

The County of Cumberland is committed to providing quality services to all citizens equitably, in a responsive and caring manner.

COMMISSIONERS' MEETING

MINUTES

April 7, 2014

PLEDGE OF ALLEGIANCE

The Board of Cumberland County Commissioners, Chair James F. Cloutier, Susan E. Witonis, Mark D. Grover, Neil D. Jamieson, Jr., and Thomas S. Coward convened this meeting at the Cumberland County Courthouse. Also in attendance were: Alex Kimball, Finance Director, Wanda Pettersen, HR Director, Peter J. Crichton, County Manager, and Barbara Buckley, Deputy Clerk.

APPROVAL OF THE MINUTES

Chair Cloutier asked for a Motion to approve the Special Minutes of the March 10th and the Regular Minutes of March 10th. Commissioner Jamieson made a Motion, Commissioner Coward seconded the Motion. All Commissioners voted in favor 5-0. Chair Cloutier asked for a Motion for the March 14th Emergency Conference Call Meeting Minutes. Commissioner Jamieson made a Motion, Commissioner Coward seconded the Motion. The Commissioners voted in favor, 4-0. Commissioner Witonis was not in attendance at the March 14th meeting therefore she did not vote.

COMMENTS FROM THE PUBLIC

Hearing none, we moved onto the approval of the Informational presentation.

INFORMATIONAL

Chair Cloutier asked Director Aaron Shapiro for his informational presentation of the proposed 2014 Annual Action Plan for the Cumberland County Community Development Program.

Director Shapiro indicated 2014 marks the eighth year of Cumberland County's Community Development program and the third year of our five-year Consolidated Plan period. As in the past we'll have two public hearings as we move forward with the program – this evening and in 5 weeks on May 12th out in Naples, with final approval at that meeting. Submittal of our Annual Action Plan to HUD will be on the traditional date of May 15th in anticipation of a July 1st program start up.

Emily Freedman the Community Development Assistant is not here for this meeting because she's over in South Portland at their Council meeting as they vote to finalize their CDBG program for the year. Sadly, Emily will be leaving in a few weeks to assume management of Community Development activities in the City of Gloucester, MA.

Director Shapiro reported one of the questions the CDBG Program is asked is What's the CDBG allocation for Cumberland County going to be? His prediction back when he met with the Commissioners on March 10th was \$1,457,511. The actual allocation will be \$1,456,939. So he was \$572 off – not bad. In addition - Cumberland County will be reprogramming \$38,000; South Portland \$116,000 and Bridgton \$117,500.

Distribution By Program (Including Reprogrammed Funds)

Cumberland County Towns - \$747,000

Cumberland County Administration - \$142,000

Bridgton – \$ 305,000

South Portland – \$534,000

HOME – we'll also be utilizing \$380,000 in funds from the City of Portland/Cumberland County HOME Program Consortium

A short review of 5 activities should give you a feel for the breath of activities funded and the geography covered.

1) Westbrook – Women's Immigrant Health/Wellness Program

Westbrook with some reasonably affordable apartments and proximity to Portland, has become home in recent years to a growing community of immigrants and refugees, primarily from Africa. This new program will focus on the needs of women on issues of health, wellness, and accessing medical care.

2) Continuing with our support of targeted public infrastructure this year we'll complete two sidewalk & storm drainage projects – one in Little Falls neighborhood of Gorham and one in the Steep Falls Village section of Standish.

3) Bridgton – Depot Street sidewalk, storm drainage and streetscape improvement project will start up late summer/early fall. We've done quite a bit in Downtown Bridgton underground with the sewer system. This will be their largest, visible project too date.

4) Housing Energy Efficiency, weatherization and heating system improvements is a cornerstone of the program – Opportunity Alliance continues to run our County-wide program; South Portland has a small targeted program; and new this year Freeport will use CDBG funds to supplement resources from Efficiency Maine.

Good time to highlight that \$230,000 in HOME program funds have been budgeted for housing rehabilitation activities. Our goal is to complete 15 rehab projects in County communities. These projects are managed by the City of Portland's Division of Housing & Neighborhood Services.

