

1 **COMMISSIONERS' MEETING**

2
3 **December 17, 2025**

4
5 At a regular meeting of the County Commissioners of the County of York, begun and holden at the York
6 County Government Building in Alfred, within and for the County of York, being held on Wednesday,
7 December 17, 2025, A. D. at 4:30 P.M.

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9 **COMMISSIONERS PRESENT:**

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11 Richard Clark
12 Robert Andrews
13 Justin Chenette

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15 **COMMISSIONERS ABSENT:**

16 Richard R. Dutremble
17 Donna Ring
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20 County Manager Greg Zinser, Deputy County Manager Linda Hutchins-Corliss, Sheriff William King,
21 Jail Administrator Lori Marks, Chief Jeremy Forbes, Major Craig Sanford, Chief Advancement Officer
22 Rachel Stansfield, Finance Director Lori Lemieux, EMA Director Arthur Cleaves (via Zoom), Deputy
23 EMA Director Megan Arsenault, Fire Administrator Rod Hooper, Register of Deeds Nancy Hammond
24 and Facilities Director Rick deRochemont were present at the meeting.
25

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

27
28 **ITEM**

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

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32 David Plavin, Vice President of SOS Saco Bay and Chair of the City of Saco Shoreline Commission,
33 thanked the Commissioners for their letter of support in resolving issues that delayed the dredge from
34 leaving port. He praised Art Cleaves, EMA Director, for his determination and acknowledged
35 collaboration with SOS President Kevin Roach and others. Mr. Plavin also thanked Commissioner
36 Chenette for leading the effort among commissioners and noted additional support from state
37 representatives and a senator, which helped achieve progress. The dredge is expected to be in Wells in
38 January and then in Saco, allowing sufficient time for work. He expressed optimism about a strong
39 Regional Economic Growth (REG) program moving forward and emphasized the potential for future
40 success with continued support.
41

42 Kevin Roach, President of SOS Saco Bay, thanked the county commissioners, Art Cleaves, and all levels
43 of government for overcoming challenges to get the dredge operational. He noted the initial controversial
44 vote about three years ago, its launch last year, and anticipated use this winter. Kevin emphasized the
45 long-term benefits, highlighting that Saco is slated for the Army Corps Jetty Project, one of Maine's
46 largest federal projects, with sand replenishment scheduled for 2027. He suggested that the county dredge
47 could serve as the dredge for that project, saving costs and increasing efficiency. This winter's smaller
48 project is seen as a "practice run" that could build momentum for broader use of the dredge in southern

49 Maine and beyond, bringing attention and benefits to the region. He concluded by expressing optimism
50 about future opportunities.

51
52 Janet Drew (York, ME) thanked the Commissioners and wished them happy holidays. She shared that the
53 Board of Visitors recently toured the new training center and found it impressive, noting it seems ahead of
54 schedule. Janet also mentioned the Board of Visitors report prepared by Susan Wiswell and asked about
55 the status of the food pantry.

56
57 County Manager Zinser responded that the food pantry is very active, distributing over 700 Thanksgiving
58 baskets including turkeys. Demand remains high, and donations are encouraged. Regarding the training
59 center, the first EMS class is scheduled for January 7th or 8th, confirming the project is slightly ahead of
60 schedule and will be a valuable asset for the county.

61
62 **2. TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS**

- 63
64 a. Commissioners' meeting of December 3, 2025

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66 **MOTION: Commissioner Clark moved to table the minutes of December 3, 2025. Commissioner**
67 **Chenette seconded the motion.**

68 **Motion carried 3:0**

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70 **3. TO APPROVE TREASURER'S WARRANTS**

- 71
72 a. Warrants to be approved on December 3, 2025, in the amount of \$459,733.96

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74 **MOTION: Commissioner Clark moved to approve the warrant dated December 3, 2025, in the**
75 **amount of \$459,733.96. Commissioner Chenette seconded the motion.**

76 **Motion carried 3:0**

- 77
78 b. Warrants to be approved on December 10, 2025, in the amount of \$1,541,048.55

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80 **MOTION: Commissioner Clark moved to approve the warrant dated December 10, 2025, in the**
81 **amount of \$1,541,048.55. Commissioner Chenette seconded the motion.**

