



Cumberland County

Board of Commissioners

Meeting Minutes - Action Results

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

Monday, July 10, 2023

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 Neil Jamison at 5:33 PM.

ATTENDANCE

Present: 5 - Chair Neil Jamieson, Commissioner James Cloutier, Commissioner Susan Witonis, Commissioner Stephen Gorden, and Commissioner Patricia Smith

PLEDGE OF ALLEGIANCE

APPROVAL OF THE MINUTES

[CD 23-006](#) Approval of the minutes, June 12, 2023, meeting of the Board of Commissioners
Date Corrected

This Minutes Report was APPROVED.

Yes: 5 - Chair Jamieson, Commissioner Cloutier, Commissioner Witonis, Commissioner Gorden, and Commissioner Smith

No: 0

INFORMATIONAL REPORT/PRESENTATIONS

[CD 23-007](#) Cumberland County Diversity Equity and Inclusion Strategic Plan

The OptiPlied Diversity, Equity and Inclusion Strategic Plan for 2024- 2026 was presented by Keith Brooks, Minneapolis, Minnesota; and Dr. Karen Dowling, Muncie, Indiana. Mr. Brooks applauded the fact that Cumberland County has a mission and vision for this work. Some organizations hesitate to move forward because they don't want to make mistakes. The vision and mission statements are a testament to recognizing that living in community is challenging, but worth the effort to develop and maintain positive relationships. Dr. Dowling gave a summary of the county's current Diversity, Equity and Inclusion (DEI) Policy and it's role in serving and engaging the community so that it represents the community that it serves. She emphasized that a strong plan is actionable and not sitting on a shelf gathering dust. Mr. Brooks outlined the three themes that were generated based on the data that was collected. The three areas are: meaningful improvement in diversity representation and introductory training around DEI concepts; second overall employee engagement and thirdly,

representing the broader community that you serve. These three pillars cover a lot of ground and strengthen the foundation of efforts that have already taken place. The extended report that you received goes into more detail. Both presenters recommended that the county have a culture of learning and curiosity that will foster creativity and a growth mindset. The final report contains recommendations and implementation plan to Cumberland County after extensive collaboration, conversation and feedback from Cumberland County employees, leadership, survey and focus groups. Chair Jamieson thanked the members from OptiPlied for their hard work and presentation.

This Report was RECEIVED AND FILED.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

CONSENT AGENDA

Approval of the Consent Agenda

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

Yes: 5 - Chair Jamieson, Commissioner Cloutier, Commissioner Witonis,
Commissioner Gorden, and Commissioner Smith

No: 0

[23-058](#) Authorization of the County's Emergency Communications contract between the CCRCC and the Town of Gray from July 1, 2023 - June 30, 2026

This Order was APPROVED.

[23-059](#) Approval of the County's Per Diem Rate for Sheriff Deputies

This Order was APPROVED.

[23-060](#) Authorization of a Law Enforcement Services contract between Cumberland County and the Town of Naples from June 15, 2023 - September 4, 2023 for the amount of \$37,531.66.

This Order was APPROVED.

[23-061](#) Authorization for the County Manager to award a bid and enter into a contract between Cumberland County and MHQ, Marlborough, Massachusetts, for the purchase of ten (10) Patrol Ford AWD vehicles, one (1) Patrol K-9 Ford Interceptor AWD vehicle and one (1) CID Patrol Interceptor AWD vehicle in the amount of \$537,697.70.

This Order was APPROVED.

ARPA BUSINESS

[23-062](#) Approval of adjustments to the ARPA budget

County Manager Gailey presented a summary of the changes to the items in the

adjusted ARPA budget. Items that were no longer feasible included a backup generator for the Cross Insurance Arena in the event it needed to serve as a medical center. An airlock system for the Cross Insurance Arena on the loading dock. Reduction of child care initiative with the City of Portland. Budget items that had increased costs included the Communications Center expansion and the construction of the County Jail medical facility.

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

Yes: 5 - Chair Jamieson, Commissioner Cloutier, Commissioner Witonis, Commissioner Gorden, and Commissioner Smith

No: 0

[23-063](#)

Authorization for the County Manager to award bid for the Regional Communications Center Improvements and enter into a contract between Cumberland County and Ganneston Construction Corp in the amount of \$1,111,233.00.

The Communications center expansion project will be awarded to Ganneston. This will allow for more space and a new air handler, new flooring, new ceiling, and dispatch consoles. Commissioner Smith stated that she was pleased to see multiple people had bid on the project. Commissioner Witonis asked about the schedule for the project, County Manager Gailey stated that the air handler system was ordered last year and it is just arriving now. That will be installed soon, the bulk of the work will occur in October (2023) when there tends to be a lull in dispatch calls, during time, dispatch will be relocated in the basement of the current building. He stated that the bill is \$1.1Mil. Chair Jamieson asked if there would be a disruption of services. County Manager stated there would be no interruption. Commissioner Gorden asked how this project would serve the county in the future, County Manager Gailey explained that the growth would allow the dispatch center to expand into other towns and sets up the center for the new radio conversion project which will be introduced later in the summer.

