

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, MAY 17, 2017 – 1:00 P.M. – REGISTRY OF DEEDS BUILDING – CONFERENCE ROOM (FIRST FLOOR) – FORT KENT

PRESENT

Paul J. Adams, Chair, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Douglas F. Beaulieu, County Administrator
Darren Woods, EMA Director
Dan Conklin, EMA Assistant Planner
Paul Bernier, Public Works Director
Darleen Guy, Register of Probate
Christina Theriault, Human Resources Manager
Sherrill Campbell, Administrative Assistant
Ryan Pelletier, Town Manager, Madawaska

ART. 1. Chair Paul J. Adams called the meeting to order at 1:12 p.m.

ART. 2. Public Comment Period.

None.

ART. 3. Approval of Agenda.

Paul J. Adams entertained a motion to approve the agenda. County Administrator Douglas F. Beaulieu recommended that Article 12 be moved to follow Article 5 and to add Disaster Recovery Plan to Article 5, Other Items for Approval and Signatures under D).

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 4. Minutes.

Chair Paul J. Adams entertained a motion to approve the minutes of the April 26, 2017 County Commissioners' Meeting.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the April 26, 2017 County Commissioners' Meeting.

VOTE:

Motion voted on and passed.

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

- A) Attendance Record.
- B) Bills and Warrants.
- C) Liquor license renewal for Eagle Lake Sporting Camps.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the renewal of a liquor license for Eagle Lake Sporting Camps.

VOTE:

Motion voted on and passed.

- D) Disaster Recovery Plan.

Darren Woods, EMA Director, presented a Disaster Recovery Plan for approval. It is Mr. Woods' intent that this plan become part of the Aroostook County Emergency Operational Plan. The Disaster Recovery Plan is the first such plan in the State of Maine.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to accept the addition of the Disaster Recovery Plan to the Emergency Management Plan as presented by Darren Woods, EMA Director.

VOTE:

Motion voted on and passed.

ART. 12. Executive Session Pursuant to 1 M.R.S. §405 (6)(A) to discuss two personnel issues concerning the Office of the County Commissioners.

County Administrator Douglas F. Beaulieu stated that the items in Article 12 would be discussed in public session.

Regarding the first personnel issue, the following motion was made by Norman L. Fournier and seconded by Paul J. Underwood:

MOTION:

"I move we accept Douglas F. Beaulieu's retirement notice effective June 30, 2017 and that we authorize Chair Paul J. Adams to send a letter to Mr. Beaulieu outlining his benefits as he

transitions to retirement. Chair Adams or his designee is also authorized to execute any other documents or actions consistent with the May 17, 2017 separation letter.”

VOTE:

Motion voted on and passed.

Regarding the second personnel issue, the following motion was made:

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve hiring Ryan D. Pelletier of St. Agatha as the new County Administrator effective June 19, 2017.

VOTE:

Motion voted on and passed.

ART. 6. Consideration of Additional Hours for Part-time Position in Probate Office.

Darlene Guy, Register of Probate, explained that the full-time Deputy at the Probate Office is out on Family Medical Leave. She requested that the part-time Probate Clerk be allowed to work additional hours (not to exceed forty (40) hours per week) during the Deputy Register’s Family Medical Leave absence and that the part-time Clerk be allowed to function as Acting Deputy Register.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood that hours be increased to not more than forty (40) hours per week for the part-time Probate Clerk and that the part-time Probate Clerk be allowed to function as Acting Deputy Register provided it is permissible by statute.

VOTE:

Motion voted on and passed.

ART. 7. Bid Openings:

A) Bell/Clock Tower and Dome Project.

A bid was received from Mid Maine Restoration Inc. in the amount of \$35,615 for painting, \$15,985 for gold leafing, and \$6,745 for roofing.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to accept the bid from Mid Maine Restoration Inc., for the Bell/Clock Tower and Dome project pending review by the County Administrator with authorization to award the bid to the only bidder provided the bid specifications are met and funds are available particularly for the gold leafing given that this component of the project is privately funded.

VOTE:

Motion voted on and passed.

B) Cross Lake Station Rubber Roof Renovation.

A bid was received from Powers Roofing in the amount of \$24,480.00.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to accept the bid from Powers Roofing for the Cross Lake Station Rubber Roof Renovation pending review by the County Administrator with authorization to award the bid to the only bidder provided the bid specifications are met.

VOTE:

Motion voted on and passed.

C) Portable Water Pump.

Bids were received from the following vendors:

Jordan Lumber Company, Kingfield, ME	\$6,957.50
K&T Fire Equipment, Island Falls, ME	\$6,531.00
Industrial Protection Services, LLC, S Portland, ME	\$6,995.00

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to table the bids pending review by the County Administrator with authorization to award the bid to the lowest bidder provided the bid specifications are met.

VOTE:

Motion voted on and passed.

D) Sheriff's Office Surplus Vehicle.

A bid was received from David Sonderman for the Ford Crown Victoria in the amount of \$630.00.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to table the bid from David Sonderman pending review by the County Administrator with authorization to award the bid to Mr. Sonderman provided the bid specification is met.

VOTE:

Motion voted on and passed.

ART. 8. Appointments to the Northern Maine Development Board (NMDC).

