

Kennebec County, Maine

County Commissioner's Meeting Minutes September 1, 2026



Present:

Joe Pietroski, Commissioner
George Jabar, Commissioner
Chris Brawn, Human Resources Director

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
Dan Brunelle, Facilities Director
Scott Ferguson, County Administrator

Absent: Patsy Crockett, Commissioner Chair, Tom Doore, Treasurer, Maeghan Maloney, District Attorney, Shay Freeman, D.A. Administrator, Ronda Snyder, Register of Probate, Angela Molino, EMA Director, Spencer McKeown, EMA Deputy Director, Devon Parsons, IT Director

	Discussion	Action
Call to order & Pledge of Allegiance	12:00PM	
Minutes	➤ Commissioner Pietroski made a motion to approve the minutes of August 4 and August 13, and Commissioner Jabar seconded the motion; vote unanimous.	Approved 2-0
Human Resources	Chris Brawn, Human Resources Director ➤ Workforce Development: ○ 33 students took advantage to date, attending 21 unique classes. Refund requested total for 2026: \$8,370. Refunds received total: \$5,800 from 2026 classes ➤ The Jail currently has 2 vacancies. The SO has a Deputy and an Administrative Assistant opening. HR is working with EMA on an updated job description for their Mitigation and Recovery Planner position. ➤ Currently, there are five employees out on some sort of extended leave, with four more planned leaves for future dates. The administrative process has been somewhat improved. ➤ The Wellness Fair that is planned for October 22nd is coming along great. ➤ Started work on the change of retirement plan for the FOP members, as negotiated in their last contract. ➤ Most of Chris' time has been spent dealing with several personnel-related items.	
Treasurer/ Finance	Tom Doore, Treasurer: ➤ Absent. Scott Adkins, Finance Director: ➤ See attached Treasurer's report. ➤ Scott presented the Commission with an updated Cash Pool Summary.	
Sheriff/Corrections	Ken Mason, Sheriff ➤ The Sheriff's has signed 5 Highway Safety Grants that are currently waiting the signature of the State of Maine. ○ Impaired Driving Enforcement – Drive Sober or Get Pulled Over & Drive Sober, Maine! ○ Distracted Driving Enforcement ○ Speed Enforcement ○ Crash Reconstruction Training Grant	

Kennebec County, Maine

County Commissioner's Meeting Minutes September 1, 2026



	Discussion	Action
	○ E-ticketing ➤ Commissioner Pietroski made a motion to accept all the Highway Safety Grants to be signed by Sheriff Ken Mason, Commissioner Jabar seconded the motion; vote unanimous. Bryan Slaney, Jail Administrator ➤ 151 - current Correctional Facility population with 5 being boarded from Penobscot County. ➤ No major concerns or updates.	Approved 2-0
District Attorney	Shay Freeman, District Attorney Administrator ➤ Absent Frank Griffin, District Attorney's Office ➤ The DA's Office Intern program has been very successful both to the office and to the interns. Both recent interns have won jury trials. The DA's office thanks the Commission for being so supportive of this program.	
Deeds	Matt Boucher, Register of Deeds: ➤ The Register of Deeds made a request to spend money out of the Surcharge Account on two new printers and two new scanners. Based on the cost, formal approval from the Commission is not necessary but the formality and update on the purchase are appreciated. ➤ There are a lot of changes happening with Deeds record keeping across the Country right now, AI being at the forefront. ➤ The Contract with Just Appraised has been reviewed by County Legal Counsel and has been sent to Just Appraised for review on their end.	
EMA	Kennebec County Emergency Management Agency (KCEMA): Angela Molino, EMA Director: ➤ Absent.	
Information Technology	Devon Parsons, IT Director: ➤ Absent.	
Facilities	Dan Brunelle, Facilities Director: ➤ The new County Journeyman, Mike Santerre, was introduced to the Commission. He is very familiar with the County's buildings as he has been subcontracted on several projects in the past. ➤ The Facilities Department has been very busy with projects, especially outside. ○ Granite retaining wall outside of the Courthouse ○ Garage addition ○ Correctional Facility Weathervane installment ○ New elevators parts on order ○ New fire alarm panel and devices getting installed	

