

KENNEBEC COUNTY

An Overview of Our County Government



MAINE CONSISTS OF:

16 Counties

22 Cities

423 Towns

34 Plantations

Over 400 Townships



MAP OF KENNEBEC COUNTY



2026 Estimated Municipality Population Data:

Albion – 2,113	Oakland – 6,351
Augusta – 19,289	Pittston – 3,503
Belgrade – 3,707	Randolph – 1,783
Benton – 2,824	Readfield – 2,769
Chelsea – 2,843	Rome – 1,197
China – 4,647	Sidney – 5,002
Clinton – 3,383	Vassalboro – 4,697
Farmingdale – 2,208	Vienna – 622
Fayette – 1,293	Waterville – 17,358
Gardiner – 6,252	Wayne – 1,174
Hallowell – 2,646	West Gardiner – 3,694
Litchfield – 3,812	Windsor – 2,778
Manchester – 2,493	Winslow – 8,138
Monmouth – 4,290	Winthrop – 6,103
Mount Vernon – 1,854	Unity Township – 42

Estimated Total Kennebec County Population = 128,823

MAINE COUNTY GOVERNMENT

- Maine counties are governed by elected boards of Commissioners who serve as both legislative and executive authorities, overseeing all county operations, policies, law enforcement, and local services.
- The County Commissioners are also responsible for fiscal operations including budget adoption and municipal tax abatement appeals.
- County Government is the only form of regional government whose officials are directly elected by the voters. Kennebec County Commissioners are elected for four-year terms.
- The County Commissioners appoint a County Administrator or Manager to support the daily management of county administrative staff and may also act as a County clerk and purchasing agent.
- The following pages narrate each County department and their operations.

KENNEBEC COUNTY COMMISSIONERS

- Kennebec County has 3 elected Commissioners who each represent one of the three Kennebec County Districts.
- District 1 - **Commissioner Chair Patsy Crockett**
 - Augusta, Chelsea, China, Manchester, Sidney, Vassalboro, and Windsor.
- District 2 - **Commissioner Joseph J. Pietroski, Jr**
 - Farmingdale, Fayette, Gardiner, Hallowell, Litchfield, Monmouth, Mount Vernon, Pittston, Randolph, Readfield, Vienna, Wayne, West Gardiner, and Winthrop.
- District 3 - **Commissioner George M. Jabar, II**
 - Albion, Belgrade, Benton, Clinton, Oakland, Rome, Waterville, Winslow, and Unity Township.

KENNEBEC COUNTY ADMINISTRATOR

- The County Administrator is the chief administrative official and is responsible for all departments and offices controlled by the County Commissioners.
- The Administrator assists and supports all County Departments with daily functions and tasks including grant writing, contracts, union negotiations, freedom of information requests, personnel and press relations, and monthly department head meetings.
- The Administrator develops the County budget proposal annually, interviews and recommends employees and administrative officials to the Commissioners for hire approval, responds to all Commissioner requests, and facilitates all Commissioner's Meetings.

HUMAN RESOURCES

- The Human Resources department consists of a Director of Human Resources, Human Resources Administrator, and Human Resources Assistant.
- The department oversees all county Human Resource processes including recruitment, hiring, onboarding, personnel matters, performance management, policy creation, and compliance.
- The Human Resources department also plays a role in negotiating union bargaining agreements.

FINANCE

- The Finance department staff consists of a Finance Director, a full-time Finance Manager and two full-time Finance Specialists.
- The Finance department is responsible for maintaining a \$25 Million Annual Budget as well as the County's financial books of record under generally accepted governmental accounting standards. Internal controls are in place to ensure that no single financial procedure is completed by one person.
- The Finance department will utilize the Treasurer in certain circumstances to provide segregation of duties.
- Current responsibilities include the following:
 - Financial reporting
 - Payroll processing for 190 County employees
 - Grant accounting
 - Warrant processing – 200+ requisitions
 - General ledger maintenance
 - Audit matters
 - External Reporting
 - Investment monitoring
 - Cash receipts and accounts receivable

COUNTY TREASURER

- The Treasurer's Office staff consists of the Treasurer and a Deputy Treasurer. The County Treasurer is elected every 4 years. The Deputy Treasurer is recommended by the Treasurer and appointed by the County Commissioners. All actions in the Treasurer's Office are to be coordinated with the Finance Office and reported to the County Commissioners.
- The Treasurer's Office provides financial management oversight over all funds received by the county, including investments and cash management.
- The Treasurer's Office prepares the appropriate material for the County's and Unity Township's auditor and assists during the audit process by maintaining the State of Maine auditing standards.
- The office is responsible for collecting County Tax from all County Municipalities.
- Functions include investments, cash management, cash receipts, deposits, and check signing.
- The Treasurer's Office prepares and adopts financial procedure manuals and provides investment strategy assessments.

