

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

DOUGLAS F. BEAULIEU



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY, JULY 15, 2015 - 5:30 P.M. - SHERIFF'S OFFICE BUILDING - CONFERENCE ROOM - HOULTON

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. APPROVAL OF MINUTES OF THE JUNE 16, 2015 COUNTY COMMISSIONERS' MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
- A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
- ART. 6. CONTRACTS:
- A) THREE (3) YEAR (7/1/2015 - 6/30/2018) FIRE PROTECTION AGREEMENT FOR TCR2 WITH THE TOWN OF MONTICELLO.
 - B) THREE (3) YEAR (7/1/2015 - 6/30/2018) FIRE PROTECTION AGREEMENT FOR BANCROFT TOWNSHIP WITH THE MUNICIPALITY OF REED PLANTATION.
- ART. 7. SHERIFF'S DEPARTMENT APPOINTMENTS:
- A) RECOMMISSIONING OF ONE (1) FULL-TIME DEPUTY SHERIFF.
 - B) APPROVAL OF ONE (1) PART-TIME DISPATCHER.
- ART. 8. COUNTY ADMINISTRATOR'S REPORT:
- A) LD 186 UPDATE.
 - B) MCCA/RISK POOL UPDATE.
 - C) AIRPORT ADVISORY COMMITTEE APPOINTMENT.
 - D) OATH TO WITNESS FOR TAX ABATEMENT HEARINGS.
 - E) REGISTRY OF DEEDS (SOUTH) PASSPORT PROCESSING CENTER APPROVAL.
 - F) COUNTY AND MUNICIPAL DETENTION FACILITY ADVISORY COMMITTEE APPOINTMENT.
 - G) WIND DEVELOPMENT UPDATE.
 - H) OTHER ITEMS OF INTEREST.
- ART. 9. OTHER BUSINESS.
- ART. 10. EXECUTIVE SESSION.
- ART. 11. ADJOURNMENT.

NEXT MEETING

COUNTY COMMISSIONERS' MEETING - WEDNESDAY, AUGUST 5, 2015 - 5:30 P.M. - FORT KENT

COURTHOUSE, 144 SWEDEN STREET, SUITE 1, CARIBOU, MAINE 04736
Tel: (207) 493-3318 Fax: (207) 493-3491 e-mail: doug@aroostook.me.us

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, JULY 15, 2015 - 5:30 P.M. -
SHERIFF'S OFFICE BUILDING - CONFERENCE ROOM - HOULTON**

PRESENT

Paul J. Adams, Chairperson, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Douglas F. Beaulieu, County Administrator
Paul Bernier, Public Works Director
Darrell O. Crandall, Sheriff (participated by teleconference)

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

ART. 2. Public Comment Period.

There was no public comment.

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 June 16, 2015 County Commissioners' Meeting.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the June 16, 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.

ART. 6. Contracts:

- A. Three (3) year (7/1/2015 - 6/30/2018) Fire Protection Agreement for TCR2 with the Town of Monticello.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the three (3) year (7/1/2015 - 6/30/2018) Fire Protection Agreement for TCR2 with the Town of Monticello. and to authorize the County Administrator to execute the agreement.

VOTE:

Motion voted on and passed.

- B. Three (3) year (7/1/2015 - 6/30/2018) Fire Protection Agreement for Bancroft Township with the Municipality of Reed Plantation.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the three (3) year (7/1/2015 - 6/30/2018) Fire Protection Agreement for Bancroft Township with the Municipality of Reed Plantation and to authorize the County Administrator to execute the agreement.

VOTE:

Motion voted on and passed.

ART. 7. Sheriff's Department Appointments:

- A) Recommissioning of one (1) full-time deputy sheriff.

Sheriff Darrell Crandall recommended that the County Commissioners approve the recommissioning of Adam K. Boisvert as full-time deputy sheriff.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the recommissioning of Adam K. Boisvert as full-time deputy sheriff.

VOTE:

Motion voted on and passed.

- B. Approval of one (1) part-time dispatcher.

Sheriff Darrell Crandall recommended that the County Commissioners approve the hiring Christine Wallace of Hodgdon as part-time dispatcher.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the hiring of Christine Wallace of Hodgdon as part-time dispatcher.

VOTE:

Motion voted on and passed.

ART. 8. County Administrator's Report:

A) LD 186 update.

County Administrator Doug Beaulieu advised the County Commissioners that LD 186 became law without the Governor's signature. It is recorded as PL 2015, Chapter 335. He further indicated that he had been reviewing the budgetary requirements of the new law and he believes we should incorporate our FY 16 Jail Budget into our upcoming budget process.

He also believes that an interim, continuing resolution budget should be prepared for the County Commissioners review and approval in August. Sheriff Crandall concurs with this plan of action.

Sheriff Crandall indicated that the Maine Sheriffs' Association (MSA) has retained legal counsel to review Chapter 335 and the Sheriff will share those recommendations with the County Commissioners at the appropriate time.

The County Administrator reviewed the current status of the year-end adjustments relating to the FY 15 Jail Budget. At the current time, revenue exceeds expenditures by approximately \$46,000.00. We are hoping when we close the year sufficient funds will be available to purchase a transport van. Sheriff Crandall has reached out to Commissioner Fitzpatrick to obtain his approval should we be in a position to make this purchase.

B) MCCA/Risk Pool Update.

MCCA Meeting – Commissioner Fournier indicated that most of the discussion revolved around LD 186. He also indicated that there are approximately 50,000 medical marijuana users in the State of Maine. This was mentioned in context of a contract the Maine Sheriffs' Association has with the Department of Health and Human Services.

Risk Pool Meeting – Commissioner Fournier advised that a \$25,000.00 cost allocation contribution was approved from the Risk Pool to MCCA. Safe driving awards were discussed and approved; Hartford Insurance Company, which provides reinsurance to the Risk Pool, has decided to conduct walk-through audits for the following jails: York, Somerset, Cumberland and Two-Bridges.

Finally, former Sheriff Donnie Smith's request to provide Risk Pool coverage for criminal charges against him was denied.

C) Airport Advisory Committee appointment.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to appoint Paul J. Underwood as interim

Airport Advisory Committee member to the Presque Isle Regional Airport.

VOTE:

Motion voted on and passed.

D) Oath to Witness for Tax Abatement Hearings.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the Oath to Witness for Tax Abatement Hearings as presented.

VOTE:

Motion voted on and passed.

E) Registry of Deeds (South) Passport Processing Center approval.

Registry of Deeds (South) has received notification that they have been approved as a new Acceptance Agent for passport applications. The Certificate of Designation from Washington is forthcoming.

F) County and Municipal Detention Facility Advisory Committee appointment.

Jail Administrator Craig Clossey has been appointed to the County and Municipal Detention Facility Advisory Committee for a term of one (1) year. Congratulations to Jail Administrator Clossey!

G) Wind Development update.

Public Works Director Paul Bernier indicated that he had a recent conversation with a representative from EDP Renewables in reference to the status of the wind project application to the Department of Environmental Protection (DEP). Company representatives have indicated that they have one (1) more lease agreement to negotiate and they are hopeful that the application packet will be on its way shortly.

