

## MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING - TUESDAY, JUNE 19, 2018 –  
1:00 P.M. – ADMINISTRATIVE HEARING ROOM – CARIBOU COURTHOUSE –  
CARIBOU

### PRESENT

Paul J. Adams, Chair, County Commissioners  
Norman L. Fournier, County Commissioner  
Paul J. Underwood, County Commissioner  
Ryan D. Pelletier, County Administrator  
Paul Bernier, Community Services Director  
Bryan Jandreau, Facilities and IT Director  
Christina Theriault, Human Resources Director  
Chief Deputy Shawn Gillen  
Captain Terry "Joe" McKenna  
Dixie Shaw, Catholic Charities of Maine  
Sandra Fournier, Deputy County Administrator/Finance Director  
Sherrill Campbell, Executive Assistant  
Chris Bouchard, Aroostook Republican

- ART. 1. Chair Paul J. Adams called the meeting to order at 1:04 p.m.
- ART. 2. A Public Hearing was called to order at 1:05 p.m. to comply with Title VI Requirements to discuss an application being submitted to the State of Maine CDBG program for a Public Service Grant to expand anti-hunger efforts in Aroostook County. Dixie Shaw of Catholic Charities of Maine presented an overview of the application. Chair Adams asked if there were any comments from the public regarding the application. No adverse comments were received. The public hearing was closed at 1:15 p.m.
- ART. 3. There was no public comment.
- ART. 4. Chair Paul J. Adams entertained a motion for approval of 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. 5. Chair Paul J. Adams entertained a motion for approval of the June 5, 2018 Special Meeting minutes.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the June 5, 2018 Special Meeting.

**VOTE:**

Motion voted on and passed.

ART. 6. The County Commissioners approved and signed the following:

- A) Attendance record.
- B) Bills and Warrants.
- C) M&D Bear Den Family Restaurant and Pub Liquor License Renewal.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve a liquor license for M&D Bear Den Family Restaurant and Pub of Benedicta.

**VOTE:**

Motion voted on and passed.

ART. 7. County Administrator Ryan D. Pelletier introduced the new Deputy County Administrator of Finance, Sandra Fournier of Winterville. Mr. Pelletier noted that Sandra will begin her new duties on July 2, 2018.

ART. 8. Approval of one (1) Part Time Deputy Sheriff, one (1) Full-Time Corrections Officer, and one (1) Full-Time Deputy Sheriff.

Chief Deputy Shawn Gillen presented Andrew Tomah of Littleton for approval for the position of Part-Time Deputy Sheriff.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the recommendation of Chief Deputy Gillen to hire Andrew Tomah of Littleton for Part-Time Deputy Sheriff.

**VOTE:**

Motion voted on and passed.

Chief Deputy Shawn Gillen presented Josh Capozzi of Houlton for the position of

Full-Time Corrections Officer.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the recommendation of Chief Deputy Shawn Gillen to hire Josh Capozzi of Houlton for the position of Full-Time Corrections Officer.

**VOTE:**

Motion voted on and passed.

Chief Deputy Shawn Gillen presented Richard York of Island Falls for the position of Full-Time Deputy Sheriff.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the recommendation of Chief Deputy Shawn Gillen to hire Richard York of Island Falls for the position of Full-Time Deputy Sheriff.

**VOTE:**

Motion voted on and passed.

ART. 9. In the absence of Fire Chief Darren Woods, County Administrator Ryan D. Pelletier recommended James Daigle of Sinclair and Jonathan Cote of Caribou for the position of paid-call Firefighters.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the recommendation of Fire Chief Darren Woods to hire James Daigle of Sinclair and Jonathan Cote of Caribou for the position of paid-call Firefighters.

**VOTE:**

Motion voted on and passed.

ART. 10. County Commissioners Report.

- A) Risk Pool. Commissioner Norman L. Fournier reported that a contribution of \$1,500.00 was approved for educational training. The outstanding Franklin County claims with the Risk Pool continue to be discussed. In May, 11 claims were opened and 13 closed resulting in an increase in reserves of \$269,000.00. A defensive driving educational video will be circulated to counties for review to help alleviate vehicle accidents.

MCCA. Much of the May meeting discussion revolved around jail funding.

- B) Legislative update. The bill that will fund the Unorganized Territories has been delayed, but is expected to be taken up before June 30, 2018.
- C) There were no other items of interest.

ART. 11. County Administrator's Report.

A) Bid Awards:

1) Snow Removal.

County Administrator Ryan D. Pelletier reported that at a bid opening in Caribou on June 14, 2018 two bids were received for the Houlton Snow Removal RFP. The low bidder did not meet the bid specifications and the bid was awarded to Nickerson Construction. The Caribou snow removal RFP also had two bidders. Again, the low bidder did not meet specifications and the bid was awarded to Larry's Construction.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to award the bid as recommended by the County Administrator to Nickerson Construction for the Houlton location and Larry's Construction for the Caribou location.

**VOTE:**

Motion voted on and passed.

2) Connor Paving Project.

County Administrator Ryan D. Pelletier reported that at a bid opening in Caribou on June 15, 2018 three bids were received for the Connor Paving Project, and the recommendation is the low bidder Lane Construction.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to award the Connor Paving bid as recommended by the County Administrator to Lane Construction Company.

**VOTE:**

Motion voted on and passed.

- B) Order for Appointed Treasurer.  
The County Administrator asked the County Commissioners to approve an order to be submitted to the voters of Aroostook County at the next regular statewide election. The order is to change the position of Treasurer from an elected position to an appointed position.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve an order to submit to the voters of Aroostook County to change the position of Treasurer to appointed and not elected.

**VOTE:**

Motion voted on and passed with 2 in favor and 1 opposed.

- C) County Administrator Ryan D. Pelletier reported to the board that The Northern Maine Development Commission board appointments made at the May meeting of the County Commissioners have been submitted.
- D) County Administrator Ryan D. Pelletier provided a memo regarding the Bankcard and Authorize.net fees for Registry of Deeds transactions. The County Administrator's recommendation is to leave the current process in place at this time. Both Deeds locations have been notified of this decision.

ART. 12. In other business, County Administrator Ryan D. Pelletier requested that the July County Commissioners' meeting be changed from July 18, 2018 to July 17, 2018 to accommodate a presentation by Joanna Russell. The County Commissioners were in agreement to this change.

ART. 13. Chair Paul J. Adams entertained a motion to adjourn the meeting.

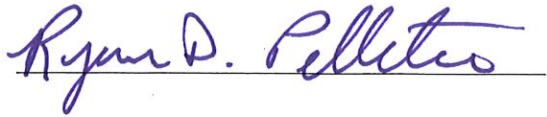
**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to adjourn the meeting at 1:59 p.m.

**VOTE:**

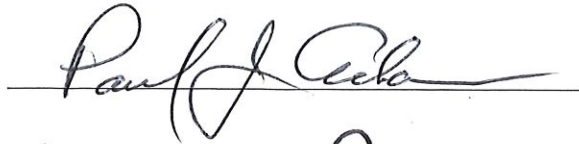
Motion voted on and passed.

ATTEST: A True Copy  
of Commissioners' Meeting



*Ryan D. Pelletier*

Ryan D. Pelletier  
County Administrator



*Paul J. Cole*



*Norman Fournier*



*Paul J. Cole*

AROOSTOOK COUNTY COMMISSIONERS  
DATE: June 19, 2018