82 **Motion carried 3:0**

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84 **4. TO HEAR ANY REPORTS FROM THE COUNTY COMMISSIONERS**

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86 Commissioner Chenette commended David Plavin and Kevin Roach, from SOS Saco Bay, for their
87 advocacy and emphasized that recent progress on the dredge and beach nourishment projects was an all-
88 hands effort involving the county, SOS Saco Bay, and multiple levels of government. He praised Art
89 Cleaves and his team for their leadership and highlighted collaboration with state and local officials,
90 including Senator Bailey, Representatives Archer, Copeland, Gramlich, Mayor Jodi MacPhail, Bob Foley,
91 and others as well as congressional staff. These projects are critical to protecting homes, livelihoods, and
92 the local economy from storm damage. With bureaucratic hurdles cleared, dredging is expected to begin
93 in Wells in January, followed by Saco and Old Orchard Beach. Commissioner Chenette stressed that this
94 is just the beginning, with more work ahead, and commended the county's role as a coordinating force to
95 protect the coastline and support future resilience efforts.

County Manager Zinser noted an additional agenda item regarding county manager authority under Title 30-A, which includes a proposed motion, rationale paragraph, and a resolution requiring execution. He will provide details later in the meeting. He thanked Art Cleaves and the EMA team for their extensive efforts on recent projects, emphasizing the significant time and communication involved. The County Manager then addressed the hiring of seven public safety instructors for the Regional Training Center, suggesting the board could approve items 1–7 as a single consent action to save time, though it was optional. Commissioner Clark expressed preference to review them individually as usual.

5. NEW BUSINESS

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

- i. To seek hiring approval of Jarrett Clarke in the position of Public Safety Instructor II in the YC Regional Training Center office with an effective date of January 5, 2026.

MOTION: Commissioner Clark moved to approve the hiring of Jarrett Clarke in the position of Reserve Public Safety Instructor II in the YC Regional Training Center office with an effective date of January 5, 2026. Commissioner Chenette seconded the motion.
Motion carried 3:0

- ii. To seek hiring approval of Dalton Marriott in the position of Public Safety Instructor II in the YC Regional Training Center office with an effective date of January 5, 2026.

MOTION: Commissioner Clark moved to approve the hiring of Dalton Marriott in the position of Reserve Public Safety Instructor II in the YC Regional Training Center office with an effective date of January 5, 2026. Commissioner Chenette seconded the motion.
Motion carried 3:0

- iii. To seek hiring approval of Christopher Carpenter in the position of Public Safety Instructor II in the YC Training Center office with an effective date of January 5, 2026.

MOTION: Commissioner Clark moved to approve the hiring of Christopher Carpenter in the position of Reserve Public Safety Instructor II in the YC Regional Training Center office with an effective date of January 5, 2026. Commissioner Chenette seconded the motion.
Motion carried 3:0

- iv. To seek hiring approval of Mathew McRae-Cyr in the position of Public Safety Instructor II in the YC Regional Training Center with and effective date of January 5, 2026.

MOTION: Commissioner Clark moved to approve the hiring of Mathew McRae-Cyr in the position of Reserve Public Safety Instructor II in the YC Regional Training Center office with an effective date of January 5, 2026. Commissioner Chenette seconded the motion.
Motion carried 3:0

- v. To seek hiring approval of Sean Connell in the position of Public Safety Instructor II in the YC Regional Training Center with an effective date of January 5, 2026.

MOTION: Commissioner Clark moved to approve the hiring of Sean Connell in the position of Reserve Public Safety Instructor II in the YC Regional Training Center office with an effective date of January 5, 2026. Commissioner Chenette seconded the motion.

144 **Motion carried 3:0**

145 vi. To seek hiring approval of Douglas Williams in the position of Public Safety Instructor II
146 in the YC Regional Training Center with an effective date of January 5, 2026.

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148 **MOTION: Commissioner Clark moved to approve the hiring of Douglas Williams in the position of**
149 **Reserve Public Safety Instructor II in the YC Regional Training Center office with an effective date**
150 **of January 5, 2026. Commissioner Chenette seconded the motion.**

151 **Motion carried 3:0**

152 vii. To seek hiring approval of Russell Osgood in the position of Public Safety Instructor II in
153 the YC Regional Training Center with an effective date of January 5, 2026.