H) Other items of interest.

There were no other items of interest.

ART. 9. Other Business.

The August 19, 2015 County Commissioners' Meeting will be changed to Thursday, August 20, 2015.

ART. 10. Executive Session.

There were no items to discuss in executive session.

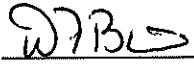
ART. 11. Adjournment.

MOTION:

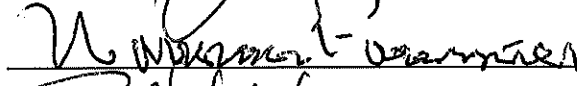
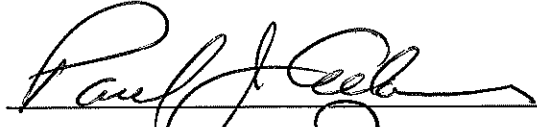
Motion by Norman L. Fournier and seconded by Paul J. Underwood to adjourn the meeting.

Meeting adjourned at 6:30 p.m.

ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator



AROOSTOOK COUNTY COMMISSIONERS
DATE: July 15, 2015

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

DOUGLAS F. BEAULIEU



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

REVISED AGENDA

AROOSTOOK COUNTY COMMISSIONERS' SPECIAL MEETING - TAX ABATEMENT
APPEAL HEARING - WEDNESDAY, AUGUST 5, 2015 - 12:00 NOON - LAW LIBRARY -
CARIBOU COURTHOUSE - CARIBOU

- ART. 1. CALL TO ORDER.
- ART. 2. APPROVAL OF MINUTES OF THE JULY 15, 2015 COUNTY COMMISSIONERS' MEETING.
- ART. 3. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
- A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
 - C) APPLICATION FOR CATERING PERMIT FOR ROSETTE'S RESTAURANT.
 - D) VIETNAM VETERANS' PROCLAMATION.
 - E) COLLECTIVE BARGAINING AGREEMENT BETWEEN COUNTY OF AROOSTOOK AND NEW ENGLAND POLICE BENEVALENT ASSOCIATION LOCAL 601.
- ART. 4. TAX ABATEMENT HEARING: CHRISTOPHER AND CHRISTINA CHARLAND VS. TOWN OF WESTON.
- ART. 5. YEAR-END BUDGETS (FINAL):
- A) UNORGANIZED TERRITORY (UT) BUDGET.
 - B) JAIL BUDGET.
- ART. 6. FUNDING OF CAPTIAL PROGRAM FOR JAIL FACILITY.
- ART. 7. OTHER BUSINESS.
- ART. 8. ADJOURNMENT.

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' SPECIAL MEETING - TAX ABATEMENT APPEAL HEARING
- WEDNESDAY, AUGUST 5, 2015 - 12:00 NOON - LAW LIBRARY- CARIBOU COURTHOUSE - CARIBOU**

PRESENT

Paul J. Adams, Chairperson, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Douglas F. Beaulieu, County Administrator
Shawn Gillen, Chief Deputy
Christopher and Christine Charland, Property Owners
John H. Ribe, Board of Selectmen, Town of Weston
Shirley Bartlett, Assessor's Agent, Town of Weston

ART. 1. Chairperson Paul J. Adams called the meeting to order at 12:00 noon.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to add Article 1A) - Approval of Agenda.

VOTE:

Motion voted on and passed.

A) 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. 2. Approval of minutes of the July 15, 2015 County Commissioners' Meeting.

Chairperson Paul J. Adams entertained a motion to approve the minutes of the July 15, 2015 County Commissioners' Meeting.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the minutes of the July 15, 2015 County Commissioners' Meeting.

VOTE:

Motion voted on and passed.

ART. 3. The Commissioners approved and signed the following:

- A) Attendance Record.
- B) Bills and Warrants.
- C) Application for Catering Permit for Rosette's Restaurant.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the application for a Catering Permit for Rosette's Restaurant.

VOTE:

Motion voted on and passed.

- D) Vietnam Veterans' Proclamation.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the Vietnam Veterans' Proclamation.

VOTE:

Motion voted on and passed.

- E) Collective Bargaining Agreement between the County of Aroostook and the New England Police Benevolent Association Local 601.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to sign the Collective Bargaining Agreement between the County of Aroostook and the New England Police Benevolent Association Local 601.

VOTE:

Motion voted on and passed.

After all items were approved and signed, the following motion was made:

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to move Article 5 after Article 3.

VOTE:

Motion voted on and passed.

ART. 5 Year-end Budgets (Final).

A) Unorganized Territory (UT) Budget.

County Administrator Doug Beaulieu presented the Unorganized Territory final year-end budget for FY 15, advising that we ended the year on good financial footing. A final year-end budget analysis will be presented at one of our forthcoming meetings.

B) Jail Budget.

County Administrator Doug Beaulieu presented the year-end final Jail Budget for FY 15. He indicated that revenue exceeded expenditures by \$25,051.88. He recommended moving the undesignated fund balance to a capital account for vehicle purchases. (Sheriff Crandall supports this action.) In looking at the balance sheet account for the jail, \$31,050.49 constitutes the fund balance; therefore, he recommended this amount be transferred to a capital account to be reserved for future vehicle purchases.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to move \$31,050.49 from the undesignated fund balance to a capital account for future vehicle purchases.

VOTE:

Motion voted on and passed.

Chief Deputy Shawn Gillen provided the following update on jail related issues:

- Sheriff Crandall will present a Continuing Resolution Jail Budget for FY 16 at our September 2, 2015 County Commissioners' Meeting;
- Sheriff Crandall and staff are looking at ideas for potential savings in the current Jail Budget;
- The Sheriff's Office is building good rapport with the Department of Corrections (DOC);
- Our county has submitted all information regarding our jail that has been requested by the DOC, and;
- The Chief Deputy and Jail Administrator attended the Jail Corrections' Meeting with DOC Commissioner Fitzpatrick and other county personnel; that meeting essentially left many unanswered questions.

ART. 4. Tax Abatement Hearing: Christopher and Christine Charland vs. Town of Weston.

The tax abatement hearing concerning Christopher and Christine Charland vs. Town of Weston was conducted in public session. The summary and conclusion of that hearing will be codified in a written decision within thirty (30) days.

ART. 6. Funding of Capital Program for Jail Facility.

First, County Administrator Doug Beaulieu noted the typo referencing this article; Capital" was misspelled. He apologized for the same.

Second, County Administrator Doug Beaulieu is recommending reinstating the 1043 Jail Building Account. This is a building account, which is essentially for jail infrastructure improvements. This account is currently dormant in MUNIS and carries a zero reserve balance.

The County Administrator proposes to jumpstart this account by using \$50,400.00 of a MainePERS refund to provide crucial funding for an elevator upgrade in the jail.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve reinstating the 1043 Jail Building Account and transferring \$50,400.00 from the MainePERS refund to fund it.

VOTE:

Motion voted on and passed.

ART. 7. Other Business.

There was no other business to discuss.

ART. 8. Adjournment.

