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2
3 **COMMISSIONERS' MEETING**

4 **September 16, 2026**

5 The regular meeting of the York County Commissioners was held on Wednesday, September 16, 2026, at
6 4:30 PM at the York County Government Building in Alfred.

7
8 **COMMISSIONERS PRESENT:**

9
10 Richard R. Dutremble
11 Richard Clark
12 Robert Andrews

13
14 **COMMISSIONERS ABSENT:**

15
16 Justin Chenette
17 Donna Ring

18
19 **STAFF PRESENT:**

20
21 County Manager Greg Zinser, Deputy County Manager/HR Director Linda Hutchins-Corliss, Facilities
22 Director Rick deRochemont, EMA Director Art Cleaves, Register of Probate Carol Lovejoy, Major Craig
23 Sanford, Finance Director Lori Lemieux, and RTC Director Rod Hooper.

24
25 **YOU ARE INVITED TO RISE AND SALUTE THE FLAG OF THE UNITED STATES**

26
27 **ITEM**

28
29 **1. PUBLIC COMMENT(S) ON ANY ITEM(S)**

30
31 David Plavin, Vice President of Save Our Shores Saco, thanked the Commissioners and staff for
32 approving additional Emergency Management staffing, noting its importance to coastal communities and
33 countywide beach management planning efforts. He expressed support for the initiative and offered
34 assistance from Save Our Shores. Mr. Plavin also endorsed Katie DeWater's appointment, stating she
35 would be a valuable asset to the County.

36
37 **2. MINUTES OF THE FOLLOWING MEETINGS**

38
39 **a. Commissioners' meeting of September 2, 2026**

40
41 Commissioner Clark had one edit; Line 77 change Trail Manager to Trial Manager.

42
43 **MOTION: Commissioner Andrews moved to approve the minutes of September 2, 2026, as**
44 **amended. Commissioner Andrews seconded the motion.**
45 **Motion carried 3-0**

46
47 **3. TO APPROVE TREASURER'S WARRANTS**

48 **a. Warrants to be approved on September 2, 2026, in the amount of \$482,047.31**
49

50 **MOTION: Commissioner Clark moved to approve the warrant dated September 2, 2026, in the**
51 **amount of \$482,047.31. Commissioner Andrews seconded the motion.**
52 **Motion carried 3-0**

53
54 b. Warrants to be approved on September 9, 2026, in the amount of \$395,177.01
55

56 **MOTION: Commissioner Clark moved to approve the warrant dated September 9, 2026, in the**
57 **amount of \$395,177.01. Commissioner Andrews seconded the motion.**
58 **Motion carried 3-0**

59
60 **4. TO HEAR ANY REPORTS FROM THE COUNTY COMMISSIONERS**

61 None.
62

63
64 **5. NEW BUSINESS**

65
66 a. Deputy County Manager/H.R. Director Linda Hutchins-Corliss to present New
67 Hires/Transfers:

- 68 i. To seek transfer approval of Scott Gagne from the position of Training and
69 Response Coordinator to the position of Emergency Response Manager in the
70 EMA Office with an effective date of September 21, 2026.
71

72 **MOTION: Commissioner Clark moved to approve the transfer of Scott Gagne from the position of**
73 **Training and Response Coordinator to the position of Emergency Response Manager in the EMA**
74 **Office with an effective date of September 21, 2026. Commissioner Andrews seconded the motion.**
75 **Motion carried 3-0**

- 76
77 ii. To seek hiring approval of Katelyn DeWater in the position of Reserve Disaster
78 Assistance Responder II in the EMA Office with an effective date of September
79 21, 2026.
80

81 **MOTION: Commissioner Clark moved to approve the hiring of Katelyn DeWater in the position of**
82 **Reserve Disaster Assistance Responder II in the EMA Office with an effective date of September 21,**
83 **2026. Commissioner Andrews seconded the motion.**
84 **Motion carried 3-0**

