

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY, MAY 18, 2016 - 5:30 P.M. -  
SHERIFF'S OFFICE BUILDING - CONFERENCE ROOM (SECOND FLOOR) - HOULTON**

PRESENT

Paul J. Adams, Chairperson, County Commissioners  
Norman L. Fournier, County Commissioner  
Paul J. Underwood, County Commissioner (participated by teleconference)  
Douglas F. Beaulieu, County Administrator  
Darrell Crandall, Sheriff  
Shawn Gillen, Chief Deputy  
Craig Clossey, Captain  
Russell Beauchemin, Audience

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

ART. 2. Public Comment Period.

Chairperson Paul J. Adams recognized Russell Beauchemin from Smyrna, Maine and asked him to share his thoughts and comments with the County Commissioners.

Mr. Beauchemin is concerned about demographic trends in Aroostook County, namely population decline and dwindling economic opportunities. Mr. Beauchemin provided statistics showing the decline over the last fifty (50) years and provided information on income loss.

There has been abundant border expansion because of Customs and Immigration, but very little growth in the county itself. He also expressed concern about wind development and the fact that they pay little or no taxes because of Tax Increment Financing (TIF).

Mr. Beauchemin urged the County Commissioners to support the initiative for a National Monument and to support open pit mining at Bald Mountain. He challenged the County Commissioners to do more to reverse the population trends and promote economic development in our area.

The County Commissioners thanked Mr. Beauchemin for his comments.

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 4, 2016 County Commissioners' Meeting.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the minutes of the May 4, 2016 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 & Pub.

**MOTION:**

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

**VOTE:**

Motion voted on and passed.

- D) Poverty Abatement Decision.

The following motion was made by Norman L. Fournier and seconded by Paul J. Underwood:

**MOTION:**

"I move to grant, in accordance with our deliberations in executive session on May 4, 2016, an abatement in the amount of \$3,417.15 for tax year 2015 pursuant to Title 36, M.R.S.A., §841(2E)."

**VOTE:**

Motion voted on and passed.

- E) Sinclair Sanitary District Board of Trustee.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the appointment of Bruce Lavway to the Sinclair Sanitary District Board of Trustees.

**VOTE:**

Motion voted on and passed.

ART. 6. Quarterly status report on backlog from Register of Probate. (Darleen Guy)

Chairperson Paul J. Adams recognized Darleen Guy, Probate Register, and asked her to provide a report on backlog regarding her office.

Mrs. Guy provided a lengthy progress report on the status of her office from January 1, 2016 to May 6, 2016. For simplicity purposes, her three (3) page summary is appended to these minutes. (Attachment I)

Mrs. Guy indicated that she felt good about the progress that has been made over the past several months with her office.

At the conclusion of her report, the County Commissioners requested the next report include the following elements:

- Backlog;
- Challenges;
- Progress;
- Problems;
- Pending cases; and
- Hearing times concerns, etc.

ART. 7. Bids:

A) Two (2) surplus vehicles:

The following bids were received:

	2005 Ford Expedition	2011 Ford Crown Vic
David Sonderman Oakfield	\$2,250.00	\$600.00
Jeffrey Pickering Houlton	\$1,351.00	
Yousef Dabbagh Island Lake, Il.	\$ 208.00	\$508.00

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to table the bids pending review of the County Administrator with authorization to award the bid to the highest bidder.

**VOTE:**

Motion voted on and passed.

ART. 8. Approval of Sheriff's Department Appointments:

A) One (1) part-time dispatcher.

Sheriff Darrell Crandall recommended that the County Commissioners approve the rehiring of Amber Cole of Easton as part-time dispatcher.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve rehiring of Amber Cole of Easton as part-time dispatcher.

**VOTE:**

Motion voted on and passed.

- B) Three (3) part-time corrections officers.

Sheriff Darrell Crandall recommended that the County Commissioners approve the hiring of Allisen Burke of Houlton, Cari Conley of Hodgdon and Sherry Smigielski of Danforth as part-time corrections officers.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the hiring of Allisen Burke of Houlton, Cari Conley of Hodgdon and Sherry Smigielski of Danforth as part-time corrections officers.

