

1 **COMMISSIONERS MEETING**

2 **December 1, 2021**

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5 *YORK,ss*

6
7 At a regular meeting of the County Commissioners of the County of York, begun and
8 holden at the York County Government Building in Alfred, within and for the County of York,
9 being held on Wednesday, December 1, 2021 A. D. at 4:30 P. M.

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12 **COMMISSIONERS PRESENT:**

- 13
- 14 Richard R. Dutremble (excused)
- 15 Richard Clark
- 16 Robert Andrews
- 17 Allen Sicard
- 18 Donna Ring
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22 County Manager Gregory Zinser and Deputy County Manager Linda Corliss were present at the
23 meeting.

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

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28 **12-1-2021 ITEM**

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

31 Chief Hooper addressed the Board to clarify an item that he commented on at the
32 last meeting dealing with COVID vaccines for paramedics. He stated that he didn't
33 mention that the EMS rule expired on November 21st and therefore is no longer a
34 requirement for EMTs and paramedics to be vaccinated. There is a rule going
35 through now that will require the COVID vaccine as well as six other vaccines.

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37 Janet Drew addressed the Board via ZOOM to speak to COVID again as our
38 numbers are going up. People have a choice to have a vaccine and protect
39 themselves, their families and their co-workers and people they are responsible for
40 or a choice that they shouldn't have a job. Ms. Drew continued that two thirds of
41 people hospitalized are not vaccinated. She told the Commissioners that she
42 doesn't think you have done this county a service in not moving forward and
43 leaving administration to flounder. Ms. Drew continued that it doesn't sound like
44 leadership to me and she's disappointed. There have been requirements for other
45 vaccines. This certainly falls into this category. How can you justify that county
46 employees can go around infecting others? You are doing a disservice to all of us.
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2 TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:

- a. Commissioners' Regular Meeting of November 17, 2021-
Commissioner Clark motioned to approve with a minor correction.
Commissioner Andrews seconded the motion. Vote 4-0.
- b. Commissioners' Special Meeting of October 27, 2021
Commissioner Clark motioned to approve with one correction. Commissioner
Andrews seconded the motion. Vote 4-0.

3 TO APPROVE TREASURER'S WARRANTS

- a. Warrants to be approved on November 17, 2021 in the amount of \$436,537.23
Commissioner Clark motioned to approve the warrant. Commissioner
Andrews seconded the motion. Vote 4-0.
- b. Warrants to be approved on November 24, 2021 in the amount of \$699,372.35
Commissioner Clark motioned to approve the warrant. Commissioner
Andrews seconded the motion. Vote 4-0.

4 TO HEAR ANY REPORTS FROM THE COUNTY COMMISSIONERS

None

5 TO HEAR ANY REPORTS FROM THE COUNTY MANAGER

None

6 NEW BUSINESS

- a. Approval of transfer of forfeiture funds –
County Manager Zinser explained the process.
Commissioner Clark motioned to approve the transfer of the funds and
authorize the Vice-Chairman to sign the document. Commissioner Ring
seconded the motion. Vote 4-0.
- b. Systems analyst (IT) approval of upgrade of job description-
County Manager Zinser explained that there has been problems recruiting an
entry level IT person. We have hired a few that didn't work out. We've had
conversations with Department Heads and Todd Charles, York County IT
Manager and have come to the conclusion that we need to look for a systems
analyst. The County Manager stated that Todd maintains the network. We
would be eliminating the current job description and moving it to a systems
analyst position and increasing the starting salary to \$60,000. We currently
have \$45,000 in the budget. County Manager Zinser added that there will be no
budgetary impact for this year as we already have \$45,000 in the budget and
the person won't be hired for a couple of months. We would fill the gap by
taking \$15,000 from the jail salary line as this person will be handling IT there
some of the time.
Commissioner Sicard asked if \$60,000 was competitive in York County?
H.R. Director Linda Corliss explained that she did a salary review in York
County and found the range to be \$61,400 to \$79,000 but that she considered
the County's benefits package. H.R. Director Corliss added that if we are
lucky enough to find someone with experience, we might be able to go up to
\$62,000 to \$65,000. Lots of software comes with the new jail cameras, added
Director Corliss as well as new software in many departments.

99 DISCUSSION- Commissioner Ring stated that she has a few questions.
100 She asked what portion (of this new IT position) would be charged to the jail
101 budget? County Manager Zinser said it is ultimately up to the Commissioners.
102 Commissioner Ring stated that she would like the Jail Administrator, Sheriff
103 and H.R. Director to get together to see how much IT they need. She
104 continued that she thinks they need a designated IT person for their department.
105 County Manager Zinser responded that they did discuss this matter with the
106 Sheriff's Office and this is where we landed.

107 Sheriff King stated that his department does have the most need for IT. He
108 continued that he doesn't need it to be his. He just needs to know the IT person
109 is going to be there when his departments need him.

110 H.R. Director Corliss stated that this is a starting point. Maybe we will need to
111 add an additional third IT person down the road. We have had zero candidates
112 for the IT Tech. We need to be more competitive, commented H.R. Director
113 Corliss.

114 Commissioner Clark stated that he supports upgrading the position description
115 but that he thinks more money is needed to attract someone. He added that
116 \$70,000 is more what this (position) should be paid. Commissioner Clark
117 motioned to approve the upgrading of the position and lifting the top salary to
118 be offered to \$75,000.

119 DISCUSSION: If you want a quality person you'll have to pay more, stated
120 Commissioner Clark.

121 Commissioner Andrews added that he is concerned that since we are putting in
122 these new systems and don't have this software person to work it, we are in a
123 bad situation.

124 Commissioner Ring seconded the motion. Vote 4-0.

- 125
126 c. Introduce H.R. Director Linda Corliss to request the hiring of Joselyne Pouliot
127 in the position of full-time maintenance technician with a hire date of
128 December 13, 2021. H.R. Director Linda Corliss explained to the Board that
129 this position has been posted several times and candidates have been
130 interviewed.

131 Commissioner Clark motioned to approve the hiring of Joselyne Pouliot in the
132 position of full-time maintenance technician with a hire date of December 13,
133 2021. Commissioner Ring seconded the motion. Vote 4-0.

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135 d. Introduce H.R. Director Linda Corliss to request the hiring of the following in
136 EMA:

- 137 i. Daniel Verrill in the reserve position of Fire Instructor II with a start date of
138 December 6, 2021; and

139 Commissioner Clark motioned to approve the hiring of Daniel Verrill in the
140 position of Fire Instructor II with a start date of December 6, 2021.

141 Commissioner Ring seconded the motion. Vote 4-0.

- 142 ii. Shawn Pendleton in the reserve position of Fire Instructor II with start date of
143 December 6, 2021.

144 Commissioner Clark motioned to approve the hiring of Shawn Pendleton in
145 the reserve position of Fire Instructor II with a start date of December 6, 2021.

146 Commissioner Ring seconded the motion. Vote 4-0.

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148 e. Review and seek approval of Recovery Center ventilation bid-County
149 Manager Zinser explained that the building has eight units and four have failed.

150 (project agreement included as record of minutes). The County Manager
151 informed the Commissioners that the cost for this project is \$83,909.00.
152 Commissioner Sicard asked if this (project) would qualify for ARPA funds to
153 be used? County Manager Zinser replied, yes, and we did set some money
154 aside, also.
155 Commissioner Ring motioned to approve the bid in the amount of \$83,909.00
156 through ARPA funds. Commissioner Andrews seconded the motion.
157 DISCUSSION: Commissioner Clark stated that the Commissioners will need
158 to talk about the long- term future of this building at some point. It is not an
159 appreciating asset, commented Commissioner Clark.
160 Vote 4-0.
161

162 County Manager Zinser addressed the Commissioners to explain that there is
163 an emergency situation with the fire alarms at the courthouse that is not on the
164 agenda. The County Manager explained that the system is “limping” along.
165 He continued to explain that they worked with Sourcewell to go through an
166 expedited bidding process.

