

Kennebec County, Maine

County Commissioner's Meeting Minutes February 17, 2026



Present:

Patsy Crockett, Commissioner Chair
Joe Pietroski, Commissioner
George Jabar, Commissioner
Chris Brawn, HR Director
Tom Doore, Treasurer
Scott Adkins, Finance Director

Ken Mason, Sheriff
Chris Read, Chief Deputy
Bryan Slaney, Jail Administrator
Matthew Boucher, Register of Deeds
Angela Molino, EMA Director
Devon Parsons, IT Director

Dan Brunelle, Facilities Director
Audrey Fredericks, Finance Manager
Scott Ferguson, County Administrator
Meaghan Maloney, District Attorney
Corey Goodchild, Asst. Jail Administrator

Absent: Spencer McKeown, Deputy EMA Director, Shay Freeman, DA Office Administrator, Ronda Snyder, Register of Probate

	Discussion	Action
Call to order	10:33am	
Executive Session	Commissioner Chair Crockett made a motion to go into executive session to Consult with Legal Counsel, 1 MRS 405(6)(E), at 10:34am, seconded by Commissioner Jabar ; vote, unanimous. A declaration was made to end Executive Session at 11:34am and to resume the regular meeting.	Approved 3-0
Minutes	Commissioner Jabar made a motion to approve the minutes of February 3, 2026, and Commissioner Pietroski seconded the motion; vote, unanimous.	Approved 3-0
Human Resources	Chris Brawn, HR (Human Resources) Director: ➤ I have returned from vacation and have spent most of my time working on salary/comparisons studies for the budget.	
Treasurer/ Finance	Tom Doore, Treasurer: ➤ See attached Treasurer's report. Scott Adkins, Finance Director: ➤ Audit RFP ready to publish ➤ Worker's comp audit – annual worked with HR ➤ Staff resignation ➤ Finalizing FY25 audit – Commissioners would like a presentation of final FY25 audit ➤ Pietroski – proper procurement	
Sheriff/Corrections	Chris Read, Chief: ➤ Started by talking about wages but wasn't going to talk about it. Waiting to hear back from some jails and sheriffs. ➤ 11-14 Deputies for outside detail – because of their increase, these details will be at a lower rate per hour ○ Detail rate to towns/those seeking services should be increased	

Kennebec County, Maine

County Commissioner's Meeting Minutes February 17, 2026



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	○ Recommendation from the Union to increase detail bill rate to \$95 per hour with \$70 per hour going to the Deputy (currently \$85 per hour with \$60 per hour going to the Deputy) ○ \$67.50 paid – analysis – should include fuel and maintenance. ○ Increase bill rate to \$95 ▪ \$67.50 to deputies ▪ \$22.13 to wages and benefits ▪ \$5.37 for maintenance ○ Commission asked to check figures with CA and Finance ➤ Dispatch – Chief Lully, Augusta PD, is collecting local information from existing contracts ○ Working on a transition time to move to county billing ▪ 7/1/27 might be a good date ▪ Towns will continue to get a state invoice until the transition. ○ It was suggested that payment be made money up front, not in arrears. ○ Commissioner Pietroski – are towns statutorily required to go with the County or contract on their own. ▪ Is this happening because Kennebec would not change their software? ▪ Chris Read – the state has changed their software four times over the last several years. ➤ Deputy Polizzotti – an overview of software cases investigating cell phones ○ \$60K – 70K software ➤ SRO – discuss with County Administrator Ferguson Captain Bryan Slaney, Jail Administrator: ➤ There are 125 inmates inside the correctional facility today.	
District Attorney	Maeghan Maloney, District Attorney: ➤ Valarie Feeney, Paralegal, provided an overview of the new e-filing system and challenges faced by the DA's office. ○ 11-page document to file with the court – requests, complaints, etc. ○ E-prosecutor software conversion is going well and successfully merged all Maine Districts in a test environment ➤ Discussion on Department Head, Office Manager, and Public Sector Positions – differences between job responsibilities and titles in comparison to other Counties	
Deeds	Matt Boucher, Register of Deeds: ➤ Not present	
EMA	<u>Kennebec County Emergency Management Agency (KCEMA):</u> Angela Molino, EMA Director: ➤ Ongoing: Homeland Security Grant Program, LEPC, and EMPG administration.	

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County Commissioner's Meeting Minutes February 17, 2026