5) South Portland – Similar activities to past years - highlights include – 8 social service activities, final phase of Mill Creek Park Improvements. Emily’s done a great job with the program over the past year.

Director Shapiro handed out the following information to the Commissioners and will be placed into the Minutes. He indicated there are two public hearings which will be held on the use of Community Development Block Grant (CDBG) funds for 2014: On April 7th and May 12th with the final vote by the Commissioners endorsing our 2014 HUD Annual Action Plan will be scheduled for the May 12, 2014 meeting. The Annual Action Plan will be submitted to HUD on May 15th.

Available Grant Funds for 2014

CDBG Allocation: The total Cumberland County Community Development HUD/CDBG allocation will be \$1,456,939. This represents a 5% decrease in funding from our 2013 allocation.

For the Cumberland County non set-aside communities, an additional \$38,084 is available to “re-program” from activities that utilized less funds then originally granted.

The total allocation is divided into four components:

1. Total Administrative Costs: \$244,582

County Administration	\$142,000
South Portland Administration	\$ 65,000
Bridgton Administration	\$ 37,582

2. County Community & Regional Grants: \$709,441 (2014 allocation); \$38,084 (re-programmed prior year funds): Total = **\$747,525**

3. Town of Bridgton Activities: \$150,330 (2014 allocation); \$117,500 (re-programmed prior year funds): Total = **\$267,830**

4. City of South Portland Activities: \$352,583 (2014 allocation); \$116,267 (re-programmed prior year funds): Total = **\$468,850**

I. Accepting and Selecting Applications

The process for selecting “county” (not South Portland or Bridgton) applications for 2014 was basically the same as it’s been for the past four years.

- Applications distributed October 31, 2013
- Application workshop November 13, 2013
- Pre-applications submitted by December 20, 2013
- Final applications submitted January 31, 2014

Following submission, applications were distributed to the Application Review Team. Team members were: Tom Bartell, Chair (Windham); Bill Baker (Westbrook); Carol Eyerman (Harpwell); Beth Humphrey (Gray); Anne Krieg (Bridgton); Donna Larson (Freeport); David Lunt (New Gloucester). The Review Team was balanced among rural/suburban/urban communities and a representative from a set-aside community not participating in the competition.

Team members reviewed the applications and assigned scores based upon established criteria. This year’s application and scoring system was essentially unchanged from 2013, again affording an opportunity for applicants to present to the Review Team. All applicants gave short presentations and answered questions they had been provided in advance.

General Program Applicants

- Project description – 10 points
- Project management – 10 points
- Implementation schedule – 5 points
- Readiness to proceed – 20 points
- Need for the project – 20 points
- Need for CDBG funds – 15 points
- Economic development only – 15 points
- Budget – 5 points
- Distress score – 0-10 points
- Multi-jurisdictional bonus – 5 points

Planning Program Applications

- Description of problem – 35 points
- Strategy to complete planning project – 30 points
- Readiness to proceed – 30 points
- Multi-jurisdictional bonus – 5 points

Raw scores were totaled and converted to ordinal rankings for each reviewer. The ordinal rankings were averaged across all scorers to form a total group ranking. This rank order of projects, 1 to 13 for general applicants and 1 to 3 for planning applications, became the working list for the group. All projects, regardless of their ranking, were discussed by the group. Team members explained the reasons behind their choices and reviewed the plusses and minuses of each application.

II. Projects, Programs & Activities Recommended for Funding

The Application Review Team (ART) recommended 9 project/program grants and 2 planning grants for funding to the Municipal Oversight Committee (MOC). Of the General Program grants, two are region-wide activities and six are community-based projects. Two of the six community-based projects serve multiple communities.