- 85
86 iii. To seek hiring approval of Richard Smith in the position of Reserve Public
87 Safety Instructor III in the Regional Training Center with an effective date of
88 September 21, 2026.
89

90 **MOTION: Commissioner Clark moved to approve the hiring of Richard Smith in the position of**
91 **Reserve Public Safety Instructor III in the Regional Training Center with an effective date of**
92 **September 21, 2026. Commissioner Andrews seconded the motion.**
93 **Motion carried 3-0**

- 94
95 iv. To seek hiring approval of Diane Crowell in the position of Full time Registered
96 Nurse in the Integrated Medical and Behavioral Health Division with an
97 effective date of September 21, 2026.
98

99 **MOTION: Commissioner Clark moved to approve the hiring of Diane Crowell in the position of**
100 **Full time Registered Nurse in the Integrated Medical and Behavioral Health Division with an**
101 **effective date of September 21, 2026. Commissioner Andrews seconded the motion.**
102 **Motion carried 3-0**

- 103
104 v. To seek hiring approval of Johnna Garneau in the position of Clerk III in the
105 Sheriff's Office with an effective date of September 21, 2026.
106

107 **MOTION: Commissioner Clark moved to approve the hiring of Johnna Garneau in the position of**
108 **Clerk III in the Sheriff's Office with an effective date of September 21, 2026. Commissioner**
109 **Andrews seconded the motion.**
110 **Motion carried 3-0**

- 111
112 b. Carol Lovejoy, Register of Probate, to give update on Probate operations
113

114 Carol Lovejoy provided an update on Probate Office initiatives, including developing a partnership with
115 Adoptive and Foster Families of Maine (AFFM) to better assist families seeking emergency
116 guardianships, recruiting additional court visitors, and managing statewide access credentials for
117 confidential adult guardianship and conservatorship records. She reported continued success as a U.S.
118 passport acceptance facility and outlined staff development and process-improvement goals for the
119 coming year.
120

121 Ms. Lovejoy highlighted ongoing efforts to preserve and improve access to historic probate records dating
122 back to 1687, including relocating records from multiple courthouse storage locations and continuing the
123 digitization and uploading of archived documents. County Manager Zinser discussed exploring
124 opportunities to coordinate with existing records digitization projects to streamline the process.
125

126 Commissioner Dutremble asked whether the former law library could be used to store Probate records.
127 County Manager Zinser explained that the County has been exploring several options to relocate the
128 records from the courthouse basement, including the law library. He noted that previous plans to install
129 high-density storage were limited by structural and floor load concerns identified through engineering
130 reviews. The County is evaluating the law library and other courthouse spaces, including portions of the
131 Superior Court courtroom, to determine suitable storage solutions that will better preserve and improve
132 access to historic Probate records.
133

- 134 c. Review and possible award of Vehicle Bid for the Sheriff's Office
135

136 County Manager Zinser presented the annual cruiser purchase request for six vehicles from Arundel Ford
137 at a total cost of \$273,654, noting the purchase is within budget and that only one bid was received.
138

139 Commissioner Clark asked whether municipal police departments could participate in a joint vehicle
140 purchase to increase buying power and encourage additional bids. Major Sanford explained that joint
141 purchasing has been explored in the past but is difficult due to differing replacement schedules and
142 purchasing needs among agencies. County Manager Zinser agreed that cooperative purchasing is a good
143 concept but noted previous efforts among municipalities have been challenging to implement.
144

145 Commissioner Clark encouraged continuing discussions with municipal departments about potential
146 future joint purchases to seek cost savings and greater competition among vendors. He thanked Major
147 Sanford for the information.

MOTION: Commissioner Clark moved to award the Sheriff's Office vehicle bid to Arundel Ford for the purchase of six vehicles at \$45,609.00 per vehicle, for a total cost of \$273,654.00. Commissioner Andrews seconded the motion. Motion carried 3-0

d. Set date and time for the Spirit of America Award Ceremony (recommended: November 18, 2026, at 3pm, prior to the Commissioners' meeting).