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	➤ Discussion with HSGP program manager, ongoing. ➤ Reimbursement received EMPG24 Q5: \$40,659.00 ➤ HSGP & EMPG have been accepted at the state, discussion regarding the language is ongoing at the state level. ➤ Risk assessment kickoffs are complete, all jurisdictions attended. Hazard workshop registration is ongoing. 27/29 have registered. ➤ Spencer completed and passed the drone pilot exam, part 107 license. ➤ Kaitlyn completed ICS 300, Intermediate ICS, conducted at the state. ➤ Ellie completed all introductory training. ➤ KCEMA attended the Winthrop FD Hazmat ops refresher ➤ Submitted the application for hazmat ops refresher for Augusta FD ➤ Budget review with Commissioners and County Administrator. ➤ KCEMA presented EMA program briefing to Commissioners. ➤ Ongoing: Maine CDC/County EMA Extreme Temperature response planning: Surveys have been distributed and developing focus groups, 19 positive responses. ➤ Ongoing: KCEMA drone/UAS policy – legal review ➤ Ongoing: HazMat plan draft-Received Commodity flow study and associated GIS data. ➤ Ongoing: Risk assessments	
Information Technology	Devon Parsons, IT Director: ➤ Ongoing upgrades ➤ Keycard upgrades ➤ Maintenance – power outage ○ Only lost one battery backup – easy to replace ➤ User needs ➤ Jail classification system upgrades for production side – now fully upgraded with current release ➤ AI demands – price increases – supply & demand	
Facilities	Facilities Maintenance: Dan Brunelle, Facilities Director: ➤ Loads of snow to be removed to free up parking spaces ➤ Heat at Sheriff's Office off ○ fuel was not delivered – driver issue ○ Temp at 62 ➤ 455 gal of oil from Pine State for heating at garage \$1 per 55-gallon barrel ➤ Electric issue at courthouse on DA side – someone shut off the breaker	

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County Commissioner's Meeting Minutes February 17, 2026



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	➤ Probate and DA wall work started on Friday and will be ongoing through the week – should be done by end of week	
Probate	Ronda Snyder, Register of Probate: ➤ Not present.	
Administrator	Scott Ferguson, County Administrator: ➤ Budget review with Commission and forwarded consensus budget to the Kennebec County Budget Committee. ○ Review with Jail Administrator Slaney, Lt. Goodchild, HR and Finance jail positions. ➤ Administrative items until Executive Assistant position is filled. ➤ Position and staffing reviews with Brian, Corey, and KelLee – promotions, unionizations, personnel transactions, etc. ➤ Facilities budget model update ➤ Foyer Request for Beauchemin lawsuit ➤ Repair Log review with Dan and Scott ➤ Dispatch billing discussion with Chief Read, Director Atkins, and Audrey Fredericks ➤ Laptop for Libby ➤ Audit RFP review/suggestions ➤ Retainage request – solicited with other county administrators ➤ Meeting with Victor Esposito	
Old Business/ Follow Up Items	➤ Kennebec County Sheriff's Vehicle Policy: ○ Pending, no update. ➤ Courtroom Seven: ○ The state is still working on the courtroom and will let the county know when they can finish the project. ➤ Internal Control Policy: ○ Administrator Ferguson indicated that the draft will be provided to the Commission for review. • Procurement and cash management policies to come ➤ 77 Winthrop Street (parking signage) ○ Director Brunelle indicated that the signs are in and some are up. ➤ Facilities Repair List for review of the Commission. ➤ Sheriff – Dispatch Update – see sheriff section above.	
New Business	➤ Isaacson Abatement Decision Response – Commission Signatures – letter to Mr. Isaacson signed. ➤ Move the FY27 Commission Consensus Budget to the Kennebec County Budget Committee – done on the 10th of February.	

Kennebec County, Maine

County Commissioner's Meeting Minutes February 17, 2026



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	➤ Unity Plantation Representative for the Unity Ambulance Board of Directors – commission requested information on requirements/expectation to participate. ➤ January Fiscal Summary presented to commission – will be read on their own time ➤ Gift of MD3 vehicle and supplies to the MD3 of Maine, Inc. – commission requested a letter be written by the County Attorney for transfer. ➤ Budget Meeting on February 25th at 4PM ○ Plan to have Owl livestream and record the meeting	
Public Comments	➤ None.	
Executive Session	➤ Commissioner Chair Crockett made a motion to go into executive session at 1:38pm to discuss personnel matters pursuant to 1 M.R.S.A. section 405 (6)(A), Commissioner Jabar seconded the motion. The vote was unanimous. ➤ There was a declaration to end Executive Session at 2:17pm	Approved 3-0
Adjournment	➤ Commissioner Jabar made a motion to adjourn, seconded by Commissioner Pietroski, the vote was unanimous to adjourn the regular session at 1:19pm	Approved 3-0

Kennebec County, Maine

County Commissioner's Meeting
Minutes February 17, 2026



Treasurer Meeting Notes 02/17/2026

General Fund Cash \$671,985.00: All invested in the Insured Cash Sweep account with Kennebec Savings Bank

Investment Cash:

1. \$5,800,000.00: Invested in the Intrafi Money Market account with Kennebec Savings Bank
2. \$6,000,000.00: Invested in CDARS 3.75% APY (13 Week Term / Mature date: 05/07/2026)

Investment Cash: \$2,269,588.00: All invested in Kennebec Savings Bank Managed Investment Account. Balance increased \$4010.00 as of 02/17/2026.

Warrants for signatures:	W#34	Payroll 02.06.26	\$ 666,684.38
	W#35	A/P Warrant – Reg	\$ 120,124.64
	W#35D	ACH-Reg & ARPA	\$ 87,314.59
	W#26R16	Restitution	\$ 11,234.02
	W#26CR13	Civil Refund	\$ 480.35

ARPA Expenditures: Total \$49.24

WEX Bank \$49.24 (MD-3 ARPA)

ARPA Funds: Remaining & Committed: \$1,689,167.52 (as of 02.17.26)