167 Facilities Manager, Rick DeRochemont explained to the Board that the owner
168 of the alarm company that previously ran all of the alarms for the county
169 buildings passed away. Seacoast Security took over the business and we
170 haven’t heard back from them when we reached out for a quote. Therefore,
171 explained Facilities Director DeRochemont, he reached out to another
172 company and received the bid given to the Commissioners. County
173 Manager Zinser explained that the amount is \$76,710.08 and the funds for this
174 would come out of capital reserves.

175 Commissioner Ring motioned to approve the quote to repair the fire alarm
176 systems at the courthouse from Johnson Controls in the amount of \$76,710.08.
177 Commissioner Andrews seconded the motion. Vote 4-0.
178

- 179 f. Sheriff to seek approval of promotion of Joshua Morneau to Sergeant with an
180 effective date of December 6, 2021. (requested date of hire changed to 12-13 -
181 2021 per Sheriff King)
182 Commissioner Clark motioned to approve the promotion of Joshua Morneau to
183 Sergeant with an effect date of December 13, 2021. Commissioner Andrews
184 seconded the motion.

185 Discussion- Commissioner Ring asked if the same process was used as in the
186 promotion of the last two individuals?

187 Sheriff King replied, yes.

188 Vote 3-1 (Commissioner Ring opposed based on the process not the individual)
189

- 190 g. General discussion of Sheriff’s Office patrol (executive session may be
191 necessary)- County Manager Zinser explained that in terms of law enforcement
192 world it is hard to find trained individuals.

193 Sheriff King informed the Board that he currently has five vacancies. He
194 continued that he received a letter from State Police Troop A stating that they
195 are going to present a plan to pull out of Lebanon in June 2022, then out of
196 Hollis in 2023 and then in 2024 they will pull out of the rest of the towns.
197 County Manager Zinser stated that he would suggest that we begin to
198 remember what the primary mission of the Sheriff’s Office is. We have lots of
199 vacancies and soon the State Police will be pulling out of the agreement to
200 assist with patrol. We also need to start having conversations about contract

201 deputies and how those positions are filled and not filled. This goes back to
202 what is the core issue of the Sheriff's Office? As far as renewal of these
203 contracts, we need to ask ourselves are we in the position to fill the contract
204 deputy positions?
205 Commissioner Ring asked if anything has been received in writing from Troop
206 A stating that this is going to happen? Sheriff King replied, yes.
207 Commissioner Ring stated that she would like a copy of this letter.
208 Commissioner Sicard reminded all that the State Police sent a letter stating the
209 same to Hollis previously.
210 Sheriff King stated that he would like to share other things in executive
211 session.
212 Commissioner Clark stated that he represents five towns that all have their
213 own police departments and it is not appropriate that they get taxed for towns
214 that don't have their own police departments. When a town reaches a certain
215 population, they should have to get their own department. The five towns I
216 represent spend millions every year to support their police departments,
217 concluded Commissioner Clark.
218 Commissioner Ring commented that the statute states the Sheriff shall provide
219 coverage in rural areas. Who determines what is rural? Rural towns do not
220 have the tax base to have police departments, continued Commissioner Ring.
221 She stated that she has never been comfortable with contracts. Whatever the
222 County needs to patrol those rural towns should be available.
223 Sheriff King explained that there have been some preliminary conversations
224 about changing the way we charge the towns.
225

226 7 OLD BUSINESS

- 227 a. Review and seek approval of Clinical Director contract-
- 228 The County Manager reminded the Commissioners that at their last meeting
229 they approved the hiring but requested a contract.
230 County Manager Zinser explained that Attorney Tim O'Brien prepared the
231 contract and Sanford Housing Authority agreed.
232 Commissioner Ring asked if this individual is an employee of ours? The
233 County Manager replied, no, we contracted a service. The fee is \$110 per hour
234 as needed.
235 Commissioner Ring asked where did we post this? County Manager Zinser
236 replied in the typical places. H.R. Director Corliss added in LinkedIn, Maine
237 Municipal Association, County website, Indeed, York Hospital, Sanford
238 Hospital and Nasson.
239 Commissioner Clark motioned to approve and authorize the manager to sign
240 the Management Agreement and the Business Agreement.
241 Commissioner Andrews seconded the motion. Vote 4-0.
242
- 243 b. Review of updated ARPA worksheets- David Nalchajian, Sr., ARPA Financial
244 Project Manager explained the worksheets (sheets included as record of
245 minutes). County Manager Zinser added that they will be formally posted into
246 the ARPA section of the County's website.
247 Commissioner Clark asked if any of these expenditures have been filed with
248 the appropriate Federal authorities? Mr. Nalchajian replied, not yet and that
249 the next report through 12-31-2021 has a due date in January 2022. We fall
250 under the 250,000 population so we don't have to file quarterly, he explained.
251 He went on to state that we file an appropriation and expenditure report.

252 Commissioner Sicard asked if we file quarterly after that? ARPA Financial
253 Project Manager Nalchajian replied, yes, but that may be subject to change.
254

255 Commissioner Ring requested that the County's MUNIS program put on her
256 laptop.

257 County Manager Zinser replied that this is not something we do but the
258 Commissioners can approve that. He continued that it is his practice not to do
259 this unless the Body approves it.

260 Commissioner Ring responded that she should be allowed to review MUNIS
261 and have it on her laptop. She asked if a motion can be made for "read only"
262 access as it is one of our most important responsibilities as Commissioners.

263 Commissioner Sicard asked Commissioner Ring if she had ever been refused
264 for reports she has asked for?

265 Commissioner Ring replied that she has asked and it takes a long time to
266 receive (the reports).

267 Commissioner Clark commented that the Commissioners approve a budget and
268 we shouldn't micro manage. Someone needs to come up with a policy
269 (regarding this matter), he added. Commissioner Clark continued that if we
270 don't have faith in the County Manager that is something we need to discuss.
271 If you want reports, specify what they are. We get the warrants on a weekly
272 basis so he added that he is opposed (to this request).

273 Commissioner Ring stated that this information is public information and
274 should be available to the public and the County Commissioners. Everyone
275 should have access to the invoices.

276 County Manager Zinser responded that not every invoice that comes into the
277 County is public information, i.e., legal bills. He stated that he has an
278 obligation to make sure that information is safe guarded. That information is
279 available in the system. I am not looking for a battle, stated County Manager
280 Zinser.

281 Commissioner Ring asked if there is a policy saying we can't have it?

282 County Manager Zinser replied that it is his policy and that only the Board can
283 authorize this request.

284 Commissioner Ring asked but, I can review the invoices any time I want? To
285 which the County Manager answered that he can get her the ones she wants.
286 He added that from a workflow perspective, it can be quite disruptive for
287 someone to come in and manually go through them so just tell us what you'd
288 like.

289 Commissioner Ring replied that she would like MUNIS on her computer.

290 Commissioner Sicard suggested that this conversation be tabled to another
291 meeting where we can flush it out. It was agreed to place this item on a future
292 agenda.
293

294 *****HEARD AFTER ITEM 9*****

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296 **8 TO CONDUCT AN EXECUTIVE SESSION ON PERSONNEL**
297 **ISSUES PURSUANT TO 1 M.R.S.A. §405 (6) (A), ACQUISITION OF**
298 **REAL PROPERTY OR ECONOMIC DEVELOPMENT PURSUANT**
299 **TO 1 M.R.S.A. § 405 (6) (C), LABOR NEGOTIATIONS PURSUANT**
300 **TO 1 M.R.S.A. § 405 (6) (D) AND CONSULTATION WITH LEGAL**
301 **COUNSEL PURSUANT TO 1 M.R.S.A. § 405 (6) (E), REVIEW OF**

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CONFIDENTIAL RECORDS PURSUANT TO 1 M.R.S.A. § 405 (6) (F)

Commissioner Clark motioned to enter into executive session pursuant to 1 M.R.S.A. § 405 (6) (A). Commissioner Andrews seconded the motion. Vote 4-0. Commissioner Clark motioned to come out of executive session. Commissioner Ring seconded the motion. Vote 4-0. No action was taken.

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

No public comments

10 ADJOURN

Commissioner Ring motioned to adjourn. Commissioner Andrews seconded the motion. Vote 4-0. Meeting adjourned at 6:22 p.m.