MOTION: Commissioner Clark moved to set the date and time of the Spirit of America Award Ceremony for November 18, 2026, at 3pm. Commissioner Andrews seconded the motion. Motion carried 3-0

ASIDE: County Manager Zinser suggested the Board discuss expanding the Spirit of America award nomination process at a future meeting. Commissioners could consider either submitting nominations individually by district or continuing with nominations as a Board. County Manager Zinser noted there is nothing preventing either approach and recommended placing the matter on a future agenda for discussion. The Board expressed support for moving the conversation forward.

e. Community Development Block Grant – York County Entitlement Status

County Manager Zinser reported that York County has exceeded the population threshold to qualify as a Community Development Block Grant (CDBG) entitlement county, making it eligible to apply directly to HUD for an estimated \$1.8 million annually rather than through the State of Maine. He explained that becoming an entitlement county would require significant planning and cooperation agreements with all York County municipalities, except Biddeford, which already has entitlement status. Because participation from every municipality is required, the effort cannot proceed if any municipality declines.

To allow time for evaluation and municipal outreach, County Manager Zinser secured a one-year deferral from HUD. While implementation would involve substantial administrative effort and costs, he noted the program could provide additional funding for infrastructure, affordable housing, and other projects benefiting low- and moderate-income residents. He recommended continuing to pursue the opportunity and requested the Board's support.

Commissioner Clark supported exploring entitlement status and asked how municipal funding requests would be evaluated. County Manager Zinser said participating municipalities would establish a governing or advisory council to review, score, and rank projects before forwarding recommendations to the Board of Commissioners for final approval.

Commissioner Clark also asked whether future growth in Sanford could allow it to become its own entitlement community and potentially affect York County's eligibility. County Manager Zinser said this is possible and would depend on whether Sanford chose to pursue its own allocation or remain in the county program. He noted that the long-term impact is uncertain.

MOTION: Commissioner Clark moved to authorize the County Manager to move forward with the necessary work to obtain Community Development Block Grant (CDBG) entitlement status for the upcoming fiscal year. Commissioner Andrews seconded the motion. Motion carried 3-0

f. November 3, 2026, General Election – Treasurer’s position

County Manager Zinser reminded the Board that it had previously voted to place a ballot question before voters seeking the elimination of the elected County Treasurer position. He emphasized the need for public outreach and education before the election, including through newspaper articles, social media, and the County website, to explain the Board’s rationale and encourage voter support for the measure.

County Manager Zinser noted that common questions from the public include the need for a "second set of eyes" on financial matters and how the Treasurer's duties would be handled if the elected position were eliminated. He explained that the Board of Commissioners would appoint an individual to serve as Treasurer, consistent with practices used by most municipalities, where the position is often assigned to a chief administrative officer or finance official. He added that the appointment would be made by Board vote and invited Commissioners to share additional points they believe should be communicated to the public.

Commissioner Clark stated his support for eliminating the elected County Treasurer position, noting that the office requires only basic eligibility qualifications and does not require financial management, accounting, budgeting, or related professional expertise. He expressed concern that an individual without the necessary skills could be elected to oversee matters involving a county budget exceeding \$25 million. Commissioner Clark also observed that during his tenure as both a Budget Committee member and County Commissioner, he has had limited interaction with county treasurers and believes the position currently provides little practical value to county operations.

Additionally, he noted that maintaining the elected position may expose the County to certain employment-related liabilities. For these reasons, he supports replacing the elected office with an appointed individual who has appropriate training and experience in accounting and budget management.

Commissioner Andrews stated that York County has outgrown the need for an elected County Treasurer position. He noted that the role has become largely administrative, consisting primarily of signing checks, and no longer provides sufficient value to justify maintaining the office. Commissioner Andrews described the position as unnecessary and expressed support for eliminating it as a way to streamline county operations and improve efficiency.

