

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING – TUESDAY, JUNE 16, 2015 - 5:30 P.M. - CARIBOU COURTHOUSE, ADMINISTRATIVE HEARING ROOM - CARIBOU

PRESENT

Paul J. Adams, Chairperson, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Douglas F. Beaulieu, County Administrator
Paul Bernier, Public Works Director
Darrell Crandall, Sheriff
Shawn Gillen, Chief Deputy
Darren Woods, EMA Director

ART. 1. Chairperson Paul J. Adams called the meeting to order at 5:30 p.m.

ART. 2. Public Comment Period.

There was no public comment.

ART. 3. Approval of agenda.

Chairperson Paul J. Adams entertained a motion to approve the agenda.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the agenda.

VOTE:

Motion voted on and passed.

ART. 4. Chairperson Paul J. Adams entertained a motion to approve the minutes of the May 20, 2015 County Commissioners' Meeting.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the May 20, 2015 County Commissioners' Meeting.

VOTE:

Motion voted on and passed.

ART. 5. The Commissioners approved and signed the following:

- A) Attendance Record.
- B) Bills and Warrants.

C) Liquor License Renewal for Bear Den Family Restaurant in Benedicta.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the Liquor License Renewal for Bear Den Family Restaurant in Benedicta.

VOTE:

Motion voted on and passed.

D) Commissioners' Resolution for the State of Maine Community Development Block Grant (CDBG) Program.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the Resolution for the State of Maine Community Development Block Grant (CDBG) Program.

VOTE:

Motion voted on and passed.

ART. 6. Contract:

A) Three (3) year (7/1/2015- 6/30/2018) Snow Removal Contract for TDR2 with the Town of Bridgewater.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the three (3) year (7/1/2015- 6/30/2018) Snow Removal Contract for TDR2 with the Town of Bridgewater and to authorize the County Administrator to execute the contract.

VOTE:

Motion voted on and passed.

ART. 7. Approval of Personnel Policy Changes.

County Administrator Doug Beaulieu presented two (2) changes concerning our Deferred Compensation Plan, which was approved at our December 17, 2014 meeting.

He apologized for the delay in presenting the desired language and recommended approval of the same.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the Personnel Policy language changes as approved at the December 17, 2014 County Commissioners' Meeting.

VOTE:

Motion voted on and passed.

ART. 8. Approval of 2015 Continuity of Operations Plan (COOP) and Changes to the 2015 Aroostook County Emergency Operations Plan. (Darren Woods)

EMA Director Darren Woods presented the Continuity of Operations Plan (COOP) to the County Commissioners and gave a brief overview of the same. The purpose of the plan is to insure continuity of operations under all conditions, particularly if our current infrastructure is uninhabitable in a particular location.

Mr. Woods also presented a few changes to our Emergency Operations Plan and recommended that the County Commissioners approve those changes as well.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the 2015 Continuity of Operations Plan (COOP) and changes to the 2015 Aroostook County Emergency Operations Plan as presented.

VOTE:

Motion voted on and passed.

ART. 9. Approval of Snow Removal Bid Award.

County Administrator Doug Beaulieu advised that the snow removal bids were opened by Diane Gove, Administrative Assistant, at 10:00 a.m., June 3, 2015 in the Human Resource Office, with Christina Theriault, Human Resource Coordinator, present as a witness.

The following bids were received:

Caribou Courthouse and EMA Building Snow Removal:

	2015-2016	2016-2017	2017-2018
Larry's Construction Caribou	\$7,800.00	\$8,200.00	\$8,430.00
Soderberg Company, Inc. Caribou	\$8,500.00	\$9,200.00	\$9,500.00
Pelletier Property Services, LLC Caribou	\$13,900.00	\$14,595.00	\$15,325.00

Houlton Building Complex Snow Removal:

Nickerson Construction, Inc. Houlton	\$6,500.00	\$6,500.00	\$6,500.00
Steelstone Industries Houlton	\$8,950.00	\$8,950.00	\$8,950.00

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to authorize the County Administrator to award the bids to the apparent low bidder that adheres to the bid specifications.

VOTE:

Motion voted on and passed.

County Administrator Doug Beaulieu reported that the bids will be awarded to Larry's Construction for the Caribou Courthouse and EMA Building and to Nickerson's Construction for the Houlton Complex.

ART. 10. Sheriff's Department Appointments:

A) One (1) full-time head cook.

Sheriff Darrell Crandall recommended that the County Commissioners approve the hiring of Tawoma-Tomasita Martinez of Smyrna Mills, as full-time head cook.

B) One (1) full-time cook.

Sheriff Darrell Crandall recommended that the County Commissioners approve the hiring of Wendy Sabattis of Houlton as full-time cook.

C) One (1) full-time corrections officer.

Sheriff Darrell Crandall recommended that the County Commissioners approve the hiring of Carrie Crandall of Houlton as full-time corrections officer.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the hiring of Tawoma-Tomasita Martinez of Smyrna Mills as full-time head cook, Wendy Sabattis of Houlton as full-time cook, and Carrie Crandall of Houlton as full-time corrections officer.