DRAFT

1 **COMMISSIONERS MEETING**

2 **December 15, 2021**

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5 *YORK,ss*

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7 At a regular meeting of the County Commissioners of the County of York, begun and
8 holden at the York County Government Building in Alfred, within and for the County of York,
9 being held on Wednesday, December 15, 2021 A. D. at 4:30 P. M.

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12 **COMMISSIONERS PRESENT:**

- 13
- 14 Richard R. Dutremble
- 15 Richard Clark
- 16 Robert Andrews (excused)
- 17 Allen Sicard
- 18 Donna Ring (excused)
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20 County Manager Greg Zinser and Deputy County Manager Linda Corliss were also present at the
21 meeting.

22
23 **YOU ARE INVITED TO RISE AND SALUTE THE FLAG OF THE UNITED STATES**

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26 **12-15-2021 ITEM**

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28 **1 YEARS OF SERVICE AWARDS**

29 H.R. Director Corliss read the names of employees with their years of service
30 (names included as record).

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32 **2 PUBLIC COMMENT(S) ON ANY ITEM(S)**

33 Susan Wiswell of Kittery commented via ZOOM that, in her opinion, the State of
34 Emergency status is being overused. She stated that temporary workers have been
35 moved to reserve status so why continue (with the State of Emergency)?
36 Ms. Wiswell continued that County employees already have 12 paid holidays, so,
37 why are you adding a 13th (referencing Junteenth on the agenda)? She said that she
38 worked at Durgin Pines and got 5 paid holidays. Why are taxpayers paying for 13
39 paid holidays, questioned Susan Wiswell?

40
41 County Manager Greg Zinser explained that the State of Emergency affords the
42 county a high level of flexibility. The primary reason is we feel from our
43 perspective, it is useful for the operation of the vaccination center. Reserve
44 employees are those individuals that are still temporary employees. We did
45 transfer a couple of people into more long- term positions. EMA has the flexibility
46 to bring on and hire employees to keep the vaccine center running (during the State
47 of Emergency). H.R. Director Corliss explained that the DR1, DR2 and DR 3
48 employees are temporary. When the vaccine center closes, they won't have a job.

49 The State of Emergency also allows the Sheriff if there became a need, to hire
50 special deputies.
51 Junteenth, explained the County Manager is driven by the Union contracts in terms
52 as to how holidays are declared. It would require a concurrent vote of the
53 Commissioners.
54

55 Janet Drew of York commented via ZOOM that she looks forward to visit in
56 January. She voiced her continued concerns about how the ARPA money is being
57 spent. Ms. Drew continued that we know we have mental health and substance
58 abuse issues and we need facilities for that but she questions the need for a large
59 detox building vs. partnering with healthcare facilities in a time when it's hard to
60 find employees. In her opinion, the return on investment is questionable.

61 Janet Drew commented that she is happy to see that the York County Jail is
62 releasing everyone with an emergency package.

63 Again, Ms. Drew stated that she believes that concentrating on a facility in Alfred
64 doesn't distribute the (ARPA) money throughout the county.

65 She asked what the role of the DRE person is that the Sheriff mentioned earlier in
66 the meeting. Lastly, she said that she is interested in hearing if there is any update
67 from OSHA and any further decision about vaccination requirements as
68 OMICRON increases and healthcare facilities are full. It is (in Ms. Drew's
69 opinion) a responsibility to expect employees to do things that is recommended for
70 the public health as we have done for measles and polio.

71 County Manager Zinser responded that DRE stands for a Drug Recognition Expert
72 and this position takes a lot of training to obtain and keep that credential.

73 County Manager Zinser added that there have been no updates from OSHA.
74

75 **3 TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:**

76 a. Commissioners' Regular Meeting of December 1, 2021 (tabled as
77 Commissioner Dutremble was absent from the prior meeting. Therefore, there was
78 not a quorum to vote on these minutes.)

79 Commissioner Clark motioned to table the approval of the minutes. Commissioner
80 Sicard seconded the motion. Vote 3-0.
81

82 **4 TO APPROVE TREASURER'S WARRANTS**

83 a. Warrants to be approved on December 1, 2021 in the amount of \$655,108.73
84 Commissioner Clark motioned to approve the warrant dated December 1, 2021
85 in the amount of \$655,108.73. Commissioner Sicard seconded the motion.
86 Vote 3-0.

87 b. Warrants to be approved on December 8, 2021 in the amount of \$628,504.14
88 Commissioner Clark motioned to approve the warrants dated December 8,
89 2021 in the amount of \$628,504.14. Commissioner Sicard seconded the
90 motion.

91 Vote 3-0.
92

93 **5 TO HEAR ANY REPORTS FROM THE COUNTY**
94 **COMMISSIONERS**

95 Commissioner Clark learned this afternoon that Arthur Tardif passed away the
96 end of last month. He continued that Mr. Tardif was a resident of Saco and very
97 much committed to the service of his community. Commissioner Clark stated that
98 he had the honor of serving on the Budget Board with Art Tardif many years.

99 Commissioner Sicard added that Mr. Tardif served many years as a Saco City
100 Councilor and School Board. He was also a member of the chain gang of Thornton
101 Academy football games.

102 Commissioner Sicard stated that Southern Maine Regional Planning and
103 Development Commissioner had their December meeting and sent a letter of
104 support for utilizing ARPA funds to purchase a dredge. Commissioner Sicard
105 added that SMRPDC will have a transportation proposal to us shortly.
106

107 Commissioner Dutremble commented that he knew Mr. Tardif for a long time and
108 he believed he was a deputy Sheriff for years as well as an umpire for years.
109

110 **6 TO HEAR ANY REPORTS FROM THE COUNTY MANAGER**
111

112
113 **7 NEW BUSINESS**

114 a. Consideration of State of Emergency Extension to March 1, 2022-
115 County Manager Zinser explained that EMA Director Art Cleaves and he realize
116 the value of the State of Civil Emergency. Therefore, we ask for formal
117 consideration.

118 Commissioner Clark commented that he had spoken with Director Cleaves. He
119 informed him that we are vaccinating between 500 to 700 persons a day. EMA
120 Director Cleaves stated that was correct. He added that they have given over
121 15,000 vaccines since September. Director Cleaves told all that 576 individuals
122 were vaccinated in Kittery today using EMA staff.

123 Commissioner Clark motioned that in light of continuing vaccinations, the
124 Commissioners approve the Declaration of Civil Emergency to March 1, 2022.
125 Commissioner Sicard seconded the motion. Vote 3-0.

126 b. Approve the following new hires:

- 127 i. Steven Stackpole in the position of Corrections Officer in the Sheriff's Office
128 with a hire date of January 3, 2022-
129 H.R. Director Corliss addressed the Board to request the above-noted new
130 hire.

131 Commissioner Clark motioned to approve the hiring of Steven Stackpole in the
132 position of Corrections Officer in the Sheriff's Office with a hire date of January 3,
133 2022. Commissioner Sicard seconded the motion. Vote 3-0.

- 134 ii. Tyler Sar in the position of Corrections Officer in the Sheriff's Office with a
135 hire date of January 3, 2022- H.R. Director Corliss requested hiring approval
136 of the above-noted individual.

137 Commissioner Clark motioned to approve the hiring of Tyler Sar in the position of
138 Corrections Officer in the Sheriff's Office with a hire date of January 3, 2022.

139 Commissioner Sicard seconded the motion. Vote 3-0.

140 H.R. Director Corliss added that they will both attend the January 10, 2022
141 academy.

142 c. Approve Limington Contract Deputy Agreement-

143 County Manager Greg Zinser explained that it was agreed upon to end this
144 contract date of March 30th, 2022. The Deputy assigned there will be returned to
145 general patrol.

146 Commissioner Clark motioned to approve the Limington Contract Deputy
147 Agreement with an end date of March 30, 2022. Commissioner Sicard seconded

148 the motion. DISCUSSION: Commissioner Sicard asked what are they going to
149 do? County Manager Zinser replied they will utilize standard patrol.
150 Commissioner Clark added to his motion to authorize the County Manager to sign.
151 Vote 3-0.

