



Cumberland County

Board of Commissioners

Meeting Minutes - Draft

142 Federal St
Portland, ME 04101

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

Tuesday, April 22, 2025

5:30 PM

**Feeney Conference Room, County
Courthouse, 205 Newbury St,
Portland ME 04101**

CALL TO ORDER

The Board of Commissioners met for their regularly scheduled meeting at the Cumberland County Courthouse in the Peter Feeney Conference Room, the meeting was called to Order by Chair Stephen Gorden at 5:32 pm.

ATTENDANCE

Present: 4 - Chair Stephen Gorden, Vice Chair Patricia Smith, Commissioner Jean-Marie Caterina, and Commissioner Tom Tyler
Excused: 1 - Commissioner James Cloutier

PLEDGE OF ALLEGIANCE

APPROVAL OF THE MINUTES

[CD 25-011](#) Approval of the minutes March 17, 2025, meeting of the Board of Commissioners and the minutes from March 31, 2025, Board of Commissioners Workshop.

A motion was made by Commissioner Caterina, seconded by Vice Chair Smith, that this Minutes Report be APPROVED. The motion carried by a unanimous vote.

INFORMATIONAL REPORT/PRESENTATIONS

[CD 25-012](#) Regional Communications 2025 1st Quarter Report

Chair Gorden appreciated the submission and encouraged the Board to read it if they have not. He commented that the services of the Regional Communications Center are vital to the citizens of Cumberland County. He stated that employees do a great job working together and working with the community.

This Report was RECEIVED AND FILED.

COMMENTS FROM THE PUBLIC

The Board Chair will limit comments to three (3) minutes per speaker.

Chief Deputy Brian Pellerin introduced the new Captain of Criminal Investigation, Dean Fredericks, who replaces retired Captain Brian Ackerman.

Captain Fredericks spoke about his experience. He has over 30 years of investigative experience, he worked for the Police Department in New Bedford, Massachusetts, and most recently the Collier County Sheriff's Department in Florida as a homicide detective. He has experience in major crimes and working with the DEA on drug crimes investigations. Captain Fredericks stated that he hopes to utilize technology and cell phone data more for tracking purposes. Commissioner Smith asked what he is most excited about at the Cumberland County Sheriff's Office, Captain Fredericks stated that he is looking forward to the challenge of the new position as he will be overseeing the SRO team, the Detectives and the Crime Scene Technicians. Commissioner Smith welcomed Captain Fredericks and thanked him for his time.

CONSENT AGENDA

Approval of the Consent Agenda

A motion was made by Commissioner Caterina, seconded by Commissioner Tyler, to approve the Consent Agenda. The motion carried by the following vote:

Yes: 4 - Chair Gorden, Vice Chair Smith, Commissioner Caterina, and Commissioner Tyler

No: 0

Excused: 1 - Commissioner Cloutier

[25-031](#) Approval of the Sheriff's Office Commissions March 2025

This Order was APPROVED.

[25-032](#) Authorization of the Law Enforcement Services Contract between Cumberland County Sheriff's Office, Board of County Commissioners and the Town of Harpswell from April 1, 2025 to March 31, 2026.

This Order was APPROVED.

[25-033](#) Authorization of the Marine Patrol Law Enforcement Services Contract between Cumberland County Sheriff's Office, Board of County Commissioners and the Town of Harpswell from April 1, 2025 to March 31, 2026.

This Order was APPROVED.

[25-043](#) Authorization of the Law Enforcement Services Contract between Cumberland County Sheriff's Office, Board of County Commissioners, Maine School District 15, and the Town of Gray from July 1, 2025 to June 30, 2026.

This Order was APPROVED.

[25-034](#) Authorize the County Manager to sign the 3-year Regional Assessing Contract with the Town of Baldwin (2025-2028)

This Order was APPROVED.

[25-035](#) Authorize the County Manager to sign the 3-year Regional Assessing Contract with the Town of Falmouth (2025-2028)

This Order was APPROVED.

[25-036](#) Acceptance of the monetary donation of \$100 from the Casco Day Fair Association for supplies for the Regional Communications 911 Public Education

Program.

This Order was APPROVED.

[25-037](#)

Authorize the submission of a FY2026 Congressional Direct Spending Request to Senator Collins' Office.

This Order was APPROVED.

[25-038](#)

Authorize the County Manager to sign the First Amendment to the Lease with Bell Atlantic Mobile Systems d/b/a Verizon.

This Order was APPROVED.

NEW BUSINESS

[25-024](#)

Approval of the Community Development 2025 Annual Action Plan including the allocation of CDBG and HOME partnership funds and Authorization of the County Manager to execute all required Certifications, Applications and Documents in conjunction with the submittal of the 2025 Consolidated Annual Action Plan. (Second Reading and Final Public Hearing)

Community Development Director Courtney Kemp stated that the Final Allocation has not been announced yet. The award amounts currently remain unchanged and no public comment was received. Some applicants that were not awarded funding requested follow up meetings to discuss future applications. Commissioner Smith asked who announces the County's funding allocation, Community Development Director Kemp explained that Vicki Watson, Executive Director of the National Community Development Association, is the liaison for the county and HUD. Director Kemp stated that the funding should be received mid May so that the county can have the allocation completed 45 days before the program year starts. If that does not happen, then waivers are submitted for approval. Commissioner Smith asked what happens if funding is delayed, is there retro funding? Community Development Director Kemp stated that that is communicated to applicants and reimbursement of funds cannot happen until money is received. Commissioner Caterina shared that she sits on the Community Development Municipal Outreach Committee and is frustrated that money has not been received. She had encouraged applicants who were not awarded funding to reach out to Director Kemp and she thanked Director Kemp for meeting with them. Chair Gorden opened the public hearing at 5:48 pm. There was no comment from the public, Chair Gorden closed the public hearing at 5:48 pm.