**Cumberland County Community Development - 2014
Projects, Programs & Activity Funding**

“Cumberland County CDBG”: Projects, Programs & Activity Funding

CDBG funds awarded:	\$747,525
2014 Program Funds	\$709,441
Re-allocated Funds	\$ 38,084

Regional vs. community projects:

Regional projects:	\$ 219,381
Community projects:	\$ 528,144

Funding by project type:

Social Service	\$ 127,716
Public Facilities	\$ 78,400
Public Infrastructure	\$ 323,500
Housing Rehabilitation	\$ 189,621
Planning	\$ 28,288

County Administration \$ 142,000

Project & Funding Recommendations

CDBG General Program Grants

Public Service

Domestic Violence Prevention: Cape Elizabeth (Lead) - Request - \$48,000
Award - \$42,123

Family Crisis Services (FCS) will use CDBG funding to continue their Enhanced Police Intervention Collaboration (EPIC) program. Cape Elizabeth is the lead applicant. EPIC is a collaborative effort between FCS and local police departments. FCS staff accompanies police on follow-up calls to victims of domestic violence providing safety planning, support and referrals. A total of 17 County towns are involved with the program.

Opportunity Alliance – Homelessness Prevention Request - \$53,428
Award - \$47,460

The Opportunity Alliance (OA, formerly PROP) seeks funds to provide case management services to assist individuals and families facing imminent homelessness. In addition, OA will train municipal General Assistance administrators to better understand housing services to assist homeless and potentially homeless clients. County-sponsored application

Westbrook –Women’s Immigrant Health/Wellness Program Request - \$43,940
Award - \$38,133

The project will provide twice weekly wellness sessions with refugee and immigrant women of all nationalities. The meetings will provide services including: medical monitoring, physical exercise, nutrition education, English language instruction, social interaction and an introduction to medical care and medical professionals. Funds would pay for staff (including nurse, ESL instructor and social worker), childcare and transportation.

Housing

Freeport – Energy Conservation Program

Request - \$17,880

Award - \$17,700

The CDBG funded program will provide a \$200 co-pay to low/moderate income homeowners participating in the Efficiency Maine Home Energy Savings Program. Efficiency Maine provides \$400 toward the total cost of \$600. It is anticipated that 75 housing units would be provided an energy audit coupled with comprehensive air sealing. Average savings per home will be approximately 100 gallons of oil per year (\$370.00 @ \$3.70 per gallon).

Opportunity Alliance – Heating Improvement Program

Request - \$175,000

Award - \$171,921

Since 2007, Cumberland County Community Development has provided funds to Opportunity Alliance (formerly PROP) to operate a housing rehabilitation program. This year's application would direct funds primarily to the repair and replacement of malfunctioning heating systems and secondarily to address serious safety and code violations. It is anticipated that 25 households will be assisted. County-sponsored application.

Public Facilities

Falmouth – Food Pantry Renovations (Lead)

Request - \$40,000

Award - \$39,200

The project encompasses renovation and expansion of the Falmouth Food Pantry from 550 sq. ft. to 880 sq. ft. Improvements to include ADA access, client intake area, waiting area, electrical, ceiling and flooring replacement, paint & installation of appliances. The City of Westbrook is a co-applicant.

Westbrook – Riverfront Redevelopment

Request - \$40,000

Award - \$39,200

The project consists of engineering and design plans leading to the construction of public, urban whitewater rafting infrastructure.

Public Infrastructure

Gorham – Little Falls Sidewalks

Request - \$237,280

Award - \$117,500

The application requested funds reconstruct two sidewalks in disrepair in the Gorham Little Falls neighborhood. 3,100 feet of sidewalk with ADA compliant ramps will be installed along Gray Road (Rt. #202) and Mosher Street (Rt. #237). Given the reduction from request to grant award the Gray Road (Rt. #202) will be constructed.

Standish – Sidewalks and Storm Drainage Improvements

Request - \$307,000

Award - \$206,000

The proposed 2,000 linear feet of sidewalk and storm drainage improvements will be constructed in the Steep Falls neighborhood. The project will occur along Main Street (Rt. #11) from the Saco River to the intersection of the Pequawket Trail (Rt. #113)

Planning

Harpswell – EMS Delivery Study

Request - \$3,500

Award - \$3,100

The town wants to review Emergency Medical Service operations and structure and develop recommendations for changing the delivery model to meet future anticipated needs. Addressing the challenge of an aging population coupled with fewer EMS volunteers requires study and planning.

Raymond – Manufacturing Incubator Plan

Request - \$31,200

Award - \$25,188

The town seeks to redevelop the former Chipco International factory on Rt. 320 into a manufacturing business incubator. The planning grant will examine the feasibility of such an endeavor and develop a business plan for the project.

