

1 **COMMISSIONERS MEETING**

2 **January 17, 2024**

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6 *YORK,ss*

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8 At a regular meeting of the County Commissioners of the County of York, begun and  
9 holden at the York County Government Building in Alfred, within and for the County of York,  
10 being held on Wednesday, January 17, 2024, A. D. at 4:30 P. M.  
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12 **COMMISSIONERS PRESENT:**

- 13 Richard R. Dutremble
- 14 Richard Clark
- 15 Robert Andrews
- 16 Justin Chenette
- 17 Donna Ring

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21 County Manager Greg Zinser and Deputy County Manager Linda Corliss were present at the  
22 meeting.  
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24 **YOU ARE INVITED TO RISE AND SALUTE THE FLAG OF THE UNITED STATES**

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26 **01-17-2024      ITEM**

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28 **1 PUBLIC COMMENT(S) ON ANY ITEM(S)**

29 Susan Wiswell questioned why the treasurer’s warrant was so high? County  
30 Manager Zinser explained the various expenses.  
31

32 Sheriff King gave a “shout out” to York County’s EMA stating that they took a  
33 leading role during the recent storms. He added that Deputy EMA Director Megan  
34 Arsenault did an exceptional job.  
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36 **2 TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:**

- 37 a. Commissioners’ meeting of January 3, 2024
- 38 Commissioner Clark made two corrections to the minutes and motioned to
- 39 approve them as amended. Commissioner Andrews second the motion. Vote
- 40 5-0.

41 **3 TO APPROVE TREASURER’S WARRANTS**

- 42 a. Warrants to be approved on January 3, 2024 in the amount of \$1,166,456.47
- 43 Commissioner Clark motioned to approve the warrant. Commissioner
- 44 Andrews seconded the motion. Vote 5-0.
- 45 b. Warrants to be approved on January 10, 2024 in the amount of \$739,241.02
- 46 Commissioner Clark motioned to approve the warrants. Commissioner
- 47 Andrews seconded the motion. Vote 5-0.

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

Commissioner Clark informed all that he recently attended the annual Maine County Commissioners Association meeting. He informed all that Commissioner Dutremble was re-elected as President of MCCA for 2024.

Commissioner Chenette echoed Sheriff King's sentiments and also thanked our local representatives. He added that he had received positive feedback from his towns on how well York County EMA did. Commissioner Chenette asked for an update and the county's role in the repair.

Commissioner Dutremble reminded the Board that we all agree to disagree on certain issues but we should also serve with honor and respect to each other.

**5 NEW BUSINESS**

a. Introduce Deputy Manager/H.R. Director Corliss to seek approval for the hiring/transfer of the following individuals:

- i. Ryleigh Dwyer in the full-time position of Legal Secretary in the District Attorney's Office with a date of hire of January 22, 2024

Commissioner Clark motioned to approve the hiring of Ryleigh Dwyer in the full-time position of Legal Secretary in the District Attorney's Office with a date of hire of January 22, 2024. Commissioner Andrews seconded the motion. Vote 5-0.

**\*\*\* This item moved to the end of the meeting after Public Comment\*\*\***

b. To seek Commissioner approval for the termination of Donald Desjardins with an effective date of January 17, 2024. (Executive session may be necessary pursuant to 1M.R.S.A. §405 (6)(A) personnel issues.)

Commissioner Clark motioned to enter into executive session pursuant to 1 M.R.S.A. §405 (6)(A) personnel issues.) Commissioner Andrews seconded the motion. Vote 5-0.

Commissioner Clark motioned to come out of executive session.

Commissioner Andrews seconded the motion. Vote 5-0.

Deputy County Manager/H.R. Director Corliss addressed the Board to seek approval for the termination of Donald Desjardins effective January 17, 2024.

Commissioner Chenette motioned to approve the termination of Donald Desjardins effective January 17, 2024. Commissioner Ring seconded the motion. Vote 5-0.

c. To set date to hear tax abatement denial appeal from the town of Arundel (recommend meeting date of February 21, 2024)

Commissioner Clark motioned to schedule the tax abatement for the February 21, 2024 Commissioners' meeting. Commissioner Andrews seconded the motion. Vote 5-0.

d. Discussion of FY'25 budget

County Manager Zinser explained that this is an opportunity for the Board to give him some input on what they are hoping to accomplish, etc. He continued that the budget will be given to them in the last week of March for review in April. During the meetings held the 1<sup>st</sup> and 2<sup>nd</sup> weeks of the month we will

99 begin review. He reminded the Commissioners that wages and benefits are  
100 driven by the Union contracts. The NCEU contract expires 12-31-2024 so that  
101 will impact half of the FY'25 budget.