County Administrator Douglas F. Beaulieu stated that Tom Clowes, current representative of the Unorganized Territory to the NMDC Board, does not wish to continue to serve in this capacity. Mr. Beaulieu recommended that Martin Dionne of Sinclair be approved to serve as the Unorganized Territory representative to the NMDC Board. The County Administrator also recommended that Norman L. Fournier be approved as representative of the County of Aroostook to the NMDC Board. Brenda Commander, who was recently approved as an NMDC Board representative from the Maliseet Indian Tribe, no longer serves as Tribal Chief. County Administrator Beaulieu proposed that contact be made with the new Chief (Clarissa Sabattis) to insure that Brenda Commander should continue to be the representative on the NMDC Board for the Maliseet Tribe.

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to approve the appointments of Norman L. Fournier and Martin Dionne to the Northern Maine Development Commission Executive Board.

VOTE:

Motion voted on and passed.

ART. 9. County Commissioners' Report:

A) MCCA/Risk Pool Update.

Risk Pool. Commissioner Norman L. Fournier reported five (5) new claims opened and sixteen (16) claims closed resulting in a decrease in reserves by \$31,000.00; a case that involved excessive force has been continued until July 19, 2017; a York County case involving classification of an inmate has been settled out of court; a case in Penobscot County will likely be tried in July; and, an estate is suing in a Cumberland County case involving a fatal shooting in Windham. There was considerable discussion about a letter from Attorney Peter Marchesi to Malcolm Ulmer regarding the possibility of an increase in his compensation as counties are not providing information requested by Mr. Marchesi in a timely manner and sometimes the information provided is not complete causing court cases to be jeopardized. As a result, a letter will be drafted to all counties stating that information asked for by Attorney Marchesi should be provided within 10 days. If counties are not responsive, they risk being billed directly for any incurred, additional fees.

MCCA. Commissioner Norman L. Fournier reported that discussion ensued at the Director's Meeting regarding the hiring of an Executive Director. There were twenty-four (24) applicants, which will be narrowed down to people with experience in jail funding and lobbying.

B) Legislative Update.

Commissioner Norman L. Fournier conveyed that Charlie Pray, Lobbyist for the MCCA, has reported that things are moving slowly in the legislature regarding an increase for jail funding.

C) Other Items of Interest.

None.

ART. 10. County Administrator's Report:

A) Bancroft Funds Distribution.

County Administrator Douglas F. Beaulieu reported that Bancroft has de-organized, resulting in Aroostook County being the beneficiary of escrow funds in the amount of \$141,000.00. These funds will be used for various capital accounts – namely roads, bridges and vehicles.

B) Approval of Wellness gift card.

County Administrator Douglas F. Beaulieu requested the approval of a \$100.00 gift card for the Wellness Grant Biggest Loser contest winner. The funds are grant monies from the Maine Municipal Employee Health Trust and not part of the County Budget.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve a gift card in the amount of \$100.00 to the winner of the Biggest Loser Contest with funds awarded from the Maine Municipal Employee Health Trust Grant.

VOTE:

Motion voted on and passed.

C) Finance Committee Member Appointment(s).

County Administrator Douglas F. Beaulieu informed the County Commissioners that there are two (2) vacancies on the Finance Committee that need to be satisfied. He stated that Commissioner Underwood has been in contact with Anthony J. Edgecomb and he has expressed interest in filling the seat in District 1, Area 3, replacing Jackie Bradley on the Finance Committee. Discussion was held on appointing a member to fill the remaining vacancy. Commissioner Norman L. Fournier said that he has several candidates in mind and will make a recommendation soon.

MOTION:

Motion made by Paul J. Underwood and seconded by Norman L. Fournier to approve Anthony J. (A.J.) Edgecomb as a member of the Finance Committee for District 1, Area 3.

VOTE:

Motion voted on and passed.

D) Bid Results.

1. Connor Recreation Maintenance.

County Administrator Douglas F. Beaulieu apprised the County Commissioners that the Connor Recreation Maintenance bid was awarded to RM Lawn Care from Van Buren, Maine for the amount of \$6,289 for three years.

2. Emergency Management Vehicle.

County Administrator Douglas F. Beaulieu reported to the County Commissioners that the bid for the Emergency Management Vehicle has been awarded to York's of Houlton, in the amount of \$17,683.00.

E) Removal of trees and brush overgrowth between the Sheriff's Office Building and Bangor Savings Bank in Houlton.

County Administrator Douglas F. Beaulieu recommended removing trees and brush between the Sheriff's Office Building and Bangor Savings Bank in Houlton as recommended by Facilities Manager Bryan Jandreau. Pictures were provided for review of the area in question.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the removal of trees and brush between Bangor Savings Bank and the Sheriff's Office Building in Houlton.

VOTE:

Motion voted on and passed.

F) Other items of interest.

None

ART. 11. Other Business.

None.

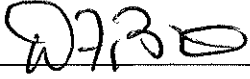
ART. 13. Adjournment.

MOTION:

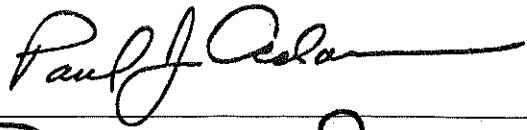
Motion by Norman L. Fournier and seconded by Paul J. Underwood to adjourn the meeting.

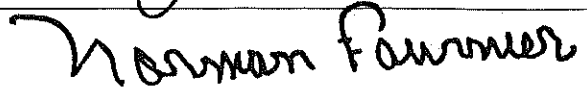
Meeting adjourned at 2:15 p.m.

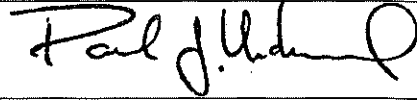
ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator







AROOSTOOK COUNTY COMMISSIONERS
DATE: May 17, 2017