Bridgton & South Portland Programs

The program and activities conducted in the two set-aside communities of Bridgton and South Portland are integral components of the Cumberland County Community Development program. While not participants in the County application competition, their projects, activities, funds, planning, administration and regulatory compliance are integral components of the County’s program.

Town of Bridgton:

2014 Set-Aside Allocation	\$187,912
Reprogrammed Funds	<u>\$117,500</u>
Total Funds	\$305,412

<u>Program Administration</u>	\$ 37,582
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Public Facilities

Town Recreation Center Renovations	\$ 103,030
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Public Infrastructure

Depot Street Sidewalks, Storm Drainage
& Streetscape Improvements
(additional funds) \$117,500

Downtown Revitalization

Rufus Porter Museum renovations \$ 22,000

Public Services \$ 25,300

Bridgton Food Pantry - \$1,800
Emergency Fuel Assistance - \$12,000
Community Meals Program - \$3,000
Community Center Navigator Program - \$5,000
Community HELP - \$2,000
St. Peter's Meals Program - \$1,500

City of South Portland:

2014 Set-Aside Allocation \$417,583
Reprogrammed Funds \$116,267
Total Funds \$533,850

The City of South Portland continues to operate their CDBG program much as they did prior to relinquishing HUD Entitlement status in 2007. Coordination between South Portland and the County, particularly on administrative matters occurs on a regular and on-going basis. Emily Freedman serves as the Community Development Assistant in both Cumberland County and South Portland. South Portland finalized its selection of CDBG funded programs, projects and activities at a City Council meeting on April 7, 2014.

Housing \$20,000

South Portland anticipates completing between three to five housing rehabilitation activities in the coming year.

Public Facilities/Infrastructure \$386,213

South Portland will provide funds for four activities: Mill Creek Park Improvements, Phase IV; target area sidewalks; ADA access to Thomas Knight Park; and a handicap access pool lift at the South Portland Community Center.

Public Services \$62,637

Funds will be provided to 8 programs: Family Crisis Services; Skillin Elementary School Food Program; Bus Passes; Emergency Heating Assistance; Recreation Scholarships; Redbank

Resource Hub Personnel; Meals-on-Wheels (Southern Maine Agency on Aging); and the South Portland Food Pantry

Program Administration

\$65,000

The funds pay salaries, benefits and basic office supplies, phone and technology required for the activities of South Portland's Community Development Office.

HOME Program Consortium

All the communities of Cumberland County including Portland, Brunswick and the 25 members of our Community Development program have formed the City of Portland/Cumberland County HOME Consortium. Portland serves as the lead entity for the Consortium. All administrative and program delivery services are conducted by the City

The non-Portland members of the Consortium will receive an allocation of funds of \$369,837 plus \$10,000 collected in program income for a total of \$379,837. Unlike CDBG, HOME funds can only be used for four housing activities, housing rehabilitation, home ownership assistance, tenant based rental assistance and new construction of rental or ownership housing.

<u>Proposed allocations</u>	<u>%</u>	<u>\$</u>
Housing rehabilitation	60%	\$228,000
Affordable housing development	23%	\$ 86,569
Required CHDO set-aside	17%	\$ 65,268

The CHDO (Community Housing Development Organization) set-aside is a special requirement of the program. Funds must be distributed to specialized non-profit organizations to develop or rehabilitate rental or ownership housing. In 2013 the HOME Consortium provided \$125,000 to Avesta Housing to complete energy efficiency improvements at Sandy Creek Apartments in Bridgton.

Director Shapiro introduced Tom Bartell, the Oversight Committee Chair. He indicated Chair Bartell has done a great job on the Oversight Committee. Chair Bartell indicated all of the projects were good and it is tough task to make selections. The Commissioners thanked Chair Bartell for his service.

Chair Cloutier asked Director Shapiro to present the CDBG Action Item.

14-017 Approval, City of Portland/Cumberland County HUD HOME Program Consortium Renewal, CDBG Director Aaron Shapiro

The County Manager concurs with this recommendation.