152 d. Discussion and vote on adding Juneteenth as a County holiday
153 (June 19, 2022 falls on a Sunday so Federal and State of Maine holiday is
154 designated as Monday, June 20, 2022)-

155 The County Manager explained that the Federal Government added Juneteenth as a
156 Federal holiday as did Maine State Government. We do have somewhat of an
157 obligation to discuss this, explained County Manager Zinser. As part of the
158 MSEA and Patrol contracts, members would get this day (or applicable time off
159 credited to them). Teamsters and Non-Union would also get the day off. NCEU
160 has nothing in their contract so that would be a subject of negotiation for them.
161 Commissioner Clark motioned that York County implement June 19th as a holiday
162 for their employees. Commissioner Sicard seconded the motion.

163 DISCUSSION- Commissioner Dutremble in the past if we don't give it to them,
164 they would grieve. County Manager Zinser replied that in the past, they have
165 (grieved), but, they were National Days of Mourning. This, in my view, is the first
166 new holiday since I've been here. Vote 3-0.

167 e. Year end surplus allocations

168 County Manager Zinser explained that the general fund ended with about \$1.5
169 million. He read the requested allocations (attached as record to these minutes).
170 Commissioner Clark asked what is the current status of undesignated fund. County
171 Manager Zinser replied about \$2.4 million before the requested year end transfers.
172 Commissioner Clark responded after the transfer it would be about \$2.7 million.
173 Commissioner Dutremble commented that in 2007 when the county was in the hole
174 by \$1.2 million, an Ad-hoc committee was formed and developed goals to include
175 hiring a County Manager, Finance Director, H.R. Director and Facilities Manager.
176 Next, was to give back money to the taxpayers. In next year's budget we should be
177 able to give some money back to the taxpayers. County Manager Zinser replied
178 that we would need to develop the budget to see where we are going but agreed
179 there is a possibility of this. The County Manager continued that as the end of the
180 year approaches and we start talking about the budget, we will estimate and see the
181 status of our reserves and we will put back in the budget what we can.

182 This will be done in coordination with the Commissioners and the Budget
183 Committee. He added that the average increase in expenditures is just a little over
184 1%. The county is in very good shape right now.

185 Commissioner Clark motioned to accept the year end allocations as presented.
186 Commissioner Sicard seconded the motion. Vote 3-0.

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188 County Manager Zinser asked the Board if we could set up a time next week for
189 a special meeting on Tuesday for new hires. There are two new hires for the
190 District Attorney's office and maybe up to four new C.O.s also to hire.

191 County Manager Zinser suggested an 8:00 a.m. meeting on Tuesday, December
192 17th just for new hires.

193 Commissioner Clark motioned to hold a special Commissioners' meeting on
194 Tuesday, December 21st at 8:00 a.m. Commissioner Sicard seconded the motion.
195 Vote 3-0.

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8 OLD BUSINESS

a. Commissioner Access to County software programs-
County Manager Zinser reminded the Board that this is a request from the last meeting. He added that this is up to the Commissioners as to where they want to go with this. The County Manager commented that this (matter) was addressed back in February.
Commissioner Clark moved to table this item. Commissioner Sicard seconded the motion. Vote 3-0.

b. ARPA appropriation for Clinical Director-
County Manager Zinser reminded the Commissioners that they approved the contract with SHA to work with Jen Ouellette for Clinical Director at their last meeting. He is recommending that we allocate \$100,000 out of ARPA for payment of clinical director services over a period of 3 years.
Commissioner Clark motioned to approve the allocation for purposes of discussion. Commissioner Sicard seconded the motion. Vote 3-0.

DISCUSSION- Commissioner Clark stated that his concern with this is the ARPA money is one time money and there seems to be a tendency to believe that this is free money and we can use it for whatever. We had one (clinical director) before ARPA money and we will have one after. He continued that he is a little concerned that we need to look closer and that we should spend it on one- time things. Commissioner Clark continued that he will not be voting for his own motion for this reason. We need to spend the money on things that are identified in the enabling legislation and act accordingly. The Board had a consensus that we spend the money on one- time projects, stated Commissioner Clark.
County Manager Zinser stated that before the motion fails, he doesn't disagree with Commissioner Clark and that he is happy to set aside money for the remainder of this fiscal year (\$35,000) and have it go through the budget process and see where it goes.
Commissioner Dutremble asked didn't we already allocate the money for this position? County Manager Zinser replied, no, the Commissioners agreed to pay \$110 per hour but no money was allocated.
The County Manager continued that we have enough in reserves.
Commissioner Dutremble stated that he agrees with what Commissioner Clark said. He added that the important thing is if we can hire the individual.
Commissioner Dutremble stated that new projects are being brought to us like transportation. He commented that he thinks we are going to be running out of money. I think Layman Way has some money set aside so perhaps it can come out of there, stated Commissioner Dutremble.
Vote 0-3 . Motion fails.
County Manager Zinser asked for some direction.
Commissioner Clark motioned to ask that the County Manager bring the Commissioners a proposal to fund \$35,000 for the remainder of the year and then put it in to next years' budget. Commissioner Sicard seconded the motion.
Vote 3-0.
Commissioner Dutremble announced that he has decided to run one more term.

9 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

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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)

Commissioner Clark motioned to enter into executive session pursuant to 405 (6) (E). Commissioner Sicard seconded the motion. Vote 3-0. eligible.

Commissioner Clark motioned to come out of executive session. Commissioner Sicard seconded the motion. Vote 3-0.

Commissioner Clark motioned in regards to possible settlement of opioid lawsuits the Commissioners authorize the County Manager to sign settlement documents as they are presented to him under advice of counsel. Commissioner Sicard seconded the motion.

DISCUSSION- Commissioner Sicard stated he is okay with this motion as long as we are still in line with the attorney's discussion tonight. If anything changes, he would direct the County Manager come back to the Commissioners. Vote 3-0.

****HEARD before Item 9**

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

Janet Drew stated that she thinks a Clinical Director in operations is great. But a detox center will have ongoing operations costs whereas working with others who are already doing these things would make money go further.

11 ADJOURN

Commissioner Clark motioned to adjourn. Commissioner Sicard seconded the motion. Vote 3-0. Meeting adjourned at 5:38 p.m.

1 **COMMISSIONERS MEETING**

2 **December 21, 2021**

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5 *YORK,ss*

6
7 At a special meeting of the County Commissioners of the County of York, begun and
8 holden at the York County Government Building in Alfred, within and for the County of York,
9 being held on Tuesday, December 21, 2021 A. D. at 9:00 A. M.

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12 **COMMISSIONERS PRESENT:**

13
14 Richard R. Dutremble
15 Richard Clark
16 Robert Andrews
17 Allen Sicard
18 Donna Ring (excused)
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23 County Manager Gregory Zinser and Deputy County Manager Linda Corliss were present at the
24 meeting.
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28 **YOU ARE INVITED TO RISE AND SALUTE THE FLAG OF THE UNITED STATES**

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31 **12-21-21 ITEM**

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33 **1 PUBLIC COMMENT(S) ON ANY ITEM(S)**
34 None

35
36 **2 NEW BUSINESS**

- 37 a. To request hiring of the following individuals:
38 i. Pamela Fay in the position of full-time legal secretary within the District
39 Attorney's Office with a hire date of January 4, 2022.
40 H.R. Director Linda Corliss requested the hiring of Pamela Fay.
41 Commissioner Clark motioned to approve the hiring of Pamela Fay in the
42 position of legal secretary in the District Attorney's Office with a hire date of
43 January 4, 2022. Commissioner Sicard seconded the motion. Vote 4-0.
44 ii. Mathew Cyr in the position of reserve Fire Instructor II with the Emergency
45 Management Agency with a hire date of December 27, 2021.
46 H.R. Director Corliss requested the hiring of Mathew Cyr.
47 Commissioner Clark motioned to approve the hiring of Mathew Cyr.
48 Commissioner Sicard seconded the motion. Vote 4-0.
49

50 H.R. Director Corliss explained that she originally hoped to have four corrections
51 officers on this agenda for hiring approval but that they were not able to get them in
52 to Concentra for their medical exams. She added that she will try to have them
53 ready to go before the Commissioners for the first meeting in January but the
54 academy starts on the following Monday after the meeting on January 5th.

