

## COMMISSIONERS MEETING

January 18, 2023

*YORK,ss*

At a regular meeting of the County Commissioners of the County of York, begun and holden at the York County Government Building in Alfred, within and for the County of York, being held on Wednesday, January 18, 2023 A. D. at 5:00 P. M.

### COMMISSIONERS PRESENT:

Richard R. Dutremble  
Richard Clark  
Robert Andrews  
Justin Chenette  
Donna Ring-excused

County Manager Gregory Zinser was present at the meeting.

### YOU ARE INVITED TO RISE AND SALUTE THE FLAG OF THE UNITED STATES

#### 01-18-2023      ITEM

- 1      PUBLIC COMMENT(S) ON ANY ITEM(S)**  
None
  
- 2      TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:**
  - a. Commissioners' regular meeting of January 4, 2023  
Commissioner Chenette motioned to approve the minutes. Commissioner Andrews seconded the motion. Vote 4-0.
  
- 3      TO APPROVE TREASURER'S WARRANTS**
  - a. Warrants to be approved on January 4, 2023 in the amount of \$437,152.94  
Commissioner Clark motioned to approve the warrants. Commissioner Andrews seconded the motion. Vote 4-0.
  - b. Warrants to be approved on January 11, 2023 in the amount of \$657,038.19  
Commissioner Clark motioned to approve the warrants. Commissioner Andrews seconded the motion. Vote 4-0.
  
- 4      TO HEAR ANY REPORTS FROM THE COUNTY COMMISSIONERS**

Commissioner Clark reported that in Commissioner Dutremble's absence he served as his proxy at the Maine County Commissioners' Association meeting at which Commissioner Dutremble was voted in as President for 2023.

## 5 NEW BUSINESS

### a. To hear tax abatement denial appeal for Keliehor v. Buxton

County Manager Zinser swore in Mrs. Keliehor who attended the meeting via ZOOM. She stated that she and her husband had a realtor pull all Multiple Listing sheets for all properties like theirs in Buxton. She referenced two comparable properties she presented and stated that they are not really comps. since one house was taken down to the studs. Mrs. Keliehor did state that the condition of her house was "knocked down" from above average to average condition but that she would argue that it was below average as it needs a new roof, siding and windows. She continued that the biggest issue is the layout that the town has is incorrect. What appears to be the main floor is actually an unfinished space. Mrs. Keliehor stated that they are being taxed on that first floor as being finished and it is not. The upstairs that the town shows as an unfinished attic has two bedrooms and a bathroom.

Commissioner Clark asked when the property was purchased by the Keliehor's. Mrs. Keliehor replied that they have owned it for 13-14 years.

Commissioner Clark asked what number Mrs. Keliehor thought the property should be assessed at. Mrs. Keliehor responded, \$350,000.

Mr. Gingras, Town of Buxton tax assessor, was sworn in by County Manager Greg Zinser. Mr. Gingras stated that the town's (Buxton) position is that the Keliehor's house has an assessed value of \$435,000. He cited comparable properties and stated that all of these properties are identical and that cost schedules are the same for everyone.

Commissioner Chenette asked Mr. Gingras if he did an on-site visit? Mr. Gingras said he did not but that he reviewed the information given to him by Mr. Keliehor. Commissioner Chenette asked Mr. Gingras when he does on-site visits and Mr. Gingras replied when he is asked to.

Commissioner Chenette asked Mr. Gingras what determining factors there were for him to change the home's condition from above average to average?

Mr. Gingras replied, the information given to him.

Commissioner Chenette asked if it was explained to them (Keliehors) that they could have an onsite visit?

Mr. Gingras responded that he didn't think it was necessary as he was lowering the value based on the information Mr. Keliehor gave to him.

Mrs. Keliehor asked if she could speak. Commission Chairperson Dutremble replied that she could. Mrs. Keliehor referenced the Multiple Listing Sheets that gave "sold" prices. She asked Mr. Gingras if it was accurate that one is taxed differently for livable space vs. non-livable space. Mr. Gingras replied that was true. Mrs. Keliehor replied that she is being taxed on a finished space that is in fact, unfinished. She added that she wants to be taxed correctly on the livable space.

Commissioner Chenette asked, wouldn't it be helpful to conduct an on-site visit? Mr. Gingras replied that he did not think it was necessary as Mr. Keliehor came in and spoke with him. But, now the information the

Commissioners have received is different. He continued that yes, if it isn't accurate, he should go out and look at the property.

Commissioner Chenette motioned to table the hearing to allow for the Tax Assessor to visit the property.

County Manager Zinser interjected that there needs to be a timeline in which the applicant can withdraw their request.

Commissioner Chenette withdrew his motion.