MOTION:

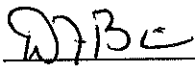
Motion by Paul J. Underwood and seconded by Norman L. Fournier to adjourn the meeting.

VOTE:

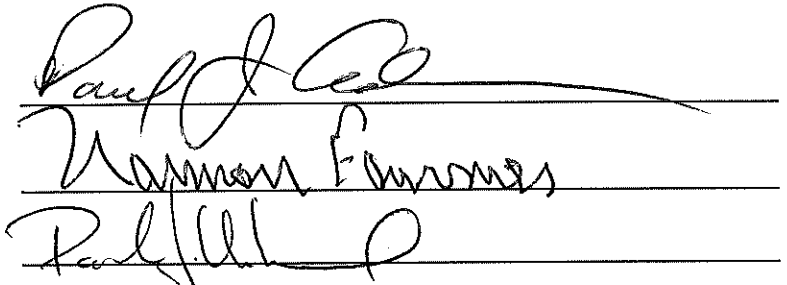
Motion voted on and passed.

Meeting adjourned at 2:30 p.m.

ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator



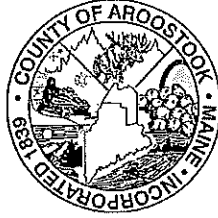
AROOSTOOK COUNTY COMMISSIONERS
DATE: August 5, 2015

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

DOUGLAS F. BEAULIEU



REVISED AGENDA

COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AROOSTOOK COUNTY COMMISSIONERS' MEETING – THURSDAY, AUGUST 20, 2015 – 4:30 P.M. - ADMINISTRATIVE HEARING ROOM - CARIBOU COURTHOUSE

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. APPROVAL OF MINUTES OF THE AUGUST 5, 2015 COUNTY COMMISSIONERS' SPECIAL MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
- A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
 - C) TAX ABATEMENT DISCUSSION AND DECISION.
 - D) APPROVAL OF CIVIL AND CRIMINAL FORFEITURES.
- ART. 6. EDP RENEWABLES PROJECT UPDATE. (Katie Chapman)
- ART. 7. CONTRACT:
- A) THREE (3) YEAR (7/1/2015-6/30/2018) SNOW REMOVAL CONTRACT FOR CONNOR TOWNSHIP WITH THE CITY OF CARIBOU.
 - B) THREE (3) YEAR (7/1/2015-6/30/2018) FIRE PROTECTION AGREEMENT FOR T17R4 (BAIE CREUSE – SINCLAIR) WITH THE TOWN OF MADAWASKA.
- ART. 8. APPROVAL OF PROPOSED ATV ACCESS ROUTE BY TWIN COUNTY WHEELERS, INC. ATV CLUB.
- ART. 9. APPROVAL OF LOCAL ROAD ASSISTANCE PROGRAM (LRAP) FUNDS.
- ART. 10. SHERIFF'S OFFICE APPOINTMENTS:
- A) APPROVAL OF ONE (1) PART-TIME CORRECTIONS OFFICER.
 - B) RECOMMISSIONING OF ONE (1) FULL-TIME DEPUTY SHERIFF AND ONE (1) PART-TIME DEPUTY SHERIFF.

ART. 11. APPROVAL OF AMENDMENTS TO ACCOUNTING AND FINANCIAL PRACTICES AND PROCEDURES MANUAL.

ART. 12. COUNTY ADMINISTRATOR'S REPORT:

- A) MCCA/RISK POOL UPDATE.
- B) FY 15 HOMELAND SECURITY FUNDING.
- C) NORTH LAKES FIRE & RESCUE GRANT.
- D) UNORGANIZED TERRITORY (UT) UNDESIGNATED FUND BALANCE.
- E) OTHER ITEMS OF INTEREST.

ART. 13. OTHER BUSINESS.

ART. 14. EXECUTIVE SESSION.

ART. 15. ADJOURNMENT.

NEXT MEETING

COUNTY COMMISSIONERS' MEETING - WEDNESDAY, SEPTEMBER 2, 2015 - 5:30 P.M. -
HOULTON

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING – THURSDAY, AUGUST 20, 2015 - 4:30 P.M. -
CARIBOU COURTHOUSE, ADMINISTRATIVE HEARING ROOM - CARIBOU**

PRESENT

Paul J. Adams, Chairperson, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Douglas F. Beaulieu, County Administrator
Darrell Crandall, Sheriff
Darren Woods, EMA Director
Katie Chapman, EDP Renewables

ART. 1. Chairperson Paul J. Adams called the meeting to order at 4:30 p.m.

ART. 2. Public Comment Period.

There was no public comment.

ART. 3. Approval of agenda.

Chairperson Paul J. Adams advised that five (5) items would be added to Article 10. Sheriff's Department Appointments: C) Promotion of corrections sergeant; D) Approval of part-time deputy sheriff (Transport); E) Approval of part-time corrections officer; F) Approval of two (2) full-time corrections officers; and, G) Approval of Optional Arrest Powers (30-A §405).

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 4. Chairperson Paul J. Adams entertained a motion to approve the minutes of the August 5, 2015 County Commissioners' Special Meeting.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the minutes of the August 5, 2015 County Commissioners' Special 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.

County Administrator Doug Beaulieu advised that additional information was submitted to the County by the Charlands in reference to their August 5, 2015 tax abatement hearing. The County Administrator advised that the submission would be included in the context of the final decision.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to table the discussion and final decision on the tax abatement hearing due to the recent submission of additional information relative to the August 5th hearing.

VOTE:

Motion voted on and passed.

D) Approval of Civil and Criminal Forfeitures.

1) State of Maine v. Brian M. Saunders Criminal Forfeiture.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the Civil Forfeiture of \$1,556.00 in U.S. Currency, property owned by and seized from Brian M. Saunders.

VOTE:

Motion voted on and passed.

2) State of Maine v. Travis Hewitt Criminal Forfeiture.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the Criminal Forfeiture of \$9,949.00 in U.S. Currency, property owned by and seized from Travis Hewitt.

VOTE:

Motion voted on and passed.

3) State of Maine v. Jared D. Thompson.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the Criminal Forfeiture of one (1) 2008 Chevrolet Impala, property owned by and seized from Jared D. Thompson.

VOTE:

Motion voted on and passed.

ART. 6. EDP Renewables Project update. (Katie Chapman)

Commissioner Paul J. Underwood indicated that he would recuse himself from this agenda item and removed himself from the meeting room to avoid the appearance of a conflict of interest.

Katie Chapman, representing EDP Renewables, was then introduced by Chairperson Paul J. Adams and proceeded to provide an update on the Number 9 Wind Project, which is appended to these minutes (Attachment I). She also indicated that an amendment to reimburse legal costs was drafted and would be provided to the County Administrator for the County's consideration and approval.

When the exact nature of the information the County is requested to submit to EDP Renewables is understood, we will endeavor to submit the information in a timely manner. The County Administrator indicated he would consult with our legal counsel in regards to this request.

