

Kennebec County, Maine

County Commissioner's Meeting Minutes August 4, 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
Corey Goodchild, Asst. Jail Administrator
Matthew Boucher, Register of Deeds

Angela Molino, EMA Director
Spencer McKeown, EMA Deputy Director
Devon Parsons, IT Director
Dan Brunelle, Facilities Director
Ronda Snyder, Register of Probate
Scott Ferguson, County Administrator

Absent: Maeghan Maloney, District Attorney, Shay Freeman, D.A. Administrator

	Discussion	Action
Call to order & Pledge of Allegiance	12:00PM	
Minutes	➤ Commissioner Jabar made a motion to approve the minutes of July 22, and Commissioner Chair Crockett seconded the motion; vote unanimous.	Approved 3-0
Human Resources	Chris Brawn, Human Resources Director ➤ Workforce Development update: ○ Students: 31 students have taken 18 classes. Refunds requested total \$7,746 for 2026 and we have received ~\$5800 refunds to date. ➤ The Jail still has one vacancy, with a second employee giving notice. The paralegal opening in Probate has been filled with an internal candidate from the SO. Currently recruiting for a Mitigation and Recovery Planner position in EMA, as well as a Patrol Deputy and an Administrative Assistant position in the Sheriff's Office. Deeds has hired their open position, which will start August 17th. ➤ There are 9 employees currently out on some sort of extended leave and six more employees expected to go out at some point soon. ➤ The Kennebec County Wellness Fair planned for October 22nd is making great headway on planning and preparation. ➤ HR and Finance are still working to finalize the payroll deduction set up for the NCEU per the most recently negotiated contract. ➤ Several personnel-related items continue to take up the majority of HR's time.	
Treasurer/ Finance	Tom Doore, Treasurer: ➤ See attached Treasurer's report. Scott Adkins, Finance Director: ➤ Scott presented the Commission with an updated Cash Flow report. There are no major concerns, and cash flow is currently strong. A reminder was made that \$2M transferred to CDAR increasing that account to \$4M.	
Sheriff/Corrections	Ken Mason, Sheriff	

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	➤ The Sheriff's Office is waiting on an update for a full list of municipalities that are currently contributing to County dispatching costs. ➤ Currently working to fill two open positions. ➤ The Maine State Police assisted with reconstructing a large vehicle accident that took place last week ➤ The Sheriff's Office is considering the purchase of a drone to assist and better reconstruct accidents in the future. Bryan Slaney, Jail Administrator ➤ 150 - current Correctional Facility population ➤ The Correctional Facility's recreation yard wall needs full replacement due to deteriorating conditions of the inside of the wall's structure. ○ Facilities Director, Dan Brunelle recommends a fully enclosed inmate recreation area to increase security of both the inmates and the property but at the least a poured concrete wall is recommended in terms of structural integrity. ○ Captain Bryan Slaney and Dan Brunelle will be collecting proposals for the replacement of the wall as well as speaking with the Historical Society regarding any parameters that may need to be followed if the wall is considered a historical part of the property.	
District Attorney	Shay Freeman, District Attorney Administrator ➤ Absent	
Deeds	Matt Boucher, Register of Deeds: ➤ At the next Commissioner's Meeting, Register of Deeds will be presenting the Commission with a proposal for a new KIP Machine. ➤ One employee has retired and another has been hired and will start on August 17, 2026.	
EMA	Kennebec County Emergency Management Agency (KCEMA): Angela Molino, EMA Director: ➤ Ongoing: Homeland Security Grant Program, LEPC, and EMPG administration. ➤ EMPG26 Notice of Funding Opportunity (NOFO) has been released. The application is not open yet. ➤ HSGP23 EHP approved: EMA radio equipment & facility communication upgrades ➤ HSGP26 Notice of Funding Opportunity (NOFO) has been released. The State joined other states in a lawsuit against FEMA for language in the FY26 preparedness grant NOFO, this will impact FY26HSGP specifically for now. ➤ HSGP25: NOFO requirement: Foreign national certifications: submitted. Bio and resume requirements for all EMA staff and elected officials at the county level submission is on hold. Awards for the first round will go out shortly. ○ Communications upgrade: Rome, Belgrade & Oakland \$96,752	