55 Commissioner Dutremble asked H.R. Director Corliss if there has been a problem
56 with the academy lately. She replied that it is difficult to get an applicant
57 scheduled for their Alert test. They also have to drive to Vasselboro. If hired, they
58 have to attend the five week academy located in Vasselboro.

59 County Manager Zinser asked H.R. Director Corliss if it would be helpful for the
60 Board to authorize "John Doe" slots to fill? H. R. Director Corliss replied that
61 would be very helpful so they could give appropriate notice to their current
62 employers.

63 Commissioner Sicard motioned to allow H.R. to fill up to four "John Doe" slots
64 and then bring the names to the Commissioners to ratify at their January 5, 2022
65 meeting. Commissioner Andrews seconded the motion. Vote 4-0.

66
67 **3 OLD BUSINESS**

68 a. Commissioners to review and approve clinical director funding

69 County Manager Zinser reminded the Board that they asked him to find funding in
70 the general fund for this position. He continued that he is asking the Board to
71 authorize the expenditure from the Layman Way unassigned fund balance that
72 currently has a balance in it of \$116,020.91. The County Manager added that we
73 can probably pay this out of this fund next year as well. Commissioner Clark
74 asked how much are we talking about? County Manager Zinser said it is a shot in
75 the dark but he feels \$35,000 for the rest of the year should be adequate.

76 Commissioner Clark motioned to allocate \$35,000 from the Layman Way account
77 to cover the Clinical Director salary for the rest of the year. Commissioner Sicard
78 seconded the motion.

79 Vote 4-0.

80
81 **4 ADJOURN**

82 Commissioner Clark motioned to adjourn. Commissioner Sicard seconded
83 the motion. Vote 4-0. Meeting adjourned at 8:14 a.m.



YORK COUNTY SHERIFF'S OFFICE

Sheriff William L. King Jr.

TO: County Manager Greg Zinser
Assistant County Manager Linda Corliss

FR: Sheriff William L. King Jr. 

DT: December 28, 2021

RE: Recommendations for Promotion

After completing the promotional process pursuant to Article 13 of the Collective Bargaining Agreement between the County of York and the National Corrections Employees Union, I am recommending Corrections Officer Donovan Cram be promoted to Corporal in the York County Corrections Division.

After receiving a letter of interest and a sheriff's interview, I am recommending Lieutenant David Lambert to promoted to Captain in the York County Corrections Division.

I will task Major Nathan Thayer to notify all participants in the process of my recommendation to the York County Commissioners that will be presented at the January 5, 2022, public meeting.

Thank you and please advise me if anything further is needed.

CC: Major Nathan Thayer

Commissioner's agenda for 1/12/2021



Linda M Corliss

Mon 12/27/2021 12:35 PM

To: Gregory T Zinser; Kathryn A Dumont

Greg/Kathy -

Please add the hiring of Gabby Powell as a FT-Patrol Deputy to the **January 12, 2022**, Commissioner's meeting. I will be seeking a January 24, 2022, hire date for Ms. Powell. I will have a completed hiring packet available for Commissioner's review.

Thank you.

Linda

Linda M. Corliss
Human Resource Director /
Deputy County Manager
lncorliss@yorkcountymaine.gov

Mailing Address:

York County Government
45 Kennebunk Road
Alfred, ME 04002

Physical Address:

149 Jordan Springs Road
Alfred, ME 04002

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[Reply](#) | [Reply all](#) | [Forward](#)



YCSP

HOPE STARTS HERE

147 Shaker Hill Rd. Alfred ME 04002 | P: 207-324-1137 | E: info@ycspi.org | yorkcountyshelterprograms.com

November 26, 2021

County Manager Gregory Zinser
York County Government
45 Kennebunk Rd.
Alfred, ME 04002

Dear County Manager Zinser:

On behalf of the thousands of York County residents who continue to depend on, and benefit from, the York County Shelter Programs since 1979, I am pleased to submit our agency's Two-Part request for financial assistance from the American Rescue Plan funds.

Part One of our request is an appeal for better coordination and sharing of available resources county-wide, followed by our Part Two request for funding to help assure our services reach their fullest potential and remain available to all who need them.

January marks our forty-third anniversary in partnership with York County Government. It began with the county's offer of the Old Old Jail in which to begin our Emergency Shelter services, eventually morphing into our OUI Offender Jail Diversion Program, then as the provider of behavioral health services for the York County Jail, and presently exists in our partnership with the Layman Way Recovery Program. Our partnership has been a very positive relationship, resulting in countless numbers of once-troubled people now living more productive and satisfying lives, as a result.

We continue to appreciate and value this partnership, and look forward to a discussion regarding our funding requests.

Respectfully,

Megan Gean-Gendron
Executive Director

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Part One: Sharing Better

Part One is less of an appeal for funds, than it is an appeal for an opportunity to inventory, quantify, and catalogue the existing services available in York County, which are intended to assist homeless and other very low-income residents. Once we have a clear understanding of the depth and breadth of those services, we will be able to bring the providers together to create better and more innovative ways in which to help one another make those services more accessible to the people who need them most. There will never be enough money, for instance, to provide open-heart surgery in every York County town from Kittery to Parsonsfield, or to have an emergency shelter staffed day and night in each of those towns. With some creativity and a genuine desire to get the most good out of each dollar, we can stretch those resources by identifying ways to match up needs with availability from one corner of the County to the other.

To help prove this point, our agency has started the process of evaluating the current use of each of our units of housing throughout York County. This process of examining our housing inventory comes at a time when York County service providers -- working with people experiencing homelessness in our county -- are forming what will come to be known as HUB-1 in the newly redesigned system that will streamline services for those in need of safe housing (shelter as well as permanent housing). This new system, along with a new coordinated entry system, will help to streamline the process of applying for assistance but will also help to avoid the exhausting and often traumatizing process of retelling their story to every single service

provider in hopes of finding someone who can help. This evaluation also comes at a time when housing prices in York County have skyrocketed making affordable housing completely out of reach for the folks we serve. The increase in housing prices has also made acquiring property to create affordable housing nearly impossible.

We have properties in multiple cities throughout York County, including Biddeford, Kittery, West Newfield, Sanford, Springvale, Saco, and Alfred. We plan to evaluate how best we might allocate the availability of those units to our partner agencies in those areas.

These agencies provide a great many vital services for homeless and near-homeless residents, yet it's forty-five miles to the nearest Maine emergency shelter in Alfred. If they have immediate access to housing they control admission into, they will be able to divert those individuals and families away from entering the "shelter-shuffle," thus saving the \$7,000, on average, it takes to get them back in a place of their own, as well as the shelter costs, not to mention the trauma and chaos they suffer going into a shelter.

There is a finite amount of Federal, State, and local money available for emergency shelters, and the competition for those dollars is fierce. Shelters almost always lose money, and do not survive for long unless the agency sponsoring them has developed other sources of revenue which produce a profit used to cover shelter costs. The York County Shelter has worked for nearly four decades to develop those additional programs and fund-raising events, which have helped to cover the costs of the family shelters, adult shelter, Food Pantry, and Free Meals Kitchens.

With the onset of the pandemic, much of that has been scaled way back as our fund-raising events, which brought in between three hundred thousand dollars each year before the pandemic,

have yielded almost nothing these last two years. We are hopeful that with the increase in vaccinations, we will be able to resuscitate the Bakery, Catering, Conference Center, and Apple Festival, and work our way back out of this hole. Until then, and beyond, we need to encourage all providers facing the same uncertainties to get smarter, and share better.

We respectfully request that the York County Commissioners allocate \$20,000 to fund a series of facilitated workshops to which all of the York County providers of services to homeless and other very low-income residents, will be invited. The workshops would be hosted on our Alfred Campus under Covid protection guidelines, utilizing our Campus Conference Center and Food Services Catering program, so we know we'll get a good rate. We will contract with a knowledgeable facilitator(s) who has the demonstrated skills to bring folks together to find common grounds on which to build a smarter and more creative continuum of care for the people we serve, who is well-versed on York County. Once completed, we will provide the York County Commissioners with that report, as well as an action Plan designed to make more resources available to more low-income people in York County.

