

1 **COMMISSIONERS MEETING**

2 **September 7, 2022**

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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, September 7, 2022 A. D. at 4:30 P. M.

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12 **COMMISSIONERS PRESENT:**

- 13 Richard Clark
- 14 Richard Dutremble
- 15 Robert Andrews
- 16 Allen Sicard
- 17 Donna Ring

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22 County Manager Gregory Zinser and Deputy County Manager/H.R. Director Linda Corliss were  
23 present at the meeting.

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

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27 **09-07-22 ITEM**

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

30 Janet Drew addressed the Board via ZOOM and asked the Commissioners to  
31 consider how the county could help with the crisis of sheltering before all of  
32 the ARPA money disappears. York is saying they are building workforce housing  
33 but prices are not affordable, stated Ms. Drew.

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35 **2 TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:**

36 a. Commissioners' meeting of August 17, 2022-  
37 Commissioner Clark motioned to approve the minutes. Commissioner  
38 Dutremble seconded the motion. Vote 5-0.

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40 **3 TO APPROVE TREASURER'S WARRANTS**

41 a. Warrants to be approved on August 17, 2022 in the amount of \$525,103.41  
42 Commissioner Clark motioned to approve the warrant. Commissioner  
43 Dutremble seconded the motion. Vote 5-0.

44 b. Warrants to be approved on August 24, 2022 in the amount of \$563,181.10  
45 Commissioner Clark motioned to approve the warrant. Commissioner  
46 Dutremble. Vote 5-0.

47 c. Warrants to be approved on August 31, 2022 in the amount of \$488,162.41

48 Commissioner Clark motioned to approve the warrant. Commissioner  
49 Dutremble. Vote 5-0.

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51 **4 TO HEAR ANY REPORTS FROM THE COUNTY**  
52 **COMMISSIONERS**

53 Commissioner Dutremble reminded the other Commissioners of next week's  
54 MCCA meeting in Augusta. He added that the gubernatorial candidates will  
55 be speaking.

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57 **5 TO HEAR A POVERTY ABATEMENT IN EXECUTIVE SESSION**  
58 **PURSUANT TO 1 M.R.S.A. § 405 (6) (F) REVIEW OF**  
59 **CONFIDENTIAL RECORDS**

60 Commissioner Clark motioned to go into executive session pursuant to 1 M.R.S.A.  
61 § 405 (6) (F) review of confidential records. Commissioner Dutremble seconded  
62 the motion. Vote 5-0.

63 Commissioner Clark motioned to come out of executive session. Commissioner  
64 Dutremble seconded the motion. Vote 5-0.

65 Commissioner Clark motioned to grant a property tax abatement for case #220907  
66 in the amount of \$1555.18 for 2019 with \$1,509.88 being property tax and \$45.30  
67 being interest. Commissioner Dutremble seconded the motion. Vote 5-0.

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69 **6 ~~TO HEAR NCEU GRIEVANCE (may be in executive session personnel~~**  
70 **~~issues PURSUANT TO 1 M.R.S.A. § 405 (6) (A))~~**

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73 **7 NEW BUSINESS**

74 ~~a. MEMA Director Peter Rogers to report on the readiness status of York~~  
75 ~~County EMA~~

76 b. To review and seek approval of revised hiring policy- H.R. Director Corliss  
77 reviewed the draft revised policy (attached as record) with the Board. She  
78 explained that Section A- (2<sup>nd</sup> paragraph) contains the biggest change. She added  
79 that this has been reviewed by legal also.

80 H.R. Director Corliss went on to say that this revised policy will ensure someone  
81 can be brought on board and then approved at the next (Commissioners') meeting.  
82 Everyone has a probationary period, she reminded the Commissioners.

83 Commissioner Ring commented that she did not see it mentioned anywhere that  
84 this is temporary and that the Commissioners never had any problem coming in for  
85 an emergency meeting. She added that she is not comfortable signing away her  
86 duties as a Commissioner.

87 Commissioner Clark stated that he is not sure of what is in Statute but that he  
88 would like it made clear in the policy that the new hire will be put on the agenda  
89 for approval at the next Commissioners' meeting. I don't see this in the policy  
90 presented, stated Commissioner Clark. H.R. Director Corliss stated that she can  
91 insert that into the revised hiring policy.