Commissioner Clark asked Mrs. Kelliehor if she is okay with the Commissioners moving to table this matter until the second meeting in February to allow for time to get a site visit completed and have the assessor visit the property?

Mrs. Kelliehor responded that she was fine with it but that it is a rental property with tenants so she will have to give them notice.

Commissioner Clark motioned to table this matter to the second meeting in February (if an agreement between the two parties is not made). Commissioner Andrews seconded the motion. Vote 4-0.

b. To discuss 'FY 24 budget objectives-

County Manager Zinser stated that he had sent the Commissioners the latest budget reports earlier today and that we are right at where we should be to date. He continued that in the past the Board had given him a generalized direction for the budget. County Manager Zinser reminded the Board that last year a few new positions were added six months into the budget cycle so they will have to be included fully in the upcoming budget. Energy costs are going up for sure. He added that he will be asking for a few new positions to include: one more Finance staff member and one more staff member in Probate.

The County Manager informed all that he had met with some department leaders and will continue to meet with more.

Commissioner Chenette asked what is considered baseline (referring to the budget). County Manager Zinser replied baseline is the budget approved last year. Any new requests are itemized separately per the Commissioner's request in past years.

Commissioner Dutremble asked if there will be a request for a security person at the courthouse?

County Manager Zinser replied, yes. He added that there will be drastic increases proposed by Probate and they are needed. They are at a breaking point and they need to add some additional staff. The marshals will be going with the State. We will be asking for a court officer position three days a week. Commissioner Dutremble stated, let's be reasonable and that in the past we have had slight increases.

Commissioner Clark stated that the county needs to work with someone on how we can reduce utility use and also look at solar power. It is the environmentally correct thing to do. We need to budget some money for that. County Manager Zinser replied that in a couple of weeks through the infrastructure act, we will receive about \$80,000 for energy efficiency. One of the allowable uses is to develop an energy efficiency model.

c. To review and seek approval of Jail Medical Contract-

County Manager Zinser explained that this is year two of the contract. He

reminded all that we changed vendors two years ago. This contract shows an increase of \$109,000. We will have an additional fourteen hours dedicated to the MAP program. We are obligated to provide medical care to the inmates. This (contract) is a one-year extension.

Commissioner Chenette asked when we will receive the credit back to us that shows in the budget in year one.

County Manager Zinser explained that it will show up as a revenue in the jail budget fund. He explained that there are still claims coming in so we do need to wait five to six months to realize the savings.

Commissioner Clark motioned to approve \$1,997,560.00 for the extension agreement with Correctional Psychiatric Services, P.C. Commissioner Andrews seconded the motion. Vote 4-0.

d. To review and discuss Remote Workers Policy-

County Manager Zinser explained that there are several positions in the county where this can be done but we do not anticipate this will be widely used. It is a mutual agreement between the employer and the employee.

H.R. Director Corliss joined the meeting via ZOOM and stated that once the (COVID) emergency ended, we reviewed the employees still working remotely. Employees on FMLA or out with worker's compensation injuries can possibly still be productive and connected to the county. H.R. Director Corliss stated that she agreed with County Manager Zinser that it won't be widely used and that it wasn't during the pandemic. Most of our staff prefer to be in the office, stated H.R. Director Corliss. However, some can be more productive at home. For example, the Victim Witness Advocates worked from home as most of their work is done on the phone. Remote work is another tool in our toolbox, explained H.R. Director Corliss and we need clearer guidelines around it.

Commissioner Clark motioned to adopt the Remote Work Policy as presented. Commissioner Chenette seconded the motion. Vote 4-0.

e. H.R. Director Corliss to seek hiring/transfer approval for (requested by County Manager Zinser):

i. Emmett Summers in the position of full-time corrections officer in the Sheriff's Office with a date of hire of January 9, 2023

Commissioner Clark motioned to approve the hiring of Emmett Summers in the position of full-time corrections officer in the Sheriff's Office with a date of hire of January 9, 2023.

Commissioner Andrews seconded the motion. Vote 4-0.

ii. Tiffany Phelps in the position of full-time corrections officer in the Sheriff's Office with a date of hire of January 9, 2023

Commissioner Clark motioned to approve the hiring of Tiffany Phelps in the position of full-time corrections officer in the Sheriff's Office with a date of hire of January 9, 2023.

iii. Wayne Plummer in the position of reserve corrections officer in the Sheriff's Office with a date of hire of January 9, 2023

Commissioner Clark motioned to approve the hiring of Wayne Plummer in the position of reserve corrections officer in the Sheriff's Office with a date of hire of January 9, 2023.

iv. Kelsey Daniels in the position of reserve corrections officer in the Sheriff's Office with a date of hire of January 9, 2023

Commissioner Clark motioned to approve the hiring of Kelsey Daniels in the position of reserve corrections officer in the Sheriff's Office with a date of hire of January 9, 2023. Commissioner Andrews seconded the motion.