Though not complete, the list of participants will include the York County Commissioners, and County Manager, Executive Director and one other staff person from the York County Community Action Corporation, York County Shelter Programs, Caring Unlimited, Seeds of Hope, Fair Tide, York Community Service Association, Biddeford Housing Authority, Sanford Housing Authority, Good Shepherd Food Bank, area food pantries, area Police Departments, and the United Way of Southern Maine. We will also invite the Director of the Maine State Housing Authority, and Commissioner of the Department of Health and Human Services.

Part Two: The Brothers' Campus

We respectfully request that the York County Commissioners allocate \$775,000 of the American Rescue Plan funds to the York County Shelter Programs with which we will pay-off the remaining balance owed to the Brothers of Christian Instruction for the purchase of their entire Alfred property. This property consists of nearly three hundred acres, including a seventeen acre apple orchard, approximately one hundred and seventy acres of woodland, twelve buildings, eight of which provide housing, one Conference Center, a Chapel, Cafeteria, barn, and several storage and work buildings. The property also includes a football field, cross-country running Trail, Bakery, and several acres of established organic gardens. Attached to one building, Denis Hall, is a newly constructed addition in which the eight remaining Brothers live and will continue to live as long as they would like.

Brothers' Campus History

"Simple Gifts"

"Tis the gift to be simple, 'tis the gift to be free,
'Tis the gift to come down where we ought to be,
And when we find ourselves in the place just right,

'Twill be in the valley of love and delight."

During 1848 many European and South American countries were ravaged by political uprisings and revolution, construction on the George Washington Monument began, and a gentle soul by the name of Elder Joseph Brackett penned the music and words to "Simple Gifts" on the porch of a Shaker home in Alfred, Maine. Little did he know that eight decades later, Aaron Copeland would memorialize the tune in a ballet he named Appalachian Spring, and the world would hum along forever.

"'Tis the gift to come down where we ought to be."

How prophetic are those words when one considers the volumes of good works that have come from this "place just right" in the past two-hundred and twenty-five years. The United Society of Believers in Christ's Second Appearing (Shakers) were a unique and industrious Christian religious community, and by today's standard, were also the first organized shelters for people who were homeless, as they reached out to accept those attracted to their message, who were often those who had no home, or simply did not "fit in." Additionally, they became expert in the

sustainable stewardship of the land, which remains alive and well in the organic farming and land conservation communities of today.

The Brothers of Christian Instruction were attracted to the positive and healing spirit of the land and moved here in 1931, a time when the world's economy threatened most individuals, organizations, and governments. The move here was a courageous act on the part of the Brothers, not unlike that of the pioneers in setting off to the Western Frontier a hundred years before. The Brothers believed deeply in the power of "their common mission of human and Christian education, with special consideration for the poor and the marginalized, both at home and abroad."

Their presence in Alfred left a lasting and inspirational imprint on the land, the hundreds of young people who came here to learn in their schools, and the New England community at large. Their selflessness, willingness to help, and commitment to their mission, have inspired generations who continue to reflect those positive attributes through their continuing good works.

Since the York County Shelter Programs' arrival in this special place in 1986, thousands of people who were hungry and homeless have found the sustenance, support, and inspiration to get up from their knees and move ahead with their lives. These good works continue, though at an alarmingly increased rate, all of which would not be possible had the Brothers not invited the agency to share in their good fortune, caring, and belief in the value of all human beings.

The agency remains the very last option poor people have in southern Maine, without which, as bold and dramatic as it sounds, they would become incarcerated, institutionalized, more

deeply mentally and physically ill, and die prematurely. Absent the YCSPI services and programs, that remains a well known certainty.

The Shakers, the Brothers, and the Shelter, for over two-hundred and twenty-five years, have provided community for tens of thousands of people, into which they were accepted as persons who have great worth. When reading of the Abenaki people and the many centuries they lived on this ridge, it is clear that they, too, knew of the seemingly magical power of this place, and it is said that to the east of the Campus, high on the ridge from where one can see both Mt. Washington and the Atlantic Ocean, there is a special place that the Abenaki held as sacred ground, and from which they gathered wisdom, courage, and faith. We have all been to that place, and it is, indeed, a very special place, and "where we ought to be."

York County Shelter Programs, Inc.

In 1979 the York County Commissioners leased the abandoned Old, Old jail on Rt. 111 in Alfred to the fledgling York County Alcoholism Shelter, for \$1 per year. The fifty-six York County resident Incorporators, soon filled the rooms with beds, tables, chairs, followed by a flood of people off the streets and out of the woodlots of Maine towns. The little shelter was immediately overwhelmed by a flood of folks, some of whom were probably alcoholic, but most were refugees from the deinstitutionalization efforts underway at the State Mental Health Institutes. It became clear that "three hots and a cot" didn't come close to meeting the needs of the growing population of people who were homeless in Maine.

Knowing that "anybody can fill up a shelter, but it takes near magic to empty it," the Shelter began to build toward that goal by leasing the Bakery at Notre Dame from the Brothers of

Christian Instruction in 1986. This served as the first step toward the nearly three decades of Vocational Training in Food Services, which has been available to hundreds of homeless clients, while beefing up an otherwise skinny budget. The success of the Bakery/Central Kitchen and Training program (Food Services Department) spawned the growth of the York County Food Pantry, and Free Meals Kitchens in Biddeford, Sanford, and Springvale, while continuing to feed six hundred Shelter clients each year, as well as agency treatment program clients. Many dozens of formerly homeless shelter guests have been able to find jobs in the Maine hospitality industry with this experience on their resume.

The next challenge facing formerly homeless folks was finding an affordable place to live, which offered support for staying sober and continuing to access behavioral health treatment services. For the vast majority of those early clients, there are far too few affordable housing options available, since they simply don't have enough money, and many formerly homeless people presented negative housing histories to prospective landlords. It was evident that if they were to find that level of housing, we'd have to create it. And, we have.

York County Shelter Programs Housing Inventory

1. **Family Apartments** (2,3,4 bedroom apartments in Sanford, Kittery, Biddeford, Springvale and Saco = fifty-nine (59));
2. **Single Rooms/Efficiencies with Bathrooms** in Alfred, Sanford, Saco, Kittery, and Newfield = fifty-nine (59);
3. **Adult Shelter Beds** in Alfred, = thirty-seven (37);

4. **Family Emergency Shelter Beds**, in Sanford, sixteen beds for approximately five (5) families.
5. **At any given time**, there are approximately four hundred (400) homeless and formerly homeless agency clients living in some level of agency-owned and operated housing in York County, eighty (80) percent of whom entered the Emergency Shelter from Towns in York County.

It took many years to acquire the needed funding streams to develop and offer substance abuse and mental health treatment services, but we were able to develop three different Residential Treatment Programs for people entering our Emergency Shelter, thus enabling our clients to easily access otherwise unavailable behavioral services needed to remain employed, housed, and part of a community. Although the previous Administration decided to eliminate those original Residential Treatment Programs, the agency has partnered with York County, the District Attorney's Office, and County Jail to develop and operate the Layman Way Recovery Center for the past three years, while offering outpatient Substance Abuse counseling services to agency clients, under the Clinical and Medical Supervision of Dr. Marie Guay, a York County Psychiatrist who has provided psychiatric services for agency and Jail clients since about 1989.

Within the next six months, we plan to work with the Maine DHHS to relicense two Residential Substance Abuse Treatment programs in Alfred and Sanford, or possibly our Farm in Newfield. Additionally, in partnership with the Sanford Housing Authority, we have recently completed the repair of our six unit Recovery Residence for Women on Cottage Street in Sanford. During a spring windstorm a tree nearly knocked the roof off, and we had to place the

women living and awaiting placement there in other facilities. We anticipate opening around the first of the year, and opening other Recovery Houses, based on emerging needs.