KENNEBEC COUNTY BUDGET COMMITTEE

- The Kennebec County Budget Committee consists of local County officials, either elected or appointed. The Committee consists of 3 members from each Commissioner's Districts totaling to 9 current members. The committee must include at least two elected officials and one appointed official or three elected officials.
- The Budget Committee reviews the annual proposed budget for the County and makes recommendations to the County Administrator and County Commissioners in accordance with local law.
- Many public meetings and hearings are held to provide fair input and opportunities for change of budget before it is brought forth to a vote to adopt.
- Once the Budget Committee votes to adopt the budget, the County Commissioners may vote to accept or change the budget. If any budget changes are made, the Budget Committee can reject said changes by a two-thirds majority.

SHERIFF'S OFFICE & CORRECTIONS

- The Kennebec County Sheriff is an elected position every four years. The Sheriff is the Chief Law Enforcement Officer in the County.
- The Law Enforcement Division has a Sheriff, a Chief Deputy, a Lieutenant, three full-time Detectives, and eighteen full-time Deputies that patrol on a regular basis including the patrol of municipalities and unorganized townships who do not have a police department.
- The Correctional Facility is a 24/7 operation with an average daily population of 140 incarcerated individuals and is responsible for the safe housing of inmates.
- The Correctional Facility offers many programs for incarcerated individuals including the Criminogenic Addiction Recovery Academy and Alternative Sentencing Programs.

EMERGENCY MANAGEMENT AGENCY

- The Emergency Management Agency (EMA) consists of a Director, Deputy Director, and several Planners.
- EMA coordinates with public safety, private sector, nonprofits, and volunteer entities when an emergency event calls for large scale emergency response and recovery.
- The department educates and promotes emergency management programs through workshops, training, exercises, and outreach to foster a culture of emergency preparedness for all.
- The Agency manages six grants, training and planning activities, and resource management while meeting state and federal reporting requirements to enhance preparedness and recovery of emergency events.

FACILITIES MANAGEMENT

- The Facilities Management department provides a safe and healthy work environment for all employees and the public.
- The Facilities Management department continuously ensures that safety training and procedures are always performed according to OSHA and MDOL.
- They also conduct inspections of all county property and report all deficiencies and recommend courses of action to the County Administrator and Commissioners.

INFORMATION TECHNOLOGY

- The Information Technology (IT) department consists of a Director, Assistant Director, and Computer Technician.
- The IT department provides IT services, including an on-site server room, to the employees of Kennebec County Government Center to support necessary operations.
- The department also provides services for Augusta Regional Communications Center, the Sheriff's Office, Kennebec County Jail, the District Attorney's Office, Probate Court, and Registry of Deeds.
- The IT department monitors, adjusts, improves, adapts, and oversees the security of the IT systems and works with software and hardware vendors as needed.

DISTRICT ATTORNEY

- The District Attorney (DA) is considered a State Employee and is elected every four years. The County Government provides office space and personnel to the District Attorney.
- The DA's Office is housed in the original Kennebec County Courthouse. It has 16 County Staff plus 12 Prosecutors. The District Attorney's Office handles over 4,800 cases per year.
- The DA's Office prosecutes virtually all criminal, traffic, and civil violations which occur in Kennebec and Somerset Counties. For low-risk offenders, they develop alternative sentencing courts and community service programs as an alternative to expensive jail cells.

REGISTRY OF DEEDS

- The Registry of Deeds is managed by an Elected Registrar and Deputy Registrar.
- The Registry of Deeds is a department of the County that serves the public by recording vital documents such as mortgages, contracts, deeds, liens, and plans. Recorded Deeds must be signed and notarized by a Notary of Public and records are only made from original or certified copies.
- The Registry of Deeds is required to maintain and preserve all documents and plans recorded in the registry which date back to 1799.
- All documents are preserved on microfilm. Maine State Law requires microfilm stored off-site for all documents in the Registry. This information is then available to the public for research via the Internet.

REGISTRY OF PROBATE / PROBATE COURT

- The Probate Court in Kennebec County is served by a Probate Judge, a Registrar, and a Deputy Registrar.
- The Judge hears all formal matters, including Constitutional cases involving adult and minor guardianship, contested estates, civil complaints, adoptions, name changes, powers of attorney and trust cases, and termination of parental rights.
- The Registrar's Office guides the people of Kennebec County through probate proceedings and offers resources to assist in navigating the Judicial System.
- The department maintains genealogical files for all generations, including scanning in all historical records, and discovers and makes effective the intent of a decedent in the distribution of property.