ART. 7. Contract:

- A) Three (3) year (7/1/2015- 6/30/2018) Snow Removal Contract for Connor Township with the City of Caribou.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the three (3) year (7/1/2015- 6/30/2018) Snow Removal Contract for Connor Township with the City of Caribou.

VOTE:

Motion voted on and passed.

- B) Three (3) year (7/1/2015- 6/30/2018) Fire Protection Agreement for T17R4 (Baie Creuse – Sinclair) with the Town of Madawaska.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the three (3) year (7/1/2015- 6/30/2018) Fire Protection Agreement for T17R4 (Baie Creuse – Sinclair) with the Town of Madawaska.

VOTE:

Motion voted on and passed.

ART. 8. Approval of Proposed ATV Access Route by Twin County Wheelers, Inc., ATV Club.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the proposed ATV Access Route as presented.

VOTE:

Motion voted on and passed.

ART. 9. Approval of Local Road Assistance Program (LRAP) Funds.

The County Administrator recommended that the County Commissioners approve the Local Road Assistance Program (LRAP) funding for FY 16 in the amount of \$74,248.00, which also includes approximately \$14,412.00 for the Town of Bancroft.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the Local Road Assistance Program (LRAP) funding for FY 16 in the amount of \$74,248.00.

VOTE:

Motion voted on and passed.

ART. 10. Sheriff's Department Appointments:

A) Approval of one (1) part-time corrections officer.

Sheriff Darrell Crandall recommended that the County Commissioners approve the hiring of Jason Patterson of Westfield as part-time corrections officer.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the hiring of Jason Patterson of Westfield as part-time corrections officer.

VOTE:

Motion voted on and passed.

B) Recommissioning of one (1) full-time deputy sheriff and one (1) part-time deputy sheriff.

Sheriff Darrell Crandall recommended that the County Commissioners approve the recommissioning of Robert Thibeault as full-time deputy sheriff and Kenneth Michaud as part-time deputy sheriff.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the recommissioning of Robert Thibeault as full-time deputy sheriff and Kenneth Michaud as part-time deputy sheriff.

VOTE:

Motion voted on and passed.

C) Promotion of corrections sergeant.

Sheriff Darrell Crandall recommended that the County Commissioners approve the promotion of Joshua Boisvert as sergeant in the Corrections Division effective October 3, 2015.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the promotion of Joshua Boisvert as sergeant in the Corrections Division effective October 3, 2015.

VOTE:

Motion voted on and passed.

D) Approval of part-time deputy sheriff (Transport).

Sheriff Darrell Crandall recommended that the County Commissioners approve the hiring of Alishia Ledger of Hodgdon as part-time deputy sheriff for inmate transport.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the hiring of Alishia Ledger of Hodgdon as part-time deputy sheriff for inmate transport.

VOTE:

Motion voted on and passed.

E) Approval of part-time corrections officer.

Sheriff Darrell Crandall recommended that the County Commissioners approve the hiring of Denise Cummings of Linneus as part-time corrections officer.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the hiring of Denise Cummings of Linneus as part-time corrections officer.

VOTE:

Motion voted on and passed.

F) Approval of two (2) full-time corrections officers.

Sheriff Darrell Crandall recommended that the County Commissioners approve the hiring of Richard Michaud of Houlton and Gabriel Montes of Hodgdon as full-time corrections officers.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the hiring of Richard Michaud of Houlton and Gabriel Montes of Hodgdon as full-time corrections officers.

VOTE:

Motion voted on and passed.

G) Approval of Optional Arrest Powers (30-A §405).

Sheriff Darrell Crandall explained and recommended the approval of this request under Title 30-A §405.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve optional arrest powers under Title 30-A §405 as recommended in Sheriff Crandall's memorandum dated August 17, 2015.

VOTE:

Motion voted on and passed.

ART. 11. Approval of amendments to Accounting and Financial Practices and Procedures Manual.

County Administrator Doug Beaulieu indicated that most of the changes to the manual were "housekeeping" in nature. Those changes are highlighted in red for ease of reference. He requested permission to implement the amended updates.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the updates as recommended by the County Administrator.

VOTE:

Motion voted on and passed.

ART. 12. County Administrator's Report:

A) MCCA/Risk Pool Update.

MCCA Meeting – Commissioner Fournier indicated that 90% of the meeting revolved around a discussion of Chapter 335 (LD 186). In that vein, MCCA will be requesting a \$2.4 M Supplemental Budget for FY 16 to properly fund county jails.

Also, there seems to be no consensus amongst the membership to have a statewide policy on the Inmate Fund, which is really under the sheriff's statutory purview.

Risk Pool Update – Commissioner Fournier indicated that more claims had been settled than had come in; a reinsurance audit by Hartford Insurance Company produced no adverse findings; member renewal information is due soon and counties are encouraged to provide that information in a timely fashion; and, overall the Risk Pool is in good financial shape.

B) FY 15 Homeland Security Funding.

EMA Director Darren Woods advised that FY 15 Homeland Security funding will be \$119,940.62, which is down slightly from the past year.

C) North Lakes Fire & Rescue Grant.

EMA Director Darren Woods advised that North Lakes Fire & Rescue was awarded a fire grant in the amount of \$26,200.00. The County's share is \$1,247.00 and the Federal share is \$24,953.00.

D) Unorganized Territory (UT) Undesignated Fund Balance.

County Administrator Doug Beaulieu reviewed the spreadsheet on the Fund Balance with the County Commissioners. Our Unorganized Territory Undesignated Fund Balance is increasing and this trend is positive.

E) Other Items of Interest.

None.

ART. 13. Other Business.

Commissioner Paul J. Underwood updated the County Commissioners on a piece of legislation on wind development that passed and had a sidebar discussion with Katie Chapman on the same.

ART. 14. Executive Session.

None.

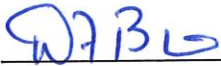
ART. 15. Adjournment.

MOTION:

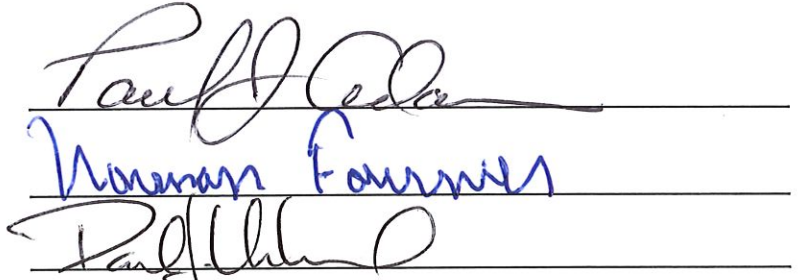
Motion by Norman L. Fournier and seconded by Paul J. Underwood to adjourn the meeting.

Meeting adjourned at 6:04 p.m.

ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator



AROOSTOOK COUNTY COMMISSIONERS
DATE: August 20, 2015

(ATTACHMENT I)



NUMBER NINE
WIND FARM



renewables

Number Nine Wind Project

541 Main St, Suite B
Presque Isle, ME 04769
207-760-7019

August 20, 2015

Project update

- Permitting
 - Federal permits submitted to FAA, ACoE
 - State permits submitted
 - Status uncertain
 - Statute states review should take 6 months
 - Local permit submittals underway

Project update continued

- Community Outreach
 - Sponsorships underway
 - Potato Blossom Festival
 - Crown of Maine Balloon Festival
 - Houlton Agricultural Fair
 - Ongoing discussions with community members
- Project preparation for construction
 - Bidding process begins
 - Generator lead line
 - Turbine contract

Aroostook Energy Efficiency Program

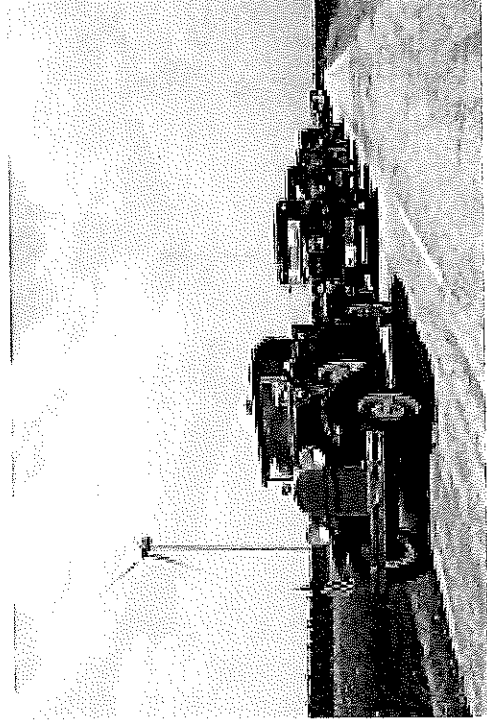
- \$2 million donation to energy efficiency projects in the County
- EDPR is working with Efficiency Maine and the Governor's Energy Office to develop program administration

TIF update

- DEP requested final TIF agreements and final community benefits package documents within 60 days of the application being deemed complete for processing
- Although outside statute, Number Nine feels strongly that we should try to meet this requirement

TIF Next Steps

- 1. Develop a List of Projects for the County's TIF Development Program.**
- 2. Compile TIF Application**
- 3. Hold Public Hearing on adopting a TIF District and Development Program**
- 4. Commissioners vote to adopt TIF District and Development Program**
- 5. Commissioners submit application to DECD for approval**



County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

DOUGLAS F. BEAULIEU



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

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

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. APPROVAL OF MINUTES OF THE AUGUST 20, 2015 COUNTY COMMISSIONERS' MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
 - A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
 - C) TAX ABATEMENT DISCUSSION AND DECISION.
 - D) EDP RENEWABLES FIRST AMENDMENT TO AGREEMENT TO REIMBURSE COSTS.
- ART. 6. REVIEW, DISCUSSION AND APPROVAL OF FY 16 JAIL BUDGET.
- ART. 7. OTHER BUSINESS.
- ART. 8. EXECUTIVE SESSION.
- ART. 9. ADJOURNMENT.

NEXT MEETING

ORGANIZATIONAL MEETING OF FINANCE COMMITTEE - TUESDAY, SEPTEMBER 15, 2015 -
11:00 A.M. - CARIBOU COURTHOUSE
COUNTY COMMISSIONERS' MEETING - WEDNESDAY, SEPTEMBER 16, 2015 - 5:30 P.M. -
FORT KENT

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 to 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:

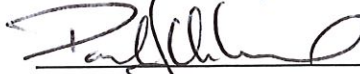
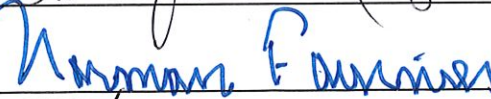
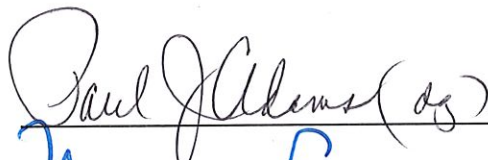
Motion by Paul J. Underwood and seconded by Norman L. Fournier to adjourn the meeting.

Meeting adjourned at 7:00 p.m.

ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator

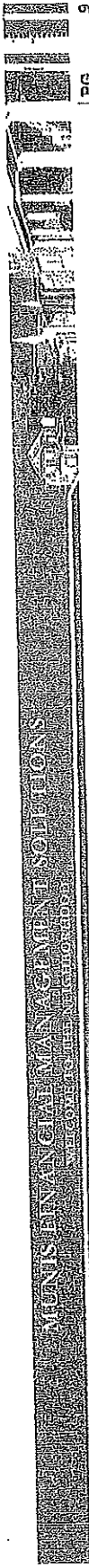


AROOSTOOK COUNTY COMMISSIONERS

DATE: September 2, 2015

2008

ATTACHMENT I



PG 9
bgyrpts

FOR PERIOD 12

AROSTOOK COUNTY COMMISSIONERS
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20081 2008 COUNTY BUDGET
ACCOUNTS FOR:
General Fund

	2006 ACTUAL	2007 ORIG BUD	2007 REVISED BUD	2007 ACTUAL	2007 PROJECTION	2008 FIN COMM CHANGE	PCT CHANGE
1036 Houlton Building Complex							
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	22,950.00	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 GroSnoRen	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 Electrical	1,944.03	2,250.00	2,250.00	1,307.84	2,250.00	2,250.00	-7.7%
1103652 34630 EquipMaint	3,556.12	6,500.00	6,500.00	1,677.13	6,500.00	6,000.00	-14.3%
1103652 34640 Printing	1,162.36	1,750.00	1,750.00	7,261.88	9,000.00	9,000.00	0.0%
1103652 34645 Plumb/Heat	12,273.91	9,000.00	9,000.00	5,809.02	9,250.00	10,212.00	10.4%
1103652 34660 RubbishRem	9,107.77	9,250.00	9,250.00	5,809.02	9,250.00	100.00	-50.0%
1103652 34940 Train&Educ	.00	200.00	200.00	.00	200.00	100.00	-8.0%
TOTAL Contractual Services	50,439.02	52,200.00	52,200.00	32,985.82	52,200.00	51,776.00	-0.8%
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%

	2006 ACTUAL	2007 ORIG BUD	2007 REVISED BUD	2007 ACTUAL	2007 PROJECTION	2008 Fin Comm	PCT CHANGE
1043 Jail Building							
52 Contractual Services							
1104352 Electricit	28,666.04	29,000.00	29,000.00	20,877.36	29,000.00	35,820.00	23.5%
1104352 Propane	3,494.21	3,500.00	3,500.00	3,288.53	3,500.00	3,810.00	8.9%
1104352 Hood Contr	9,531.00	1,250.00	1,250.00	535.60	1,250.00	1,250.00	.0%
1104352 Sewer	4,279.86	12,000.00	12,000.00	7,704.38	12,000.00	12,000.00	-7.0%
1104352 Water	1,878.20	5,000.00	5,000.00	3,314.95	5,000.00	4,648.00	25.2%
1104352 Elevator	1,756.50	1,280.00	1,280.00	1,069.05	1,280.00	1,502.00	5.7%
1104352 Heat Maint	22,459.00	23,550.00	23,550.00	23,550.50	23,550.00	24,728.00	.0%
1104352 Firealarm	8,435.70	9,000.00	9,000.00	8,582.30	9,000.00	9,065.00	.0%
1104352 Generator		550.00	550.00	355.00	550.00	550.00	
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%



