

Kennebec County, Maine

County Commissioner's Meeting Minutes July 22, 2026



Present:

Patsy Crockett, Commissioner Chair
Joe Pietroski, Commissioner
George Jabar, Commissioner
Chris Brawn, Human Resources Director

Tom Doore, Treasurer
Scott Adkins, Finance Director
Ken Mason, Sheriff
Chris Read, Chief Deputy
Bryan Slaney, Jail Administrator

Shay Freeman, D.A. Administrator
Matthew Boucher, Register of Deeds
Angela Molino, EMA Director
Dan Brunelle, Facilities Director
Scott Ferguson, County Administrator

Absent: Maeghan Maloney, District Attorney, Ronda Snyder, Register of Probate, Corey Goodchild, Asst. Jail Administrator, Devon Parsons, IT Director, Spencer McKeown, EMA Deputy Director

	Discussion	Action
Call to order & Pledge of Allegiance	12:00PM	
Minutes	➤ Commissioner Pietroski made a motion to approve the minutes of June 16, and Commissioner Chair Crockett seconded the motion; vote unanimous. ➤ Commissioner Pietroski made a motion to approve the minutes of July 13, and Commissioner Chair Crockett seconded the motion; vote unanimous.	Approved 3-0 Approved 3-0
Human Resources	Chris Brawn, Human Resources Director ➤ Workforce Development update: ○ Students: 28 students have taken 16 classes. ○ Refunds requested total \$7,421 for 2026 and we have received ~\$4,100 refunds to date. ➤ The Jail is still sitting at just one vacancy. There is a paralegal opening in Probate (which is being temporarily filled while searching for a permanent employee). We are also recruiting for a Mitigation and Recovery Planner position in EMA, and one Patrol Deputy. Deed's does have one retirement. Matthew has done interviews to fill the vacancy and is waiting to make an offer. That Lateral justification is in the purple folder. ➤ We also have 10 employees currently out on some sort of extended leave. ➤ PFML claims have continued to take up a lot of time for HR, but the vendor and the DOL issues have smoothed out a bit. Just for reference, when Chris Brawn started with the County 4+ years ago, we only had one or two employees on protected leave per year. Since May, we have had 23 employees go out on leave or are currently out. Several others have inquired or are looking to go out. ➤ We are ramping up on the Wellness Fair that is planned for October 22nd. ➤ The Surveillance Communication went out to all employees as required by law. ➤ Currently HR and Finance are working together to get a payroll deduction set up for the NCEU per the most recent negotiated contract. ➤ Several personnel related items continue to take up the majority of HR's time.	