102 County Manager Zinser gave some highlights and stated that he is somewhat  
103 concerned over multiple lines across the budgets. For example, office supplies  
104 have gone up, software and overtime wages. County Manager Zinser  
105 explained that the District Attorney was down a couple of positions (legal  
106 secretaries) so that contributed to overtime but now all are hired. Other lines  
107 seeing increases, continued County Manager Zinser include meals and lodging,  
108 training and development and travel. There are various hardware lines that are  
109 being over expensed. Therefore, he advised the Commissioners to anticipate  
110 that there will be some increases in those lines. He continued that they have  
111 just started figuring out wages and he is estimating that he will be adding in the  
112 equivalent of 1.5 full time employees as some are obligations from (hires) last  
113 year. We are hopeful to get Department Leaders their first draft during the first  
114 or second week of February.

115 County Manager Zinser informed the Commissioners that our revenue is ok but  
116 that our Deeds recording fees are 13% to 14% off target (\$200,000 or  
117 \$300,000). We are hoping for a bit of a rebound in the Spring he stated. We  
118 are at 51% or 52% for transfer tax so we are pretty much on target there.

119 Commissioner Dutremble asked the County Manager what would happen if the  
120 State takes over the transfer tax? County Manager Zinser explained that this  
121 was delayed a couple of years ago by the State. Maine Revenue was going to  
122 their online portal system but it was delayed last year but it is still being talked  
123 about. The law says we get 10% of the tax. If the portal is utilized, they will  
124 collect all the revenue and we will be waiting for our payments. It should be  
125 more as we are the ones answering the questions and doing the accounting.  
126 This amounts to about \$1 million a year for us.

127  
128 Commissioner Clark asked where are we on the audit? The County Manager  
129 replied that he had e-mailed the auditors today. They are swamped and will be  
130 in touch with us.

131  
132 Commissioner Chenette asked, assuming we don't get any additional Federal  
133 or State support, how will we make up the shortage for our ARPA projects?  
134 County Manager Zinser explained that we will leverage the opioid funding and  
135 borrow from ourselves and pay ourselves back. Currently, our deficit is about  
136 \$5.5 million. County Manager Zinser continued that the construction drawing  
137 phase will help us refine (the deficit) more. He added that he is hopeful that we  
138 can draw that down even more. County Manager Zinser continued that he is  
139 having a conversation now with another county to see if they could partake in  
140 this also and another private company as well.

141 Commissioner Chenette replied that he doesn't want to be in a situation where  
142 one tax year we have to put a burden on taxpayers. Commissioner Chenette  
143 continued that as a follow up, could we as part of the budget process, get an  
144 update on our development initiatives. Knowing the game plan and publicly  
145 talking about it would be helpful.

146 Commissioner Chenette also reminded County Manager Zinser that perhaps  
147 the Annual report could be produced as part of the budget process. He stated  
148 that he would like a much more comprehensive product to distribute publicly  
149 like Cumberland County does and they do it as part of the budget process.

150 County Manager Zinser responded that perhaps next year we could do it with  
151 the FY 26 budget.

152 Commissioner Ring added that the annual report is helpful to all elected  
153 officials and department heads. It allows them to take pride in what they've  
154 done in their departments.

155 Commissioner Ring also asked that in preparation for the budget, she would  
156 like the Department heads to give us their year-end estimated expenditures.

157 County Manager Zinser replied that the issue is that it is difficult to see on  
158 spreadsheet when it's printed.

159  
160 Commissioner Andrews asked about the increase of \$100,000 put into last  
161 year's budget by the Budget Committee to address homelessness. What  
162 happened?

163 County Manager Zinser replied that he has had discussions with town officials  
164 broad and wide. He added that he has had a meeting with the Shelter as well  
165 and a community action program. EMA Director Art Cleaves took part in one  
166 meeting from the sheltering aspect, informed the County Manager. He advised  
167 that the Commissioners keep the money in the budget. County Manager Zinser  
168 stated that there is only one shelter in the county. They have about 30 beds and  
169 they have some septic issues. Maybe this might be a better location to put the  
170 money into or assist with outfitting warming centers, recommended the County  
171 He added that he is not seeing a good, clean path forward.

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173 Commissioner Chenette replied that if we're not able to identify a path on our  
174 own, does it make sense to form a community stakeholder conversation in the  
175 county? It might open up what is our blueprint. These conversations have to  
176 happen at a local level as well. We seem to be good conduits. He added that  
177 he understands it will be a lot of work.