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155 **MOTION: Commissioner Clark moved to approve the hiring of Russell Osgood in the position of**
156 **Reserve Public Safety Instructor II in the YC Regional Training Center office with an effective date**
157 **of January 5, 2026. Commissioner Chenette seconded the motion.**

158 **Motion carried 3:0**

159 viii. To seek hiring approval of Irene Prescott in the position of Grand Jury Manager in the
160 District Attorney's office with an effective date of January 5, 2026.

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162 **MOTION: Commissioner Clark moved to approve the hiring of Irene Prescott in the position of**
163 **Grand Jury Manager in the District Attorney's office with an effective date of January 5,**
164 **2026. Commissioner Chenette seconded the motion.**

165 **Motion carried 3:0**

166 ix. To seek hiring approval of Samantha Felt in the position of Victim Witness Advocate in
167 the District Attorney's office with an effective date of January 5, 2026.

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169
170 **MOTION: Commissioner Clark moved to approve the hiring of Samantha Felt in the position of**
171 **Victim Witness Advocate in the District Attorney's office with an effective date of January 5,**
172 **2026. Commissioner Chenette seconded the motion.**

173 **Motion carried 3:0**

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175 b. York County Jail Biennium Inspection

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177 County Manager Zinser announced that the commissioners received the biennium jail inspection report,
178 and the county jail scored 100% compliance across all 132 criteria. He congratulated Sheriff King, Major
179 Lori Marks, Jail Administrator, and the entire team for their hard work in compiling the extensive
180 documentation required by the Department of Corrections. Sheriff King echoed the praise, highlighting
181 Major Marks' leadership in achieving the perfect score.

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183 c. Flock Camera Discussion

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185 County Manager Zinser introduced the topic of Flock license plate reader (LPR) cameras, noting that
186 commissioners received a proposal from Chief Deputy Forbes prior to the meeting. The purpose of this
187 discussion was to introduce the concept, clarify its intended use, and address initial questions.

188

Chief Deputy Forbes explained that the cameras would help address challenges posed by the county's large coverage area (300+ square miles) and limited staffing (3–5 deputies on duty). He emphasized that the technology only captures vehicle plates on public roads, not faces or personal tracking, and that data is retained for 21 days by law. Chief Deputy Forbes highlighted benefits for solving crimes, locating suspects, and supporting public safety initiatives such as mental health interventions, Amber Alerts, and Silver Alerts. He also noted potential uses for traffic management and evacuation planning, referencing EMA's prior interest in similar technology. Chief Deputy Forbes assured that strict policies and transparency measures, similar to those implemented for body cameras, would govern the system. He invited commissioners to meet with Flock representatives for further details.

Commissioner Questions and Comments

Commissioner Chenette thanked Chief Deputy Forbes for the presentation and stressed the need for a careful, transparent evaluation process, including public input, given concerns raised at the municipal level. Key points discussed:

- Traffic enforcement: Chief Deputy Forbes confirmed the cameras will not be used for speeding or seatbelt violations.
- Federal access to data: Chief Deputy Forbes stated that any access would require going through the Sheriff's Office and be limited to public safety issues. Commissioner Chenette requested more clarity on internal processes and statutory authority for a future meeting.
- Local approval: Placement on private property requires owner consent, while placement on state DOT property requires town approval and compliance with conditions (speed limit ≤ 35 mph, no traffic obstruction).
- Other jurisdictions: Chief Deputy Forbes noted that several municipalities (Lewiston, York, Auburn, Falmouth) use Flock cameras successfully, but no other counties currently do. Commissioner Chenette expressed interest in understanding why other counties, such as Cumberland, have not adopted them.
- Independent review: Commissioner Chenette asked about accountability measures to ensure compliance with data retention and usage policies. Chief Deputy Forbes responded that while there is no formal external audit, the Sheriff's Office would provide open access for review and could conduct quarterly reports if requested. He reiterated that Flock does not have access to vehicle owner information and only captures vehicle and plate data.

Commissioner Chenette emphasized the importance of public awareness and engagement before moving forward and suggested scheduling a follow-up meeting with Flock representatives for detailed answers.