Director Shapiro reported the 25 municipalities participating in the Cumberland County Community Development program, The Town of Brunswick and the City of Portland are members of a Consortium to receive and distribute the HUD HOME program funds. The

Consortium was formed in 2009 and requires renewal every three years. This would be the third three year renewal. HUD HOME program funds must be used for housing rehabilitation, homeownership assistance, construction of new rental housing and rental assistance.

The City of Portland as the “lead entity” is the administrative and financial agent responsible for the grant funds. While the renewal agreement contains an automatic renewal clause (if members do nothing the agreement renews) the City of Portland has requested affirmation by the County and the Town of Brunswick of their continued participation.

The annual Cumberland County allocation will be approximately \$350,000 in new resources to the County. The Community Development Director recommends renewal of the HOME Program Consortium agreement. It is further recommended that the County Commissioners authorize Peter Crichton, County Manager to execute any documents in conjunction with the Consortium renewal.

Chair Cloutier asked for a Motion to approve continued participation in the City of Portland/Cumberland County HOME Consortium.

Commissioner Jamieson so moved to approve and endorse continued participation in the City of Portland/Cumberland County HOME Consortium. All Commissioners voted unanimously in favor, 5-0.

Chair Cloutier asked for a Motion to approve the authorization of the County Manager to execute documents in conjunction with the renewal of the City of Portland Cumberland County HOME Consortium.

Commissioner Jamieson so moved to authorize the County Manager Peter Crichton to execute documents in conjunction with the renewal of the City of Portland/Cumberland County HOME Consortium. All Commissioners voted unanimously in favor, 5-0.

CONSENT AGENDA APPROVALS

Chair Cloutier asked for a Motion to approve Consent Agenda Items.

Commissioner Coward made a Motion to approve Consent Agenda Items: 14-018, Nominate the County Manager, Peter Crichton as Proxy for the County Commissioners Association (MCCA) Risk Pool and MCCA; Item 14-019, CCSO, 2014 Suburban 4x4 for Transport; 14-020, CCSO 2014 Bus for Transport; 14-021, CCSO Fingerprint Money; 14-022 Contract for Conversion to Electronic Medical Records At the Jail; and 14-023 Human Resources – Revised Policy Article V Employee Benefits. Commissioner seconded the Motion. All Commissioners voted unanimously in favor, 5-0.

Chair Cloutier asked for comments.

Commissioner Grover asked the Finance Director if Items 14-020, 14-022 were in our plans or Budget. Alex Kimball, Finance Director indicated yes, they are in the separate Jail CIP fund for this year.

COMMENTS FROM THE COUNTY MANAGER

Chair Cloutier asked the County Manager for his comments.

The County Manager reported on the following subjects: The first subject is in regards to LD1824 An Act To Provide Additional Authority to the State Board of Corrections. He expressed his gratitude for the time, energy and hard work of the Assistant County Manager Bill Whitten, County Finance Director Alex Kimball, PR Assistant Amy Fickett, and the Jail Commission along with Commissioner Cloutier and other county officials around the State to help pass this bill. He is hopeful this bill will pass.

The second subject is a progress report on the work that Nadeen Daniels, HR Specialist, has been doing as a special project with the Ferguson Group from Washington, D.C. which does federal advocacy for cities and counties. Ms. Daniels has done an excellent job on the four particular initiatives we are working on with the Ferguson Group. 1) Collaborative Strategy to address countywide stormwater and water quality issues. We are talking with the Cumberland County Soil and Water Conservation District, the Casco Bay Estuary Partnership and the Interlocal Stormwater Working Group and also the Federal Corp of Engineers and the EPA. The County will host a meeting on April 22, 2014 with the Ferguson Group. The goal of this collaboration is to identify local water resource priorities and use water resources more efficiently and bring in more State and Federal assistance. 2) Another initiative is a Tiger Planning Grant in conjunction with the Greater Portland Council of Governments. This is an effort to support a marketing study of international/domestic export opportunities for goods that are currently produced along the Mountain Division Corridor. 3) The third initiative is the Second Chance Act Grant for \$600,000 over two years. The Cumberland County Jail in partnership with a team of ten community social service organizations to address Offenders with Co-Occurring Substance Abuse and Mental Health Disorders. This grant was submitted to the US Department of Justice on March 14th. 4) Assistance to the Firefighter Grant. This grant will help the Cumberland County Regional Communications Center (CCRCC) in partnership with Member Fire Departments. CCRCC Director Bill Holmes worked on this project and the grant has been submitted and we are now awaiting the Federal decision from FEMA. These are the grants that we have been working on with the Ferguson Group to date.

