee and its charge.

- *A motion was made by Commissioner Parent to Act to Create the Knox County Charter Issues in the Operation of County Government and Administration and to Make Recommendations on Needed Charter Changes. The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

**Questions:**

- **Commissioner Pohlman** – Thank you both for putting this together. You have spent a lot of time working on this, and I absolutely support however you want to move forward with this. Is very well thought out. Ed, I'm glad you want to be the Commissioner on the Committee.
- **Commissioner Glaser** - I have a couple of questions: Since the recommendations for revisions come from the Commission, if there are some things that are just a revision rather than a whole rewrite those things can still be submitted in a timely manner by the Commission separate from anything that would be a revision to vote on. We can do the simple ones and set the hard ones aside and work on that for a Commission item thing. My other question about Public access to meetings and such, could this be done by ZOOM if need be?
- **Administrator Hart** – Yes. It's not a meeting of Commissioners so you can certainly do it by ZOOM. I'm just not sure if it would be something where they would rather meet in person. To meet in person you get to see body language and you can understand what people are saying better. On ZOOM, sometimes people block their camera so you can't see them and you wonder if they're paying attention. At first meeting you could meet in person, and then discuss it with the Committee and make a decision. How do you want to go about selecting the three (3) Budget Committee Members, County Staff person and former Charter Committee Member, and who do you want the other member to be? I would like some guidance from the Commissioners on that.
- **Commissioner Glaser** – If you're willing to give a list of everybody that is on the Budget Committee and also a list of everybody who was on the original Charter Commission. I'd be happy to write a cover letter explaining what we are doing, and then have them get in touch with you if they are interested. It may be that we have five (5) Budget Committee members but they are all

from one (1) District. You may have to try to encourage some people to get enough people from different Districts. How do we pick the one (1) out of the five (5), I do not know. I don't think there will be a lot of people jumping up saying this is something I really want to do. We may have to pull some teeth to get members.

- **Administrator Hart** – Do you have a preference on the seventh (7<sup>th</sup>) member? It should be an odd number because you do not want an even number. Would you like someone from APAC or KRCC Executive Board, Board of Assessment Review or..... We do have other County Sub-committees that work within and at some point do deal with the Charter.
- **Commissioner Glaser** – How do we get work out to the Committees?
- **Administrator Hart** - We can put something together and send it out and explain what we're doing.
- **Commissioner Glaser** - I think that's what we want to do and see if anyone wants to step forward.
- **Administrator Hart** – Is there anyone else you want it to go to?
- **Commissioner Glaser** – I think this should go to concerned citizens, concerned volunteer or anybody at that point.
- **Commissioner Parent** – How are concerned citizens going to find out about it?
- **Commissioner Glaser** – We can talk to Steve Betts and Chris Wolf and see if they're interested in putting something out there for us.
- **Administrator Hart** - Do you want me to get “names” and bring them to the meeting?
- **Commissioner Glaser** – If at all possible that would be great.
- **Administrator Hart** – If there are people that are interested, do you want me to have them come to the meeting? If you are going to be appointing people you may want to ask them questions. Unless you just want them to submit something.
- **Commissioner Glaser** – You and I will work on that.

## VI. Discussion Items

### 1. Discuss Planning and Economic Development (Outside Agency) Request Funding Policy.

Administrator Hart provided you samples of what other Municipalities and Aroostook County have in place. These consist of procedures and policies. As you can see from the e-mail from Ryan Pelletier, Aroostook County Administrator, the Commissioners and Finance Committee decided to stop all NEW requests and capped existing agencies at the level they were receiving at the time of that decision. That was in 2013. So, for the last ten (10) years, the ONLY agencies receiving funding from the County are those that were already receiving funding at that time.

- **Commissioner Glaser** passed out information he gathered from other Towns/Municipalities to other Commissioners. The one we received back from Aroostook said they are not giving any new funding and all funding is being capped at levels they were given ten (10) years ago. The only changes they have made is when someone decides they are no longer in business, so they are really not giving any money away. The other Towns are fairly similar in terms of the application process. I like what Damariscotta does where their process is; if you are in need of more money or are a new applicant then you have to have a citizen's petition of 10% of the voters just to get on their list. The other ones are an application process where you have to come to a Select Board meeting. So they are all pretty much the same. There is nothing in any of those that explains how the Select Board is supposed to make a decision, which is what I was hoping for. What are the criteria that you use? Do you help 5% of the population? Is it ok to get money from other organizations or from the County if you're a Town? And there is none of that. So I don't think there is any real guidance here. I think the way we have been doing it is perfectly fine. I just think we need to quantify it so that everybody knows when we go through Budget season again that we don't go through this application process where people are just handing us

applications and we have to sit down for hours and say is this something we really want to fund or not.