Commissioner Dutremble, drawing on his background in finance and experience establishing financial management structures, stated that York County created a Finance Director position to assume the responsibilities traditionally associated with the Treasurer's office. He commented that the Treasurer position has become obsolete, noting that the County's financial operations are professionally managed and subject to regular audits. As a result, he expressed support for eliminating the elected Treasurer position.

County Manager Zinser addressed the common argument that the elected Treasurer provides an additional layer of financial oversight, questioning whether that is truly the case given that the position requires no specific qualifications or financial expertise. He noted that the County has long operated under a professional financial management structure, including a Finance Director position established when the County faced significant financial challenges.

County Manager Zinser stated that the Treasurer position has become antiquated and obsolete in light of the complexities of modern financial management, including accounting, grant administration, and the

management of federal and state funds. He added that many counties are moving toward professional finance leadership models and remarked that York County is already ahead of that trend.

Commissioner Dutremble noted that governmental accounting standards have changed significantly over the past two decades, making it essential for those overseeing county finances to have current financial knowledge and expertise.

County Manager Zinser agreed, adding that accountability is strengthened through the County's professional Finance Director structure because the position is directly employed and overseen by the County. In contrast, an elected Treasurer may or may not possess relevant experience or qualifications, and the County has no control over who is elected to the position. County Manager Zinser reiterated the Board's support for eliminating the elected Treasurer position and stated that staff would begin sharing information with the public explaining the rationale behind the proposed change before the November 3, 2026, election.

g. Zoom setting update

County Manager Zinser reported that, following issues experienced during the previous Zoom meeting, staff made minor security changes to the County's Zoom settings. Screen sharing has been disabled unless specifically authorized by the meeting host, and users of the shared Zoom account will be reminded not to alter those settings.

County Manager Zinser noted that while participants can still activate their cameras after being admitted from the waiting room, disabling screen sharing allows staff to remove disruptive participants more quickly and limit exposure to inappropriate content. He added that some of Zoom's recommended safeguards, such as restricting access, requiring registration, or limiting distribution of meeting links, are not practical for a public body that must provide open public access. The County will continue monitoring the settings and adjusting as needed.

6. OLD BUSINESS

None.

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. Executive Session pursuant to 1 M.R.S.A. §405 (6) (A) Personnel matters

Motion: Commissioner Clark moved to enter executive session pursuant to 1 M.R.S.A. § 405 (6) (A) to consider personnel matters. Commissioner Andrews seconded the motion.
Motion carried 3-0.

Motion: Commissioner Clark moved to come out of executive session. Commissioner Andrews seconded the motion.

Motion carried 3-0

294 **Motion: Commissioner Clark moved to approve the request for a Leave of Absence for the period**
295 **of October 6, 2026, through January 6, 2027. Commissioner Andrews seconded the motion.**
296 **Motion carried 3-0**

297
298 **8. PUBLIC COMMENT(S) ON ANY ITEM(S)**

299 None.

300
301 **9. ADJOURN**

302
303 **Motion: Commissioner Clark moved to adjourn. Commissioner Andrews seconded the motion.**

304 **Motion carried 5-0**

305 Meeting adjourned at 5:30pm.

306
307 Respectfully Submitted,

308
309 Patricia Murray, Executive Assistant to the County Manager

original



York County Integrated Medical & Behavioral Health Division

Employee Benefits Summary - UPDATE: 6/25/2026

HEALTH & WELLNESS (Medical, Dental, Vision, and Occupational Health and Safety)

Medical Insurance — Harvard Pilgrim Option 1 (Employee Only)	\$16.03 weekly
Medical Insurance — Harvard Pilgrim Option 1 (Employee + Dependents)	\$76.55 EE w/ Child(ren) or \$141.34 Family -weekly
Medical Insurance — Harvard Pilgrim Option 2 (Employee Only)	\$13.71 weekly
Medical Insurance — Harvard Pilgrim Option 2 (Employee + Dependents)	\$70.37 EE w/Child(ren) or \$131.12 Family -weekly
Health Reimbursement Account (HRA)	100% Employer-Funded
Dental Insurance (Employee Only)	100% Employer-Funded
Dental Insurance (Employee + two persons / three person or more)	\$6.05 or \$15.09 weekly
Vision Insurance (includes annual lens allowance)	\$1.19 (EE only) \$2.32 (w/ spouse) \$2.25 (w/Child(ren)) \$3.52 (EE with Family) - weekly
Employee Assistance Program (EAP)	5 Free Visits Included (see EAP brochure for details)