FOR PERIOD 12

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

PROJECTION: 20081 2008 COUNTY BUDGET
ACCOUNTS FOR: 2006 PCT
General Fund ACTUAL REVISED BUD PROJECTION FIN Comm CHANGE

2006	2007	2007	2007	2008	PCT
ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	FIN Comm CHANGE
1050 Support of Prisoners					
51 Personnel Services					
	420,389.23	484,991.00	414,003.97	484,991.00	486,534.00
1105051	33148	51,721.00	44,758.39	51,721.00	52,716.00
1105051	33151	50,259.76	44,893.39	51,917.00	55,530.00
1105051	33152	50,216.56	60,696.54	64,000.00	64,000.00
1105051	33210	91,693.79	8,627.50	12,600.00	12,600.00
1105051	33212	11,165.00	12,600.00	46,350.00	50,000.00
1105051	33213	79,583.91	68,784.33	30,000.00	34,000.00
1105051	33214	33,180.67	24,727.00	741,579.00	755,380.00
TOTAL Personnel Services					
	736,688.92	741,579.00	666,491.12	741,579.00	755,380.00
52 Contractual Services					
	95,575.20	25,000.00	66,171.84	25,000.00	10,000.00
1105052	34030	120,951.21	35,873.99	75,000.00	103,224.00
1105052	34045	14.45	0.00	250.00	90,000.00
1105052	34105	790.76	645.88	600.00	700.00
1105052	34115	1,179.37	649.31	800.00	900.00
1105052	34630	4,702.82	2,423.26	1,500.00	1,800.00
1105052	34820	86.00	98.00	175.00	250.00
1105052	34835	237.55	157.00	500.00	175.00
1105052	34840	192.50	157.00	500.00	500.00
1105052	34940	3,594.71	1,772.62	4,500.00	4,500.00
TOTAL Contractual Services					
	227,324.57	207,829.00	107,791.90	207,829.00	212,299.00
53 Commodities					
	140,108.34	135,000.00	109,468.36	135,000.00	137,000.00
1105053	35104	5,482.02	6,727.02	3,000.00	5,000.00
1105053	35320	2,632.43	3,064.67	3,000.00	3,000.00
1105053	35321	77,631.84	37,160.03	65,000.00	65,000.00
1105053	35330	1,378.16	489.38	1,250.00	1,250.00
1105053	35331	2,675.52	2,068.64	2,700.00	2,700.00
1105053	35335	7,496.81	6,778.19	7,300.00	7,300.00
1105053	35405	2,802.55	1,776.42	1,500.00	1,500.00
1105053	35410	2,522.40	1,148.85	500.00	1,500.00
1105053	35510	240,730.07	167,681.56	219,250.00	223,250.00
TOTAL Commodities					
	1,204,743.56	1,168,658.00	941,964.58	1,168,658.00	1,190,329.00
TOTAL Support of Prisoners					

FOR PERIOD 12
 2008
 PCT
 Fia Comm CHANGE

AROSTOOK COUNTY COMMISSIONERS
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

11/06/2007 14:09
 Linda

PROJECTION: 20081 2008 COUNTY BUDGET

ACCOUNTS FOR:
 General Fund

	2006 ACTUAL	2007 ORIG BUD	2007 REVISED BUD	2007 ACTUAL	2007 PROJECTION	2008 Fia Comm CHANGE	PCT
1051 Corrections Improvement							
51 Personnel Services							
1105151 33148 Corr Offs	275,300.00	290,265.00	290,265.00	241,887.50	290,265.00	297,879.00	2.6%
TOTAL Personnel Services	275,300.00	290,265.00	290,265.00	241,887.50	290,265.00	297,879.00	2.6%
TOTAL Corrections Improvement	275,300.00	290,265.00	290,265.00	241,887.50	290,265.00	297,879.00	2.6%



FOR PERIOD 12

ARCOOSTOOK COUNTY COMMISSIONERS
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

11/06/2007 14:09
Linda

PROJECTION: 20081 2008 COUNTY BUDGET

ACCOUNTS FOR:
General Fund

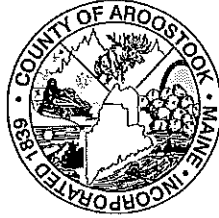
	2006 ACTUAL	2007 ORIG BUD	2007 REVISED BUD	2007 ACTUAL	2007 PROJECTION	2008 Fin Comm CHANGE	PCT CHANGE
1055 Community Corrections							
51 Personnel Services							
1105551 33125 Secretary	6,038.30	6,029.00	6,029.00	5,442.89	6,029.00	6,180.00	2.5%
1105551 33153 Proj Coord	7,394.46	8,616.00	8,616.00	6,559.21	8,616.00	8,831.00	2.5%
1105551 33154 Proj 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	5,744.16	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 ExpendSupp	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	1,650.83	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 Priscithng	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	15,011.00	-86.7%
TOTAL Community Corrections	48,045.48	112,560.00	112,560.00	57,180.51	112,560.00		

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

DOUGLAS F. BEAULIEU



AGENDA

COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AROOSTOOK COUNTY COMMISSIONERS' MEETING – TUESDAY, SEPTEMBER 22, 2015 - 5:30 P.M. - REGISTRY OF DEEDS BUILDING - CONFERENCE ROOM (FIRST FLOOR) - FORT KENT

- ART. 1. CALL TO ORDER.
- ART. 2. APPROVAL OF AGENDA.
- ART. 3. PUBLIC COMMENT PERIOD.
- ART. 4. APPROVAL OF MINUTES OF THE SEPTEMBER 2, 2015 COUNTY COMMISSIONERS' MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
- A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
- ART. 6. CONTRACT:
- A) ONE (1) YEAR (7/1/2015- 6/30/2016) SNOW REMOVAL CONTRACT FOR BANCROFT WITH BARRY GILLIS.
- ART. 7. APPROVAL TO SET COMMUNITY CORRECTIONS CASEWORKER POSITION AT GRADE LEVEL 5 ON THE NON-EXEMPT SALARY STRUCTURE.
- ART. 8. SHERIFF'S OFFICE APPOINTMENTS:
- A) APPROVAL OF TWO (2) FULL-TIME COMMUNITY CORRECTIONS CASEWORKERS.
 - B) RECOMMISSIONING OF ONE (1) PART-TIME DEPUTY SHERIFF.
- ART. 9. COUNTY ADMINISTRATOR'S REPORT:
- A) BUDGET PROCESS UPDATE.
 - B) MCCA/RISK POOL MEETING UPDATE.
 - C) MAINE MUNICIPAL EMPLOYEES HEALTH TRUST (MMEHT) HEALTH CLAIMS EXPERIENCE REPORT.
 - D) HOMELAND SECURITY GRANT APPLICATION SUBMITTAL.
 - E) ASHLAND AMBULANCE SERVICE.
 - F) OTHER ITEMS OF INTEREST.
- ART. 10. OTHER BUSINESS.
- ART. 11. EXECUTIVE SESSION.
- ART. 12. ADJOURNMENT.