- **Commissioner Pohlman** – Could we follow similar to the process we had for ARPA? In terms of we had a time period we could accept applications and they had to meet certain criteria. For example, what other Municipalities will be funding them and for what amount. And then who do they serve? Do they serve the entire County or do they serve one (1) particular Town?
- **Administrator Hart** – In the Commission packets included was explanations of what other Towns are doing and how we currently handle this. We have a letter that we send, even to the ones that we fund every year. The letter states that they need to provide to us by a particular date information on what your organization does, who utilizes your service, Budget explanation, who do fund in Knox County, who do you serve and what's the money used for and how that benefits the citizens of Knox County, your Annual Report and any other material. I think the tough this is to say no to someone, especially when they are sitting here. Until two (2) years ago we funded the same four (4) agencies. Now we're starting to get additional requests. Last year we received two (2) new requests. I think there will be more now that Towns are saying no. Towns are capping it and saying we can't afford this and you'll have to go elsewhere for funding. The tough thing for the County is your trying to look at how does it benefit forty thousand (40,000) residents not one thousand (1,000) to ten thousand (10,000) residents in a particular Town or Municipality. At the end of the day, do you fund it; do you fund 20% of the Budget, or cap the number?
- **Commissioner Parent** – Something that troubles me is that I would hate to see an individual or organization receive money from a Town, and also receive money from the County as well. This is taxpayer money that we are doling out. I feel that this should not come from both places.
- **Commissioner Glaser** – I don't know that there is anything wrong with the process. We want that process, we want that information, and we want to know that they are a sound organization; that they're doing good things. I'm looking for the next step, which is policy. We will not fund an organization that is already receiving money from an individual Town. Or maybe they have to help three (3) or more Towns within the County. That's the policy sort of things that I want to know is in place. This way it's not a matter of oh your paperwork isn't right; it's a matter that you just don't meet the policy.
- **Commissioner Pohlman** – This way, things are very clear. They will know what the parameters are. For example, if they are receiving from their total Budget and 50% comes from various Town and Municipalities, well that amount is too high. Also, are they serving three (3) Communities or ten (10) Communities, so what are our rules if you're receiving "x" amount over then you're not qualified. If you're serving less than "x" number of people or Municipalities then you do not qualify. That kind of thing, right.
- **Commissioner Glaser** - We are the County and we have all these Towns we are trying to serve all at once. Does it make sense for us to take taxes from Union if the only Town that's being helped is Rockport? It doesn't. We're also talking about the double taxation of here we are taking money from Union for our taxes, and this organization is getting money from the taxpayers in Union, as well as the ones that are paying us. I don't know what the answer is. I'm going to leave it to you to talk about it and figure something out. Are there other parameters other than those that we should be discussing? I know we are not here to make a moral judgement whether it's in an organization with greater value than another. In the end to some extent that's what we do. The problems that we have that these organizations are trying to address certainly go beyond Town lines. It really has to be an organization that is geared towards helping the whole County, or any Town in the County.

I'm not sure how we word that or if that's enough. Whatever we come up with I'd like to submit it to the Budget Committee and have their input before we adopt it as a policy.

- **Commissioner Pohlman** – The organizations that we are funding all meet those rules. We are making a joint decision at the end of the day working with the Budget Committee.
- **Commissioner Glaser** – We may want to sit down and discuss what it is about those four (4) organizations that we are currently funding, and come up with something that describes those. Just because they meet all the rules doesn't mean we have to fund them.
- **Administrator Hart** – Would you want me to put a draft together?
- **Commissioner Glaser** – That would be great. We want to keep thinking about it so don't work too hard on it.
- **Administrator Hart** – We could keep it pretty short.

## **2. Discussion on Commission Support for Proposed Registry of Deeds Fee Increase to be Considered by the State of Maine Legislature.**

The Registry of Deeds Association is planning to present a proposed fee increase to the Legislature for approval. This would increase the fee in Title 33 Section 751. It has been ten (10) years since an increase to record has been done. The Association is asking for support from their County Administrators, if they have one and the Commissioners. They want to be able to go to the Legislature and say they have each of their respective County's Administrator and Commissioners approval for the proposed rate increase. They are starting now as this will take some time. It will be presented to the Legislature in 2024, and take affect if approved by the Legislature in 2025.