Occupational Health & Safety

- Hepatitis A & B vaccinations — Employer-paid, on-site
- TB Screening — Employer-paid, completed on work time (baseline at hire)
- Naloxone (Narcan) training for all staff — Employer-paid, on work time
- Workers' Compensation — Standard York County coverage

RETIREMENT & FINANCIAL

- Maine PERS or 457 Mission Square retirement plan — up to 10% employer match; vesting per County plan
- Student loan repayment assistance — up to \$5,000/year (based on role & tenure)
- Licensure fee reimbursement — Maine medical, nursing & counseling licenses paid by employer (prorated)
- DEA registration fees covered for all prescribing providers (prorated)
- Short-Term and Long-Term Disability — 100% paid by employer
- Life Insurance — 1× annual salary; supplemental coverage available
- Flexible Spending Account (FSA)- EE contributions only
- Professional Liability / Malpractice coverage --prorated based on time worked
- Paid Family & Medical Leave — 60%+ weekly wages; cost split employer/employee (0.05%); through Mutual of Omaha
- Accident / Critical Illness (Aflac) voluntary enrollment available

PROFESSIONAL DEVELOPMENT

- Annual CME/CEU budget — approximately \$10,000 (dependent on staffing levels)
- Conference attendance — Maine addiction medicine conferences
- Cross-training across clinical, SUD treatment, behavioral health & corrections teams
- Leadership development programs

PAID TIME OFF & LEAVE

PTO Accrual Schedule (Vacation + Sick Time Combined)

Status	Years of Service	Days/Year	Hours/Year
Full-Time	0–5 years	15 days	120 hrs.
Full-Time	5–10 years	20 days	160 hrs.
Full-Time	10–15 years	25 days	200 hrs.
Part-Time	0–5 years	8 days	40 hrs.
Part-Time	5–10 years	12 days	96 hrs.
Part-Time	10–15 years	15 days	120 hrs.

PTO Policies & Holidays

- PTO Rollover — up to 5 days may be rolled over annually (cannot carry year-to-year)
- PTO Buyout — up to 10 days annually, paid out during the first payroll of December
- PTO requests are at the discretion of the Director of Nursing
- 6 Fixed Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas
- 2 Floating Holidays — must be selected by December 31 of prior year
- Holiday Premium Pay (Essential Personnel, scheduled & working): Double time (2.0×)
- Bereavement Leave — 5 days paid (immediate/household family); 1 day paid (other close relatives)
- Jury Duty — fully paid for call-in days

COMPENSATION

- All IMBHD employees hired on or after January 1, 2026 receive a 2% increase every two years of full-time employment upon a successful performance evaluation.
- Shift differentials: 2nd shift +\$1.00/hr, 3rd shift +\$1.50/hr; weekends +\$2.00/hr for all shifts.



York County Integrated Medical & Behavioral Health Division

Employee Benefits Summary - UPDATE:10/01/2026

HEALTH & WELLNESS (Medical, Dental, Vision, and Occupational Health and Safety)

Medical Insurance — Harvard Pilgrim Option 1 (Employee Only)	\$16.03 weekly
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Employee Assistance Program (EAP)	5 Free Visits Included (see EAP brochure for details)

Health Insurance Eligibility

All regularly scheduled full-time employees who are scheduled to work 30 or more hours per week are eligible to participate in the County's health insurance plan at the full employer contribution rate.

All regularly scheduled part-time employees who are scheduled to work 20 to 29 hours per week are eligible to participate in the County's health insurance plan will receive a 35% prorated employer contribution toward the cost of coverage.