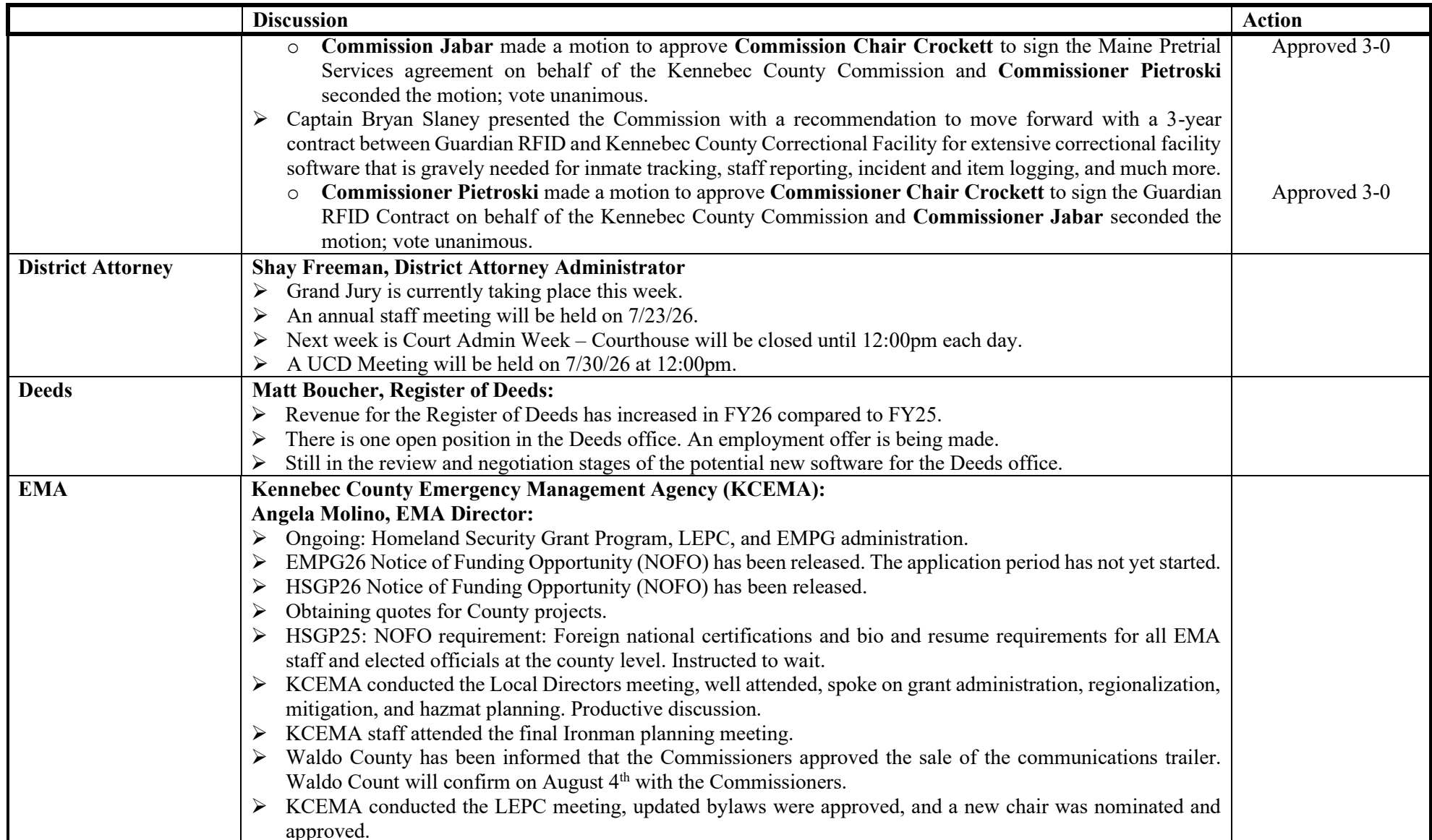
Kennebec County, Maine

County Commissioner's Meeting Minutes July 22, 2026



	Discussion	Action
	➤ Chris Brawn will be on vacation next week.	
Treasurer/ Finance	Tom Doore, Treasurer: ➤ See attached Treasurer's report. Scott Adkins, Finance Director: ➤ Scott presented the Commission with a Finance Memo requesting the transfer of budgeted funds. ➤ Commissioner Pietroski made a motion to accept the Finance Director's direction to transfer funds as described in the memo and Commissioner Jabar seconded the motion; vote unanimous.	Approved 3-0
Sheriff/Corrections	Ken Mason, Sheriff ➤ Deputy Luce will be going to the Academy in August for certification. ➤ In September of 2026, two deputies are being deployed for 13 months. ➤ The Sheriff's Office is actively recruiting for one Deputy position ➤ The newest Deputy hired has about 3-4 months of field training to complete before he is able to work independently. Chris Read, Chief Deputy ➤ The Maine State Bureau of Highway Safety is offering a Grant for a 25% purchase match for patrol vehicle ticketing equipment. The County could receive about \$15,000 to assist in purchasing this equipment. The Commission supports Chief Deputy to move forward with submitting the Grant application. ➤ Records Management System is becoming obsolete. ○ Deputies are experiencing continuous technical issues on a daily basis, the software is no longer supported, and the company does not have the technical ability to address and fix the issues. ○ The Sheriff's Office is proposing the purchase of a new software system called Pro Suite. ○ New record management software does pose an issue with current dispatch operations through the State of Maine. The Sheriff's Office is researching potential dispatch alternatives that would make sense for both County Residents as well as the Sheriff's Office. Bryan Slaney, Jail Administrator: ➤ 152 - current Correctional Facility population ➤ Captain Bryan Slaney presented the Commission with a recommendation to move forward with a 5-year Contract with Soter RS for a Body Scanner Extended Warranty and Service Contract. ○ Commissioner Pietroski made a motion to authorize Commissioner Chair Crockett to sign the Soter RS Body Scanner Extended Warranty and Service 5-year Contract on behalf of the Commission and Commissioner Jabar seconded the motion; vote unanimous. ➤ Captain Bryan Slaney presented the Commission with the Agreement between Kennebec County and Maine Pretrial Services for Pretrial Services and Diversion Services at the Kennebec County Correctional Facility.	Approved 3-0

