

COMMISSIONERS MEETING

February 1, 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, February 1, 2023 A. D. at 5:00 P. M.

COMMISSIONERS PRESENT:

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

County Manager Gregory Zinser and Deputy County Manager Linda Corliss were present at the meeting.

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

02-01-2023 ITEM

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

Janet Drew commented via ZOOM and asked to be updated on anything planned or that is coming up in the legislature. County Manager Zinser informed all that Commissioner Dutremble serves on the legislative policy committee of the Maine County Commissioners' Association and is reviewing legislation weekly. Commissioner Dutremble added that all (legislative) bills are on the State website.

2 **TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:**

- a. Commissioners' regular meeting of January 18, 2023
Commissioner Clark motioned to approve the minutes. Commissioner Andrews seconded the meeting. Vote 4-1 with Commissioner Ring abstaining as she was not present at the meeting.

3 **TO APPROVE TREASURER'S WARRANTS**

- a. Warrants to be approved on January 18, 2023 in the amount of \$584,570.26
Commissioner Clark motioned to approve the warrant. Commissioner Andrews seconded the warrant. Vote 5-0.
- b. Warrants to be approved on January 25, 2023 in the amount of \$405,372.57

Commissioner Clark motioned to approve the warrant. Commissioner Andrews seconded the warrant. Vote 5-0.

4 TO HEAR ANY REPORTS FROM THE OUNTY

COMMISSIONERS- Commissioner Dutremble reported that he is meeting every Monday as a member of MCCA's legislative committee to review legislative bills.

Commissioner Chenette informed all that he is starting to conduct office hours on the fourth Tuesday of each month at 6:30 p.m. via ZOOM on his website- Commissioner Chenette.com. He continued that he has two other items based on feedback from constituents. Commissioner Chenette spoke about the need for further discussion for live streaming in the new (Commissioners') meeting space. He commented that many municipalities do this and that maybe this needs to be in the budget. Commissioner Chenette added that he has heard from some folks wanting to understand the budget process. "*A lot of folks I represent don't understand and would like to engage in this process*", stated Commissioner Chenette.

Commissioner Dutremble explained the process in the past in that the department head brings their budget to us (Commissioners) and we ask questions at that time and make any necessary changes at that time. Commissioner Dutremble continued that he always asks the department head if they are satisfied with their budget. The last meeting we have is to vote for the budget. The budget committee have their meetings. Once they are satisfied they have a meeting with the general public to see how they feel about it.

County Manager Zinser explained that the (budget) process is statutorily driven. He added that the budget will be reviewed by the Commissioners in April. Then it goes to the budget committee by the end of April. The budget committee meets and then holds a Public Hearing. The budget would typically be concluded by the end of the fiscal year. Before they begin meeting, the budget committee has to hold a caucus for their members. The County Manager continued that the county provides staff support by sending out certified letters advising them of when the caucus is.

County Manager Zinser addressed the technology item (mentioned by Commissioner Chenette) and stated that he had a meeting two weeks ago with a company regarding this. The Commissioners already approved setting aside about \$75,000 in the budget for technology needs. We will have the capability to live stream. Right now, we do ZOOM for interaction. The County Manager added that there will be more conversations as we move forward.

5 NEW BUSINESS

a. Archivist update-phase 2 proposal- County Manager Zinser introduced Archivist Paige Lilly via ZOOM. Ms. Lilly gave a general overview of Phase 1 of the project.

Paige informed all that we have learned a lot. The first 220 years of York County's records are housed at the Maine State Archives. This transfer was

possibly done in the early 1970's. These have been microfilmed. We found some deeds and other legal documents that cross over to the Registry of Deeds as well. Ms. Lilly further explained that there is a continuous series of records of meeting minutes, agendas, reports, budgets, etc. from 1636 and more regular in 1640 to the present. Overall, the preservation status is very sound. Nothing discovered is water damaged. Ms. Lilly continued that the prospect of making your records more accessible to the public does seem manageable to me. The volume and complexity of the records does seem overwhelming but it does fall into place. She explained that the key is to do a lot of cataloging and indexing so we know what you have and then you can digitize.