Example: Full-Time employee's contributions are \$100/week towards a plan

Part-Time employees will pay an additional 35% on their contribution

****\$100 (cost per week for full-time) x 1.35= \$135/week cost to part-time employee)**

Employees scheduled to work fewer than 20 hours per week are not eligible for County sponsored health insurance benefits unless otherwise required by law or approved by the County.

Occupational Health & Safety

- Hepatitis A & B vaccinations — Employer-paid, on-site
- TB Screening — Employer-paid, completed on work time (baseline at hire)
- Naloxone (Narcan) training for all staff — Employer-paid, on work time
- Workers' Compensation — Standard York County coverage

RETIREMENT & FINANCIAL

- Maine PERS or 457 Mission Square retirement plan — up to 10% employer match; vesting per County plan
- Student loan repayment assistance — up to \$5,000/year (based on role & tenure)
- Licensure fee reimbursement — Maine medical, nursing & counseling licenses paid by employer (prorated)
- DEA registration fees covered for all prescribing providers (prorated)
- Short-Term and Long-Term Disability — 100% paid by employer
- Life Insurance — 1x annual salary; supplemental coverage available
- Flexible Spending Account (FSA)- EE contributions only
- Professional Liability / Malpractice coverage -- prorated based on time worked
- Paid Family & Medical Leave — 60%+ weekly wages; cost split employer/employee (0.05%); through Mutual of Omaha
- Accident / Critical Illness (Aflac) voluntary enrollment available

Proposed New language

PROFESSIONAL DEVELOPMENT

- Annual CME/CEU budget — approximately \$10,000 (dependent on staffing levels)
- Conference attendance — Maine addiction medicine conferences
- Cross-training across clinical, SUD treatment, behavioral health & corrections teams
- Leadership development programs

PAID TIME OFF & LEAVE

PTO Accrual Schedule (Vacation + Sick Time Combined)

Status	Years of Service	Days/Year	Hours/Year
Full-Time	0–5 years	15 days	120 hrs.
Full-Time	5–10 years	20 days	160 hrs.
Full-Time	10–15 years	25 days	200 hrs.
Part-Time	0–5 years	8 days	40 hrs.
Part-Time	5–10 years	12 days	96 hrs.
Part-Time	10–15 years	15 days	120 hrs.

PTO Policies & Holidays

- PTO Rollover — up to 5 days may be rolled over annually (cannot carry year-to-year)
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- Holiday Premium Pay (Essential Personnel, scheduled & working): Double time (2.0×)
- Bereavement Leave — 5 days paid (immediate/household family); 1 day paid (other close relatives)
- Jury Duty — fully paid for call-in days

COMPENSATION

- All IMBHD employees hired on or after January 1, 2026, receive a 2% increase every two years of full-time employment upon a successful performance evaluation.
- Shift differentials: 2nd shift +\$1.00/hr, 3rd shift +\$1.50/hr; weekends +\$2.00/hr for all shifts.

MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT made this 18 day of September 2026 by and between the First County Foundation, a non-profit corporation duly organized and existing under the laws of the State of Maine with an address of 45 Kennebunk Road, Alfred, ME 04002, (hereinafter "Foundation"), and the **INHABITANTS OF THE COUNTY OF YORK, MAINE** a body corporate and politic with a mailing address OF 45 Kennebunk Road, Alfred, ME 04002 and offices at 149 Jordan Springs Road, (hereinafter "County"), and is under the direction of the York County Commissioners ("County Commissioners").

WHEREAS, the County established a training center for personnel engaged in emergency services known as the York County Regional Training Center;

WHEREAS, the County is in the process of establishing a recovery center known as York County Substance Use Treatment and Recovery Center;

WHEREAS, the County established a food pantry known as the First County Food Pantry;

WHEREAS, the Foundation received tax exempt status under Internal Revenue Code Section 501(c)(3) on July 10, 2024, EIN: 88-4169506;

WHEREAS, the parties promote first responder training that raises readiness and confidence across the region, substance use treatment and recovery that meets people with compassionate, individualized care, and a county food pantry that helps families access nutritious food with dignity;

WHEREAS, the parties wish to define and establish documentation of their efforts to promote their shared goals of training and support for emergency services in York County including the York County Regional Training Center, the Substance Use Treatment and Recovery Center, and the First County Food Pantry.

