

## COMMISSIONERS' MEETING

May 7, 2025

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, May 7, 2025, A. D. at 4:30 P. M.

### COMMISSIONERS PRESENT:

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

County Manager Greg Zinser and Deputy County Manager Linda Hutchins- Corliss were present at the meeting.

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

#### 05-07-2025      ITEM

##### **1      PUBLIC COMMENT(S) ON ANY ITEM(S)**

Janet Drew addressed the Board via Zoom. She congratulated the person affiliated with the jail retired after 41 years.

##### **2      TO APPROVE TREASURER'S WARRANTS**

- a. Warrants to be approved on April 9, 2025 in the amount of \$956,111.18  
Commissioner Clark motioned to approve the warrant. Commissioner Andrews seconded the motion. Vote 5-0.
- b. Warrants to be approved on April 16, 2025 in the amount of \$4,001,206.34  
Commissioner Clark motioned to approve the warrant. Commissioner Andrews seconded the motion. Vote 5-0.
- c. Warrants to be approved on April, 23, 2025 in the amount of \$760,377.28  
Commissioner Clark motioned to approve the warrant. Commissioner Andrews seconded the motion. Vote 5-0.
- d. Warrants to be approved on April 30, 2025 in the amount of \$476,476.78  
Commissioner Clark motioned to approve the warrant. Commissioner Andrews seconded the motion. Vote 5-0.

##### **3      TO HEAR ANY REPORTS FROM THE COUNTY COMMISSIONERS**

Commissioner Chenette reported that he attended the Emergency Management Agency Open House, and it was a wonderful event. He stated that it was a great turnout and lots of families attended. It was a wonderful opportunity to educate our constituents, stated Commissioner Chenette.

Commissioner Dutremble informed all that the Maine County Commissioners Association is still working very hard to get more jail funding.

#### **4 NEW BUSINESS**

- a. Deputy County Manager/H.R. Director Linda Hutchins-Corliss to present new hires/transfers:
  - i. To seek hiring approval of Marilyn Mitchell in the full-time position of Deeds Clerk in the Deeds Office with an effective date of hire of May 12, 2025.  
Commissioner Clark motioned to approve the hiring of Marilyn Mitchell in the full-time position of Deeds Clerk in the Deeds Office with an effective date of hire of May 12, 2025. Commissioner Ring seconded the motion. Vote 5-0.
  - ii. To seek hiring approval of Wendy Staples in the full-time position of Deeds Clerk in the Deeds Office with an effective date of hire of May 27, 2025  
Commissioner Clark motioned to approve the hiring of Wendy Staples in the full-time position of Deeds Clerk in the Deeds Office with an effective date of hire of May 27, 2025. Commissioner Ring seconded the motion. Vote 5-0.
  - iii. To seek hiring approval of Denise Darcy in the full-time position of Legal Secretary in the District Attorney's Office with an effective date of hire of May 12, 2025  
Commissioner Clark motioned to approve the hiring of Denise Darcy with an effective date of hire of May 12, 2025. Commissioner Ring seconded the motion. Vote 5-0.
  - iv. To seek hiring approval of Louise Pridham in the full-time position of Legal Secretary in the District Attorney's Office with an effective date of hire of May 12, 2025  
Commissioner Clark motioned to approve the hiring of Louise Pridham in the full-time position of Legal Secretary in the District Attorney's Office with an effective date of hire of May 12, 2025. Commissioner Ring seconded the motion. Vote 5-0.
  - v. To seek hiring approval of Vanessa Folk in the full-time position of Legal Secretary in the District Attorney's Office with an effective date of hire of May 19, 2025  
Commissioner Clark motioned to approve the hiring of Vanessa Folk in the full-time position of Legal Secretary in the District Attorney's Office with an effective date of hire of May 19, 2025. Commissioner Ring seconded the motion. Vote 5-0.
  - vi. To seek hiring approval of Mia Behrenshouser in the full-time position of Legal Secretary in the District Attorney's Office with an effective date of hire of June 16, 2025  
Commissioner Clark motioned to approve the hiring of Mia Behrenshouser in the full-time position of Legal Secretary in the District Attorney's Office with an effective date of hire of June 16, 2025. Commissioner Ring seconded the motion. Vote 5-0.

Commissioner Clark asked how many positions are still vacant in the D.A.'s office after these hirings? Deputy County Manager/H.R. Director Corliss replied that this will put them at full but dependent upon the Commissioners' approval of the internal transfer, there will be one opening in D.A.'s office.