178 County Manager Zinser replied that we could, but they already exist.

179 Commissioner Chenette asked which one for the county? The County Manager  
180 explained there isn't a specific one but the regional homeless council takes a  
181 countywide approach. There is another one out of community action program  
182 and funding is provided by Federal funds.

183 County Manager Zinser added that the budget committee was clear that this  
184 money was for homelessness. He continued to state that we do take part in  
185 those meetings. That's where we are getting this information that there isn't a  
186 cohesive answer.

187 Commissioner Chenette replied that he does like the idea of a warming center.

188 County Manager Zinser commented that some of the police chiefs in the  
189 meeting last week thought that it might be a localized approach.

190  
191 Commissioner Clark asked the County Manager other than 1.5 new employees,  
192 do you expect to do any other hiring this year?

193 County Manager Zinser responded there is a half-time position vacant due to a  
194 retirement in H.R. and he is talking with the Sheriff about taking money (from  
195 his budget) to make it a full-time position as recruiting is huge. I.T. probably  
196 will be beefing up some resources there and maybe another Facilities position.  
197 "I haven't had any conversations from anyone else," stated the County  
198 Manager. Deeds won't be looking for a new position but perhaps converting a  
199 position from deeds into an archivist. He added that he has not talked to  
200 department heads yet.

201 Deputy County Manager Corliss stated that she has not had a general  
202 conversation with the District Attorney.  
203 Commissioner Ring commented that IT has done a good job trying to stay  
204 ahead of problems. Two people for this organization is not a lot.  
205 She added that maintenance is in the same boat. We have added lots of space.  
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207 **6 OLD BUSINESS**

- 208 a. Recap of Planning Board Meeting with Town of Alfred  
209 County Manager Zinser informed all that the Planning Board did approve 58  
210 beds and moved our projects on. The Planning Board agreed that their third  
211 party reviewer will work with our engineers so when it goes back to the  
212 Planning Board it will be keyed up for approval.  
213

214 Commissioner Clark stated that he attended this meeting. He restated what the  
215 County Manager said. Attorney Gene Libby did an excellent job presenting  
216 our position on the number of beds. He deserves a lot of credit for the work he  
217 did. He was very impressive, commented Commissioner Clark.  
218

219 County Manager Zinser stated that one of the sticking points for the town is  
220 water. We did agree at the meeting to contribute \$150,000 to the water main  
221 project out here. This seemed to help the situation. The tension in the room  
222 went down. Our position is that it has nothing to do with water levels and fire  
223 protection. It is a goodwill gesture on our part. We will have to find some  
224 money in the budget. As a reminder, the County Manager told all that interest  
225 monies are accruing from our ARPA funds close to \$400,000 to \$450,000 in  
226 interest earnings.  
227

228 County Manager Zinser also stated that in regard to the funding deficit, we  
229 have money for the buildings but we are short on money for the contingencies.  
230 He also told all that we offered land to the water district to dig a test well as  
231 they spoke about finding a new water source.  
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233 **7 TO CONDUCT AN EXECUTIVE SESSION ON PERSONNEL**  
234 **ISSUES PURSUANT TO 1 M.R.S.A. § 405 (6) (A), ACQUISITION OF**  
235 **REAL PROPERTY OR ECONOMIC DEVELOPMENT PURSUANT**  
236 **TO 1 M.R.S.A. § 405 (6) (C), LABOR NEGOTIATIONS PURSUANT**  
237 **TO 1 M.R.S.A. § 405 (6) (D) AND CONSULTATION WITH LEGAL**  
238 **COUNSEL PURSUANT TO 1 M.R.S.A. § 405 (6) (E), REVIEW OF**  
239 **CONFIDENTIAL RECORDS PURSUANT TO 1 M.R.S.A. § 405 (6) (F)**  
240 None  
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242 **8 PUBLIC COMMENT(S) ON ANY ITEM(S)**

243 Deputy EMA Director Megan Arsenault informed all that EMA activated for the  
244 Wednesday and Saturday storms. Nine coastal towns were affected. We assisted  
245 with public messaging as some towns needed assistance with RAVE alerts. We are  
246 now working on damage assessments with the towns. We will be doing initial  
247 damage assessment survey process to get a rough estimate for FEMA. Currently,  
248 they are two separate disasters, but we are hoping to combine them to make it more  
249 efficient and cost effective. Next week we will be working with MEMA along the  
250 coast and with FEMA so we can get a declaration.