The Purchase Contract

In 2015 we entered into a ten-year "Lease-To-Own and Management Contract " with the Brothers of Christian Instruction to purchase all of their Alfred property (the signed confidential document is available for review by the County Manager and Commissioners in an executive Session along with any financial data and information needed for review). The payment schedule amounts, both the cash and operational costs, were based on fund-raising earnings from previous years, which are dedicated to covering these expenses. The agency was able to maintain our scheduled payment plan until the pandemic hit, which has basically eliminated those fund-raising dollars from our Revenue stream. Recognizing the problem, and noting it was something over which we had no control, the Brothers offered a "Forbearance" to the payment schedule, for a period of three years to allow us time to resurrect the fund-raising efforts. All other responsibilities continue to be met by the agency as operating costs, Room And Board obligations have not been interrupted.

If we are fortunate enough to receive ARPA funding to finish the purchase of the Brothers' property, it will free up a considerable amount of revenue each year to support the other agency programs such as Family and Adult Emergency Shelter, Food Pantry, Free Meals Kitchens, Substance Abuse Treatment Programs, permanent housing, and Psychiatric services for homeless

guests, and allow us to resume our Vocational Training efforts in Food Services, Property Management, and our direct support professional training

. An agency objective is to research various options for sustainability of the land on Shaker Hill to preserve it in perpetuity for the citizens of Maine -- from youth sporting access of the trails and fields to recreational use to the general public..

We plan to have discussions with area farmers about the possibility of converting the 1833 Shaker Barn into a three or four season Farmers' Market, which would complement our hope that we can make office, classroom, and garden spaces available to the York County Extension Service, and the Master Gardeners who have supplied our Food Pantry with fresh produce for twenty years. We presently lease the Apple Orchard to a local farmer, who has managed the orchard for many years, and plan to continue that relationship, while increasing the food production efforts across the Campus.

The Board of Directors recently adopted principles under "Sustainability," declaring that within ten years, the agency energy needs will be derived from renewable energy sources such as solar, wood, geo-thermal, and wind. We already supply all energy to seven apartments in Springvale from the solar array at our Farm in West Newfield, and harvest firewood from the farm to heat the Farm itself, as well as Vinton Hall on the Alfred Campus. We have installed solar hot water and photo voltaic appliances at seven other agency residences, and will return to recycling and composting nearly ninety percent of all food and other agency waste.

ARPA Funding Benefits

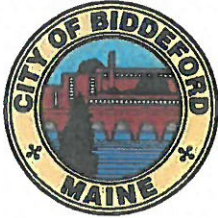
January marks our forty-third year providing Emergency Shelter services for York County's most vulnerable neighbors. We've come a long way from nine beds in the Old Old York County Jail, and literally thousands of poor people in southern Maine have been able to live happier more productive lives because of the partnership formed between York County Government and the York County Shelter Programs.

We are at a once-in-a-lifetime moment where the granting of our ARPA funding request will carry this mission another four decades, while maintaining and strengthening the Poor People's Safety-Net in southern Maine. This funding will produce:

- Immediate results: we already have legal and physical control of the property,
- expanded services and programming at the Family Shelter;
- multiple housing arrangements on Campus will continue to house low-income residents,
- continued availability, and expansion, of food services, mental health and substance abuse treatment services, vocational training, sustainability, and agricultural enterprises;
- the potential opportunity to create a large addition to a regional Land Trust;
- significantly strengthening of the agency's financial footing;
- more and more of these resources become available to a great many more York County residents.

In closing, York County Shelter Programs, Inc. is requesting financial support to complete the acquisition of the Shaker Hill Campus in the amount of \$100,000,000; \$775,000 for the direct

acquisition of the entire property, and, \$225,000 (estimated) to repair, replace and upgrade the infrastructure of the sewage treatment system throughout the campus, which in its current condition prevents us from expanding our programs as described.



City of Biddeford, Maine

205 Main St • P.O. Box 586 • Biddeford, Maine 04005
(207) 286-9385

acasavant@biddefordmaine.org

Alan M. Casavant

December 15, 2021

Dear Commissioners,

We are writing today in strong support of the proposal to create a new hospitality hub at the Center for Technology (COT), one of only two Career and Technology Centers in York County.

The Hospitality and Tourism industry is the nation's second-largest private sector employer, offering true opportunities for exciting and well-paying careers. Tourism is one of the major drivers of Maine's economy, and the hospitality and tourism industry provides a diverse and important workforce to cater to all residents and visitors to Maine. During the 2021 summer season, from May to August, there were 10.1 million visitors to Maine. That far exceeds the pandemic shortened season in 2020 when there were 6.7 million visitors and exceeds the 2019 tally of 9.9 million.

We have heard from employers up and down the coast of York County of their ongoing challenges in finding a talented and reliable workforce that have only been exacerbated by the COVID-19 pandemic and the changes to the J-1 Visa program. This summer there were countless businesses that had to reduce hours or were unable to open due to workforce shortages. We believe there is much that we can do together to ensure this doesn't happen in the future, and that people throughout York County have the ability to get training right here for good paying jobs in their own backyard.

The new Center of Technology hospitality hub would be created at the 5 Points Shopping Center in Biddeford. This public private partnership would transform the former Smitty's Cinema and Planet Fitness Gym into a state-of-the-art training and conference center. The existing commercial kitchen and layout of theaters are very conducive to reconfiguration into a teaching space for food service, lodging and restaurant management. Additional classrooms and meeting space will be developed throughout the space to ensure students and the community have the space they need to learn and collaborate. Located near the turnpike exit, and with additional support and collaboration with regional transit providers, we believe this location is one that will be centrally located and easy to access for all York County residents.

Training in food service, lodging, event management, tourism, restaurant management and many other areas allow employees to quickly advance into a variety of management roles. Programming at this hospitality hub within the COT would be aligned with the latest industry standards offered not only to secondary day students but also to our adult education population. At this time, there is no adult training for York County residents in this field. Training would also include work-based learning opportunities right here in York County.

The proposal for a hospitality hub at COT is unique. It is an example of the private and public sector working together to meet an economic need in our county. York County residents and businesses will have economic opportunity through a responsive, networked and coordinated workforce pathway across public and private sectors. All the components of the workforce system will be provided resulting in increased educational and employment attainment with a focus on careers and professions, not just a job. York County business sectors will be supported with skilled and qualified workers.

In addition to the needs identified by business owners, food service, hotel management, and hospitality and tourism are in the top three industries identified by the Coastal Counties Workforce Board as Targeted Industry Sectors in their [2021-2025 Strategic Plan](#). Additional information from the Maine Department of Labor's Center for Workforce Research that demonstrates the need for this type of programming can be found at the following links:

- [County Profiles \(maine.gov\)](#)
- [Job Outlook \(maine.gov\)](#)
- [Maine Workforce Trends & Outlook](#)

Finally, the proposed facility would also be available to host both community and private events as well as provide space for professional conferences/training at an affordable price. Lewiston's *Green Ladle* is a shining model for the state that our COT would gladly emulate.

We are at a crossroads in time where we have an opportunity to make transformative investments in our communities through the use of American Rescue Plan (ARPA) funds. We fully believe this project would be one of those investments that would benefit the residents and business owners of York County in countless ways. Of the industries hit hardest by the pandemic, hospitality took the brunt of it and using ARPA funds to jolt the future of this sector would be an entirely prudent investment. We hope you will give serious consideration to this project and encourage you to reach out to Jeremy Ray for a full briefing on this effort.

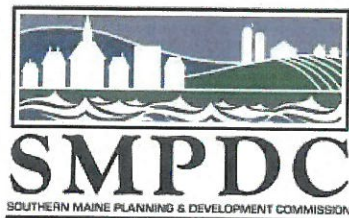
Sincerely,



Ryan Fecteau
Speaker of the House



Alan Casavant
Mayor, City of Biddeford



TO: York County Commissioners
FROM: Paul Schumacher, SMPDC Executive Director; Barbara Crider, YCCAC Executive Director
DATE: December 29, 2021
RE: American Rescue Plan (ARP) Transit Proposal

Southern Maine Planning and Development Commission (SMPDC) and York County Community Action Corporation (YCCAC) greatly appreciate the Commissioners willingness to consider proposals for its American Rescue Plan Act funds. These funds will provide a unique opportunity to support York County communities as they deal with the current challenges around housing, jobs and transportation exacerbated by the impacts of the pandemic.