92 Commissioner Ring commented that it is stated as 14 days in the statute.

93  
94 Commissioner Clark motioned to approve the revised hiring policy as amended.  
95 Commissioner Dutremble seconded the motion.

96 DISCUSSION: Commissioner Ring asked where does it state that it is temporary.  
97 County Manager Zinser replied that can be put in the motion. Commissioner

98 Dutremble asked how long would temporary be? We don't know how long it will  
99 take.

100 Vote 4-1 with Commissioner Ring opposed.

101 c. H.R. Director Linda Corliss to seek hiring/transfer approval for:

102 i. Mayte Marrero in the position of full-time Victim Witness Advocate in the  
103 District Attorney's Office with a date of hire of September 12, 2022-

104 Commissioner Clark motioned to approve the hiring of Mayte Marrero in the  
105 position of full-time Victim Witness Advocate in the District Attorney's office  
106 with a hire date of September 12, 2022. Commissioner Dutremble seconded the  
107 motion.

108 DISCUSSION: Commissioner Ring asked what her rate of pay will be? H.R.  
109 Director Corliss responded \$20.03 plus \$500 sign on bonus. Vote 5-0.

110 ii. Christine Bean (transfer from VWA position in the D.A.'s office) in the  
111 position of H.R. Manager in Human Resources with a transfer date of  
112 September 26, 2022-

113 Commissioner Clark motioned to approve the transfer of Christine Bean from  
114 VWA in the D.A.'s office to the position of H.R. Manager in Human Resources  
115 with a transfer date of September 26, 2022. Commissioner Dutremble seconded  
116 the motion.

117 DISCUSSION: Commissioner Ring asked what her salary would be. H.R.  
118 Director Corliss replied, \$65,000.

119 Vote 5-0.

120 iii. Sophia Litle in the position of full-time Legal Secretary in the District  
121 Attorney's Office with a date of hire of September 12, 2022-

122 H.R. Director Corliss added that Ms. Litle's rate of pay would be \$18.40 with a  
123 \$500 sign on bonus.

124 Commissioner Clark motioned to approve the hiring of Sophia Litle in the position  
125 of Legal Secretary in the D.A.'s office with a hire date of September 12, 2022.  
126 Commissioner Dutremble seconded the motion. Vote 5-0.

127 iv. Benjamin Brown in the position of full-time Corrections Officer with a hire  
128 date of September 19, 2022-

129 Commissioner Clark motioned to approve the hiring of Benjamin Brown in the  
130 position of full-time Corrections Officer with a hire date of September 19, 2022.  
131 Commissioner Dutremble seconded the motion. Vote 5-0.

132 v. Jeffrey Guevara in the position of full-time Corrections Officer with a hire  
133 date of September 12, 2022- H.R. Director Corliss stated that the rate of  
134 pay would be \$21.30 plus \$1,500 sign on bonus.

135 Commissioner Clark motioned to approve the hiring of Jeffrey Guevara in the  
136 position of full-time Corrections Officer with a hire date of September 19, 2022.  
137 Commissioner Dutremble seconded the motion.

138 DISCUSSION: Commissioner Ring asked if that was the starting pay for  
139 corrections? H.R. Director Corliss replied, yes. Commissioner Clark asked when  
140 these new hires would attend the Correction's academy? H.R. Director Corliss  
141 replied, the end of September. Vote 5-0.

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143 d. Review and seek Commissioner approval of RFQ for construction management  
144 services for the Strategic Planning and Readiness Center and for the Treatment  
145 and Recovery Center-

146 County Manager Zinser informs all that this begins the next phase of bringing  
147 on the construction management team. The RFQ will be out there for a month  
148 for vote at our October 19<sup>th</sup> meeting.

149 Commissioner Ring asked what about the Town of Alfred? When do we go to  
150 them? County Manager Zinser replied, once we get our pricing. He added that  
151 we should have engineering costs next week. Commissioner Sicard asked if the  
152 architects are giving the County Manager any idea on the costs? County  
153 Manager Zinser replied, no, but that his understanding is a lot of those  
154 contractors are still kind of booked up.  
155 At some point, we will need to talk about the ARPA money overall, stated the  
156 County Manager. Once those numbers come in, we will have to go back and  
157 see where we are.  
158 Commissioner Clark motioned to approve the request for quotes for the  
159 construction management services. Commissioner Andrews seconded the  
160 motion. Vote 5-0.