**VOTE:**

Motion voted on and passed.

- C) Two (2) part-time deputy sheriffs commissions (limited).

Sheriff Darrell Crandall recommended that the County Commissioners approve the commissioning of Loren King and Shanna Morrison as deputy sheriffs on a limited basis for the purpose of serving court orders and executing arrest warrants on inmates and arrestees.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the commissioning of Loren King and Shanna Morrison as deputy sheriffs on a limited basis for the purpose of serving court orders and executing arrest warrants on inmates and arrestees.

**VOTE:**

Motion voted on and passed.

- ART. 9. Approval of one (1) full-time custodian for the Caribou Courthouse.

County Administrator Doug Beaulieu, on behalf of Bryan Jandreau, Facilities Manager, recommended that the County Commissioners approve the hiring of Todd Stephenson of Presque Isle as full-time custodian for the Caribou Courthouse.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the hiring of Todd Stevenson of Presque Isle as full-time custodian for the Caribou Courthouse.

**VOTE:**

Motion voted on and passed.

- ART. 10. Approval of revised 2016 and proposed 2017 County Commissioners' Meeting schedule.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the revised 2016 and proposed 2017 County Commissioners' Meeting schedule.

**VOTE:**

Motion voted on and passed.

ART. 11. County Administrator's Report:

A) PL 2015, Chapter 90 funding update.

Commissioner Norman L. Fournier indicated that he received information late this afternoon that Aroostook County would receive \$321K from this supplemental funding. This is not final, but we are encouraged by the news.

B) MCCA/Risk Pool Update.

None.

C) Other Items of Interest.

None.

ART. 12. Other business.

None.

ART. 13. Executive Session.

None.

ART. 14. Adjournment.

**MOTION:**

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

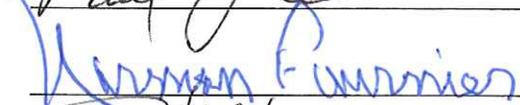
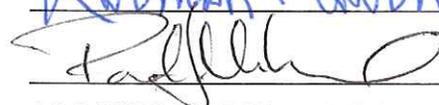
Meeting adjourned at 6:15 p.m.

Commissioners Adams and Fournier participated in a jail tour following the meeting.

ATTEST: A True Copy  
of Commissioners' Meeting



Douglas F. Beaulieu  
County Administrator

AROOSTOOK COUNTY COMMISSIONERS

DATE: May 18, 2016

## AROOSTOOK PROBATE COURT PROGRESS REPORT

This report is prepared for the May 18<sup>th</sup>, 2016 Commissioner's Meeting and covers the period from January 1, 2016 to May 6, 2016.

This report is an overview of the Aroostook County Probate Court's progress and includes information regarding informal cases processed by the Register, identifies activities performed and cases scheduled for formal hearings and approval by the Judge during this period. Also includes many daily clerical duties performed during the reporting period and the status of backlog as of May 6, 2016.

**Informal Testate and Intestate matters:**

As of May 6, 2016 there have been 81 new "informal" filings processed by the Register.

2016 Informal filings	January, 2016	February, 2016	March, 2016	April, 2016	May 6, 2016
Informal cases by Register	10	19	22	23	7

An average informal matter consists of review of documents filed, label and index the file, docket all filings, prepare the Findings of Facts of the Register, issue Letters of Authority, prepare and mail all notices and prepare and record any Certificate and Abstract. All probated estates requesting appointment of a personal representative include the preparation of a monthly publication notice to creditors for two consecutive weeks. *(Attached please find sample docket for Informal Testate and Informal Intestate, together with a proposed monthly publication report)*

**Scheduled hearings and formal matters approved by the Judge:**

As of May 6, 2016 there have been 5 Court return dates and 10 additional contested hearing dates scheduled.

