

## MINUTES

### **AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, SEPTEMBER 2, 2015 - 5:30 P.M. - SHERIFF'S OFFICE BUILDING – TRAINING ROOM – FIRST FLOOR- HOULTON**

#### PRESENT

Paul J. Adams, Chairperson, County Commissioners  
Norman L. Fournier, County Commissioner  
Paul J. Underwood, County Commissioner  
Douglas F. Beaulieu, County Administrator  
Darrell O. Crandall, Sheriff  
Shawn Gillen, Chief Deputy  
Craig Clossey, Jail Administrator  
Joshua Boisvert, Sergeant  
Gabriel Montes, Corrections Officer  
Richard Michaud, Corrections Officer

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

ART. 2. Public Comment Period.

Sheriff Darrell Crandall took advantage of the Public Comment Period to introduce Sergeant Joshua Boisvert and Corrections Officers Gabriel Montes and Richard Michaud. All three (3) staff members had their status with us changed at the last County Commissioners' Meeting. The County Commissioners welcomed these individuals and thanked them for their service to the County of Aroostook.

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 August 20, 2015 County Commissioners' Meeting.

#### MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the August 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) Tax Abatement Discussion and Decision.

The County Commissioners discussed the rationale for their decision regarding a Tax Abatement Hearing for Charland vs. Town of Weston. While the Board is sympathetic to the issues raised by the Charlands, in the final analysis, the methodology use by the Town for valuation of lake front properties is applied in a fair and consistent manner. The Charlands have not met their burden of proof under the law; therefore, this appeal is denied.

- D) EDP Renewables First Amendment to Agreement to Reimburse Costs.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve EDP Renewables First Amendment to Agreement to Reimburse Costs.

**VOTE:**

Motion voted on and passed.

Commissioner Underwood abstained from voting.

ART. 6. Review, Discussion and Approval of FY 16 Jail Budget.

Chairperson Paul Adams recognized County Administrator Doug Beaulieu. The County Administrator provided a general overview of the events that transpired to get to this point. After the passage of LD 186 (PL 2015, Chapter 335), it became evident to the County Administrator and Sheriff Darrell Crandall that our Jail Budget should be amended in light of the uncertainty around state funding and to comply with statutory requirements of the new Act. Each public official approached the amended budget from a different vantage point. Sheriff Crandall's adjustment represent changes in operations, with the goal of saving money and improving operations. County Administrator Beaulieu's objective was broader, in that it returns the Jail Budget to a format and status predating the Board of Corrections. (He provided budget documents for the County Commissioners perusal for the 2008 budget year prior to the meeting. These documents are appended to the meeting minutes as Attachment I.) The proposed new changes to the Jail Budget put us on a path of fiscal sustainability. Under this proposed budget, Maintenance related functions and duties would be put back into the domain of the General Fund Budget. This will improve management controls and allow the jail to concentrate purely on the operational side of corrections. He then introduced Sheriff Crandall who provided an operational review of the proposed and implemented changes.

Sheriff Crandall briefed the County Commissioners on successful efforts to control costs in the Jail Budget during FY 15 and ending the fiscal year below projections. He followed with a summary of operational changes that have been made, and will be made, to decrease the number of open shifts being backfilled in jail line operations. He informed the County Commissioners that the budget request includes replacing a contract for Pre-Trial Services with the county assuming direct responsibility for those duties. The Sheriff informed the County Commissioners that the Sheriff's Office was able to acquire two used, fully equipped, prisoner transport vans for a total cost of \$14,500.00. Finally, the Sheriff explained the process he used to estimate the amount of state funding he believes may be forthcoming.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the FY 16 Jail Budget as presented by the Sheriff and supported by the County Administrator.

**VOTE:**

Motion voted on and passed.

The County Administrator indicated that, all things being equal and assuming the projected budget materializes exactly as presented, the anticipated deficit of the FY 16 Jail Budget would be \$572,000. The county contingency plan would be to leverage as much as possible from the Department of Corrections (DOC). The next option would be to leverage FY 16 Supplemental funding from the Legislature. The next viable option would be as conservative as possible in spending practices. The option of last resort and least appeal would be to finance the deficit using the General Fund (Fund Balance). The question was raised if this would be legal. The rebuttal was, "what other choice would we have".

ART. 7. Other business:

None

ART. 8. Executive Session.

None.

ART. 9. Adjournment.