SMPDC and YCCAC have partnered to submit a proposal that enhances transit connections throughout the region. Public transit is a vital lifeline to jobs, educational resources, and essential services for many York County residents. With record high housing prices pushing demand inland, many residents are experiencing longer and more expensive commutes, and congestion is returning to pre-pandemic levels. Increasing transit options could help alleviate traffic on Route 111 between Sanford and Biddeford, one of the most heavily traveled roads in York County, while offering an affordable and efficient commuting option for those without access to a car. It also provides a vital link to senior services and medical resources for the county's aging population.

YCCAC already provides essential transportation connections throughout the region to medical appointments, educational and employment opportunities, and links riders to regional transit connections such as the Boston and Portland metropolitan areas, including a variety of demand response services. Recently, YCCAC and SMPDC have partnered to explore opportunities to expand transit services to meet the needs of new commuters and regional employers. The following project is proposed to the County for funding consideration under the American Rescue Act Funding:

Southern Maine Connector Project

The *Southern Maine Connector* services Southern Maine Health Care (SMHC) campuses in Sanford and Biddeford, as well as Maine Behavioral Health in Biddeford. It also connects to Nasson Health Care in Springvale, the Saco Transportation Center, and the commercial area adjacent to exit 32 in Biddeford (Walmart, Market Basket, Target). The new proposed service is designed to provide more frequency and decrease time between runs. The service would increase efficiency and reduce overall cost by moving some of the current WAVE riders to SMC when appropriate to increase efficiency and decrease agency costs per trip. It will modify the existing route to include new courthouse on Route 1 in Biddeford and possibly serve the new County facility on Layman Way. The funding request below includes the addition of one additional vehicle to the route, provides service 5 days per week, and will expand service hours earlier in the morning and later in the afternoon to better align with employment shift times and worker needs.

Budget Request: Total 3-year cost for increased service = \$882,324

- \$84/hour operating expense
- Expanding service hours for existing vehicle/runs: 3.5 additional hrs. per day = 875 additional hrs./year
- Adding one additional vehicle Monday – Friday for 13 hrs./day x 250 service days= 3,250 hrs.
- Total hours = 4,125/year (3,250 + 875)
- Expanded annual operating cost 4,125 x \$84/hr. = \$346,500 per year

- Partner funding/year:

SMHC	\$36,000
City of Sanford	\$6,000
Nasson Health Care	<u>\$2,000</u>
Total	\$44,000 x 3 = \$132,000

A more detailed breakdown of costs is available in the attached proposal summary (Attachment A). Both SMPDC and YCCAC are available for any follow up conversations, or happy to meet with the Commissioners to provide further information on these items. Thank you for your consideration.

Expansion of the Southern Maine Connector Public Transportation Service

Purpose:

Increase the number of runs per day on the Southern Maine Connector route and expand service hours

The current Southern Maine Connector (SMC) service operates five days/week from 7:30am to 3:40pm between Nasson Health Care in Springvale and the Saco Transportation Center: [YCCAC SMC rack-card-2021-for-web-1.pdf](#) The SMC provides regional access to essential and retail services as well as important connections to County and municipal services. The modified route will include the new judicial center located on Route 1/Elm Street in Biddeford. It connects two major job centers, Biddeford and Sanford, as well as the rural community of Alfred.

Current stops (service will also be stopping at the new Courthouse location in Biddeford):

- Nasson Health Care – Springvale
- School St lot – downtown Sanford
- Southern Maine Health Care (SMHC) – Sanford campus
- York County Courthouse – Alfred
- Jackson Corner Store – Lyman
- Market Basket – Biddeford
- Walmart - Biddeford
- SMHC – Biddeford campus
- SMHC – Barra Rd.
- SMHC – Healthcare Drive
- Saco Transportation Center

The SMC also connects to the following routes and services:

- Sanford Transit - Provides year-round in-town service from Springvale to South Sanford with designated stops, route deviation, and connects to other YCCAC services.
- Orange Line - The Orange Line operates year-round between Sanford and Wells with designated stops, route deviation and connecting services, including the Wells Regional Transportation Center/Downeaster Amtrak service.
- WAVE - Provides year-round, curb to curb workforce transportation service connecting Sanford to Biddeford and Sanford to Wells.
- BSOOB Transit – connects to all routes at the Saco Transportation Center.
- Downeaster Amtrak service at the Saco Transportation Center.

Goals:

- Increase access to key employment and healthcare locations for York County residents
- Provide more service frequency and decrease time between runs

- Expand service hours earlier in the morning and later in the afternoon to better align with employment shift times and worker needs
- Reassign some current WAVE transportation service riders to SMC when appropriate to increase efficiency and decrease agency cost per trip
- Modify route to include new York County courthouse facility on Route 1 in Biddeford
- Eventually serve proposed new York County facilities on Layman Way (near the current County jail) and the York County Shelter in Alfred
- Help to reduce the amount of traffic on Route 111 between Sanford and Biddeford. This is one of the most heavily traveled roads in York County, with daily traffic counts of 13,418 in Alfred, 15,764 in Lyman and 22,552 in Biddeford.

Need:

- The current headways/time between runs on the SMC are very long, limiting the options for residents. Adding a vehicle will provide service roughly every hour.
- Although we provide connections to most BSOOB routes at the Saco Transportation Center, currently the SMC only connects with the BSOOB Zoom service to/from Portland once in the morning - for the last trip north at 8:44am. There is also no connection in the afternoon. Expanded service hours will make better connections in both the AM and PM, including transfers to Zoom for the 6:00 am run heading into Portland from Biddeford.
- While our WAVE service, which provides trips for employment, between Sanford/Springvale and Biddeford/Saco has very good ridership and popularity, it is a pre-scheduled service providing almost door-to-door trips. This is very labor intensive and more costly. With the expanded SMC options, we plan to move many of the WAVE riders (if appropriate based on need) to SMC for their trips. This would also allow us to utilize the WAVE vehicle capacity as a feeder service for the SMC, and also the possibility of a micro transit service to augment the SMC.

YCCAC has worked with several of its partners during the development of the SMC service including:

City of Sanford:

- Provides annual funding support
- YCCAC and the City are coordinating the location of shelters and bus stop signs at SMC stops in Sanford. These are planned to be installed in 2022.

Southern Maine Health Care (SMHC):

- Provides \$36,000 per year in funding support
- (when fares are collected) provides bus passes for staff and trip vouchers for patients
- YCCAC meets every other month with SMHC staff to review the service

York County:

- YCCAC was involved in the discussions and planning sessions for relocating and consolidating the County Court system, which will be located in Biddeford.
- We have agreed to modify the SMC route to include a stop at the new County Court House complex which is under construction and located on Route 1 in Biddeford

Estimated Cost:

- \$84/hour operating expense
- Expanding service hours for existing vehicle/runs, including driver time before/after revenue service (5am - 6pm) = 3.5 additional hours per day
 - 3.5 x 250 service days excluding holidays = 875 hours
- Adding one additional vehicle Monday - Friday:
 - 13 hours/day
 - 250 service days excluding holidays
 - 13 x 250 = 3,250
- Total hours = 4,125/year (3,250 + 875)
- 4,125 x \$84/hour = \$346,500 annual operating cost

Total 3-year cost for increased service = \$ 1,039,500

Partner funding/year:

SMHC	\$36,000
City of Sanford	\$6,000
Nasson Health Care	<u>\$2,000</u>
Total	\$44,000 x 3 = \$132,000

Projected fare revenue: 3,200 x \$3.56 average fare = 11,392/year = \$34,176 for three years

\$1,039,500 - partner funding (\$132,000) - fare revenue (\$34,176) = \$882,324

Estimated ridership:

With the addition of one vehicle, our ridership estimate is 3,200 trips per year.

- Estimating that approximately 50% of WAVE service riders will be able to utilize expanded SMC service (2,000 trips per year)
- With increase service frequency, we estimate 1,200 additional trips per year (ridership was 622 for FY 2021 during Covid).