County Commissioner's Meeting Minutes July 22, 2026



Kennebec County, Maine

County Commissioner's Meeting Minutes July 22, 2026



	Discussion	Action
Information Technology	Devon Parsons, IT Director: ➤ Absent	
Facilities	Dan Brunelle, Facilities Director: ➤ Dan attended the Historic Preservation Society Meeting for the approval of the new retaining wall at the Courthouse. This was approved by the Board. ➤ Dan has presented the Commission with the plan for the new retaining wall at the Courthouse. There is a hopeful start date of September 1st. ○ Part of the plan is to taper the lawn down so it is at a more manageable height with the street and would not require a fence. A tree will need to be taken out on Probate lawn and can be replanted elsewhere. ➤ Dan presented the Commission with proposal from Encore Fire Protection for a new fire panel and all new devices in Hill House. For the Hill House elevator to fully pass inspection, these pieces of equipment need to be replaced. Currently, the elevator is on a temporary operating certificate until these items are replaced. ➤ Commissioner Pietroski made a motion to accept the Encore Proposal and for Commissioner Chair Crockett to sign the proposal on behalf of the Commission. Commissioner Jabar seconded the motion; vote unanimous. ➤ Dan presented the Commission with proposals from Pine State Elevator for complete elevator modernizations in Hill House, the Correctional Facility, and the Courthouse. ○ Commissioner Jabar made a motion to authorize Commissioner Chair Crockett to sign all three Proposals on behalf of the Commission from Pine State Elevator for the replacement of elevators at Hill House, Kennebec County Correctional Facility, and the Courthouse. Commissioner Pietroski seconded the motion; vote unanimous.	Approved 3-0 Approved 3-0
Probate	Ronda Snyder, Register of Probate: ➤ Absent.	
Administrator	Scott Ferguson, County Administrator: ➤ Facilitated monthly Admin Team Meeting ➤ FY26 is wrapping up well and will be ready for the Audit to begin in late August ➤ Attended virtual training on AI and Financial Services ➤ Scott attended a meeting with BerryDunn for an update on the VOA project. Time will tell if all deliverables will be met. The final date to complete all the deliverables requested by the Commission is a little over a month away, September 1, 2026. ➤ Reviewed Just Appraised Contract for Deeds software ➤ Augusta Adult Education sent a Certificate of "Membership" to Kennebec County – currently in review with county legal counsel. There are several levels of security missing from this Certificate including workers compensation and liability insurance.	