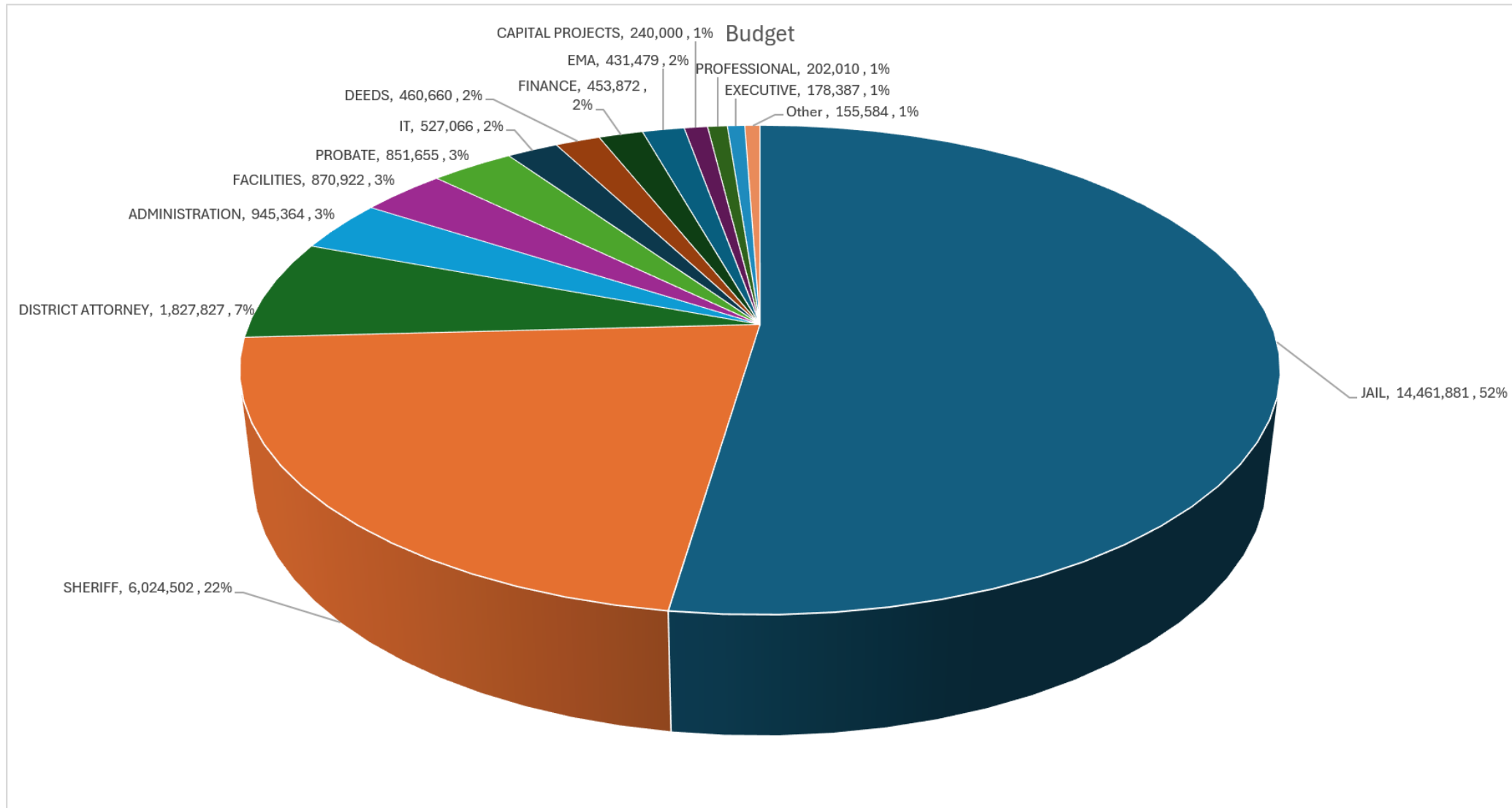
AGENCY GRANTS

- Kennebec County provides Grants to the University of Maine Cooperative Extension and the Kennebec County Soil and Water Conservation District.
- Kennebec County provides the funds to support these initiatives to lessen the expense to our local citizens.