- vii. To seek approval of transfer of Michaela Susbury from full-time Victim Witness Advocate in the District Attorney's Office to full-time Victim Witness Advocate Director in the District Attorney's Office with a date of transfer of May 12, 2025

Commissioner Clark motioned to approve the transfer of Michaela Susbury from full-time Victim Witness Advocate to full-time Victim Witness Advocate Director in the District Attorney's Office. Commissioner Ring seconded the motion. Vote 5-0.

- viii. To seek approval of Richard Gibbs in the position of full-time Corrections Officer in the Sheriff's Office with a date of hire of May 19, 2025

Commissioner Clark motioned to approve the hiring of Richard Gibbs in the full-time position of Corrections Officer in the Sheriff's Office with a date of hire of May 19, 2025. Commissioner Ring seconded the motion. Vote 5-0.

- b. To review and approve the job description for Facilities Operations Specialist- County Manager Zinser explained when we went out to bid last year for grounds maintenance costs were high. We are presenting a new job description as we were unable to come to an agreement with the Union. We have residual monies set aside and are asking for the approval of a Facility Operations Specialist. They will also take care of some of the new equipment being installed at the new buildings.

County Manager Zinser reminded the Commissioners that we have talked about this position from time to time. Outside at all facilities need attention. Commissioner Clark asked if this position is funded in the upcoming budget? County Manager Zinser replied, yes. We have reached out to Manpower for interim mowing but no one is available.

Commissioner Clark motioned to approve the job description for Facilities Operation Specialist. Commissioner Chenette seconded the motion.

DISCUSSION: Commissioner Ring asked if this (position) is basically the grounds keeper?

County Manager Zinser responded that it is a variant and not what was presented to prior groups. It includes more technical aspects of facilities maintenance.

Commissioner Ring asked if this job comes under the 41 days up front?

County Manager Zinser replied, yes.

Vote 4-1 with Commissioner Ring opposed.

- c. To award CAD/RMS contract-

County Manager Zinser informed the Commissioners that about a year ago we went out to bid for a computer-aided dispatch records management system. There were many meetings with the committee as well as meetings with vendors. The final pricing came about a month ago and it is more of a product approach.

It was the unanimous recommendation of the committee (fire and police and EMS and EMA people) to award to (pending successful contract negotiations)

Motorola Solutions. We will probably be looking at a zone approach, explained County Manager Zinser.

Commissioner Ring asked if this is a system that is compatible with the State system?

County Manager Zinser responded that it is called FLEX. It will benefit the D.A.'s office and it is compatible to as what they refer to as cross agency checks. It is a unified, cloud-based system. We are close.

Commissioner Chenette motioned to award the bid to Motorola.

Commissioner Ring seconded the motion.

Commissioner Clark asked what we are approving as we don't have a number.

County Manager Zinser explained that it will probably cost around \$50,000 to \$60,000 for us to purchase the software. That will come back to the Board.

Commissioner Clark clarified, so, we are authorizing you to negotiate?

County Manager Zinser replied, yes, we will continue to work together.

Commissioner Clark explained that his concern is that he doesn't want to approve a number if he doesn't know it.

County Manager Zinser explained that it will be a multi-year implementation process.

Vote 5-0.

- d. Discussion of York County Shelter closing- County Manager Zinser stated that the closing took us off guard. For the record, The York County Shelter Programs have nothing to do with County Government. It is a separate entity and has never been part of the county government. We do have a contract with them for the Layman Way Recovery Center, and it is now slated to close on June 30<sup>th</sup>. To be clear, the running of the emergency shelter has nothing to do with the county but that doesn't mean we cannot help. They have a lot of housing stock out there also.

We are not in a position to help with the emergency shelter, but we can look at the operations of the Food Pantry, said the County Manager. We could take that over and assist. We have a long-term lease with the Shelter to run the Pantry, and they lease the building from us. We are in a position since the costs are low, we could fund that at least for the next couple of months.

We are talking with the Budget Committee tonight and it is not a bad idea as we are struggling to realize the true costs of running it, but the estimate is roughly \$100,000 a year.

Funding the emergency shelter would require a conversation with the Budget Committee.

Commissioner Chenette informed all that he attended a meeting with legislators at the State House today. This was the topic. He read a letter to Governor Mills that the York County Delegation signed.