COMMENTS FROM THE COMMISSIONERS:

Chair Cloutier asked for Comments from the Commissioners:

Commissioner Grover:

Commissioner Grover indicated he would like to have the workshops taped because he feels this is an effective way of showing the public the Commissioners at work dealing with issues, controversies and subjects that are of interest to the public and how the Commissioners debate and consult during the early stages on issues.

Commissioner Witonis:

Commissioner Witonis reported the Civic Center has been opened for six weeks with 58,000 people attending the various events. The March concert with Darias Rucker was almost sold out with over 6,000 people in attendance. The Monster Truck event was a big success with 11,000 people in attendance. The Globetrotters brought in 4,500 people. The Maine Food and Lodging Expo that is scheduled for this weekend will bring in people to stay in the local hotels and frequent the restaurants which will bring money into the area. On April 19th, the Stars on Ice event will feature the Olympic gold medal-winner ice dancers. The annual Shrine Circus will be at the Civic Center from April 22nd to the 23rd. The high schools and colleges that previously used the Civic Center for graduations have signed up again. The convenience of the newly renovated handicapped section was greatly appreciated.

On March 14th and 15th the Monster Truck X Tour will take place, on March 19th the VIP Grand Opening Tour and on March 22nd will be Family & Friends' Day with lots of activities; March 23rd the Harlem Globetrotters; March 29th the Darias Rucker concert; and on April 19th the Stars on Ice Show. There will be two ½ show concerts in May with Brian Adams on May 4th and Ray LaMontagne on May 27th. She invited the public to attend the Civic Center for their exciting events.

Commissioner Jamieson:

Commissioner Jamieson reiterated the comments of Commission Witonis regarding the Civic Center and noted there was another grand opening event on March 19th with over 300 people in attendance which included the Commissioners, dignitaries, suppliers, engineers and people who have been involved with the process. It was an opportunity to thank everyone. There was also a Family Day that was open to the public which was highly attended. We want to encourage everyone to get to an event because it is your facility. It was worth all the hard work and effort.

Commissioner Coward:

Commissioner Coward congratulated everyone who brought the newly renovated Civic Center online and is excited on what has been going on. He reported he attended the Maine County Commissioners Association meeting talking about jail funding again. He stated it is an ongoing battle and a big challenge. Hopefully there will be a legislative fix to the financial problems and he will be able to report back after the next meeting. He will communicate any breaking news by email.

Commissioner Cloutier:

Chair Cloutier indicated the following: 1) He too was amazed at the renovations to the Civic Center with the improved seating, programing and great food. He encourages the public to attend the events. He looks forward to attending many events. 2) He expressed well wishes to the people working on jail funding because it is a big challenge which will affect our county jails. We need to stay tuned to this important issue. 3) At the workshop prior to the Commissioners meeting this evening, the Maine Department of Transportation is requesting Cumberland County's support for a grant to realign the Northern Bound Amtrak. This proposed realignment

and grade crossing will cross the jail's main entrance and also requires a land take and easement from the County. This will take place within the next few years. This will be voted on at the Commissioners meeting this evening.

OLD BUSINESS

Chair Cloutier asked if there was any Old Business. Hearing none, we moved on.

NEW BUSINESS/ACTION ITEMS

Chair Cloutier asked for Action Items to be presented.

14 – 024 Approval, Maine Department of Transportation Northern Amtrak Grant

Chair Cloutier indicated this item was discussed at the Workshop earlier this evening. The County Manager concurs with this recommendation.