UNITY UNORGANIZED TERRITORY

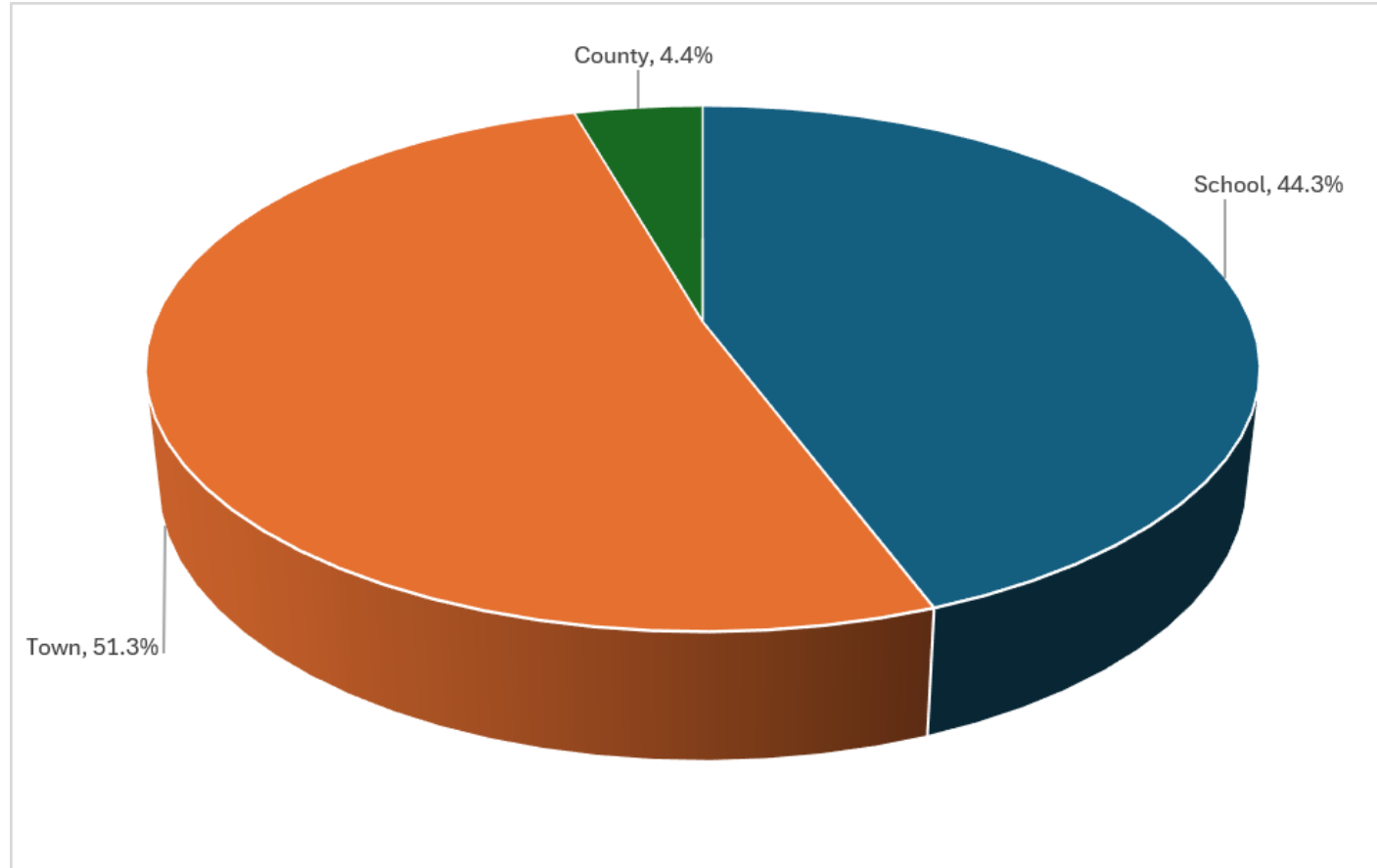
- Unity Unorganized Territory (UT) is part of Kennebec County District #3.
- The County provides services to Unity Unorganized Territory including road and bridge maintenance, snow removal, fire protection, and public safety.
- The State provides education and land use planning to the UT.
- The County develops a separate budget for Unity Unorganized Territory that is paid for by the UT taxpayers only.

County Budget by Department – FY27



Tax Bill Percentages

For each dollar, **4.4¢** of your tax bill goes to the County.



Kennebec County has the THIRD lowest per capita (cost per resident) cost in the STATE!

County	Per Capita FY26	Population
Lincoln	\$480	36,553
Knox	\$459	41,270
Washington	\$430	31,202
Piscataquis	\$416	17,355
Sagadahoc	\$379	38,264
Waldo	\$363	40,775
Oxford	\$337	59,957
Franklin	\$260	30,773
Hancock	\$243	57,212
Cumberland	\$233	319,779
Somerset	\$226	51,750
Penobscot	\$223	158,651
Androscoggin	\$202	117,374
Kennebec	\$197	129,462
Aroostook	\$183	66,293
York	\$128	223,762