



*Robert L. Andrews
Vice-Chairperson
District 1*

*Richard R. Dutremble
Chairperson
District 2*

*Justin Chenette
District 3*

*Donna L. Ring
District 4*

*Richard Clark
District 5*

COUNTY COMMISSIONERS COUNTY OF YORK

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Alfred, Maine 04002

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*Gregory T. Zinser
County Manager*

*Patricia A. Murray
Assistant to the Manager*

*Linda M. Hutchins - Corliss
Deputy County Manager
Human Resource Director*

*Lorene B. Lemieux
Finance Director*

AGENDA FOR THE REGULAR MEETING OF WEDNESDAY, NOVEMBER 5, 2025 AT 4:30 P. M. IN THE YORK COUNTY GOVERNMENT BUILDING LOCATED AT 149 JORDAN SPRINGS ROAD, ALFRED, ME (TO BE HELD IN THE COMMISSIONERS' MEETING ROOM)

ZOOM LINK:

<https://us02web.zoom.us/j/88291217726?pwd=pYsbsGaYSUNaIEIS83nvn7svG7Gtar.1>

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

11-05-25 ITEM

- 1 PUBLIC COMMENT(S) ON ANY ITEM(S)**
- 2 TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS**
 - a. Commissioners' meeting of October 15, 2025
- 3 TO APPROVE TREASURER'S WARRANTS**
 - a. Warrants to be approved on October 15, 2025, in the amount of \$2,372,213.35
 - b. Warrants to be approved on October 22, 2025, in the amount of \$2,249,879.13
 - c. Warrants to be approved on October 29, 2025, in the amount of \$583,172.48
- 4 TO HEAR ANY REPORTS FROM THE COUNTY COMMISSIONERS**
- 5 NEW BUSINESS**
 - a. Deputy County Manager/HR Director Linda Hutchins-Corliss to present new hires/transfers:

- i. To seek transfer approval for Danielle Campbell from Receptionist to Legal Secretary in the District Attorney's Office effective November 17, 2025
- b. Retire Rehire/Hire Policy Modification
- c. Transfer of the Defendants in Rem Asset Forfeiture

6 OLD BUSINESS

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 – Leave of Absence Request

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

9 ADJOURN

COMMISSIONERS' MEETING

October 15, 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, October 15, 2025, A. D. at 4:30 P.M.

COMMISSIONERS PRESENT:

Richard R. Dutremble
Richard Clark
Robert Andrews
Donna Ring

COMMISSIONERS ABSENT:

Justin Chenette

County Manager Greg Zinser, HR Manager Christine Bean, EMA Director Art Cleaves, Deputy EMA Director Megan Arsenault and Facilities Director Rick deRochemont were present at the meeting.

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ITEM

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

None.

2. TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS

- a. Commissioners' meeting of October 1, 2025

MOTION: Commissioner Clark moved to approve the minutes of October 1, 2025. Commissioner Andrews seconded the motion.

Motion carried 4:0

3. TO APPROVE TREASURER'S WARRANTS

- a. Warrants to be approved on October 1, 2025, in the amount of \$435,618.76

MOTION: Commissioner Clark moved to approve the warrant dated October 1, 2025, in the amount of \$435,618.76. Commissioner Andrews seconded the motion.

Motion carried 4:0

- b. Warrants to be approved on October 8, 2025, in the amount of \$898,543.52

MOTION: Commissioner Clark moved to approve the warrant dated October 8, 2025, in the amount of \$898,543.52. Commissioner Andrews seconded the motion.

Motion carried 4:0

4. TO HEAR ANY REPORTS FROM THE COUNTY COMMISSIONERS

None.

4a. GRIEVANCE HEARING

- a. To hear grievance from FOP (may require executive session pursuant to 1 M.R.S.A. § 405 (6) (A) personnel issues).

Motion: Commissioner Clark motioned to enter executive session pursuant to 1 M.R.S.A. § 405 (6) (A) personnel issues. Commissioner Andrews seconded the motion.

Motion carried 4:0.

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

Motion carried 4:0

Motion: Commissioner Clark moved to deny the grievance submitted by the Fraternal Order of Police (FOP), using the County Manager's findings as the basis for support. Commissioner Andrews seconded the motion.

Motion carried 4:0

County Manager Zinser stated a letter will be sent to Attorney Maher the next day or two.

5. NEW BUSINESS

- a. HR Manager Christine Bean to present new hires/transfers:

- To seek hiring approval of Jillian Belleard in the position of Reserve Public Safety Instructor III in the Training Center with an effective date of October 20, 2025

MOTION: Commissioner Ring moved to approve the hiring of Jillian Belleard in the position of Reserve Public Safety Instructor III in the Training Center with an effective date of October 20, 2025. Commissioner Andrews seconded the motion.