161 e. Review of proposals for archival services and award contract-  
162 County Manager Zinser explained that he and Register of Deeds Nancy  
163 Hammond had a meeting for this request and two individuals came in and each  
164 gave a proposal. Our recommendation would be to go with Paige Lilly  
165 Archival.  
166 Commissioner Sicard asked Register of Deeds Hammond if this was her your  
167 recommendation as well? She replied that yes, it was as we need someone that  
168 can help us navigate what we have.  
169 Commissioner Clark stated that he agreed and that her proposal brings about 40  
170 years of experience to this project.  
171  
172 Commissioner Clark motioned to approve the hiring of Paige Archival. He  
173 added that the Commissioners approve not more than \$10,000. Commissioner  
174 Dutremble seconded the motion.  
175 Vote 5-0.

176 f. Seek Commissioner approval of forfeiture assets from Sheriff's Office-County  
177 Manager Zinser informed the Commissioners that this information was in the  
178 Commissioners' packet of information.  
179 Discussion: Commissioner Ring asked what will we do with these several  
180 weapons? Sheriff King replied that he did not know if they are usable but that a  
181 firearms expert will look at them. We do not sell them, he explained.  
182 Commissioner Clark asked if they are destroyed if they cannot be used. Sheriff  
183 King replied, yes.  
184 Commissioner Clark motioned to approve the forfeiture. Commissioner  
185 Andrews seconded the motion. Vote 5-0.

186 g. Discussion of holding Spirit of America Awards ceremony  
187 (suggested date of November 2, 2022 prior to Commissioners' meeting)-  
188 County Manager Zinser stated that the ceremony could be in person or virtual.  
189 The Commissioners agree to hold the ceremony at 3:00 p.m. on November 2,  
190 2022, prior to their regular meeting at 4:30 p.m.

191 h. Authorization to deposit settlement funds into Layman Way account-  
192 County Manager explained that these funds are from the opioid settlement. He  
193 stated that York County is set to receive the first payment sometime this month  
194 of \$95,000. The funds have to be used for addictive purposes. Ultimately,  
195 continued the County Manager, as we move forward with programming, we  
196 would use it as revenues. Once a year for 19 years we will receive this money.  
197 Commissioner Clark motioned to approve placing the opioid payments into the  
198 Layman Way account. Commissioner Dutremble seconded the motion. Vote 5-  
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**8 OLD BUSINESS**

Commissioner Ring asked the County Manager if his statement that we are going to file a PPC at the last meeting something we discussed? She added that she did not recall this and it concerned her.

County Manager Zinser stated that this matter can be discussed in executive session under personnel.

Commissioner Ring asked in reference to the sign on bonuses, is there any type of schedule of what we will be doing with them or are you just picking a number?

H.R. Director Corliss replied that we had decided before for corrections and police based on what was being offered in the area. This is the same with administrative. Commissioner Ring asked if there is a line item for bonuses? H.R. Director Corliss responded that the bonuses come out of salary.

Commissioner Clark questioned how much time does the new employee have to complete to receive the (bonus) pay out. H.R. Director Corliss replied that for an MSEA employee it is the probationary period of six months. For Corrections Officers and law enforcement, they receive ½ after completion of the academy and the other after one year (completion of their probationary period).

**\*\*\* HEARD BEFORE ITEM 10\*\*\***

**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 TO 1 M.R.S.A. § 405 (6) (D) AND CONSULTATION WITH LEGAL COUNSEL PURSUANT TO 1 M.R.S.A. § 405 (6) (E), REVIEW OF CONFIDENTIAL RECORDS PURSUANT TO 1 M.R.S.A. § 405 (6) (F)**

a. Meet in executive session pursuant to 1 M.R.S.A. §405 (6) (A) personnel matters-

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

Commissioner Clark motioned to come out of executive session. Commissioner Dutremble seconded the motion. Vote 5-0.

No action taken.

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

None

**11 ADJOURN**

Commissioner Clark motioned to adjourn. Commissioner Dutremble seconded the motion. Vote 5-0.

Meeting adjourned at 6:13 p.m.