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

Yes: 5 - Chair Jamieson, Commissioner Cloutier, Commissioner Witonis, Commissioner Gorden, and Commissioner Smith

No: 0

NEW BUSINESS

[23-064](#)

Enter into Executive Session under 1 M.R.S.A. §405(6)(A) for the consideration of the compensation of the Sheriff appointed Chief Deputy.

Time Into Executive Session: 6:07PM

A motion was made by Commissioner Gorden, seconded by Commissioner Cloutier, that the Executive Session be APPROVED. The motion carried by the following vote:

Yes: 5 - Chair Jamieson, Commissioner Cloutier, Commissioner Witonis, Commissioner Gorden, and Commissioner Smith

No: 0

Time Out of Executive Session: 6:50PM

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

Yes: 5 - Chair Jamieson, Commissioner Cloutier, Commissioner Witonis,
Commissioner Gorden, and Commissioner Smith

No: 0

[23-065](#)

Approval of the annual salary and paid time off for the Sheriff appointment of the named individual as the County Sheriff Chief Deputy.

Commissioner Cloutier proposed an amendment to the order, setting the annual salary for the Chief Deputy at \$105,000, a stipend for call ins, regular allocation for health insurance, Paid Time Off of two weeks immediately that will expire at the year end and Paid Time Off of five weeks starting in 2024 as a non-union employee.

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

Yes: 5 - Chair Jamieson, Commissioner Cloutier, Commissioner Witonis,
Commissioner Gorden, and Commissioner Smith

No: 0

COMMENTS FROM THE COUNTY MANAGER

County Manager Gailey proposed that Item 23-066 be discussed after Commissioner and Staff updates. The Commissioners agreed.

County Manager Gailey shared that the county is offering a contract to the Community Corrections lease and it's close to completion. There is a bid for the Communications Radios that is open and will close in 45 days.

COMMENTS FROM THE EXECUTIVE STAFF

Manager of Administration and Finance Alex Kimball stated that the new budget has started for 23-24 budget. The 2022 audit is complete and staff are starting on the next one.

Sheriff Joyce presented an update on the hiring efforts. 7 Corrections Officer candidates started the academy in Windham. There are 71 vacancies, there are 4 or 5 in polygraph and 4 or 5 in medical. A handful from out of state hires are relocating to Maine. Another strain on current staff are a substantial amount of medical issues resulting in many leave of absences. Regarding the US Marshall contract, he recently attended a conference he learned that the US Marshall contract currently being negotiated surpasses the listed requests compared to other county US Marshall contracts. He will compare the two contracts. There was a recent shooting on the causeway [Naples, Maine] and the response time was immediate. Unfortunately the Town was forced to cancel the fireworks display for that night and he hoped that it would be rescheduled soon.

COMMENTS FROM THE COUNTY COMMISSIONERS

Commissioner Smith stated that she impressed with the DEI policy. She is glad that the County is moving forward with the next steps and positions itself as a leader and promotes inclusiveness.

Commissioner Cloutier stated that he understands what a "Galway" is and wishes everyone a warm and safe summer.

Commissioner Witonis stated that she attended a ceremony at the Sheriff Office and it was very well done.

Commissioner Gorden also commented on the weather and the toll it has taken on gardens and the mold that has spread. He shared that there is the annual Yarmouth Clam festival and anticipating over 1,000 people.

Chair Jamieson emphasized the ARPA allocations and thanked staff for coordinating the various investments. He wished the public a wonderful summer and looks forward to seeing everyone in September.

[23-066](#)

The Board of County Commissioners will enter into Executive Session under 1 M.R.S.A. §405(6)(A) for the evaluation of the County Manager.

Time Into Executive Session: 7:03 PM

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

Yes: 5 - Chair Jamieson, Commissioner Cloutier, Commissioner Witonis,
Commissioner Gorden, and Commissioner Smith

No: 0

Time Out of Executive Session: 8:47 PM

A motion was made by Commissioner Gorden, seconded by Commissioner Cloutier, that the Executive Session be CONCLUDED. The motion carried by the following vote:

Yes: 5 - Chair Jamieson, Commissioner Cloutier, Commissioner Witonis,
Commissioner Gorden, and Commissioner Smith

No: 0

ADJOURNMENT

A motion was made by Commissioner Smith, seconded by Commissioner Cloutier, to adjourn the meeting. The meeting was adjourned at 8:48 PM.

The next scheduled Board of Commissioners' meeting: September 11, 2023