

Kennebec County, Maine

County Commissioner's Meeting Minutes June 2, 2026

**Present:**

Patsy Crockett, Commissioner Chair
Joe Pietroski, Commissioner
George Jabar, Commissioner

Tom Doore, Treasurer
Scott Adkins, Finance Director
Ken Mason, Sheriff

Chris Read, Chief Deputy
Bryan Slaney, Jail Administrator
Maeghan Maloney, District Attorney

Absent: Chris Brawn, Human Resources Director, Corey Goodchild, Asst. Jail Administrator, Shay Freeman, D.A. Administrator, Dan Brunelle, Facilities Director, Angela Molino, EMA Director, Spencer McKeown, Deputy EMA Director, Devon Parsons, IT Director, Ronda Snyder, Register of Probate, Scott Ferguson, County Administrator

	Discussion	Action
Call to order & Pledge of Allegiance	11:00AM	
Executive Session	➤ Commissioner Jabar made a motion to go into Executive Session at 11:03am and Commissioner Pietroski seconded the motion; vote unanimous. ➤ Commissioner Chair Crockett declared out of Executive Session at 11:30am.	Approved 3-0
Minutes	➤ Commissioner Pietroski made a motion to approve the minutes of May 19, and Commissioner Jabar seconded the motion; vote unanimous.	Approved 3-0
Human Resources	KelLee Gray, Human Resources Administrator ➤ The Jail is sitting steady at four vacancies. We have been actively interviewing and have five candidates in different phases of the recruitment process. Looking at starting a new class June 29th. ➤ The only other vacancy is a paralegal in Probate. ➤ We have eight employees out on some sort of extended leave. ➤ Workforce Development Update: Twenty-nine students have taken advantage of 16 different classes in 2026. We have requested \$7,400 in refunds and received \$3,800 to date. ➤ PFML continues to take up a great deal of time. We have almost 20 employees who have applied to date. ➤ Still awaiting word from the NCEU on an approved CBA. ➤ KelLee Gray, HR Administrator, is going out on vacation for the last two weeks in June and first week of July, so we are getting HR end of year done early (as best we can) in preparation.	
Treasurer/ Finance	Tom Doore, Treasurer: ➤ See attached Treasurer's report. Scott Adkins, Finance Director: ➤ Finalized Draft of Internal Controls Policy has been reviewed by the Commissioners and voted on.	

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	➤ Commissioner Jabar made a motion to implement the Kennebec County Commission Documentation of Internal Controls Structure Policy dated June 2, 2026, and Commissioner Chair Crockett seconded the motion; vote unanimous.	Approved 3-0
Sheriff/Corrections	Ken Mason, Sheriff ➤ A conditional offer has been made to a Green Pin Deputy to hopefully start in July. ➤ A conditional offer to a Blue Pin Deputy was rescinded. ➤ The Sheriff's Office received four letters of asset forfeiture transfer in the total amount of \$5,890.00. ➤ Commissioner Jabar made a motion for Commissioner Chair Crockett to sign all asset forfeiture letters on behalf of the Commission and Commissioner Pietroski seconded the motion; vote unanimous. Bryan Slaney, Jail Administrator: ➤ Current Jail population - 147 ➤ Jail Administrator, Bryan Slaney, presented the Commission with a 6-month trial period Agreement with Mainly Vending. The vending machine services provided by Mainly Vending are specifically for staff only. ➤ Commissioner Jabar made a motion for Commissioner Chair Crockett to sign the Mainly Vending Agreement for the Kennebec County Correctional Facility on behalf of the Commission and Commissioner Pietroski seconded the motion; vote unanimous.	Approved 3-0 Approved 3-0
District Attorney	Maeghan Maloney, District Attorney ➤ There are trials being held in June in both Kennebec and Somerset County as well as trials set to be held in July in Kennebec County. ➤ The District Attorney's Office has been working hard to make sure all court activities are covered while Trials are taking place during unexpected times. The office has been very organized with scheduling and ensuring that all court activities are covered with the appropriate personnel. ➤ The new law intern is working out very well and has jumped right into her work. ➤ Cases are increasing, especially with homeless population. ➤ District Attorney, Maeghan Maloney, attended the Augusta City Hall Forum on interactions with the homeless population. ○ Due to the minor nature of most crimes committed by the homeless population, they are spending very little time in custody, if at all, and are quickly back within the homeless population conducting the same behavior that concerns most local citizens.	
Deeds	Matt Boucher, Register of Deeds: ➤ Month End Financial Summary given to Commissioners. ○ Multiple tax increases and filing fees increase throughout the year will result in an increase in revenue year over year.	