**MOTION:**

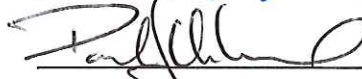
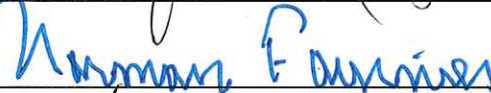
Motion by Paul J. Underwood and seconded by Norman L. Fournier to adjourn the meeting.

Meeting adjourned at 7:00 p.m.

ATTEST: A True Copy  
of Commissioners' Meeting



Douglas F. Beaulieu  
County Administrator



AROOSTOOK COUNTY COMMISSIONERS  
DATE: September 2, 2015

2008

ATTACHMENT I



11/05/2007 14:03  
 Linda  
 AROOSTOOK COUNTY COMMISSIONERS  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

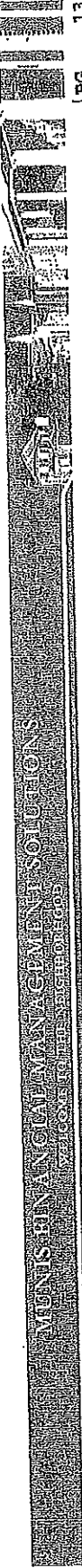
PROJECTION: 20081 2008 COUNTY BUDGET  
 ACCOUNTS FOR:  
 General Fund

FOR PERIOD 12  
 2008  
 PCT  
 Fin Comm CHANGE

2007  
 PROJECTION  
 2007  
 ACTUAL  
 2007  
 REVISED BUD  
 2007  
 ORIG BUD  
 2006  
 ACTUAL

PG  
 9  
 bsnuyrpts

1036	Houlton Building Complex	2006 ACTUAL	2007 ORIG BUD	2007 REVISED BUD	2007 ACTUAL	2007 PROJECTION	2008 Fin Comm	PCT CHANGE
51	Personnel Services							
1103651	33140 Supt Bldgs	34,500.46	36,416.00	36,416.00	31,505.62	36,416.00	39,187.00	7.6%
1103651	33141 Cust I	20,827.72	21,950.00	21,950.00	18,946.88	21,950.00	23,631.00	7.7%
1103651	33142 Maintenanc	24,169.60	25,521.00	25,521.00	19,773.07	25,521.00	24,301.00	-4.8%
1103651	33210 OT	1,409.36	1,900.00	1,900.00	1,129.80	1,900.00	1,800.00	-5.3%
	TOTAL Personnel Services	80,907.14	85,787.00	85,787.00	71,355.37	85,787.00	88,919.00	3.7%
52	Contractual Services							
1103652	34105 Mileage	1,836.36	2,050.00	2,050.00	1,180.09	2,050.00	2,214.00	8.0%
1103652	34315 Telephone	8,588.22	8,900.00	8,900.00	5,867.84	8,900.00	8,000.00	-10.1%
1103652	34605 Grdssnokem	7,313.94	7,800.00	7,800.00	7,322.30	7,800.00	8,000.00	2.6%
1103652	34610 Bldg Maint	4,656.31	4,500.00	4,500.00	2,158.59	4,500.00	4,500.00	.0%
1103652	34615 EquipMaint	1,944.03	2,250.00	2,250.00	1,307.84	2,250.00	2,250.00	.0%
1103652	34630 Painting	3,556.12	6,500.00	6,500.00	1,677.13	6,500.00	6,000.00	-7.7%
1103652	34640 Pump/Heat	1,162.36	1,750.00	1,750.00	401.13	1,750.00	1,500.00	-14.3%
1103652	34645 RubblsRkem	12,273.91	9,000.00	9,000.00	7,261.88	9,000.00	9,000.00	.0%
1103652	34660 Train&Educ	9,107.77	9,250.00	9,250.00	5,803.02	9,250.00	10,212.00	10.4%
1103652	34940	.00	200.00	200.00	.00	200.00	100.00	-50.0%
	TOTAL Contractual Services	50,439.02	52,200.00	52,200.00	32,985.82	52,200.00	51,776.00	-.8%
53	Commodities							
1103653	35315 CleanSuppl	15,805.15	17,000.00	17,000.00	13,099.60	17,000.00	17,000.00	.0%
1103653	35610 Tools	.00	250.00	250.00	307.24	250.00	250.00	.0%
	TOTAL Commodities	15,805.15	17,250.00	17,250.00	13,406.84	17,250.00	17,250.00	.0%
	TOTAL Houlton Building Compl	147,151.31	155,237.00	155,237.00	117,748.03	155,237.00	157,945.00	1.7%