The Court return dates include: January 12, 2016 in Caribou; February 9, 2016 in Houlton; March 8, 2016 in Caribou; April 12, 2016 in Houlton and May 3, 2016 in Fort Kent. During these five (5) return dates, 94 matters were scheduled for hearing before the Judge and 92 matters were presented to the Judge for approval. *(Attached please find copy of hearing schedules)*

Court Return Dates	January 12, 2016 (Caribou)	February 9, 2016 (Houlton)	March 8, 2016 (Caribou)	April 12, 2016 (Houlton)	May 3, 2016 (Fort Kent)
Matters scheduled for hearing	24	13	24	23	10
Matters presented for approval	15	27	10	27	13

The Courts contested hearing dates include: January 19, 2016 in Presque Isle; January 21, 2016 in Presque Isle; February 16, 2016 in Presque Isle; February 24, 2016 in Houlton; March 22, 2016 in Presque Isle; March 31, 2016; April 13, 2016 in Houlton; April 22, 2016 in Presque Isle; April 26, 2016 in Presque Isle; and April 29, 2016. During these ten (10) contested hearing dates, 24 hearings were scheduled before the Judge and an additional 14 matters were presented to the Judge for approval. *(Attached please find copy of hearing schedules)*

<i>Contested Hearing Dates</i>	January 19, 2016 (Presque Isle)	January 21, 2016 (Presque Isle)	February 16, 2016 (Presque Isle)	February 24 2016 (Houlton)	March 22, 2016 (Presque Isle)
Hearings scheduled	4	3	1	2	2
Matters presented for approval	6	-	-		4

<i>Contested Hearing Dates</i>	March 31, 2016 (Houlton)	April 13, 2016 (Houlton)	April 22, 2016 (Presque Isle)	April 26, 2016 (Presque Isle)	April 29, 2016 (Houlton)
Hearings scheduled	2	3	3	2	2
Matters presented for approval	-		4	-	-

All formal matters before the Judge require proper service of notice of hearing on all interested parties regarding the respective petition filed and in all guardianship of alleged incapacitated persons, the Court shall appoint a Visitor/Guardian to serve the protective person/ward and file a report with the Court of his/her recommendation. If the protective person/ward contests then the Court shall appoint an Attorney to represent the best interest of the protected person/ward.

All formal matters presented to the Judge for approval also require that notice be served on all interested parties in accordance with the statutes. For example, all name changes, with a few exceptions, include a publication notice in a local newspaper for two consecutive weeks. All Accounts and Estate Management Fees require proper serve of notice to all interested parties prior to approval. *(Attach please find a sample docket sheet for a Name Change and Conservatorship account/est. management fees presented for approval)*

***Daily clerical duties performed:***

Daily clerical duties consist of processing the mail, accounts receivable/payable; copy requests and preparing form package requests; assisting customers in the office and on the telephone; docketing all filings including but not limited to claims against estates/demands for notices/compliance with demands; preparing special publication notices; preparing Single Certificates; and preparing exemplified packages for domiciliary estates. *(Attached please find a sample docket sheet including claims against estates/demands for notices/compliance with demand)*

Daily clerical duties	January 2016	February 2016	March 2016	April 2016	May 6 2016
Single Certificates/Certificates of No Probate request	7	7	3	12	2
Form package request	33	18	30	16	4
Claims Against Estate/Demand for Notices	11	9	7	14	-
Compliance with Demand	1	5	3	14	-
Copy of Will request	4	7	6	2	-
Copy of file documents request	3	3	6	5	1
Special publication request/Exemplified package	1 / 1	-	2	-	-

***Status of backlog as of May 6, 2016:***

In 2016 there have been 146 new filings as of May 6, 2016, which includes 14 adoptions. Of the 146 new filings, 81 informal filings were processed by the Register and 56 filings have been scheduled for hearing. As of May 6, 2016 there are 9 of the aforesaid 146 new filings pending (4 informal, 2 formal and 3 adoptions) to be processed and/or scheduled for hearing.

Respectfully submitted,  
Darleen S. Guy  
Register of Probate