Commissioner Clark voiced concerns about privacy and surveillance, citing his lifelong commitment to personal privacy. He acknowledged that technology already tracks individuals but stated he is uncomfortable expanding monitoring through cameras. While he trusts current leadership, he worries about future administrations misusing the technology and called for real guarantees against abuse, though he admitted uncertainty about how to achieve that. Commissioner Clark expressed skepticism that cameras make people feel safer and shared serious reservations about the proposal, while appreciating the opportunity for discussion and agreeing to revisit the topic in future meetings.

County Manager Zinser thanked Chief Deputy Forbes for the presentation and stated that the next steps will include scheduling additional meetings, obtaining answers to outstanding questions, and developing a plan of action in coordination with the Sheriff's Office. The finalized proposal will be brought back to the board for consideration at a future date.

- d. MDEA MOU Discussion and Approval (executive session may be necessary)

County Manager Zinser presented a proposed Memorandum of Understanding (MOU) between York County and a deputy assigned to the Maine Drug Enforcement Agency (MDEA). He explained that this agreement is part of a longstanding arrangement with the state and would allow a concurrent promotion for the deputy, enabling eligibility for a supervisory position within MDEA. County Manager Zinser noted that the MOU is straightforward and requested board consideration.

He advised that any detailed questions should be addressed in executive session under 405(6)(A) due to personnel matters. County Manager Zinser also emphasized the urgency, stating that delaying action could make the agreement moot because of a closing application window for the supervisory role. Commissioner Chenette asked if this was the same agreement previously flagged for concern by Commissioner Ring. County Manager Zinser confirmed it was and explained that, since the item was already posted on the agenda, only the board could remove it as requested by Commissioner Ring.

MOTION: Commissioner Chenette moved to proceed with the Memorandum of Understanding between the County of York and MDEA Deputy Regan. Commissioner Clark seconded the motion. Motion carried 3:0

e. FY25 Surplus Allocation

County Manager Zinser presented a memo requesting approval for the annual surplus allocation, which is traditionally done at year-end following audit site work. The county ended the fiscal year with approximately \$800,000 in surplus revenues and about \$300,000 from the jail, totaling close to \$1 million.

The proposal includes:

- Reallocating \$800,000 from the general fund to contingency, capital improvements, employee wellness, special projects, employee training and development, technology upgrades, and payroll liabilities.
- Reallocating \$300,000 from the jail fund: \$200,000 to jail capital improvements and \$100,000 to replenish the jail insurance reserve.

Additionally, County Manager Zinser recommended closing or consolidating outdated reserve accounts (e.g., ergonomics fund, EMA facility garage fund, and government building renovation fund) and reallocating those balances to active accounts such as special projects. He assured that sufficient funds will remain for building maintenance and noted that capital improvement reserves will provide backup for major repairs.

County Manager Zinser emphasized that all details, including starting balances, proposed reallocations, and ending balances, are outlined in the attached document and invited commissioners to ask questions.

Commissioner Chenette asked for clarification on certain budget lines, specifically “Special Projects.” It was explained that this fund was created about six or seven years ago to support initiatives such as the renovation of the former Layman Way Recovery Center and continues to fund recovery center projects. For building-related needs, the Capital Reserve account holds approximately \$200,000, separate from the \$100,000 allocated for capital improvements in the operating budget. Additionally, an unrestricted reserve account has about \$294,000 available for emergencies or major building expenses. Regarding the food pantry, minor costs like a freezer would first be covered by the operating budget; if that is not feasible, funds could come from reserves. The discussion also addressed the Employee Wellness budget, which covers staff engagement activities, plaques, and maintenance or replacement of gym equipment. Commercial-grade equipment, such as treadmills, can cost around \$5,000, which justifies the increase of this budget to \$40,000.

MEMO

TO: Board of Commissioners
 FROM: Finance Director Lori Lemieux
 DATE: December 12, 2025
 RE: Transfer of End of Year Allocations

This request is to transfer the excess allocations from our unassigned accounts to specific reserves for use in the future. The attached document shows the beginning balances and the ending balances if the following transactions are approved.

Please keep in mind that these are from unaudited records and are contingent on the completion of the FY25 Audit. Once the audit is near completion, these may need to be amended in accordance with the audited information.