11/06/2007 14:09  
 AROOSTOOK COUNTY COMMISSIONERS  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS  
 FOR PERIOD 12

PROJECTION: 20081 2008 COUNTY BUDGET  
 ACCOUNTS FOR:  
 General Fund

	2006 ACTUAL	2007 ORIG BUD	2007 REVISED BUD	2007 ACTUAL	2007 PROJECTION	2008 FIR Comm	PCI CHANGE
1043 Jail Building							
52 Contractual Services							
1104352 34305	28,666.04	29,000.00	29,000.00	20,877.36	29,000.00	35,820.00	23.5%
1104352 34306	3,494.21	3,500.00	3,500.00	3,288.53	3,500.00	3,810.00	8.9%
1104352 34307	9,831.00	1,250.00	1,250.00	535.60	1,250.00	1,250.00	.0%
1104352 34310	9,827.40	12,000.00	12,000.00	7,704.38	12,000.00	12,000.00	.0%
1104352 34311	4,279.86	5,000.00	5,000.00	3,314.95	5,000.00	4,848.00	-7.0%
1104352 34620	1,878.20	1,280.00	1,280.00	1,069.05	1,280.00	1,602.00	25.2%
1104352 34635	22,756.50	23,550.00	23,550.00	23,550.50	23,550.00	24,728.00	5.0%
1104352 34636	8,459.00	9,000.00	9,000.00	8,682.30	9,000.00	9,065.00	.0%
1104352 34637	435.70	550.00	550.00	355.00	550.00	550.00	.0%
TOTAL Contractual Services	80,527.91	85,130.00	85,130.00	69,377.67	85,130.00	93,473.00	9.8%
TOTAL Jail Building	80,527.91	85,130.00	85,130.00	69,377.67	85,130.00	93,473.00	9.8%



11/06/2007 14:09  
 Linda  
 AROOSTOOK COUNTY COMMISSIONERS  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20081 2008 COUNTY BUDGET  
 ACCOUNTS FOR:  
 General Fund

FOR PERIOD 12  
 PG 14  
 bgnyrpts

	2006 ACTUAL	2007 ORIG BUD	2007 REVISED BUD	2007 ACTUAL	2007 PROJECTION	2008 FIN COMM CHANGE	PCT CHANGE
1050 Support of Prisoners							
51 Personnel Services							
1105051 Corr Off	420,389.23	484,991.00	484,991.00	414,003.97	484,991.00	486,534.00	3%
1105051 Jail Admin	50,459.75	51,721.00	51,721.00	44,758.39	51,721.00	52,716.00	1.2%
1105051 Cooks	50,216.56	51,917.00	51,917.00	44,893.39	51,917.00	55,530.00	7.0%
1105051 Overtime	91,693.79	64,000.00	64,000.00	60,696.54	64,000.00	64,000.00	0%
1105051 HolidayPay	11,165.00	12,600.00	12,600.00	8,627.50	12,600.00	12,600.00	0%
1105051 Part-time	79,583.91	46,350.00	46,350.00	68,784.33	46,350.00	50,000.00	7.9%
1105051 Holovertim	33,780.67	30,000.00	30,000.00	24,727.00	30,000.00	34,000.00	13.3%
TOTAL Personnel Services	736,688.92	741,579.00	741,579.00	666,491.12	741,579.00	755,380.00	1.9%
52 Contractual Services							
1105052 Pris Board	.00	25,000.00	25,000.00	.00	25,000.00	10,000.00	-60.0%
1105052 CompanyDOC	95,575.20	99,254.00	99,254.00	66,171.84	99,254.00	103,224.00	4.0%
1105052 Medical	120,551.21	75,000.00	75,000.00	35,873.99	75,000.00	90,000.00	20.0%
1105052 Mileage	14.45	250.00	250.00	.00	250.00	250.00	0%
1105052 Meals	790.76	600.00	600.00	645.88	600.00	700.00	16.7%
1105052 Lodging	1,179.37	800.00	800.00	649.31	800.00	900.00	12.5%
1105052 EquipMaint	4,702.82	1,500.00	1,500.00	2,423.26	1,500.00	1,800.00	20.0%
1105052 Dues	86.00	175.00	175.00	98.00	175.00	175.00	0%
1105052 Postage	237.55	175.00	175.00	157.00	175.00	500.00	0%
1105052 Printing	192.50	500.00	500.00	1,772.62	4,500.00	4,500.00	0%
1105052 TraineEduc	3,594.71	4,500.00	4,500.00	1,772.62	4,500.00	4,500.00	0%
TOTAL Contractual Services	227,324.57	207,829.00	207,829.00	107,791.90	207,829.00	212,299.00	2.2%
53 Commodities							
1105053 Food	140,106.34	135,000.00	135,000.00	109,468.36	135,000.00	137,000.00	1.5%
1105053 KitchnSupp	5,482.02	3,000.00	3,000.00	6,727.02	3,000.00	5,000.00	66.7%
1105053 InmateSupp	2,632.43	3,000.00	3,000.00	3,064.67	3,000.00	3,000.00	0%
1105053 Prescripts	77,631.84	65,000.00	65,000.00	37,160.03	65,000.00	65,000.00	0%
1105053 Medicisupp	1,378.16	1,250.00	1,250.00	489.38	1,250.00	1,250.00	0%
1105053 Officesupp	2,675.52	2,700.00	2,700.00	2,068.64	2,700.00	2,700.00	0%
1105053 Uniforms	7,496.81	7,300.00	7,300.00	6,778.19	7,300.00	7,300.00	0%
1105053 PrisClothg	2,802.55	1,500.00	1,500.00	1,776.42	1,500.00	1,500.00	0%
1105053 Ref Books	2,522.40	1,500.00	1,500.00	1,468.85	1,500.00	1,500.00	0%
TOTAL Commodities	240,730.07	219,250.00	219,250.00	167,681.56	219,250.00	223,250.00	1.8%
TOTAL Support of Prisoners	1,204,743.56	1,168,658.00	1,168,658.00	941,964.58	1,168,658.00	1,190,929.00	1.9%