A workshop was held on April 7, 2014 with the Commissioners, County Manager, Facilities Director, Finance Director and the Maine Department of Transportation representatives. The M.D.O.T. has asked for Cumberland County's support in applying for a grant for realignment of the Northern Bound Amtrak. This proposed realignment and grade crossing will cross the jail's main entrance and also requires a land take and easement from the County. It is also requested that the County Manager have authorization to approve this request as the application needs to be applied for within the next three weeks.

Chair Cloutier asked for comments. Hearing none, we moved to the vote.

Chair Cloutier asked for a Motion.

Commissioner Jamieson so moved and indicated that the County Manager to be authorized to write a letter in support of the project of the grant project. Commission Grover seconded the Motion. All Commissioners voted in favor, 5-0.

14 – 025 Approval, Resolution for Grants, Special Projects Coordinator

Chair Cloutier presented the Resolution for Grants and Special Projects Coordinator item. He indicated the Board is being requested to approve changing the hours for the Grants & Special Project Coordinator from 20 to 30 hours per week. This does not have a fiscal impact on the FY14 Budget and will enhance our current activities with the municipalities and various groups, including our federal, state and regional initiatives with the Ferguson Group. There will be a small fiscal impact in 2015, which is why the Commissioners are being requested to vote on this item.

Chair Cloutier asked for a Motion.

Commissioner Grover so moved to support Item 14-025 and Commissioner Jamieson seconded the Motion.

Chair Cloutier asked for comments.

Commissioner Witonis noted she does not approve of this item because she is waiting for the final report from the Ferguson Group for their pilot project which is up for renewal the end of June and the cost factor for such and if the County will continue working with the Ferguson Group. She is not opposed to this position; she is just opposed that the position will go from 20 hours to 30 hours with full benefits at this time. She would support it now if it stayed at 20 hours and maybe down the road revisit the position for 30 hours. She indicated there are other areas of the County that we need to concentrate on and make sure we are doing the best job in all the other areas that we are already servicing.

Commissioner Jamieson is in favor and supports this item. He indicated it would be a negative impact on the County if the position was not reinstated. Having the County position filled and that person working with the Ferguson Groups would allow County Government a great opportunity to take the next step to work with municipalities and consolidate our resources to obtain federal grants to work on joint projects.

Commissioner Grover indicated he supports the item. He stated the effectiveness of this position really has a lot to do with the person who is chosen. He would like to see the person who is chosen to have a track record of bringing in money for grant writing.

Commissioner Coward indicated he supports the item and looks at this position as seed money to grow our resources. We need people doing this. We have an ambitious plan to have County Government be more effective and this is an excellent opportunity to have somebody focusing on developing the resources to work on all the plans we have. It helps us out now. In future years, we can revisit the position to see if it is worth continuing the resources we put into it.

Chair Cloutier indicated he supports the resolution. He indicated we have a small staff as it is and he feels we should have some more managerial talent and administrative executive talent to advance down the road. It takes a lot of consultation and attention to detail and commitment to persevere in order for the County to implement the programs that will be beneficial.

**Chair Cloutier asked for a vote. The Commissioners voted in favor, 4-1.
Commissioner Witonis voted no.**

14 – 026 Approval, Information Technology – Purchase of Server Hardware

Chair Cloutier asked Aaron Gilpatric, Director of Information Technology to present the item. The County Manager concurs with the recommendation.

Director Gilpatric reported this year the IT department has 6 servers that have reached the end of their 5 year useful life cycle and are due to be replaced. These servers support multiple departments, including the DA, SO, and CCRCC. Service contracts are no longer available for hardware these old, spare parts are increasingly difficult to obtain, and installed software is no longer being supported by vendors. He recommended replacing the server equipment with

NetApp storage solution purchased via CDWG. Various manufacturers and versions of storage solutions were researched and evaluated between vendors with NetApp providing the best compatibility with our existing networking design and most valuable features to allow for future expansion. NetApp storage products allow you to run up to 10 times the number of “virtual servers” on one piece of physical equipment. The use of virtual servers has become the standard in the IT Industry as they allow rater utilization of hardware resources while decreasing the capital cost of each server deployed. By purchasing one virtual server storage device, we can decrease our average per server cost from \$8,000 to \$2,800 each. Estimated useful life for this hardware is 5 years. Competitive pricing was obtained from 4 vendors for the NetApp hardware with CDWG submitting the lowest price quotation y taking advantage of all applicable State contracts, WSCA-NASPO purchase agreements which the State of Maine participates, and end of the quarter pricing from NetApp. The funds to replace this equipment have been allocated in the CIP account #73001-7307 in the total amount of \$42,388.54.

