



# Cumberland County

## Board of Commissioners

### Meeting Minutes - Draft

142 Federal St  
Portland, ME 04101

The Board meets on the second Monday of each month at 5:30pm in the Peter Feeney Room unless otherwise noted.

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Monday, November 13, 2023

5:30 PM

The meeting will take place on Zoom  
see agenda for access.

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**\* The Board will not be meeting in person and will meet on Zoom \***

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To view: [www.cumberlandcounty.org/live](http://www.cumberlandcounty.org/live)

To participate: See instructions on the agenda.

To submit public comment: [gailey@cumberlandcounty.org](mailto:gailey@cumberlandcounty.org)

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#### CALL TO ORDER

The Board of Commissioners met for their regularly scheduled meeting on ZOOM, the meeting was called to Order by Chair Neil Jamison at 5:31 PM.

#### ATTENDANCE

**Present:** 3 - Chair Neil Jamieson, Commissioner James Cloutier, and Commissioner Patricia Smith

**Excused:** 2 - Commissioner Susan Witonis, and Commissioner Stephen Gorden

#### MOMENT OF SILENCE

#### APPROVAL OF THE MINUTES

[CD 23-014](#) Approval of the minutes, October 10, 2023, meeting of the Board of Commissioners

*A motion was made by Commissioner Cloutier, seconded by Commissioner Smith, that the Minutes Report be APPROVED. The motion carried by the following vote:*

**Yes:** 3 - Chair Jamieson, Commissioner Cloutier, and Commissioner Smith

**No:** 0

**Excused:** 2 - Commissioner Witonis, and Commissioner Gorden

#### INFORMATIONAL REPORT/PRESENTATIONS

#### COMMENTS FROM THE PUBLIC

There were no comments from the public.

**CONSENT AGENDA****Approval of the Consent Agenda**

*A motion was made by Commissioner Smith, seconded by Commissioner Cloutier, to approve the Consent Agenda. The motion carried by the following vote:*

**Yes:** 3 - Chair Jamieson, Commissioner Cloutier, and Commissioner Smith

**No:** 0

**Excused:** 2 - Commissioner Witonis, and Commissioner Gorden

[23-098](#) Authorization for the County Manager to accept the FY23-24 grant award from the Homeland Security Grant Program (HSGP) on behalf of Cumberland County for the amount of \$614,177.

*This Order was APPROVED.*

[23-099](#) Authorization for the County Manager to accept the FY23-24 LEPC Grant award on behalf of Cumberland County from the State of Maine for the amount of \$73,087.96.

*This Order was APPROVED.*

[23-100](#) Adoption of the proposed Cumberland County Pre-Disaster Recovery Plan for significant disasters as submitted by the Cumberland County Emergency Management Agency.

*This Order was APPROVED.*

**ARPA BUSINESS**

[23-101](#) Authorization for the County Manager to award a bid for the Cross Insurance Arena Exterior LED Marquee and enter into a contract with ANC Sports Enterprises, LLC using ARPA funds in amount of \$179,512.00.

Cross Insurance Arena General Manager Michael Loconte stated that item 23-101 had been approved by the City of Portland 2014 and had been approved for an outdoor marquee in the South East corner of the Arena which would include notifications for the City of Portland and Cumberland County. Two finalists were selected, ANC and Metropolitan Interactive. ANC was selected as the finalist because of the quality of the display and user friendly content management software. The Arena has worked with ANC in the past and has demonstrated quality work and a fast response time. Chair Jamieson asked when the work would commence, GM Loconte responded that it would start in the Spring and is expected to be completed in the Fall. Commissioner Cloutier commented that a marquee is needed and shared that he once attended a Sheryl Crow concert a decade ago and learned that more people would have attended had they known about the concert.

*A motion was made by Commissioner Cloutier, seconded by Commissioner Smith, that the Order be APPROVED. The motion carried by the following vote:*

**Yes:** 3 - Chair Jamieson, Commissioner Cloutier, and Commissioner Smith

**No:** 0

**Excused:** 2 - Commissioner Witonis, and Commissioner Gorden

[23-102](#)

Authorization for the County Manager to award the bid of Design and Renovation Proposal to WSP USA Environment & Infrastructure, Inc. for the building design services at the New Unified County Office Building, 27 Northport Dr, Portland, Maine.