VOTE:

Motion voted on and passed.

ART. 11. Budget Review:

A) YTD FY 15 County Budget:

County Administrator Doug Beaulieu mentioned that the Registry of Deeds, North and South, continue to lag behind in revenue collection. He also advised that Law Enforcement revenue is overstated. However, the revenue deficit should be offset by the expenditure side of our budget. The County Administrator noted that all accounts are under expended and he is hopeful this trend will continue through the end of the calendar year.

B) YTD FY 15 Unorganized Territory Budget:

County Administrator Doug Beaulieu advised that revenues have exceeded budget projections by \$12,400.00, and expenditures are less than what would be anticipated for this reporting period. This budget is in excellent shape.

C) YTD FY 15 Jail Budget.

County Administrator Doug Beaulieu commended Sheriff Crandall on two (2) budgetary fronts: 1) for obtaining approval from the LePage Administration on securing the balance of our Supplemental Funding, which amounts to \$523,940.00; 2) for controlling expenditures with respect to the Jail Budget despite an increased jail population and volatility of inmate medical expenses.

In the County Administrator's opinion, he believes the Jail Fund will end the fiscal year without the need to dip into the General Fund.

A brief discussion followed on the status of LD 186 by the Sheriff, County Commissioners and staff. We are hopeful that the Legislature will return the jails back to county control.

ART. 12. County Administrator's Report:

A) State of Maine Bureau of Labor Standards Update.

County Administrator Doug Beaulieu indicated that the fine assessed by the Bureau of Labor Standards has been waived. He praised Facilities Manager Bryan Jandreau for correcting all citations from this safety inspection in a timely manner.

B) Maine Municipal Employees Health Trust (MMEHT) Health Claims Experience Report.

County Administrator Doug Beaulieu reported that the Health Claims Experience Report shows a loss ratio for the first quarter of 2015 of 90%.

C) 2016 Budget Process Schedule.

The 2016 Budget Process meeting schedule was approved with one change: County Commissioners' Budget Work Session was changed from Friday, October 16, 2015 to Monday, October 19, 2015.

D) Surplus Vehicles.

County Administrator Doug Beaulieu advised that the two (2) County surplus vehicles were donated to the schools of applied technology at both Caribou and Houlton to be used in their law enforcement cadet programs. Sheriff Crandall handled the logistics of the transfer and indicated the donation was for a worthy cause.

E) MCCA/Risk Pool Update.

Risk Pool Meeting – Commissioner Fournier indicated that the Risk Pool held a short meeting with discussions mainly on pending claims. Aroostook County was commended for its purchase of law enforcement body cameras. Sheriff Crandall indicated that his office is busy developing an appropriate policy that entails protocol for use, retention, scheduling and infrastructure issues.

MCCA Meeting – Commissioner Fournier indicated that the lion's share of the meeting was devoted to a discussion on LD 186, which included an amendment highlighting the distribution of funds, boarding issues, timeliness of county subsidy payments and a \$14.6M fiscal note.

It was also mentioned that the Chief Justice of the Maine Supreme Court supports moving adoptions from Probate Court to the Family Court. This legislation did not pass, however, because of a \$350,000.00 fiscal note.

F) Other Items of Interest.

1) Appointment of Ambulance Service Representative for Bancroft.

County Administrator Doug Beaulieu recommended that the County Commissioners appoint Ralph Staples of Bancroft as a representative of the Unorganized Territory of Bancroft to the Northern Washington Southern Aroostook Regional Ambulance Service Board for a three (3) year term.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to appoint Ralph Staples of Bancroft as a representative of the Unorganized Territory of Bancroft to the Northern Washington Southern Aroostook Regional Ambulance Service Board for a three (3) year term.

VOTE:

Motion voted on and passed.

ART. 13. Other Business.

There was no other business to discuss.

ART. 14. Executive Session.

There were no items to discuss in executive session.

ART. 15. Adjournment.

MOTION:

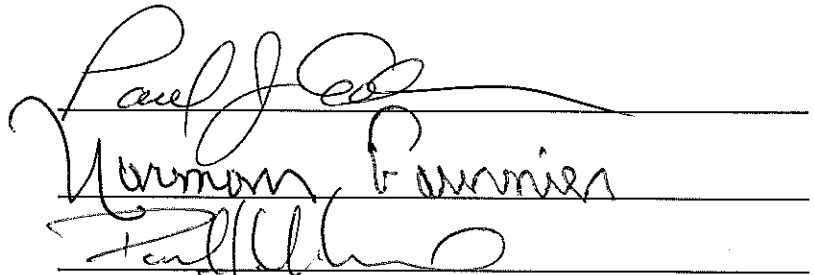
Motion by Norman L. Fournier and seconded by Paul J. Underwood to adjourn the meeting.

Meeting adjourned at 6:37 p.m.

ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator



AROOSTOOK COUNTY COMMISSIONERS
DATE: June 16, 2015