Chair Cloutier asked for comments.

Commissioner Jamieson asked what is the life of the hardware? Director Gilpatric indicated five to six years. This hardware is designed to grow with it and will suit our needs well for the next five years.

Chair Cloutier asked what is the access to the hardware from remote locations and where will it be located? It can support any type of software that we are now using. It will be located at the Courthouse in the server room.

Chair Cloutier asked for a Motion.

Commissioner Jamieson made a Motion to approve the purchase of the server hardware from NetApp. Commissioner Grover seconded the Motion. All Commissioners voted unanimously in favor, 5-0.

14 – 027 Approval, CCRCC – Antennas, Cabling and Sidearms

Chair Cloutier asked Bill Holmes, Director of CCRCC to present the item. The County Manager concurs with the recommendation.

Director Holmes Cumberland County received grant funding in the amount of \$235,000.00 to purchase and install a new radio tower in February 2012. The County plans to install 24 new antennas with cabling and antenna side arms on the tower which will serve to enhance many of our communities’ radio communications as well as the County EMA frequencies. Working with the County Facilities Director, Bruce Tarbox, we added a number of other items to the project in the past year which are required such as a new generator and a shelter for the radio equipment. The generator and shelter, along with the electrical connections to the equipment and excavation were not included in the grant award. We anticipated having grant funds remaining but now know there will not be any funds remaining.

The Antenna / cabling project was put out to bid. We received one bid from RCM of Portland in the amount of \$36,286.04. This bid does not include installing the antennas / cables onto the tower. We did not put the Antenna Sidearm out to bid but have a quote from RCVM in

the amount of \$12,216.97. We are requesting sole source approval to allow RCM of Portland to purchase the Antenna Sidearms.

The total costs: \$48,503.01

- 1) 24 New Radio Antenna and cabling \$36,286.04
- 2) Antenna Sidearms \$12,216.97

The County Finance Director Alex Kimball has identified available funding for this project from Acct #73001-7661. Director Holmes recommends the Commissioners' approval of the Bid/quote from RCM of Portland to purchase 24 New Antenna Cables, required antenna sidearms and cabling in the total amount of \$48,503.01.

Chair Cloutier asked for comments.

Commissioner Coward asked what a sidearm was. Director Holmes indicated it is a piece of equipment that goes onto the tower and then we attach the antenna to the equipment.

Chair Cloutier asked for a Motion.

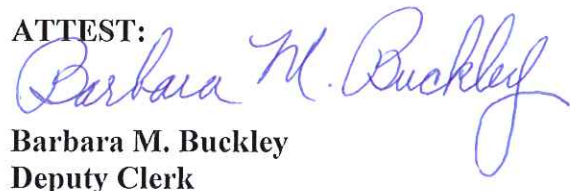
Commissioner Witonis made a Motion to approve the purchase of 24 new antenna cables, required antenna sidearms and cabling in the amount of \$48,503.01. Commissioner Jamieson seconded the Motion. All Commissioners voted unanimously in favor, 5-0.

AGENDA PLANNING

- | | |
|-----------------------|---|
| April 9, 2014 | Interview Candidates for the Cumberland County Civic Center Board of Trustees positions. There may be a meeting after the interviews to select the candidates. TBD |
| TBA | Strategic Planning Meeting |
| April 22, 2014 | Bill Ferguson from the Ferguson Group will meet with the Commissioners informally at dinner. |

There being no further business Commissioner Grover made a Motion to adjourn the meeting at 7:30 PM. Seconded by Commissioner Coward. All Commissioners voted unanimously in favor, 5-0.

ATTEST:


Barbara M. Buckley
Deputy Clerk

The next Commissioners meeting will be on Monday, May 12, 2014 at the Town of Naples Town Hall.