

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, AUGUST 16, 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  
Ryan D. Pelletier, County Administrator  
Paul Bernier, Public Works Director  
Darren Woods, EMA Director  
Christina Theriault, Human Resources Manager  
Todd Collins, District Attorney  
Adam Lavoie, Diversion Academy Advocate  
Darleen Guy, Register of Probate  
Darrell Crandall, Sheriff  
Shawn Gillen, Chief Deputy  
Don Eno, Fiddlehead Focus  
Sherrill Campbell, Administrative Assistant

ART. 1. Chair Paul J. Adams called the meeting to order at 1:00 p.m.

ART. 2. Public Comment Period.

None.

ART. 3. Approval of Agenda.

County Administrator Ryan D. Pelletier asked that the following amendments be made:

- 1) Article 9 should be change to read two (2) full-time corrections officers and two (2) part-time corrections officers.
- 2) Strike Article 6 from the agenda.

Commissioner Paul Underwood asked that Article 11 be changed to reflect C) Airport.

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 July 19, 2017 County Commissioners meeting.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the July 19, 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.

ART. 6. Annual approval of the Aroostook County Emergency Management Plan.

Darren Woods, Emergency Management Director presented the Aroostook County EMA plan for annual approval. There were minor changes to the plan such as phone numbers, and the debris management plan was included. There were minor additions as well including resource management, storage of data base, volunteer support, etc.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the Aroostook County EMA plan as presented by Darren Woods, EMA Director.

ART. 7 Update on Diversion Academy Project.

District Attorney Todd Collins presented an update on the Diversion Academy Project. He explained the project and reported on its progression so far. The program currently has 9 members and has an 18 month follow up period. There will be no new admissions to the program as the state has not earmarked any funds to continue this grant, which will expire in July, 2018. Adam Lavoie, Diversion Academy Advocate, fielded questions from the Commissioners and the County Administrator.

Commissioner Paul J. Adams thanked the District Attorney and the Diversion Academy Advocate for their informative presentation.

ART. 8. Approval of two full-time Corrections Officers.

Sheriff Darrell Crandall recommended approval of Paul Deveau of Littleton and William Grant of Houlton to fill the open positions of full-time Corrections Officers and Justin Nelson of Oakfield and Nicholas Hannigan of Houlton for the positions of part-time Corrections Officers.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve Paul Deveau of Littleton and William Grant of Houlton, for the positions of full-time Corrections Officers and to approve Justin Nelson of Oakland and Nicholas Hannigan of Houlton for the positions of part-time Corrections Officers as presented by Sheriff Crandall.

**VOTE:**

Motion voted on and passed.

ART. 9. Appointment of full-time Deputy Sheriff.

Sheriff Darrell Crandall presented Roy Guidry of Presque Isle for approval for the position of full-time Resident Deputy Sheriff.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve Sheriff Darrell Crandall's recommendation of Roy Guidry from Presque Isle for full-time Resident Deputy Sheriff.

**VOTE:**

Motion voted on and passed.

ART. 10. County Commissioners' Report:

A) MCCA/Risk Pool.

Risk Pool Meeting. Commissioner Norman L. Fournier reported that at the August 9<sup>th</sup> meeting: seven (7) claims were opened; two (2) claims were closed; the Risk Pool will be awarding \$10,000.00 safe driving awards to Counties that qualify; a ride-along policy is currently under review and will be presented to Counties that don't have such a policy ; the Risk Pool will be drafting a driver awareness policy in light of the accidents that have been reported due to distracted driving; an increase in distracted driving accidents could result in higher deductibles for counties.

MCCA. Commissioner Norman L. Fournier reported that \$2,000.00 was approved for a Public Management Intern to research and develop a curriculum for schools so that they are more knowledgeable about County government and to provide historical research of Criminal Justice proceedings.

B) Legislative Update.

Commissioner Norman L. Fournier reported Aroostook County is set to receive \$224,000.00 of the jail funds allocated which can be used for any expenses incurred. A committee has been formed consisting of members from MCCA, County Commissioners, and Sheriffs to educate the Criminal Justice Committee on finances for the jail.

C) Airport.

Commissioner Paul J. Underwood reported on updates of the comprehensive plan for the Northern Maine Regional Airport. He stated that according to Airport Director Scott Wardwell, PennAir will remain as the airfare provider.

ART. 11. County Administrator's Report.

A) Budget progress report.

County Administrator Pelletier reported that final dates have been approved for the budget process with the Finance Committee. A memo containing the dates was included in the County Commissioners' packets. All department head budgets have been received by the County Administrator.

County Administrator Pelletier noted that there are several positions on the Finance Committee that will expire this calendar year. These positions will have to be filled by appointment as the incumbents will not appear on the November ballot.

B) Response to abatement hearings.

County Administrator Ryan D. Pelletier reported that he had a conversation with Attorney John Wall regarding the recent abatement hearings. It is the opinion of Attorney Wall that the proposed letter to the parties affected by the abatement drafted by the County Administrator should be revised. County Administrator Ryan D. Pelletier provided his revised copy of the letter to the Commissioners.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the revised response to the tax abatement hearings including the following findings of facts: The burden of proof is on the homeowner(s) and nothing presented to the Commissioners indicates that the Town did anything manifestly wrong, or that the assessment is grossly over assessed compared to similar properties provided during the abatement hearing.

**VOTE:**

Motion voted on and passed.

ART. 12. Other Business.

None.

ART. 13. Executive Session.

**MOTION:**

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

"I move we go into executive session pursuant to Title 1, M.R.S., §405, paragraph 6 (A) to discuss a personnel issue related to an employee in the Registry Probate Office and to discuss personnel issues related to the proposed salary structure and policies".

**VOTE:**

Motion voted on and passed.

Upon returning to open session there was no action taken on the labor negotiations with the corrections/dispatch/cooks unit and Teamster's Local Union Number 340.

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

**MOTION:**

"I move that we accept the proposed Salary Administration Policy and 2018 Salary Structure for Non-exempt and Exempt Employees as presented".

**VOTE:**

Motion voted on and passed.

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

**MOTION:**

"I move that the County of Aroostook authorize an extension of the Acting Deputy Register of Probate until August 27, 2017".

**VOTE:**

Motion voted on and passed.

ART. 14. Adjournment.

**MOTION:**

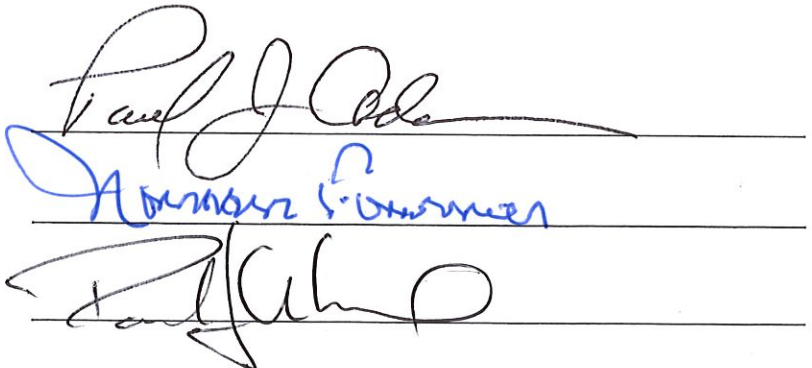
Motion by Paul J. Underwood and seconded by Norman L. Fournier to adjourn the meeting.

Meeting adjourned at 2:55 p.m.

ATTEST: A True Copy  
of Commissioners' Meeting



Ryan D. Pelletier  
County Administrator



AROOSTOOK COUNTY COMMISSIONERS  
DATE: August 16, 2017