Vote 4-0.

- v. Transfer of Brad Paul from full-time civil deputy to full-time civil deputy supervisor with an effective date of January 23, 2023  
Commissioner Clark motioned to approve the transfer of Brad Paul from full-time civil deputy to full-time civil deputy supervisor with an effective date of January 23, 2023. Commissioner Andrews seconded the motion.  
Vote 4-0.
- vi. Transfer of Evan Sousa from corrections officer to patrol deputy in the Sheriff's Office with an effective date of January 23, 2023.  
Commissioner Clark motioned to approve the transfer of Evan Sousa from corrections officer to patrol deputy in the Sheriff's Office with an effective date of January 23, 2023. Commissioner Andrews seconded the motion.  
Vote 4-0.
- f. To review and seek approval of Acton/Shapleigh contract deputy agreement  
Commissioner Clark motioned to approve the Acton/Shapleigh contract deputy agreement and authorized the Sheriff and County Manager to sign it.  
Commissioner Andrews seconded the motion. Vote 4-0.
- g. Brief discussion of hiring of third Captain at the jail  
County Manager Zinser reminded the Commissioners that previously they had authorized the hiring of a jail investigator. This position is still needed and therefore, we would like to go out and hire a third captain in the investigative position. This position is already in the budget added the County Manager. Commissioner Chenette asked has this position been in the budget for several cycles? County Manager Zinser replied that it was in the last cycle.  
Commissioner Chenette asked what happens to the remaining funds? County Manager Zinser responded that they lapse into the jail's undesignated funds.
- h. To seek approval for high density storage for District Attorney's new office  
County Manager Zinser reminded the Board that they authorized new furniture for the D.A.'s new office in Biddeford. There is now a request before you for the purchase of high density storage in the amount of \$124,152.33. County Manager Zinser stated that he proposed these funds come out of unrestricted reserves. (account #37285)  
Commissioner Chenette asked if multiple companies were looked at. County Manager Zinser responded, yes, and that this company will also refile and consolidate the files into a unified system.  
Commissioner Clark addressed D.A. Slattery (attending the meeting via ZOOM) and stated that the Federal courts went to paperless filing 12 to 15 years ago. Is this at all likely to happen in the State courts?  
D.A. Slattery replied that is a work in progress. The courts were supposed to go paperless three years ago but we are transitioning as much as we can.  
Commissioner Clark asked would the documents be digitized and then destroyed?  
D.A. Slattery replied yes, but that they are not there yet. Some documents need to be maintained. She added that the future does hold more digital material but we have a past that we have to maintain as well. D.A. Slattery further explained that they did go with a smaller proposal as they won't need the amount of growth that is normally built into the system.

Commissioner Clark motioned to approve the Donnegan Systems filing system in the amount of \$124,152.33 for the York County D.A.'s office in Biddeford. Commissioner Andrews seconded the motion. Vote 4-0.

**6 OLD BUSINESS**

- a. To review and approve modified Findings of Facts  
County Manager Zinser recapped that our attorney had added a line to the Findings of Facts as requested.  
Commissioner Clark motioned to approve the document and send it on to the Appellant. Commissioner Andrews seconded the motion. Vote 4-0.

**\*\*\*HEARD AFTER PUBLIC COMMENT\*\*\***

**7 TO CONDUCT AN EXECUTIVE SESSION ON PERSONNEL ISSUES PURSUANT TO 1 M.R.S.A. §405 (6) (A), ACQUISITION OF REAL PROPERTY OR ECONOMIC DEVELOPMENT PURSUANT TO 1 M.R.S.A. § 405 (6) (C), LABOR NEGOTIATIONS PURSUANT TO 1 M.R.S.A. § 405 (6) (D) AND CONSULTATION WITH LEGAL COUNSEL PURSUANT TO 1 M.R.S.A. § 405 (6) (E), REVIEW OF CONFIDENTIAL RECORDS PURSUANT TO 1 M.R.S.A. § 405 (6) (F)**

- a. To conduct an executive session on personnel issues pursuant to 1 M.R.S.A. §405 (6) (A)  
Commissioner Clark motioned to enter into executive session pursuant to 1 M.R.S.A. §405 (6) (A) personnel issues. Commissioner Andrews seconded the motion.  
Commissioner Clark motioned to come out of executive session. Commissioner Andrews seconded the motion. Vote 4-0.  
No action taken.

**8 PUBLIC COMMENT(S) ON ANY ITEM(S)**

None

**9 ADJOURN**

Commissioner Clark motioned to adjourn. Commissioner Chenette seconded the motion. Vote 4-0.