A motion was made by Commissioner Caterina, seconded by Vice Chair Smith, that the Order Requiring a Public Hearing be ADOPTED. The motion carried by the following vote:

Yes: 4 - Chair Gorden, Vice Chair Smith, Commissioner Caterina, and Commissioner Tyler

No: 0

Excused: 1 - Commissioner Cloutier

25-039

Adopting a 12.5% Indirect Rate for Cumberland County.

The 12.5% indirect rate is new and was not previously administered. County Manager Gailey stated that the county has received a large amount of grants that are mostly awarded to the Public Health Department. There is a lot of administrative work involved with managing the grants and the indirect rate would support that work. The Federal Government allows 11% - 15% rate and the county decided that 12.5% would be the best rate. Commissioner Caterina asked if an indirect rate would be added on top of the request, County Manager Gailey clarified that it would already included in the grant budget request. Commissioner Smith stated that this is a new procedure, could County Manager Gailey clarify when it would start and would it be a one time adjustment for the year, or would the rate stay fixed at 12.5% forever. County Manager Gailey stated that it would become a normal procedure whenever Federal grants are applied for.

Commissioner Smith asked, if it needed to be adjusted or eliminated, would the commissioners need to approve it? County Manager Gailey confirmed that it would need their approval. Commissioner Smith confirmed that the rate would be 12.5% forever going forward, County Manager confirmed that was correct. Chair Gorden, agreed with Commissioner Smith's point that a new procedure, and added perhaps it could be adopted into the County's policies. He asked, if County Manager Gailey knew what rate the state of Maine uses? County Manager Gailey explained that staff was more concerned with what would be the best rate to use and not what others are using.

A motion was made by Commissioner Caterina, seconded by Commissioner Tyler, that the Order be APPROVED. The motion carried by the following vote:

Yes: 4 - Chair Gorden, Vice Chair Smith, Commissioner Caterina, and Commissioner Tyler

No: 0

Excused: 1 - Commissioner Cloutier

25-040

Proclaim the week of May 4 -10, 2025 as National Correction Officer Week in Cumberland County.

A motion was made by Commissioner Caterina, seconded by Commissioner Tyler, that the Proclamation be APPROVED. The motion carried by the following vote:

Yes: 4 - Chair Gorden, Vice Chair Smith, Commissioner Caterina, and Commissioner Tyler

No: 0

Excused: 1 - Commissioner Cloutier

25-041

Proclaim the week of May 11-17, 2025 as National Law Enforcement Week in Cumberland County.

A motion was made by Commissioner Caterina, seconded by Commissioner Tyler, that the Proclamation be APPROVED. The motion carried by the following vote:

Yes: 4 - Chair Gorden, Vice Chair Smith, Commissioner Caterina, and Commissioner Tyler

No: 0

Excused: 1 - Commissioner Cloutier

COMMENTS FROM THE EXECUTIVE STAFF

Human Resources Director Amy Jennings stated that they're hiring five to seven corrections officers per month however the retention rate is still around 55% which is primarily due to the nature of the job. There are three patrol and three dispatch openings and six or seven other openings. She is in the process of negotiating four CBAs right now. Commissioner Smith asked if HR Director Jennings had considered doing a survey of employees who stay at the county to find out what motivates employees to stay, HR Director Jennings thanked Commissioner Smith for her suggestion and that is something that she can use in the future.

COMMENTS FROM THE COUNTY MANAGER

County Manager Gailey stated that he is working on a few things, one is finalizing the Cross Insurance Arena Budget. It is almost complete and will be on the next agenda for May. The other item is an update on the move to the new building, the expected time frame is the end of May around Memorial Day weekend. The second and third floors of 27 Northport are 95% complete and the first floor is still being completed.

COMMENTS FROM THE COUNTY COMMISSIONERS

Commissioner Caterina shared that she currently participates in the legislative committee and they're being told by the Governor's Office that there is no more funding for Jails. She is continuing to advocate for funding and is surprised how well committees have been working together to get things done.

Commissioner Tyler stated that he is on the CIA Board of Trustees and helping to negotiate the Maine Mariners contract. He has been attending the meetings of the Board of Trustees and makes sure that the arena budget is in the black.

Commissioner Smith shared that she is on the UMaine Cooperative Extension. they are grateful to know that they're receiving funding from the county since the University is losing funding for their programming.

Chair Gorden stated that he has been working with senior staff and things are really beginning to coalesce across departments. The operations of the government are working well and becoming entrepreneurial and benefitting the community.

EXECUTIVE SESSION

[25-042](#)

To enter into executive session Title 1 M.R.S.A. §405(6)(D) for the discussion regarding the Lease Agreement between Power Play, LLC and Cumberland County.

Time Into Executive Session: 6:11 pm

A motion was made by Commissioner Caterina, seconded by Vice Chair Smith, that the Executive Session be APPROVED. The motion carried by the following vote:

Yes: 4 - Chair Gorden, Vice Chair Smith, Commissioner Caterina, and Commissioner Tyler

No: 0

Excused: 1 - Commissioner Cloutier

Time Out of Executive Session: 6:51 pm

A motion was made by Commissioner Tyler, seconded by Vice Chair Smith, that the Executive Session be CONCLUDED. The motion carried by the following vote:

Yes: 4 - Chair Gorden, Vice Chair Smith, Commissioner Caterina, and Commissioner Tyler

No: 0

Excused: 1 - Commissioner Cloutier

Next Meeting: Monday, May 19, 2025 at 5:30 pm

ADJOURNMENT

The meeting adjourned at 6:52 pm.