Motion carried 4:0

Commissioner Ring inquired about the starting pay for a reserve Public Safety Inspector III. Fire Administrator Roger Hooper confirmed that the starting pay is \$24.00 per hour. County Manager Zinser stated that an adjustment to the starting pay is being looked at soon.

- To seek transfer approval of Travis McDonald to the position of Reserve Public Safety Instructor III in the Training Center with an effective date of October 20, 2025

MOTION: Commissioner Ring moved to approve the transfer of Travis McDonald to the position of Reserve Public Safety Instructor III in the Training Center with an effective date of October 20, 2025. Commissioner Andrews seconded the motion.

Motion carried 4:0

- To seek hiring approval of Alex Jewett in the full-time position of Corrections Officer in the Sheriff's Office with an effective date of October 27, 2025

MOTION: Commissioner Ring moved to approve the hiring of Alex Jewett in the full-time position of Corrections Officer in the Sheriff's Office with an effective date of October 27, 2025.

Commissioner Andrews seconded the motion.

Motion carried 4:0

- b. Updated Facilities Supervisor job description

County Manager Zinser discussed the updated job description for the Facilities Supervisor position. He clarified that this is an existing position under the MSEA contract, last filled around 2005–2006, and included in the current budget to support new facilities coming online, such as the Training Center anticipated for January. The position will be posted internally, with the potential for promotion from current staff. County Manager Zinser emphasized that the role will help establish clear chains of command and oversee building systems.

Rick deRochemont, Facilities Director, added that the position is critical for managing HVAC systems, maintenance, and operational oversight as new buildings are integrated. No board approval is required since the position already exists, but the board was informed for awareness.

6. OLD BUSINESS

Commissioner Ring raised a question regarding the placement of the old granite sign. County Manager Zinser confirmed the sign will be relocated on the island near the Sheriff's Office. Additional new signage will be installed at key locations, including the entrance at Route 4 and Layman Way, and midway down to direct traffic into the new area. Fire Administrator Roger Hooper was asked to provide printed visuals of the new signs for the Commissioners' review.

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 matter - continue evaluation and contract review of County Manager

Motion: Commissioner Clark motioned to enter executive session pursuant to 1 M.R.S.A. § 405 (6) (A). Commissioner Andrews seconded the motion.

Motion carried 4:0.

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

Motion carried 4:0

Motion: Commissioner Clark moved to approve the new contract for County Manager Zinser effective January 1, 2026, through December 31, 2030. Commissioner Andrews seconded the motion.

Motion carried 4:0

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

None.

9. ADJOURN

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

Motion carried 4:0

Meeting adjourned at 6:25pm.

Respectfully Submitted,

Patricia Murray
Executive Assistant to the County Manager

DRAFT

RETIRE REHIRE/HIRE POLICY

Effective Date: November 6, 2025

I. PURPOSE

The County recognizes that allowing retirees (current and perspective employees) to return to work for a period of time after retirement benefits both our employees and the County. It can serve to improve morale and employee welfare by allowing employees to take advantage of retirement benefits plans to which they have contributed throughout their careers while bringing talent, dedication, and specialized knowledge to the workplace. The implementation of this policy does not convey any type of right, privilege or requirement to employment with the County of York.

II. APPLICABILITY

The policy applies to all employees and potential employees, unless otherwise covered by a collective bargaining agreement, who have met the terms set forth by the Maine Public Employees Retirement System (MEPERS) and are eligible for retirement through MEPERS. For the purpose of this Policy, employees who retire and are rehired by the County after they begin collecting their MEPERS retirement benefit will be considered a Retiree Returning to Work (RRTW).

The IRS defines the “Normal Requirement Age” (NRA) as age 59.5. In accordance with IRS Regulations, RRTW under the age of 59.5 who do not have a “bona fide termination” will be subject to a 10% early distribution tax on their retirement benefits if they are rehired by the County. To be considered a bona fide termination, there must be no explicit understanding or agreement in place that the employee will be rehired to work for the County after their retirement.

Employees who have fully met the eligibility terms of their retirement plan, and are of NRA as defined by the IRS, are not prohibited from planning and discussing their return to work as a RRTW with a PLD Employer and are not subject to a waiting period to be rehired.

III. ELIGIBILITY REQUIREMENTS

Employees who wish to be rehired by the County as PLD RRTW must meet all of the following requirements to be considered:

- The employee is in a regular, benefits eligible position with the County or is applying for a regular, benefits eligible position within the County;

- Current employees must receive a positive recommendation from their Department Leader and County Manager to retire and be rehired;
- Potential new employees must pass all background and hiring requirements outlined in the County Recruiting Policy;
- The employee and/or candidate is enrolled in a MPERS retirement plan and has qualified for normal retirement under the plan. Employees, or prospective employees, who opt for early or disability retirement do not qualify;
- The applicable position is still required by the County, and it is not superfluous or slated for elimination;
- The employee, or prospective employee, is still able to perform the essential functions of the position, with or without accommodation.