Kennebec County, Maine

County Commissioner's Meeting Minutes July 22, 2026



	Discussion	Action
	➤ Enterprise Fleet Management – still in discussion regarding this potential partnership but outright purchase of vehicles seems like the preferred option when it comes to county vehicles. The relationship with Enterprise would be good to maintain in case we ever find ourselves in a position of financial hardship and need to lease a vehicle/s rather than outright purchase.	
Old Business/ Follow Up Items	➤ Kennebec County Sheriff's Vehicle Policy ○ No update ➤ Sheriff – Dispatch Update ○ Discussed during Sheriff's Office update ➤ Deeds – Auto-Indexing & Front Desk Software – still reviewing the contract after negotiation ○ Discussed during Deeds department update ➤ VOA ARPA Program Follow up with BerryDunn and Developers Collaborative ○ Discussed during Administrator update ➤ Probate – Records Management Scanning Project ○ No update ➤ Kennebec County Correctional Facility Body Scanning Contract ○ Discussed during Correctional Facility department update	
New Business	➤ Kennebec County Correctional Facility ○ Promotional Pinning for Corporal Hunter Price • Ssgt. St.Pierre presented Corporal Hunter Price with his pins. ○ Maine Pretrial Services Agreement • Discussed during Correctional Facility update ○ Guardian RFID Software Contract • Discussed during Correctional Facility update ➤ Kennebec Sheriff's Office – FY27 L. Woodman MDEA Contract ○ Commissioner Pietroski made a motion for Commissioner Chair Crockett to sign the FY27 L. Woodman MDEA Contract on behalf of the Commission and Commissioner Jabar seconded the motion; vote unanimous. ➤ IT – Johnson Controls Kennebec County Camera System Contract Renewal ○ Commissioner Pietroski made a motion to authorize Commissioner Chair Crockett to sign the Johnson Controls Contract Renewal on behalf of the Commission and Commissioner Jabar seconded the motion; vote unanimous. ➤ Probate – Staffing ○ Probate absent ➤ KVCAP – New Board Member Request	Approved 3-0 Approved 3-0

Kennebec County, Maine

County Commissioner's Meeting Minutes July 22, 2026



	Discussion	Action
	○ Commissioner Jabar made a motion to approve and appoint Tabitha Ryan of Winthrop to the KVCAP Board and Commissioner Pietroski seconded the motion; vote unanimous. ➤ Abatement Appeal Requests – M. Shaw, E. Urquhart, E. Garnier ○ The Commission has extended the Appeals to be heard on September 1, 2026 at the Kennebec County Commissioners Meeting.	Approved 3-0
	➤ FOP Grievance ○ Commissioner Jabar made a motion to deny the FOP grievance for the reasons described in the written decision and moves to adopt the written decision as the Commissioner's action on the grievance. Commissioner Chair Crockett seconded the motion; vote unanimous.	Approved 3-0
Public Comments	➤ None	
Adjournment	➤ Commissioner Jabar made a motion to adjourn at 3:08pm and Commissioner Pietroski seconded the motion; vote unanimous.	Approved 3-0

Kennebec County, Maine

County Commissioner's Meeting
Minutes July 22, 2026



Treasurer Meeting Notes – 07/22/2026 Tom Doore, Kennebec County Treasurer

General Fund Cash – Today's Balance = \$5,857,457 / *decreased* (\$469,243) from 06/02/26 meeting

- \$1,584,825 - Invested in the **Insured Cash Sweep** account with KSB
- \$2,255,632 - Invested in the **Intrafi Money Market** account with KSB
- \$2,017,000 - Invested in a KSB / CDARS @ 3.75% APY
 - (4 Week Term / Mature date: 07/30/2026)

Investment Cash: \$2,276,137 - All invested in Kennebec Savings Bank Managed Investment Account. Balance *decreased* by \$4,812 as of 07/22/2026.

Warrants for signatures:	W#02	Payroll 07.10.26	\$692,913.41
	W#55	A/P Warrant – Reg FY26	\$ 27,578.49
	W#55D	ACH-Reg & ARPA FY26	\$103,390.53
	W#03	A/P Warrant – Reg FY27	\$175,185.38
	W#03D	ACH-Reg & ARPA FY27	\$263,807.06
	W#27R01	Restitution –	\$ 51,147.86
	W#27CR02	Civil Refund	\$ 653.04

ARPA Expenditures: Total \$0.00

ARPA Funds: Remaining & Committed: \$1,499,330.56 (as of 07.22.26)

FY27 Municipal Tax Payments **received**:

07/14/26: Town of Chelsea \$383,117.00

07/10/26: Town of Winslow \$1,188,882.00