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	➤ Register of Deeds Presented representatives from software company, Just Appraised, to Commissioners to provide information on the potential vendor for Deed's new Auto-Indexing and Front Desk software. ○ Just Appraised offers Auto-Indexing Software that enters and indexes documents and data automatically rather than the labor intensive, manual process the Deeds office is currently using. ○ The Just Appraised Front Desk Software can access all the Deed's documents automatically, communicate with the public directly who are inquiring about information, and can provide it to them directly. ○ Just Appraised offers the highest accuracy rates for software in the industry. This new software could substantially reduce labor costs in the Deed's office resulting in time to be better spent on needed work and projects. ➤ Register of Deeds will compile a formal Contract to present to the Commissioners when a decision has been made on new software.	
EMA	Kennebec County Emergency Management Agency (KCEMA): Angela Molino, EMA Director: ➤ Absent.	
Information Technology	Devon Parsons, IT Director: ➤ Absent.	
Facilities	Dan Brunelle, Facilities Director: ➤ Absent.	
Probate	Ronda Snyder, Register of Probate: ➤ Absent.	
Administrator	Scott Ferguson, County Administrator: ➤ Absent.	
Old Business/ Follow Up Items	➤ Kennebec County Sheriff's Vehicle Policy ○ No updates ➤ Sheriff – Dispatch ○ No updates ➤ Deeds – Auto-Indexing & Front Desk Software ○ Discussed during Deeds Department update ➤ Internal Controls Policy ○ Discussed during Finance Department update. Complete. ➤ VOA ARPA Program Follow up with BerryDunn and Developers	

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	○ Over the past few weeks, Zeb Letourneau with BerryDunn has worked with VOA and DC to present the Commissioners with a formal project scope change request. The Formal Scope Change Letter has been presented to the Commissioners. ○ The Main scope changes include: 1. Increasing the building units from a multi-phase approach of a 10-unit building and a 15-unit building to a one phase approach with a 25-unit building. 2. No future reimbursements will be paid to VOA until closure of the project's construction loan. 3. Provide VOA and DC with a delayed closing date of the construction loan and construction start date to be in September 2026. ○ The Commissioners agreed to a final date of September 1, 2026, or no later than September 15, 2026, for the construction loan closing and construction start date to be done. VOA and DC will attend the September 1, 2026, Commissioner's Meeting to provide an update to the Commissioners on the project's construction loan closing and construction start date. If the construction loan and construction start date is not finalized by September 1, 2026, VOA and DC will have a final date of September 15, 2026, to meet the requirements above. ○ BerryDunn will meet with VOA and DC monthly and provide the County Commissioners with an update following each meeting. ○ Commissioner Jabar made a motion to amend the VOA ARPA Agreement - Amended Change Request dated May 31, 2026, to include a loan closing and construction start date of September 1, 2026, but no later than September 15, 2026, and Commissioner Chair Crockett seconded this motion; vote unanimous.	Approved 3-0
New Business	➤ 2026 Maine County Emergency Management Mutual Aid Agreement ○ Will be moved to Old Business to discuss at the next Commissioner's Meeting on June 16, 2026. ➤ Correctional Facility – Mainly Vending Agreement ○ Discussed during department update. Complete.	
Public Comments	➤ None	
Executive Session	➤ Commissioner Jabar made a motion to go into Executive Session at 1:19pm and Commissioner Pietroski seconded the motion; vote unanimous. ➤ Commissioner Chair Crockett declared out of Executive Session at 2:01pm.	Approved 3-0
Adjournment	➤ Commissioner Jabar made a motion to adjourn at 2:02pm and Commissioner Pietroski seconded the motion; vote unanimous.	Approved 3-0

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County Commissioner's Meeting
Minutes June 2, 2026



Treasurer Meeting Notes – 06/02/2026 Tom Doore, Kennebec County Treasurer

General Fund Cash – Today's Balance = \$6,885,906 / *decreased* (\$393,896) from 05/19/26 meeting

- \$1,113,098 - Invested in the **Insured Cash Sweep** account with KSB
- \$1,762,305 - Invested in the **Intrafi Money Market** account with KSB
- \$4,010,503 - Invested in a KSB / CDARS @ 3.75% APY (4 Week Term / Mature date: 06/04/2026)

Investment Cash: \$2,275,617 - All invested in Kennebec Savings Bank Managed Investment Account. Balance *increased* by **\$17,032** as of 06/02/2026.

Warrants for signatures:	W#49 Payroll 05.15.26	\$545,630.99
	W#50 A/P Warrant – Reg & ARPA	\$307,135.94
	W#50D ACH-Reg & ARPA	\$274,472.41
	W#26R21 Restitution	\$16,295.38
	W#26CR20 Civil Refund	\$471.94

ARPA Expenditures: Total \$8,675.89

Berry Dunn – April Consulting \$8,675.00

Maine Turnpike Authority (MD-3) \$0.89

ARPA Funds: *Remaining & Committed*: \$1,512,673.49 (as of 06.02.26)