IV. TERMS OF REHIRE

- a) Upon rehire/hire, the employee will be treated as a new hire with respect to seniority and all other benefits.
- b) Employees who are rehired/hired as a RRTW after **November 6, 2025**, are eligible to work as a RRTW for a period of up to (5) years. A RRTW hired under the conditions of this Policy may be permitted to extend their employment for an additional (5) years if they continue to meet the eligibility requirements set forth in this Policy.
- c) Employees who are rehired/hired as RRTW must work in a county established full-time position.
- d) MPERS imposes a weekly contribution on the earnable compensation of a RRTW, which is equal to the aggregate unfunded actuarial liability, or "AUL". The AUL contribution rate is set annually by MPERS and is 5% at the time of the adoption of this policy. The County will split the cost of the AUL 50/50 up to 5%. If the AUL percentage increases above 5%, the RRTW will be responsible for contributing the difference from their earnable compensation.
- e) The RRTW may enroll in a 457 with Missioned Square Retirement. The County will match up to a maximum of 7.5% into a 401(a) Retirement Account with Mission Square Retirement.

V. DISPUTE RESOLUTION

Any disputes arising under this policy may appeal to the Human Resources Director and then to the County Manager. They shall not be subject to grievance or similar procedures.

AARON M. FREY
ATTORNEY GENERAL



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6 STATE HOUSE STATION
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14 ACCESS HIGHWAY, STE. 1
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September 18, 2025

Sheriff William L. King, Jr.
York County Sheriff's Department
1 Layman Way
Alfred, ME 04002

Re: State v. Jose Ernesto Pena-Castillo
Required Vote of County - Approval of Transfer of Forfeited Assets

Dear Sheriff King,

Please find enclosed a County of York approval form for submission to the County Commissioners.

I have put in for transfer of the funds to York County due to the contributions of the York County Sheriff's Department in this case. Please submit the Approval to your Commissioners as soon as possible.

Please inform the Commissioners that :

A. 15 M.R.S.A. §5824(3) requires that, before any forfeitable item may be transferred to a State Agency, County, or Municipality through a Final Order of the Superior Court, the governmental body of that entity must publicly vote to accept the item or items.

B. Under rules issued by the Department of Attorney General, a public vote must be made on each forfeiture approval, and a continuing resolution of all future approvals cannot be accepted.

C. As with all forfeitures, an approval of a transfer by the legislative body does not guarantee with that the Defendant in Rem will in fact be forfeited or, if forfeited, that the Court will order the item or items transferred to the approving Department,

Agency, County, or Municipality. The legislative body's approval only signifies that if the assets are in fact ordered forfeited and, if the Attorney General and the Court agree that a transfer of all or part of the assets to the Department, Agency, County or Municipality is appropriate, then the governmental entity is willing to accept the assets. As we seek the necessary approvals **before** the Final Order of Forfeiture by the Court, both the governmental entity and the police agency are cautioned not to use or encumber the assets until a Final Order giving them lawful title is delivered to them from our office.

Assuming that your governmental body does grant its approval, kindly see to it that the accompanying form is signed by the appropriate person and is embossed with the seal of that legislative body. Then please return the original to me for filing, and retain a copy for your records.

Thank you very much for your attention to this matter. If you have any questions, please do not hesitate to call me.

Sincerely,



John Risler
Assistant Attorney General

JR/ml
Enclosure

STATE OF MAINE
YORK, ss

UNIFIED CRIMINAL COURT
Docket No. CR-23-177

State of Maine	}	
	}	County of York
v.	}	Approval of Transfer
	}	15 M.R.S.A. §5824(2)
Jose Ernesto Pena-Castillo	}	
Defendant;	}	
	}	
and	}	
	}	
\$34,000.00 U.S. Currency	}	
Defendant(s) In Rem	}	

NOW COMES the County of York, Alfred, Maine, by and through its legislative body, the York County Board of Commissioners, and does hereby grant approval pursuant to 15 M.R.S.A. §5824(2) & §5826(6) to the transfer of the above captioned Defendant(s) in Rem, namely \$34,000.00 U.S. Currency, or any portion thereof, on 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 Defendants in Rem, or any portion thereof, pursuant to 15 M.R.S.A. §5824(2) & §5826(6) by vote of the Commissioners on or about _____.

Dated: _____

Chairperson/Commissioner/Clerk
York County Board of Commissioners

(impress Legislative Body Seal Here)