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	○ Portable Radios: Farmingdale FD \$17,625 ○ Physical security: City of Augusta-Civic Center \$22,000 ○ Communications upgrade: Kennebec County EMA \$25,000 ○ Cyber Security: City of Augusta \$8,000 ➤ EMPG25 Q3 reimbursement submitted: \$19,542.92 ➤ Natural Hazard Mitigation Plan: ○ Project forms created: project maintenance, regulation and codes, project development & project prioritization ○ Drop boxes (30) created ○ Surveys: reviewed, discussed. Plan formulated. ○ Data compilation: National Flood Insurance Program, regulations, and codes ➤ KCEMA staff monitored the Ironman event in the AFD EOC 0500-1200 and it all went smoothly. There were 2200 participants who took part in the race. ➤ Mitigation and Recovery Planner: coordinating with HR for outreach to colleges and universities, created flyer. ➤ KCEMA participated in the KVCC annual tabletop exercise: Mass Casualty incident	
Information Technology	Devon Parsons, IT Director: ➤ The IT Department is about 50% through the Correctional Facility upgrade. ➤ The US Cellular/T-Mobile cell phone merge has been somewhat challenging, but IT is working to make sure everyone's cell phones are working properly. ➤ The Northpoint classification system upgrade at the Correctional Facility is taking place. ➤ Assisting the Sheriff's Office in researching the conversion process for a potential new system for records management.	
Facilities	Dan Brunelle, Facilities Director: ➤ There are continuous plumbing leaks in the Hill House building due to the age of the systems. ➤ Three new air conditioning units just installed in Hill House had to be removed due to manufacturer defects. This has put a significant amount of work on the Facilities Department as they have had to reopen the ceilings, wait for the units to be installed once more, and then patch the ceilings back up again. ➤ The new interview room in the Hill House basement has been completed. ➤ The new signs at the Courthouse have been completed.	
Probate	Ronda Snyder, Register of Probate: ➤ Ronda Snyder, Register of Probate, defined the word "Joke" to the Commission. ➤ Fiscal Year 2026 was the highest revenue year to date for the Probate Department.	

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	➤ Ronda explained the health conditions in which her service animal provides services for and why her service animal needs to be off leash. ➤ Ronda has announced that she will be proceeding with a lawsuit against Kennebec County.	
Administrator	Scott Ferguson, County Administrator: ➤ Several legal matters are taking up a lot of time and attention including multiple FOIA requests. ➤ Exploring the potential for a new module in the Edmunds system called Viewpoint. This would allow users to pull their own financial data. ➤ Currently soliciting sponsorship donations for the 2026 Maine County Commissioners Association Convention in September. ○ Two have been secured so far and there are several others pending. ➤ Scott will be attending the Maine County Commissioners Association Convention and the Maine Government Finance Officers Association Convention, both in September.	
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 ○ The Contract is in review. ➤ VOA ARPA Program Follow up with BerryDunn and Developers Collaborative ○ BerryDunn will be attending next month's meeting on September 1, 2026 to provide an update on VOA's deliverables. ➤ Probate ○ Records Management Scanning Project – No update. ○ Staffing – No update. ➤ Abatement Appeal Requests – M. Shaw, E. Urquhart, E. Garnier ○ Hearings scheduled for September 1, 2026.	
New Business	➤ University of Maine Cooperative Extension ○ Bill O'Connor, Vice President of the Cooperative Extension Executive Board, and Dianna Hartley, Treasurer of the Cooperative Extension Executive Board extended an invitation to the Commissioners to attend the Cooperative Extension Meeting on October 7, 2026, at 6:00pm to hear more about the Cooperative Extension's programs, events, and what projects they are working on.	
Public Comments	➤ None	
Adjournment	➤ Commissioner Jabar made a motion to adjourn at 1:11pm and Commissioner Chair Crockett seconded the motion; vote unanimous.	Approved 3-0

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County Commissioner's Meeting
Minutes August 4, 2026



Treasurer Meeting Notes – 08/04/2026 Tom Doore, Kennebec County Treasurer

General Fund Cash – Today's Balance = \$5,757,764 / *decreased* (\$99,693) from 07/22/26 meeting

- \$1,479,427 - Invested in the **Insured Cash Sweep** account with KSB
- \$255,632 - Invested in the **Intrafi Money Market** account with KSB
- \$4,022,705 - Invested in a KSB / CDARS @ 3.75% APY
 - (4 Week Term / Mature date: 08/27/2026)

Investment Cash: \$2,262,471 - All invested in Kennebec Savings Bank Managed Investment Account. Balance *decreased* by \$13,666 as of 08/04/2026.

Warrants for signatures:	W#04	Payroll 07.24.26	\$722,650.69
	W#56	A/P Warrant – Reg FY26	\$ 22,534.65
	W#56D	ACH-Reg FY26	\$ 6,079.69
	W#05	A/P Warrant – Reg FY27	\$351,783.69
	W#05D	ACH-Reg FY27	\$553,080.81
	W#	Restitution –	\$ 000000
	W#	Civil Refund	\$ 000000

ARPA Expenditures: Total \$0.00

ARPA Funds: Remaining & Committed: \$1,499,330.56 (as of 08.04.26)

FY27 Municipal Tax Payments **received to date**: 2,041,938

07/27/2026 Town of Farmingdale \$469,939