



# Cumberland County

## Board of Commissioners

### Meeting Minutes - Draft

142 Federal St  
Portland, ME 04101

The Board meets on the second Monday of each month at 5:30pm in the Peter Feeney Room unless otherwise noted.

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**Monday, July 8, 2024**

**5:30 PM**

**Feeney Conference Room, County  
Courthouse, 205 Newbury St,  
Portland ME 04101**

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#### CALL TO ORDER

The Board of Commissioners met for their regularly scheduled meeting at the Cumberland County Courthouse in the Peter Feeney Conference Room, the meeting was called to Order by Chair James Cloutier at 5:32 pm.

#### ATTENDANCE

**Present:** 5 - Commissioner Neil Jamieson, Commissioner Susan Witonis, Vice Chair Stephen Gorden, Commissioner Patricia Smith, and Chair James Cloutier

#### PLEDGE OF ALLEGIANCE

##### County Staff:

James Gailey, County Manager  
Alex Kimball, Deputy County Manager  
Amy Jennings, Director of Human Resources  
Alyssa Tibbets, Corporation Counsel  
Kevin Joyce, County Sheriff  
Kerry Joyce, Captain  
Timothy Kortez, Jail Major  
Katharine Cahoon, Admin and Special Projects

#### APPROVAL OF THE MINUTES

[CD 24-016](#) Approval of the minutes, for the 2024 June meetings of the Board of Commissioners

*A motion was made by Commissioner Witonis, seconded by Commissioner Jamieson, that this Minutes Report be APPROVED. The motion carried by a unanimous vote.*

#### INFORMATIONAL REPORT/PRESENTATIONS

[CD 24-017](#) Interim Report on the Lakes Region Homeless Needs Study

Jeff Levine with Levine Planning Strategies, LLC, presented the draft of the Lakes Region Homelessness Study. The study was initiated by Tedford Housing using funding from Cumberland County. The report was prepared in partnership with the Human Services Research Institute (HSRI) who completed the outreach and needs assessments on the homelessness population. Presenting on behalf

of HSRI included Teresit Camacho-Gonsalves and Ben Cichocki. North Star Planning is an additional partner who provides mapping and editing and will be involved in phase two. Mr. Levine gave an overview of the study that looked at nine different towns within the Lakes Region, the available housing in relation to poverty levels and household income and spending which determines homeownership affordability. The study analyzed the availability of housing stock, looking at seasonal homes and vacancy rates, housing production, and zoning for housing development. HSRI presented a summary of services available and needs of the homeless population. They gathered data about housing programs and services from various sources including three listening sessions and two focus groups. The collected data was fed into Envio Software which quantified the data. The presenters highlighted the key themes from their report and their final recommendations for the creation of a one stop service shelter along Route 302, creation of a formal political liaison position to create buy in, and the creation of a mobile outreach unit.

Chair Cloutier thanked the group for their presentation, he asked what the next steps would be. Mr. Levine replied that the next steps would include identifying different locations that could support the development of a service center site. Commissioner Smith agreed with the recommendation of having a mobile support unit for the rural area of the Lakes Region in terms of outreach and support. The presenters concurred that a more mobile outreach would be successful because it would address the barriers that exist for applicants such as transportation and work hours.

Chair Cloutier commented that in Maine it is illegal for landlords to discriminate against someone who is supported by public vouchers. However, there is a commercial endorsement by insurance policies for multifamily buildings, Maine does not regulate it. The insurance endorsement prohibits subsidized tenants in insured properties and voids the insurance.

*This Report was RECEIVED AND FILED.*

## COMMENTS FROM THE PUBLIC

The Board Chair will limit comments to three (3) minutes per speaker.

There were no comments from the public.

## CONSENT AGENDA

### Approval of the Consent Agenda

*A motion was made by Commissioner Jamieson, seconded by Commissioner Smith, to approve the Consent Agenda. The motion carried by the following vote:*

**Yes:** 5 - Commissioner Jamieson, Commissioner Witonis, Vice Chair Gorden, Commissioner Smith, and Chair Cloutier

**No:** 0

[24-063](#)

Authorization of a Law Enforcement Services contract between the Cumberland County Sheriff's Office and the Maine School District 6 from August 2024 - June 2025 for the amount of \$101,067.82

*This Order was APPROVED.*

[24-064](#)

Authorization of a Law Enforcement Services contract between the Cumberland County Sheriff's Office and the Town of Long Island from June 27, 2024 - September 2, 2024 for the amount of \$27,915.87

*This Order was APPROVED.*

[24-065](#)

Authorization of a Law Enforcement Services contract between the Cumberland County Sheriff's Office and the Town of Gray from July 1, 2024 - June 30, 2025 for the amount of \$332,932.26

*This Order was APPROVED.*

[24-066](#)

Authorization of a Law Enforcement Services contract between the Cumberland County Sheriff's Office and the Maine School District 15 and the Town of Gray from July 1, 2024 - June 30, 2025 for the amount of \$203,859.14

*This Order was APPROVED.*

[24-067](#)

Authorization of a Law Enforcement Services contract between the Cumberland County Sheriff's Office and the Town of Harrison from July 1, 2024 - June 30, 2025 for the amount of \$295,546.48

*This Order was APPROVED.*

[24-070](#)

Authorization to enter into a grant agreement between Cumberland County and the University of Minnesota's Center for Transportation Studies for Mobility, Access, and Transportation Insecurity program (MATI) funding in the amount of \$150,000 for 9 to 12 months for Phase I Transportation planning and eligibility for Phase II funding.

