

1 **COMMISSIONERS' MEETING**

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3
4 **September 3, 2025**
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9 At a regular meeting of the County Commissioners of the County of York, begun and
10 holden at the York County Government Building in Alfred, within and for the County of York,
11 being held on Wednesday, September 3, 2025, A. D. at 4:30 P.M.
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14 **COMMISSIONERS PRESENT:**
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16 Richard R. Dutremble (4:34)
17 Richard Clark
18 Robert Andrews
19 Justin Chenette
20 Donna Ring
21

22 County Manager Greg Zinser and Deputy County Manager Linda Hutchins-Corliss were present
23 at the meeting.
24

25 **YOU ARE INVITED TO RISE AND SALUTE THE FLAG OF THE UNITED STATES**
26

27 **08-06-2025 ITEM**
28

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

30 None.
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32 **2 TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS**

33 a. Commissioners meeting minutes of August 6, 2025

34 **Motion: Commissioner Clark moved to table the approval of the minutes of**
35 **August 6, 2025.**

36 **Commissioner Ring seconded the motion.**

37 **Motion carried 4-0.**
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39 **3 TO APPROVE TREASURER'S WARRANTS**

40 a. Warrants to be approved on August 6, 2025, in the amount of \$2,810,671.16

41 **Motion: Commissioner Clark motioned to approve the warrant dated**
42 **August 6, 2025, in the amount of \$2,810,671.16.**

43 **Commissioner Ring seconded the motion.**

44 **Motion carried 4-0.**

DISCUSSION: Commissioner Clark asked if the August 6th and August 20th warrants contained payments on the buildings. This was confirmed by County Manager Zinser.

b. Warrants to be approved on August 13, 2025, in the amount of \$1,394,365.45

c. Motion: Commissioner Clark motioned to approve the warrant dated August 13, 2025, in the amount of \$1,394,365.45.

Commissioner Ring seconded the motion.

Motion carried 4-0.

d. Warrants to be approved on August 20, 2025, in the amount of \$3,158,598.39

Motion: Commissioner Clark motioned to approve the warrant dated August 20, 2025, in the amount of \$3,158,598.39.

Commissioner Ring seconded the motion.

Motion carried 4-0.

e. Warrants to be approved on August 27, 2025, in the amount of \$690,438.32

Motion: Commissioner Clark motioned to approve the warrant dated August 27, 2025, in the amount of \$690,438.32.

Commissioner Ring seconded the motion.

Motion carried 4-0.

4 TO HEAR ANY REPORTS FROM THE COUNTY COMMISSIONERS

None.

5 NEW BUSINESS

a. Deputy County Manager/H.R. Director Linda Hutchins-Corliss to present new hires/transfers:

i. To seek approval of the hiring of Ryan Gaudreau in the position of Reserve Public Safety Instructor with York County Regional Training Center with a hire date of September 8, 2025.

Motion: Commissioner Clark motioned to approve the hiring of Ryan Gaudreau as Reserve Public Safety Instructor with York County Regional Training Center with a hire date of September 8, 2025.

Commissioner Ring seconded the motion.

Motion carried 5-0

ii. To seek approval of the hiring of J. David McLean in the position Reserve Public Safety Instructor with York County Regional Training Center with a hire date of September 8, 2025.

Motion: Commissioner Clark motioned to approve the hiring of J. David McLean as Reserve Public Safety Instructor with York County Regional Training Center, effective September 8, 2025. Commissioner Ring seconded the motion.

Motion carried 5-0.

iii. To seek approval of the hiring of Pamela Morrill in the position of full-time Correctional Officer with York County Jail with a hire date of September 8, 2025.

Motion: Commissioner Clark motioned to approve the hiring of Pamela Morrill as full-time Correctional Officer with York County Jail with a

hire date of September 8, 2025. Commissioner Ring seconded the motion.

Motion carried 5-0.

iv. To seek approval of the hiring of Delia Sanborn in the position of full-time Correctional Officer with York County Jail with a hire date of September 8, 2025.

Motion: Commissioner Clark motioned to approve the hiring of Delia Sanborn as full-time Correctional Officer with York County Jail with a hire date of September 8, 2025. Commissioner Ring seconded the motion.

Motion carried 5-0.

DISCUSSION: Commissioner Ring inquired about the timing of the next Correctional Academy.

Deputy County Manager/H.R. Director Linda Hutchins-Corliss replied it is October 1, 2025.

