

**WALDO COUNTY COMMISSIONERS COURT SESSION  
SPECIAL SESSION  
JANUARY 7, 2025**

**PRESENT:** Commissioners Betty I. Johnson (Chairman) and Kevin J. Kelley via Zoom videoconference. Also present were Finance Director Kari Hunt, Human Resources Director Annette McLaggan, Office Associate Liza Clark, and County Clerk Barbara Arseneau took minutes.

**Call to Order:** Commissioner Johnson called the court session to order at 11:00 a.m.

**DISCUSSION OF DAY OF MOURNING**

B. Johnson and K. Kelley discussed the Federal Government's recent announcement that January 9, 2025 would be a "Day of Mourning" for former President James Carter. They noted that it was not declared a national holiday, and that the Governor of Maine has also not declared it a state holiday.

**\*\*B. Johnson moved, K. Kelley seconded that January 9, 2025, "Day of Mourning" is not a holiday, it is exactly what the President said, a day of mourning, and it would not be treated as a holiday with time off, etc. No discussion. Passed unanimously.**

B. Johnson recommended that since the Commissioners needed to meet today and because of MCCA meetings and training in Augusta tomorrow, the workshop they had discussed holding on Thursday, January 9, 2025 could be cancelled. The Commissioners agreed to cancel the January 9, 2025 special session.

**HUMAN RESOURCES REPORT**

Human Resources Director Annette McLaggan reported the following:

1. New part-time County Commissioners Office Associate Liza Clarke was formally introduced. Her schedule will be Monday, Tuesday, Thursday and Friday and the position will be supporting the County Clerk, Human Resources Director, and Finance Director. The Commissioners welcomed L. Clark.

2. A. McLaggan will be working on the Employee Handbook during the first 3 to 5 months of 2025. Commissioners Johnson and Kelley have expressed interest in being involved with this and A. McLaggan recommended considering people who could serve on an ad hoc committee. K. Kelley said he believed there should be a definitive start date and end date for that committee.

3. She would like to schedule an executive session to revisit the Paid Family Medical Leave law regarding what the Commissioners need to discuss and decide.

4. The Register of Deeds has recommended part-time Deeds Clerk Margaret Williams, who was hired in May 2023, to full-time Deeds Clerk at the rate of \$23.57 per hour effective January 18, 2025 with an increase from 25 hours to 35 per week. Current full-time Deeds Clerk Elena Donovan has been promoted to the Probate Registry effective January 22, 2025 so this will allow a few days overlap. There are funds in both budgets to cover this as both are filling vacated positions.

**\*\*B. Johnson moved, K. Kelley seconded to promote part-time Deeds Clerk Margaret Williams to full-time Deeds Clerk at \$23.57 per hour effective January 18, 2025. Discussion: K. Kelley asked if the delay would create difficulty for the Deeds staff and was told no partly because of the time**

of year. He also asked that there not be overtime at Deeds during this time if at all possible. **Passed unanimously.**

5. Deputy Lucas Babcock has resigned effective January 17, 2025. There are no further details at this time because as the letter was just received by H.R. yesterday. Date of hire was July 23, 2023, and he was promoted to Resource School Officer for Winterport on November 1, 2024.

**\*\*B. Johnson moved, K. Kelley seconded to accept the resignation of Deputy Lucas Babcock effective January 17, 2025. Passed unanimously.**

## **FINANCE REPORT**

Finance Director Kari Hunt reported the following:

1. She is excited Liza Clark, new Office Associate, is here. L. Clark has started entering invoices and will be a huge help.

2. The bank needs to know who will be on the bank accounts now that former Commissioner Amy Fowler's position as County Commissioner ended December 31, 2024. B. Johnson recommended that Commissioner Kevin Kelley be added to the accounts.

**\*\*B. Johnson moved, K. Kelley seconded that Commissioner Kevin Kelley be the signer as Waldo County Commissioner. Unanimous.**

3. K. Hunt reported that the application to the IRS for reporting 1099's online was sent by email to K. Kelley. He stated he would review it later and get back to her.

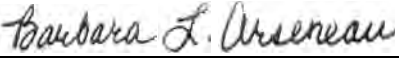
4. Last week's warrant is prepared, and a vote is required to approve the warrants and send checks, and since the Commissioners are meeting remotely, she will need their signatures as soon as possible.

**\*\*K. Kelley moved, B. Johnson seconded to authorize payment of the January 2, 2025 MCRRC/Corrections accounts payable in the amount of \$358,656.00 and the January 2, 2025 payroll in the amount of \$44,039.62 for a total warrant of \$402,695.62. Unanimous.**

**\*\*K. Kelley moved, B. Johnson seconded to authorize payment of the January 2, 2025 General Fund Accounts Payable and Reserve accounts payable in the amount of \$131,433.72, the January 2, 2025 payroll in the amount of \$180,246.41, and a special payroll January 2, 2025 in the amount of \$621.11 for a total of \$312,301.24. Unanimous.**

**\*\*B. Johnson moved, K. Kelley seconded to file financial report. Unanimous.**

**The court session adjourned at 11:34 a.m.**

Respectfully submitted by  Waldo County Clerk  
Barbara L. Arseneau