- **Administrator Hart** - Registry of Deeds wants to propose fee increases. They have not proposed a fee increase in ten (10) years. They want support from Commissioners and Administrators. They will submit this in 2024. The fees right now are significantly low. Maddy wants to ask to increase a few fees in the Registry of Deeds. Most states they get around \$250 for recording and we receive \$19. There are not sure what they want to go to yet. Would you support that as a Commission?
- **Commissioner Pohlman** – Yes. They are probably the only organization that hasn't had an increase. Ten years is a long time.
- **Commissioner Glaser** – What are we supporting? I'd be hesitant to say I support it if they were asking for \$250. If they're going up; to \$50 then yes. It depends on what they are asking for. Yes, I believe fees should be looked at every year.
- **Commissioner Parent** – I think it's a good idea.
- **Administrator Hart** – We will keep you in the posted as to where it's at. We don't know how long it's going to take. Maddy said the Association is looking at is taking it before the Legislature in 2024 to have it become effective in 2025. They just want to make sure the support is there so they can start the process.
- **Commissioner Glaser** – Is this something the Association of County Commissioners would support?
- **Commissioner Pohlman** –I will bring it up tomorrow with the Commission and let you know. Is it all Counties that haven't had an increase in ten (10) years?
- **Administrator Hart** - Yes



### 3. Update on Projects

- Jail brick work is about 50% complete. All secure areas are complete. Now doing non secure areas. Mid-June for completion with total project, weather permitting. Will start at the Courthouse in mid-June. Will be doing North, South and East elevations, front steps and back steps. That will complete everything.
- Pavement Project (Jail & Back road to PSB) – Due to the weather, the contractor is 2-3 weeks behind schedule. Will start in the next 2-3 weeks.

### 4. Other Items

- **Administrator Hart** – We met this morning regarding the MOU from the three (3) Jails. The meeting was with Legal Counsel, Sheriff, Chief Deputy and Administrator Hart. Legal Counsel provided us some revisions to the draft that the District 6 Collaboration provided to us. Administrator Hart sent that back to James Bailey who is the Correctional Administrator of Two Bridges. This was also sent to Ray Porter the Correctional Administrator of Waldo County and Robert Wood the Correctional Administrator for Knox County. Once James Bailey receives it he will probably send it to their Legal Counsel and I assume Ray will do the same. I will just wait to hear back from them. We will then have our Legal Counsel, Peter Marchesi work in conjunction with their Legal Counsel to try and get a final version. Then we will have a follow up meeting with the District #6 Collaboration Group. Each County will take it back to their Commissioners with the exception of Two Bridges where it will go to their Board for approval.
- **Commissioner Glaser** – Received a nice thank you card from Dispatch thanking us for supporting them and for a pizza party. This is in support of Telecommunications week.
- **Commissioner Glaser** – It seemed like it was a fairly bare bones document that we received. This is for Knox, Waldo, Sagadahoc and Lincoln working together. It is for everybody's benefit.
- **Administrator Hart** – Our Legal Counsel has some revisions to make.
- **Commissioner Glaser** - This is the agreement between Knox, Waldo, Sagadahoc and Lincoln Jails about working together. This is a great idea! It is for everybody's benefit.

### VII. **Other Business**

None

### VIII. **Executive Session**

1. Convene in Executive Session to Discuss a Personnel Matter Pursuant to 1 M.R.S.A. §405(6)(A).

- *A motion was made by Commissioner Parent to go into Executive Session to Discuss a Personnel Matter Pursuant to 1 M.R.S.A. §405(6)(A). The motion was seconded by Commissioner Pohlman. A vote was taken with all in favor.*

The executive session convened at 3:34 P.M.

The executive session concluded at 4:38 P.M.

### IX. **Adjourn**

- *A motion was made by Commissioner Parent to adjourn the meeting. The motion was seconded by Commissioner Pohlman. A vote was taken with both in favor.*

The regular meeting adjourned at 4:42 P.M.

Respectfully submitted,

Wendy Galvin  
Administrative Assistant

**The Knox County Commission approved these minutes at their regular meeting held on June 13, 2023.**