He continued that he has heard from dozens of constituents, and they have lots of anxiety. We have a moral obligation to help lift up Mainers in need. A closure of the shelter and food pantry would be a monumental loss. Every municipality should have an interest in us taking over the Shelter and Food Pantry. We are in a unique position as the regional authority. The Budget Committee will make a final determination. We can make a policy decision. We can step it to run the Food Pantry and continue to have conversations that we take over the Shelter, recommended Commissioner Chenette.

The underlying issues of homelessness are not going away.

Commissioner Chenette motioned to appropriate up to \$25,000 from the

contingency and create a fund for food pantry operations.

Further, the County Manager is authorized to take the necessary steps to run the Food Pantry, including executing any contracts and the hiring of a pantry coordinator, if needed. This motion and interim actions will be reviewed at subsequent meetings of this Board.

And, in addition we would direct a request for a \$100,000 addition to the 'FY 2026 budget be sent to the Budget Committee for their review for us to continue food pantry operations.

Commissioner Clark seconded the motion.

DISCUSSION: Commissioner Clark stated that he is fully supportive of us keeping the food pantry as it serves a lot of people. The Shelter is beyond the scope of what the County can do. We have 3 major projects that are new to the county- Training Center, Recovery Center and Dredge. To ask our people to take on more, is not realistic. I don't think we can do it. It is beyond the capacity of the County at this time.

Commissioner Ring stated that the Shelter has done a wonderful job, and they have been a friend to the County. She continued that she is very sad to see this happen. There are very few shelters in the State. The Shelter takes care of that block of people that nobody wants to take care of; those with mental health and substance abuse issues. Unfortunately, it is a very expensive program. We are not in the position to take this on. We can work as a Board to work with the State.

Commissioner Ring said that she supports taking care of Food Pantry. She thanks the Shelter for their years of service.

Commissioner Chenette stated that maybe there is a need of continued conversations with every level of government. Maybe a regional conversation is needed. The issue just bounces around, and the issue is not addressed. As elected officials, what is our role to be part of a solution? The non-profit organizations can perhaps provide us with numbers. This is an all-hands-on deck emergency. It behooves us to try, stated Commissioner Chenette.

Commissioner Dutremble informed all that the County used to subsidize a few dollars to the food pantry years ago. He stated that he is going to approve the \$25,000 but not the \$100,000 until we know the facts and numbers, it's a waste of time.

Commissioner Andrews commented that he really believes we need to get something done. With the \$25,000, we can get help from others to show us how to run it. It is very important as there is a base of people who rely on the food pantries for their survival. As far as the \$100,000 is concerned, it's a shot in the dark but we need to get a group of people to help us figure out how we can get a shelter program on board. There are people who know the ropes and we could put together some sort of plan to help these people. Maybe we can't run the whole thing, but we could get a group together to "push this ball down the road."

Commissioner Clark stated that the Food Pantry currently exists and uses a county building. My understanding is there is one full-time and one- part time employee and the rest is done with volunteers. Asking for \$100,000 for the upcoming year is not unreasonable. We won't be in the budget process again until next year.

Commissioner Clark continued that he thinks the budget board should be asked. This just came to us, but he stated that we can support \$100,000. We will work around that if it isn't the right number. I do think we need to ask for something, he stated.

Commissioner Dutremble clarified that we would be taking \$125,000 through the contingency fund?

County Manager Zinser replied, no, the \$25,000 will be through the contingency fund for the remainder of the year. We will ask for \$100,000 as a new item in the budget.

That motion gives me the authority to hire an individual, stated County Manager Zinser. He added that the ballpark at \$100,000 isn't probably far off. The County Manager stated that by the end of June, he can probably have a draft budget to run the Food Pantry for the Commissioners.

Commissioner Dutremble added that we did pay for a freezer a few years ago. County Manager Zinser stated that the building is very old. He added that he has heard there are issues with the refrigerators and freezers. There could be other expenses.

Vote 5-0.

**5 OLD BUSINESS**

None

**6 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 on personnel issue(s) 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). Commissioner Ring seconded the motion. Vote 5-0.

Commissioner Clark motioned to come out of executive session.

Commissioner Chenette seconded the motion. Vote 5-0.

Commissioner Clark motioned to extend the leave of absence of employee A until July 20,2025. Commissioner Ring seconded the motion. Vote 5-0.

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

None

**8 ADJOURN**

Commissioner Ring motioned to adjourn. Commissioner Clark seconded the motion.

Vote 5-0.

Meeting adjourned at 5:33 p.m.