Kennebec County, Maine

County Commissioner's Meeting Minutes September 1, 2026



	Discussion	Action
Probate	Ronda Snyder, Register of Probate: ➤ Absent.	
Administrator	Scott Ferguson, County Administrator: ➤ Several legal document reviews including Just Appraised for Deeds and Pro Suite for the Sheriff's Office and potentially for the Correctional Facility ➤ The University of Maine Co-operative Extension has invited the Commission to the Windsor Fair on September 6. ➤ County Administrator suggests the purchase of Edmunds Viewpoint Dashboard as a great resource for all County Departments to analyze their financial data. ➤ Commissioner Pietroski made a motion to approve Commissioner Chair Crockett to sign the Edmunds Viewpoint Dashboard Contract, Commissioner Jabar seconded the motion; vote unanimous. ➤ The Chester Kearney Auditors have started their FY26 audit and will be at Hill House for the next few days.	Approved 2-0
Old Business/ Follow Up Items	➤ Kennebec County Sheriff's Vehicle Policy ○ No update. ➤ Sheriff – Dispatch Update ○ No update. ➤ Deeds – Auto-Indexing & Front Desk Software ○ The Contract is in review with Just Appraised. ➤ VOA ARPA Program Follow up with BerryDunn and Developers Collaborative ○ Amanda Bartlett with Developers Collaborative has assured the Commission that there will be a closing by September 15, 2026, and the start of the building construction is set to take place on September 14, 2026. There will be a groundbreaking ceremony held on October 1, 2026, at 12:00pm that the Commission has been invited to. ➤ Probate ○ Records Management Scanning Project – No update. ○ Staffing – No update. ➤ Abatement Appeal Requests – M. Shaw, E. Urquhart, E. Garnier ○ All appeals were heard and discussed between each taxpayer, the Commission, and the Town of Monmouth Assessor. ○ The Commission will discuss all information at their next meeting. Further hearings may be scheduled. ➤ EMA – Sale of EMA Trailer to Waldo County for \$9,000.00 ○ Commissioner Jabar made a motion to sell the former EMA communications trailer to Waldo County for \$9,000.00, Commissioner Pietroski seconded the motion; vote unanimous.	Approved 2-0

Kennebec County, Maine

County Commissioner's Meeting Minutes September 1, 2026



	Discussion	Action
New Business	➤ Edmunds Viewpoint Dashboard ○ Discussed during County Administrator's update. ➤ Kennebec Sheriff's Office ○ 2026-2027 Highway Safety Grants – discussed during Sheriff's Office update. ○ Impaired Driving Enforcement – Drive Sober or Get Pulled Over & Drive Sober, Maine! ○ Distracted Driving Enforcement ○ Speed Enforcement ○ Crash Reconstruction Training Grant ➤ Equitable Sharing Agreement and Certification ○ Commissioner Pietroski made a motion for Commissioner Chair Crockett to sign the Equitable Sharing Agreement and Certification, Commissioner Jabar seconded the motion; vote unanimous ➤ Budget Committee ○ Commissioner Pietroski would like to make sure the County is planning ahead for Budget Committee vacancies and meeting schedules. There is not much that can be done until the elections are over in November.	Approved 2-0
Public Comments	➤ None	
	➤ Commissioner Pietroski made a motion to move the settlement agreement and further authorize Commissioner Chair Crockett to sign the settlement agreement on behalf of the Commission, Commissioner Jabar seconded the motion; vote unanimous.	Approved 2-0
Adjournment	➤ Commissioner Pietroski made a motion to adjourn at 1:58pm and Commissioner Jabar seconded the motion; vote unanimous.	Approved 2-0

Kennebec County, Maine

County Commissioner's Meeting Minutes September 1, 2026



Treasurer Meeting Notes – 09/01/2026 Tom Doore, Kennebec County Treasurer

General Fund Cash – Today's Balance = \$7,757,367 / increased (\$1,999,603) from 08/04/2026 meeting

- \$2,464,981 - Invested in the **Insured Cash Sweep** account with KSB
- \$255,632 - Invested in the **Intrafi Money Market** account with KSB
- \$5,036,754 - Invested in a KSB / CDARS @ 3.87% APY
 - (26 Week Term / Mature date: 02/25/2027)

Investment Cash: \$2,265,192 - All invested in Kennebec Savings Bank Managed Investment Account. Balance increased by **\$2,721** as of 09/01/2026.

Warrants for signatures:	W#08	Payroll 08.21.26	\$678,070.07
	W#09	A/P Warrant – Reg	\$259,083.62
	W#09DACH-Reg		\$289,107.66
	W#27R03	Restitution	\$ 3,835.26
	W#27CR03	Civil Refund	\$ 671.80

ARPA Expenditures: Total \$0.00

Berry-Dunn (July Consultation) \$9,150.00

ARPA Funds: Remaining & Committed: \$1,489,878 (as of 09.01.26)

FY27 Municipal Tax Payments **received to date:** \$5,712,420

- 09/01/2026 Town of Windsor \$534,555
- 08/28/2026 Town of Mt. Vernon \$532,704
- 08/25/2026 Town of Vienna \$158,531
- 08/18/2026 Town of Pittston \$432,209
- 08/18/2026 City of Hallowell \$445,779
- 08/17/2026 Town of Manchester \$614,077
- 08/13/2026 City of Gardiner \$760,272
- 08/10/2026 Town of Randolph \$192,355
- 07/14/2026 Town of Farmingdale \$469,779
- 07/14/2026 Town of Chelsea \$383,117
- 07/10/2026 Town of Winslow \$1,188,882