County Manager Gailey introduced item 23-102 and stated that two vendors were selected for an interview from the five bids received. WSP was the final candidate and impressed staff with work that they had done in Portland. He estimated that work would take at least five months and then it would go out to bid for construction. The estimated cost is around \$3 to \$4 million and there is an additional 8% rate on the work to be performed. Commissioner Cloutier asked if the overall cost is confirmed to be \$7 million? County Manager Gailey confirmed that is the estimated amount and added that there are \$3 million left in ARPA funds that have gone to the purchase of the building. He added that the purchase cost of the building was \$4.6 million. Commissioner Smith asked County Manager Gailey to clarify the 8% rate, is it a margin of cost? County Manager Gailey explained the 8% rate of the overall construction cost. Chair Jamieson thanked staff for their work to locate and purchase the new County building.

*A motion was made by Commissioner Cloutier, seconded by Commissioner Smith, that the Order be APPROVED. The motion carried by the following vote:*

**Yes:** 3 - Chair Jamieson, Commissioner Cloutier, and Commissioner Smith

**No:** 0

**Excused:** 2 - Commissioner Witonis, and Commissioner Gorden

## **NEW BUSINESS**

There was no New Business.

## **COMMENTS FROM THE COUNTY MANAGER**

County Manager Gailey shared that he is meeting with Department heads to start the budget process. There will be a kick off meeting in December with the Finance Committee and continue through January so that Towns will be notified accordingly. He noted that Commissioner Witonis would like to have a workshop in December to discuss the process for signing Sheriff Patrol contracts.

## **COMMENTS FROM THE EXECUTIVE STAFF**

Deputy Manager of Finance and Administration Alex Kimball wanted to recognize Alyssa Tibbets and Richard Ranagon and their assistance with Bond issuance. The six month audit is proceeding well, the tax payments from the Towns arrived without issue.

**COMMENTS FROM THE COUNTY COMMISSIONERS**

Commissioner Smith stated that she had two comments, she was pleased with the purchase of the new County building at Northport Dr. It's an exciting time and will be a great move for staff. Her second comment was that she wanted to remember Representative Lois Reckitt who passed away October 30th. Commissioner Smith recalled that Representative Reckitt was a tireless advocate for women's rights and a strong advocate for women who were in abusive situations. Though she will be missed, her work and contributions will live on in the communities that she helped.

Commissioner Cloutier echoed Commissioner Smith's statement about Representative Reckitt and added that she was a beacon and force. She helped educate most of Southern Maine about the tragedies of abuse. On another matter he added that Portland City Council is meeting tonight to discuss the ongoing dilemma of homelessness. He noted that homelessness is not limited, it includes drug abuse and mental health issues. The issue of homelessness is not limited to Portland but happening all over the Country. They are regional issues. He extended congratulations to Executive staff on the purchase of the new administrative building. He closed by wishing everyone a Happy Thanksgiving.

Chair Jamieson also noted the important work that was accomplished by Representative Reckitt who was a tireless advocate from South Portland and worked until the end from her hospital as a State Representative. He also commented that the purchase of the new Northgate building is a generational investment and offices at the County have been crowded for years. He also stated that the purchase offered significant savings by avoiding the debt incurred with the construction of a new building. He wished the public a Happy Thanksgiving and congratulated the Scarborough Girls Soccer Team on their recent success.

**ADJOURNMENT**

*A motion was made by James Cloutier, seconded by Patricia Smith, to ADJOURN the meeting . The motion carried by the following vote:*

**Yes:** 3 - Chair Jamieson, Commissioner Cloutier, and Commissioner Smith

**No:** 0

**Excused:** 2 - Commissioner Witonis, and Commissioner Gorden

The meeting adjourned at 6:00 PM.

**Next Meeting: December 11, 2023**