Commissioner Clark inquired about the status of filled and open positions. Deputy County Manager/H.R. Director Linda Hutchins-Corliss responded that there are currently 39 positions filled. Once the ongoing hiring process is complete, the total will be 42.

v. To seek the transfer approval of Heath Bryant from Reserve Correctional Officer to full-time Correctional Officer with an effective date of September 8, 2025.

Motion: Commissioner Clark motioned to approve the transfer of Heath Bryant from Reserve Correctional Officer to full-time Correctional Officer with an effective date of September 8, 2025. Commissioner Andrews seconded the motion.

Motion carried 5-0.

b. To Review and Seek approval on the vehicle bid for the Sheriff's Office.

County Manager Zinser introduced the next agenda item: review and approval of vehicle bids for the Sheriff's Office, noting that this is a routine annual process. Two bids were received: one from Quirk Ford and one from Arundel Ford. Complete bid documentation was included in the meeting packet. Major Mitchell reviewed the submissions and recommended awarding the bid to Arundel Ford; his recommendation was also included in the packet.

Motion: Commissioner Ring motioned to award the vehicle bid to Arundel Ford in the amount of \$275,514.00 for six Ford Explorers.

Commissioner Chenette seconded the motion.

Motion carried 5-0

c. Invitation to the Capital Campaign Appreciation Event on September 18, 2025, from 5-7pm in Kittery.

County Manager Zinser stated the Mainspring Donor Appreciation Event will be held on Thursday, September 18, from 5:00–7:00 PM in Kittery. The event will highlight projects made possible in part through ARPA funding, including the food pantry, housing initiatives, and the development of six apartments.

Commissioners noted the importance of having county representation at the event to show support for Mainspring's work. Commissioner Andrews' RSVP will be submitted, and if commissioners are unavailable due to the MCCA convention,

department heads who have worked with Mainspring may be asked to attend in their place.

Action Items:

RSVP: Commissioner Andrews' RSVP to be submitted.

Backup Representation: If commissioners are unavailable, department heads with Mainspring involvement will be asked to attend.

d. Attendance for the September 17, 2025, Commissioners Meeting

Due to the MCCA convention scheduled for the week of the 17th, the ability to reach quorum at the regularly scheduled Commissioners meeting on September 17, 2025, is unlikely. The Commissioners discussed canceling the meeting. The next Commissioners meeting will be Wednesday, October 1, 2025.

Motion: Commissioner Ring motioned to cancel the September 17, 2025, Commissioners meeting.

Commissioner Chenette seconded the motion.

Motion carried 4-1 with Commissioner Clark opposing.

Aside: County Manager Zinser introduced Patricia "Patty" Murray as the new Executive Assistant for the county. He expressed his appreciation for her joining the team and encouraged everyone to extend warm wishes and congratulations. Staff and attendees were invited to introduce themselves and make her feel welcome in her new role.

6 OLD BUSINESS

a. Update to the Food Contract/Commissary at York County Jail.

County Manager Zinser provided an update on the recently awarded contracts for Trinity Food Services Group and Keefe Commissary, which were approved at the last meeting. The contracts were negotiated in line with the RFP responses and have now been executed. Early feedback from the jail administrator has been very positive, noting smooth implementation and general satisfaction among staff. Food pricing is favorable, and the new commissary system offers more options for inmates, representing a significant improvement over the previous approach. Overall, the changes are expected to have a positive impact, and appreciation was expressed for the successful transition.

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 pursuant to 1 M.R.S.A. § 405 (6) (A), personnel matters

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 5-0.

Motion: Commissioner Clark motioned to come out of executive session.
Commissioner Andrews seconded the motion.
Motion carried 5-0
Motion: Commissioner Clark motioned to extend an employee's leave of absence beginning September 13, 2025, for three months.
Commissioner Andrews seconded the motion.
Motion carried 5-0.

b. To conduct an executive session pursuant to 1 M.R.S.A. § 405 (6) (D), FOP

c. To conduct an executive session pursuant to 1 M.R.S.A. § 405 (6) (D), NCEU
Motion: Commissioner Clark motioned to enter executive session pursuant to 1 M.R.S.A. § 405 (6) (D), FOP and NCEU
Commissioner Andrews seconded the motion.
Motion carried 5-0.

Motion: Commissioner Clark motioned to come out of executive session.
Commissioner Andrews seconded the motion.
Motion carried 5-0

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

None

9 ADJOURN

Motion: Commissioner Clark motioned to adjourn.
Commissioner Chenette seconded the motion.
Motion carried 5-0.
Meeting adjourned at 5:39 p.m.

Respectfully Submitted,

Patricia Murray
Assistant to the County Manager