*This Order was APPROVED.*

[24-071](#)

Authorization for the County Manager to enter into a Communications Services contract between Cumberland County CCRCC and the University of Southern Maine for dispatching services in the exchange for discounted tuition for 3 years starting August 1, 2024.

*This Order was APPROVED.*

## **ARPA BUSINESS**

## **NEW BUSINESS**

## **COMMENTS FROM THE COUNTY MANAGER**

County Manager Gailey shared that employee Erin Pelletier was selected as the New Deputy Director of Dispatch. Deputy Director Pelletier has been in a supervisor role at the Regional Communications Department and begins her new position today. County Manager Gailey shared that at the August meeting the Commissioners should expect two bids; Northport Building; and a large HVAC project in the Courthouse with new controls. At the September meeting, a Finance Caucus will take place right before the September meeting. The Finance Caucus invites interested elected officials to participate in the Cumberland County Finance Committee.

**COMMENTS FROM THE EXECUTIVE STAFF**

County Sheriff Kevin Joyce shared that six new staff members were hired at the Jail. Instead of attending the July academy, they are doing on the job training and then attending the October academy. New hires have a year to complete Academy training upon being hired. The jail population has gone from 285 to 324. There is a law enforcement retirement and the Standish contract has created an eighth Deputy position which he will fill as soon as possible. Commissioner Jamieson asked what the vacancy rate is? Jail Major Tim Kortez replied 18 funded positions.

Sheriff Joyce followed up with Commissioner Gorden about the law enforcement contract language and stated that the last review was done by Patt Dunn. He commented that the contracts could stand to be reviewed again as they are modified frequently to meet the needs of the customer. Commissioner Gorden said that the contract language is not comprehensive, Sheriff Joyce agreed, and added there are not even contracts in place for the substations in North Yarmouth or Naples except for a written agreement with New Gloucester.

Commissioner Gorden asked when the Jail will begin to receive Federal prisoners. Major Kortez stated that they are expected on July 9 but it could change. Major Kortez added that he met with ICE officials and they're interested in housing more inmates. This is an ongoing discussion and it would increase revenue but not overload staffing levels. Sheriff Joyce explained that if they are holding an individual on State charges, it's called a "detainee", the Jail is not accepting any detainees without a release date and avoid false imprisonment. Chair Cloutier requested that the Jail not hold individuals that are a detainee and that they only hold if there has been adequate established probable cause. The Sheriff confirmed that the jail does not hold any individuals without probable cause, and that after they have made bail, charges have been dropped, and sentence is served the individuals are released and no longer detained.

**COMMENTS FROM THE COUNTY COMMISSIONERS**

Commissioner Gorden shared that the Yarmouth Clam Festival is taking place and they are expecting around 100,000 visitors. He advised that if anyone is traveling, leave early to allow for longer trip times. Chair Cloutier stated that he was looking forward to the Clam Festival and listening to the Wicked Good Brothers.

**EXECUTIVE SESSION**

[24-068](#)

To enter into Executive Session Title 1 M.R.S.A. §405(6)(D) for the discussion of contracts associated with the Cross Insurance Arena.

*Time Into Executive Session: 7:07 pm*

*A motion was made by Commissioner Jamieson, seconded by Vice Chair Gorden, that the Executive Session be APPROVED. The motion carried by the following vote:*

**Yes:** 5 - Commissioner Jamieson, Commissioner Witonis, Vice Chair Gorden, Commissioner Smith, and Chair Cloutier

**No:** 0

*Time Out of Executive Session: 8:20 pm*

*A motion was made by Commissioner Witonis, seconded by Vice Chair Gorden,*

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*that the Executive Session be CONCLUDED. The motion carried by the following vote:*

**Yes:** 5 - Commissioner Jamieson, Commissioner Witonis, Vice Chair Gorden, Commissioner Smith, and Chair Cloutier

**No:** 0

24-069

To enter into Executive Session under 1 M.R.S.A. §405(6)(A) for the discussion of the duties of the Cumberland County Commissioners.

*Time Into Executive Session: 7:07 pm*

*A motion was made by Commissioner Jamieson, seconded by Vice Chair Gorden, that the Executive Session be APPROVED. The motion carried by the following vote:*

**Yes:** 5 - Commissioner Jamieson, Commissioner Witonis, Vice Chair Gorden, Commissioner Smith, and Chair Cloutier

**No:** 0

*Time Out of Executive Session: 8:20 pm*

*A motion was made by Commissioner Witonis, seconded by Vice Chair Gorden, that the Executive Session be CONCLUDED. The motion carried by the following vote:*

**Yes:** 5 - Commissioner Jamieson, Commissioner Witonis, Vice Chair Gorden, Commissioner Smith, and Chair Cloutier

**No:** 0

24-072

Authorization of the County Manager to submit a payment of \$300,426 to the Maine Mariners for the 2023/2024 ticket subsidy. (Added in Session)

*A motion was made by Commissioner Jamieson, seconded by Commissioner Witonis, that the New Business - Added in Session be APPROVED. The motion carried by the following vote:*

**Yes:** 5 - Commissioner Jamieson, Commissioner Witonis, Vice Chair Gorden, Commissioner Smith, and Chair Cloutier

**No:** 0

**Next Meeting: Monday, August 12, 2024**

## ADJOURNMENT

*A motion was made by Neil Jamieson, seconded by James Cloutier, to ADJOURN the meeting. The motion carried by a unanimous vote.*