NEXT MEETING

COUNTY COMMISSIONERS' MEETING - WEDNESDAY - OCTOBER 7, 2015 - 5:30 P.M. - CARIBOU
COUNTY COMMISSIONERS' BUDGET WORK SESSION - FRIDAY - OCTOBER 9, 2015 - 11:00 A.M. - CARIBOU
COUNTY COMMISSIONERS' BUDGET WORK SESSION - MONDAY - OCTOBER 19, 2015 - 11:00 A.M. - CARIBOU

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING -TUESDAY, SEPTEMBER 22, 2015 - 5:30 P.M.
- REGISTRY OF DEEDS OFFICE - CONFERENCE ROOM (FIRST FLOOR) - FORT KENT**

PRESENT

Paul J. Adams, Chairperson, County Commissioners (Participated by teleconference)
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Douglas F. Beaulieu, County Administrator
Shawn Gillen, Chief Deputy
Bryan Jandreau, Facilities Manager
Paul Bernier, Public Works Director

ART. 1. Acting Chairperson Norman L. Fournier called the meeting to order at 5:34 p.m.

ART. 2. Approval of agenda.

Acting Chairperson Norman L. Fournier entertained a motion to approve the agenda.

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to approve the agenda.

VOTE:

Motion voted on and passed.

ART. 3. Public Comment Period.

There was no public comment.

ART. 4. Approval of minutes of the September 2, 2015 County Commissioners' Meeting.

Acting Chairperson Norman L. Fournier entertained a motion to approve the minutes of the September 2, 2015 County Commissioners' Meeting.

MOTION:

Motion by Paul J. Adams and seconded by Paul J. Underwood to approve the minutes of the September 2, 2015 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. Contract:

- A) One (1) year (7/1/2015 – 6/30/2016) Snow Removal Contract for Bancroft with Barry Gillis.

Public Works Director Paul Bernier indicated that Article 1, Paragraph 5 of the proposed contract should be amended to read:

“The Contractor agrees to provide sufficient sand ~~and salt~~ for operations required by this contract.”

Mr. Bernier indicated that this change is supported by the contractor.

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to approve the one (1) year (7/1/2015 – 6/30/2016) Snow Removal Contract for Bancroft with Barry Gillis as amended and to authorize the County Administrator to execute the contract.

VOTE:

Motion voted on and passed.

ART. 7. Approval to set Community Corrections Caseworker position at Grade Level 5 on the Non-Exempt Salary Structure.

County Administrator Doug Beaulieu indicated that the recommendation by Sheriff Darrell Crandall is to set the Community Corrections Caseworker position at Grade Level 5 on the Non-Exempt Salary Structure. The County Administrator supports this recommendation.

MOTION:

Motion by Paul J. Adams and seconded by Paul J. Underwood to approve the Community Corrections Caseworker position at Grade Level 5 on the Non-Exempt Salary Structure as recommended.

VOTE:

Motion voted on and passed.

ART. 8. Sheriff's Office Appointments:

- A) Approval of two (2) full-time community corrections caseworkers.

Chief Deputy Shawn Gillen, on behalf of Sheriff Darrell Crandall, recommended that the County Commissioners approve the hiring of Chrissy Hiscoe of Houlton and Billie-Jo Caron of Fort Kent as full-time community corrections caseworkers.

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to approve the hiring of Chrissy Hiscoe of Houlton and Billie-Jo Caron of Fort Kent as full-time community corrections caseworkers.

VOTE:

Motion voted on and passed.

B) Recommissioning of one (1) part-time deputy sheriff.

Chief Deputy Shawn Gillen, on behalf of Sheriff Darrell Crandall, recommended that the County Commissioners approve the recommissioning of Ryan Doughty of Presque Isle as part-time deputy sheriff.

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to approve recommissioning of Ryan Doughty of Presque Isle as part-time deputy sheriff.

VOTE:

Motion voted on and passed.

ART. 9. County Administrator's Report:

A) Budget Process Update.

County Administrator Doug Beaulieu indicated that he has met with department heads and hopes to have a budget recommendation to the County Commissioners for their consideration by the end of this week.

B) MCCA/Risk Pool Meeting Update.

MCCA Meeting and Convention – Commissioner Fournier advised that he attended sessions relating to abandoned and discontinued roads, property tax abatements and Tax Increment Financing (TIF's); the MCCA also discussed the need for jail supplemental funding for FY 16 and potential changes to probate procedures. Commissioner Fournier further indicated that Piscataquis County recently joined NACo, resulting in 100% county participation for Maine counties.

Risk Pool Meeting – Commissioner Fournier reported that the Risk Pool bank account is healthy; a wrongful death suit in Somerset is still pending; Aroostook County did not receive a safe driving award; and, MECCA training is scheduled for May 3, 2016 in Portland, with the Risk Pool subsidizing \$5,000.00 of that training cost.

C) Maine Municipal Employees Health Trust (MMEHT) Health Claims Experience Report.

County Administrator Doug Beaulieu advised that the MMEHT Health Claims Experience Report loss ratio for the first half of 2015 is 72%.

D) Homeland Security Grant Application Submittal.

County Administrator Doug Beaulieu advised that EMA Director Darren Woods has submitted an application in the amount of \$119,940.42 for the FY 15 State Homeland Security Grant Program.

E) Ashland Ambulance Service.

Public Works Director Paul Bernier reviewed a letter from the Town of Ashland regarding ambulance subsidy in future years. The Unorganized Territory (UT) subsidy will increase because the town needs to purchase a new ambulance. Our share of this capital expenditure is \$26,351.20. The Town of Ashland proposes to amortize the payments over a seven (7) to ten (10) year period. It would be the County's preference to make a single subsidy payment for the full amount. This financial arrangement would save the UT Budget money because it would not have to pay finance charges.

F) Other items of interest.

Commissioner Paul J. Underwood reported on the Northern Maine Development Commission (NMDC) Executive Board Meeting which he attended last week. The Executive Board is wrestling with difficult options to cut the NMDC deficit. Part of the deficit is due to outstanding Workforce Investment Act (WIA) funds that are being withheld by the Maine Department of Labor.

Commissioner Norman L. Fournier provided an update on recent events regarding this situation. Hopefully, this situation will be resolved within the next few months.

ART. 10. Other Business.

None.

ART. 11. Executive Session.

Acting Chairperson Norman L. Fournier entertained a motion to go into executive session.

MOTION:

The following motion was made by Paul J. Underwood and seconded by Paul J. Adams:

"I move we go into executive session pursuant to Title 1, M.R.S.A., §405, sub-section 6, paragraph (A) to discuss a personnel issue."

VOTE:

Motion voted on and passed.

Upon returning to open session, no action was taken.

ART. 12. Adjournment.

MOTION:

Motion by Paul J. Adams and seconded by Paul J. Underwood to adjourn the meeting.