After conferring with the County Manager, Greg Zinser, I am proposing the following transfers:

- 1) To move \$800,000.00 from the General Fund Unassigned to seven separate reserves:
 - a. Contingency \$79,167.70
 - b. Capital Improvement \$100,000.00
 - c. Employee Wellness \$20,000.00
 - d. Special Projects \$480,832.30
 - e. Employee Training and Development \$40,000.00
 - f. Technology Upgrades \$30,000.00
 - g. Payroll Liabilities \$50,000.00
- 2) To move \$300,000.00 from the Jail Fund Unassigned to two separate reserves:
 - a. Jail Capital Improvements \$200,000.00
 - b. General Fund Insurance Reserve \$100,000.00
- 3) To reallocate internal General Fund Reserves from the following:
 - a. New Government Building \$200,000.00
 - b. Maine 200 \$11,195.00
 - c. Projects \$4,640.95
 - d. Ergonomics \$550.40
 - e. Pers Record \$454.50
 - f. EMA/Facility Garage \$25,012.22
 - g. The above totaling \$241,853.07 to be reallocated to Special Projects

Thank you for the consideration of the above assignments.

MOTION: Commissioner Clark moved to approve the FY25 surplus allocations as presented. Commissioner Chenette seconded the motion.

Motion carried 3:0

- f. Resolution on Authority of York County Manager

County Manager Zinser explained the need for a resolution affirming the authority of the county manager under Title 30A, as requested by the bank during the process of securing a line of credit. This line of credit is intended to protect the county from potential federal funding delays, particularly as it undertakes a \$5 million dredging project that requires upfront payments with expected reimbursements. Zinser noted that federal reimbursement processes can be unpredictable and highlighted the risk of a government shutdown if a continuing resolution is not passed by January 30. The resolution, which was previously approved many years ago, is rarely requested but necessary for the bank to proceed. Zinser asked the commissioners to review the proposed motion and authorize signing the updated resolution.

The Commissioners reviewed the following: As we know, the County Manager is required to implement the actions and directives of the York County Commissioners. In order to do so, he needs to engage in discussions and negotiations in some matters and to take action on others, which may include the signing of various documents on our behalf. Because some third parties wish to see his authority set forth in a formal manner, I hereby make the following motion which may be memorialized in a written resolution:

MOTION: Commissioner Clark moved to authorize County Manager Zinser to take action on behalf of the York County Commissioners confirming, implementing and/or executing on the directives, actions, guidance, and/or votes of the York County Commissioners, including, but not limited to engaging in discussions and negotiations with other parties as well as the preparation and execution of agreements, letters, awards, payments, personnel actions, banking and financial documents (including but not limited to checking, savings accounts, reimbursements, advances, lines of credit, grants, and other contractual arrangements), procurements, leases, audits, memoranda, applications, commitments, settlements, resolutions, and all other documents as necessary to effectuate the purposes of the Commissioners. Commissioner Chenette seconded the motion.

Motion carried 3:0

6. OLD BUSINESS

County Manager Zinser announced that the Benggio abatement appeal has officially been withdrawn.

MOTION: Commissioner Clark moved to dismiss the tax appeal as a settlement has been made between the applicant and the Town of Cornish. Commissioner Chenette seconded the motion.

Motion carried 3:0

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

Not necessary.

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

Susan Wiswell asked for clarification regarding the amounts listed under “Special Projects” and whether the figures were additive. County Manager Zinser explained that the amounts include both new money from the surplus and the reallocation of older reserves that are no longer needed. Specifically, the total consists of \$480,000 plus another \$480,000 and \$241,853.07, for a combined balance of approximately \$1.7 million. Zinser emphasized that these are two separate actions: adding surplus funds and moving existing reserves into Special Projects.

Commissioner Clark wished everyone in attendance and everyone watching at home a Merry Christmas and a Happy New Year. Commissioner Andrews seconded the sentiment.

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352 **9. ADJOURN**
353 **Motion: Commissioner Clark motioned to adjourn. Commissioner Chenette seconded the motion.**
354 **Motion carried 3:0**
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356 Meeting adjourned at 5:28pm.
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358 Respectfully Submitted,
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360 Patricia Murray
361 Executive Assistant to the County Manager
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