NOW THEREFORE WITNESSETH, the parties agree as follows:

The parties acknowledge that the Foundation is an independent corporate entity and is separate, financially, and administratively, from York County government and all of its departments. This message will be communicated to donors and included in all Foundation publications.

1. The County Commissioners welcome private financial and other support for the Training Center, Recovery Center, and Food Pantry, including, but not limited to support from the Foundation. The County will cooperate with the Foundation in its fundraising efforts and initiatives by providing examples of conditions, actions, and commitments it would be willing to consider in connection with possible conditional gifts, but final acceptance and approval remains solely with the County Commissioners.
2. All funds donated to the First County Foundation are the property of the Foundation. The Foundation may offer to donate funds, property, or items to the County from time to time without conditions, or with conditions, and/or specific purposes, or to be held in trust.

3. All funds, property or items offered to the County without any conditions, as conditional gifts, for specific purposes, or to be held in trust may be accepted or not accepted by the County Commissioners in accordance with Maine law and any applicable policies of the Commissioners, and by a majority vote of the County Commissioners.
4. The County may also accept donations for the Training Center, Recovery Center, and Food Pantry that are not channeled through the Foundation. All donations received at the facilities or at York County that are presented either in person, by mail or by electronic means shall be deemed as donations to the Training Center, Recovery Center, and Food Pantry and not to the Foundation unless the donor(s) specifically references the Foundation.
5. When asked questions about gifts to the Training Center, Recovery Center, and Food Pantry, staff shall provide potential donors with the option of giving directly to the facilities and/or to the Foundation.
6. The Foundation may utilize office or other space at the Training Center or such other County Facility with the permission of the York County Manager. The County may also provide clerical assistance, telephone or copying services to assist the Foundation's efforts. The Foundation agrees to follow all County policies relating to the presence on, and use of County property.
7. Information on the Foundation may be included in County, Training Center, Recovery Center, and/or Food Pantry publications and on the County, Training Center, Recovery Center, and/or Food Pantry website and social media platforms at the discretion of the County Manager. The County may supply letters or other documents to support the Foundation's fundraising efforts.
8. The Foundation will comply with all applicable requirements set forth in the Maine Nonprofit Corporations Act, 13-B M.R.S. §101; the law regulating Charitable Trusts, 18-B M.R.S. §405; the law regulating Public Charities, 5 M.R.S. §194; the Maine Charitable Solicitations Act, 9 M.R.S. §5001, et seq.; the law regulating Solicitation by Law Enforcement Officers, 25 M.R.S. §3702-C; and the law regulating Telephone Solicitations, 10 M.R.S. §1499-B; and such other state, federal and local laws as may apply to their activities.
9. The Foundation will adopt an ethics policy consistent with the County's policy.
10. The Foundation shall annually provide a copy of its annual financial statement and such other reports as may be requested by the County from time to time to the County Manager. The County Manager may make the financial statement and such other written submissions available to the public consistent with the Freedom of Access Act or as otherwise determined by the County Manager to be appropriate.
11. The Foundation agrees to indemnify and hold the County harmless from any actions or inactions attributed to the Foundation.

The above sets forth an expression of the basic terms under which the parties are prepared to proceed. Either party may terminate the Memorandum of Understanding by providing written notice to the other party at any time for any reason.

Dated <u>Sept. 18</u>, 2026 First County Foundation.  By Rachel Stansfield Its Chief Advancement Officer, duly authorized by vote of the Board of Directors	Dated _____, 2026 INHABITANTS OF THE COUNTY OF YORK, MAINE _____ By Gregory Zinser, County Manager, duly authorized by vote of the York County Commissioners
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