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Commissioner Chenette asked if we have a list of towns that are participating in our RAVE program so people aware of whether or not their town is on it. Deputy EMA Director Arsenault explained that they can do it two ways as we have worked with our new hires to make templates for the towns. Even if a town is not enrolled, we can still send out a RAVE request to them.

**9 ADJOURN**

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

Vote 5-0. Meeting adjourned at 5:42 p.m.

DRAFT

## 2022 Years of Service Awards

### 40 Years

Pam Roberts

### 30 Years

Jennifer Frith

Capt Carl Ronco

Doreen Staples

### 25 Years

Rose Leeman

### 20 Years

Kelly Burnham

Eric Daigneault

Kelly Demers

Clarissa Guay

Richard Lane

Lorene Lemieux

Michael Perry

Colton Sweeney

Stacy Thistlewood

### 15 Years

Lori Marks

### 10 Years

/

### 5 Years

Christine Bean

Dennis Chagnon

Richard Clark

Jean Lalonde

Tracy Thill

## 2023 Years of Service Awards

### 30 Years

/

### 25 Years

Jennifer Kern

Michael Leary

Rachel Sherman

### 20 Years

William Elliott

Jason Gaudette

### 15 Years

Robert Carr

Kathryn Dumont

Jason Drouin

Martin Harmon

### 10 Years

Linda Corliss

### 5 Years

Richard DeRochemont

Deidra Doyon

Matthew Fitzgerald

Nancy Hammond

Casey Hartford

Roger Nagy

Bradley Paul





## COUNTY OF YORK

*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*

45 Kennebunk Road  
Alfred, Maine 04002

(207) 459-2313  
Fax (207) 324-9494  
YC-Commish@yorkcountymaine.gov

*Gregory T. Zinser*  
*County Manager*

*Kathryn A. Dumont*  
*Assistant to the Manager*

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

*Lorene B. Lemieux*  
*Finance Director*

January 30, 2024

Memo:

The Jail Sewer Grinder Building request for proposals was posted and a comprehensive review of the submitted proposals has been completed. Proposals were received by the following companies:

Benchmark Construction	\$1,998,000.00
Ganneston Construction	\$1,495,000.00
Phelan Construction, LLC	\$1,249,893.00

All submittals were reviewed, and it was determined that they all met RFP requirements. A meeting with Phelan and Oak Point was conducted to review the RFP to confirm specifications and any other conditions. I would suggest Phelan Construction, LLC be selected for the contractor to complete the construction of the Jail Sewer Grinder Building. The suggested contingency for the project is 10% (\$124,989.30) above the bid which should be considered in the motion to accept.

Should the Board approve Phelan and the contingency, the amount should be \$1,374,883.00  
Bid exclusions include any inspections required by law or suggested by the engineer to include compaction inspections, welding inspections, utilities to the building, including electricity and water.

Respectfully submitted,

Richard deRochemont  
Facilities Manager



## DECLARATION OF CIVIL EMERGENCY

Whereas, on or about Wednesday January 10, 2024, York County was impacted by a major rain, snow, windstorm, and coastal flooding inundation that had significant damaging effects for the Coastal Communities. In addition, the National Weather Service NOAA office is predicting a follow-on storm this coming Saturday with higher tide cycle impacts for the same coastal areas and

Whereas, emergency management emergency protective measures are required by towns to protect life and property given the magnitude of flooding inundation especially to homes and roads near the coastline. More importantly the greater concern of higher levels of flooding inundation within the next two days will require the mobilization of additional responders to keep emergency protective measures in place.

Now, Therefore, We, the Commissioners of the York County, pursuant to the authority incumbent upon the Board, do hereby declare, the existence of a local disaster in the County of York; and

Further, We direct the York County Manager and Emergency Management Director to coordinate the activities of the emergency response, to take all appropriate actions needed to alleviate the effects of this disaster, and to aide in the restoration of essential public services, as defined by the Board.

Still Further, The Board authorizes appointed officials of the County of York to act as necessary to meet the current exigent circumstances of this on-going emergency response: by the employment of temporary workers, by the rental of equipment, by the purchase of supplies and materials, and by entering into contracts for services, as needed and determined by appointed department heads.

The emergency declaration signed on this 10<sup>th</sup> of January, in the year 2024, and to remain in effect until January 14, 2024.

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Richard R. Dutremble, Chair  
Commissioner

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Robert L. Andrews, Vice-Chair  
Commissioner

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Richard Clark, Commissioner

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Donna Ring, Commissioner

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Justin Chenette, Commissioner