Paige Lilly continued that her proposal does outline some smaller projects. She explained her proposal (attached to minutes as record).

Commissioner Clark thanked Paige for the work. He continued that he has a couple concerns. He wants to see the stuff preserved here and suggested maybe using some of the space at the courthouse for safe storage. Commissioner Clark stated that the other issue is that we need to get them digitized and online so people won't have to handle the items. He stated that he is entirely willing to go forward to phase 2 but wants to designate space in the courthouse for these documents. As long as they are safe where they are physically stored, we have done what we need to do, said Commissioner Clark. He added that they should be in a fire and climate-controlled area. Commissioner Clark continued that we need to be thinking long term what else we want to do to give people access. Commissioner Ring stated that she agrees with Commissioner Clark. She told Paige Lilly that she has done a tremendous job in getting these records in order and preserved. She added that she is glad to see the county is looking into taking care of them.

Commissioner Chenette stated that he echoed what other Commissioners have already said. He asked Paige Lilly if she had any estimate of the cost to take the items from microfiche to digital?

Ms. Lilly replied that she has no estimate at this time off the top of her head. She added that the county's microfiche isn't in good shape but we might be able to find the master copies of the microfiche. She estimated between \$1500 to \$2000 and informed all that the State library has equipment that can be borrowed.

Commissioner Dutremble agreed with the other's comments and said that this is well overdue.

County Manager Zinser commented that the actual storage right now for the volumes is quite good and it is in a locked area. We are talking about the aggregation of boxes over the years. That is what we are trying to unravel, explained County Manager Zinser.

Commissioner Clark motioned to approve phase 2 up to \$10,000.00.

Commissioner Andrews seconded the motion. Vote 5-0.

- a. To review receipt of LATCF funding-The County Manager informed all that we received \$100,000 from the Mobile Assistance and Tribal Consistency Fund. His recommendation is to house these funds under their own separate fund until the Commissioners decide how to designate. There will be reporting so you will want to spend it at some time, stated the County Manager.

Commissioner Clark motioned to set aside funds received from U.S. Department of Treasury Local Assistance and Tribal Consistency Fund in its own account until we determine what we want to do with it. Commissioner Andrews seconded the motion. Vote 5-0.

~~e. To seek opt in vote for new opioid settlements~~

d. To review and seek approval of transfer of forfeiture assets for Sheriff's Office

Commissioner Clark motioned as follows: NOW COMES the County of York, Alfred, Maine, by and through its governmental legislative body, the York County Board of Commissioners, and does hereby grant approval pursuant to 15 M.R.S.A. §5824(3) & §5826(6) to the transfer of the Defendant(s) *in Rem*, or any portion thereof, on the grounds that the York County Sheriff's Department did make a substantial contribution to the investigation of this or a related criminal case. WHEREFORE, the York County Board of Commissioners does hereby approve of the transfer of the Defendant(s) *In Rem*, or any portion thereof, pursuant to 15 M.R.S.A. §5824(3) & §5826(6) by vote of the Commissioners on February 1, 2023.

Commissioner Ring seconded the motion. Vote 5-0.

6 OLD BUSINESS

Commissioner Ring stated that she would like to make mention of an agenda item from the last meeting. It was in regard to the review and discussion of a Remote Policy. She stated that due to a vacation, she was unable to be here to vote on it but that it had no mention of a vote taking place listed on the agenda item. She asked did it go out to department heads or union leaders before it was approved. For transparency purposes, continued Commissioner Ring, we say it is to review and discuss. She stated that she doesn't think we should take a vote that same night. Just like the budgets, there is no place for the citizens to speak on the individual items before they are voted on. It should be specified on the agenda if we are going to vote, stated Commissioner Ring. We might get more engagement with citizens if we give them that opportunity.

County Manager Zinser replied that it is the prerogative of the Board on how you would like to move forward.

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)

None

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

None

9 ADJOURN

Commissioner Clark motioned to adjourn. Commissioner Andrews seconded the motion. Meeting adjourned at 5:43 p.m.