11/06/2007 14:09  
 Ihada  
 PROJECTION: 20081 2008 COUNTY BUDGET  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS  
 FOR PERIOD 12

ACCOUNTS FOR:  
 General Fund

	2006 ACTUAL	2007 ORIG BUD	2007 REVISED BUD	2007 ACTUAL	2007 PROJECTION	2008 Fia Comm	PCT CHANGE
1055 Community Corrections							
51 Personnel Services							
1105551 33125 Secretary	6,039.30	6,029.00	6,029.00	5,442.89	6,029.00	6,180.00	2.5%
1105551 33153 Prof Coord	7,394.46	8,616.00	8,616.00	6,559.21	8,616.00	8,831.00	2.5%
1105551 33154 Prof Supvs	11,320.52	24,165.00	24,165.00	8,377.76	24,165.00	.00	-100.0%
1105551 33210 Overtime	110.07	3,300.00	3,300.00	326.28	3,300.00	.00	-100.0%
TOTAL Personnel Services	24,863.35	42,110.00	42,110.00	20,706.14	42,110.00	15,011.00	-64.4%
52 Contractual Services							
1105552 34110 Meals	54.15	200.00	200.00	.00	200.00	.00	-100.0%
1105552 34205 Gas & Oil	5,742.16	7,800.00	7,800.00	4,097.20	7,800.00	.00	-100.0%
1105552 34210 Veh Repair	3,226.96	3,000.00	3,000.00	2,541.58	3,000.00	.00	-100.0%
1105552 34317 Cell Phone	1,280.82	1,800.00	1,800.00	841.94	1,800.00	.00	-100.0%
1105552 34630 EquipMaint	512.28	2,500.00	2,500.00	522.16	2,500.00	.00	-100.0%
TOTAL Contractual Services	10,818.37	15,300.00	15,300.00	8,002.88	15,300.00	.00	-100.0%
53 Commodities							
1105553 35300 ExpendsSupp	957.37	2,500.00	2,500.00	227.80	2,500.00	.00	-100.0%
1105553 35335 Officesupp	593.92	2,000.00	2,000.00	1,660.83	2,000.00	.00	-100.0%
1105553 35336 Workersupp	3,582.49	4,000.00	4,000.00	2,723.13	4,000.00	.00	-100.0%
1105553 35410 PriscClthng	2,336.98	1,500.00	1,500.00	.00	1,500.00	.00	-100.0%
TOTAL Commodities	7,470.76	10,000.00	10,000.00	4,611.76	10,000.00	.00	-100.0%
54 Capital Outlay							
1105554 37205 OfficeEqpt	4,893.00	45,150.00	45,150.00	23,859.73	45,150.00	.00	-100.0%
TOTAL Capital Outlay	4,893.00	45,150.00	45,150.00	23,859.73	45,150.00	.00	-100.0%
TOTAL Community Corrections	48,045.48	112,560.00	112,560.00	57,180.51	112,560.00	15,011.00	-86.7%