VOTE:


Motion voted on and passed.

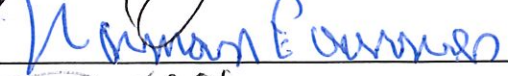
The meeting adjourned at 6:19 p.m.

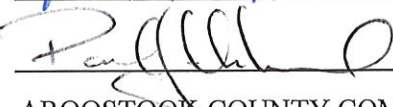
ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator







AROOSTOOK COUNTY COMMISSIONERS

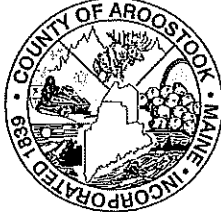
DATE: September 22, 2015

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

DOUGLAS F. BEAULIEU



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY, OCTOBER 7, 2015 - 5:30 P.M. - ADMINISTRATIVE HEARING ROOM - CARIBOU COURTHOUSE

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. APPROVAL OF MINUTES OF THE SEPTEMBER 22, 2015 COUNTY COMMISSIONERS' MEETING.
- ART. 5. INTRODUCTION OF KIM ROHN, MAINE STAFF ASSISTANT FOR CONGRESSMAN BRUCE POLIQUIN.
- ART. 6. ELECTION OF OFFICERS/REPRESENTATIVES FOR 2016:
- A) MAINE COUNTY COMMISSIONERS' ASSOCIATION (MCCA) DIRECTOR AND PROXY.
 - B) RISK POOL DIRECTOR AND PROXY.
 - C) CHIEF ELECTED OFFICIAL (CEO) FOR WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA, FORMALLY WIA) PROGRAM.
- ART. 7. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
- A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
 - C) RENEWAL OF MALT, SPIRITUOUS AND VINOUS LIQUOR LICENSE FOR NEAL MARTIN, D/B/A LONG LAKE SPORTING CLUB.
 - D) SINCLAIR SANITARY DISTRICT ELECTION WARRANT.
- ART. 8. BIDS:
- A) AUDIT SERVICES.
 - B) NORTH LAKES FURNACE REPLACEMENT PROJECT.
- ART. 9. APPROVAL OF ONE (1) FULL-TIME CORRECTIONS OFFICER.

ART. 10. COUNTY ADMINISTRATOR'S REPORT:

- A) MAINE MUNICIPAL ASSOCIATION (MMA) WORKERS' COMPENSATION EXPERIENCE RATING.
- B) NORTH LAKES FIRE & RESCUE GRANT APPLICATION.
- C) REGISTRY OF DEEDS SOFTWARE PROVIDER.
- D) OTHER ITEMS OF INTEREST.

ART. 11. OTHER BUSINESS.

ART. 12. EXECUTIVE SESSION.

ART. 13. ADJOURNMENT.

NEXT MEETING

COUNTY COMMISSIONERS' BUDGET WORK SESSION - FRIDAY - OCTOBER 9, 2015 - 11:00
A.M. - CARIBOU

COUNTY COMMISSIONERS' BUDGET WORK SESSION - MONDAY - OCTOBER 19, 2015 - 11:00
A.M. - CARIBOU

COUNTY COMMISSIONERS' MEETING - WEDNESDAY, OCTOBER 21, 2015 - 4:30 P.M. -
SINCLAIR FIRE STATION

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, OCTOBER, 7, 2015 - 5:30 P.M. -
CARIBOU COURTHOUSE, ADMINISTRATIVE HEARING ROOM - CARIBOU**

PRESENT

Paul J. Adams, Chairperson, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Douglas F. Beaulieu, County Administrator
Jesse Belanger, Public Safety Coordinator

ART. 1. Chairperson Paul J. Adams called the meeting to order at 5:33 p.m.

ART. 2. Public Comment Period.

There was no public comment.

ART. 3. Approval of agenda.

Chairperson Paul J. Adams entertained a motion to approve the agenda.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams 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 September 22, 2015 County Commissioners' Meeting.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve the minutes of the September 22, 2015 County Commissioners' Meeting.

VOTE:

Motion voted on and passed.

ART. 5. Introduction of Kim Rohn, Maine Staff Assistant for Congressman Bruce Poliquin's Office.

Chairperson Paul J. Adams introduced Kim Rohn, Maine Staff Assistant for Congressman Bruce Poliquin. Ms. Rohn provided an overview of constituent services provided by her office and distributed a pamphlet for the County Commissioners to peruse.

ART. 6. Election of Officers/Representatives for 2016:

- A) Maine County Commissioners' Association (MCCA) Director and Proxy.

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to elect Norman L. Fournier as Director of the Maine County Commissioners' Association (MCCA) with Paul J. Underwood as Proxy.

VOTE:

Motion voted on and passed.

- B) Risk Pool Director and Proxy.

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to elect Norman L. Fournier as Risk Pool Director with Paul J. Underwood as Proxy.

VOTE:

Motion voted on and passed.

- C) Chief Elected Official (CEO) for Workforce Innovation and Opportunity Act (WIOA, formally WIA) Program.

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to elect Norman L. Fournier as the Chief Elected Official (CEO) for the WIOA Program.

VOTE:

Motion voted on and passed.

ART. 7. The Commissioners approved and signed the following:

- A) Attendance Record.
B) Bills and Warrants.
C) Renewal of Malt, Spirituous and Vinous Liquor License for Neal Martin, D/B/A Long Lake Sporting Club.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the Malt, Spirituous and Vinous Liquor License for Neal Martin, D/B/A Long Lake Sporting Club.

VOTE:

Motion voted on and passed.

D) Sinclair Sanitary District Election Warrant.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the Sinclair Sanitary District Election Warrant.

VOTE:

Motion voted on and passed.

ART. 8. Bids:

A) Audit Services.

Bids were received from the following firms:

	2016	2017	2018
Felch & Company Caribou, Maine			
General	\$7,500	\$7,750	\$8,000
UT	\$3,150	\$3,250	\$3,350
Corrections	\$2,250	\$2,300	\$2,375
Chester M. Kearney Presque Isle, Maine			
General	\$5,500	\$5,600	\$5,700
UT	\$2,750	\$2,825	\$2,900
Corrections	\$1,000	\$1,050	\$1,100
Ron L. Beaulieu & Company Portland, Maine			
General	\$4,900	\$4,900	\$4,900
UT	\$2,400	\$2,400	\$2,400
Corrections	\$ 884	\$ 884	\$ 884
Davis, Gates & Alward Presque Isle, Maine			
General	\$8,160	\$8,160	\$8,160
UT	\$3,400	\$3,400	\$3,400
Corrections	\$1,550	\$1,550	\$1,550

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to table the bids pending review by the County Administrator with authorization to award the bid to the apparent low bidder who adheres to the bid specifications.

VOTE:

Motion voted on and passed.

B) North Lakes Furnace Replacement Project.

A bid was received from the following vendor:

Patrick St. Peter and Sons
Caribou, Maine

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to table the bid pending review by the County Administrator.

VOTE:

Motion voted on and passed.

ART. 9. Approval of one (1) full-time corrections officer.

County Administrator Doug Beaulieu advised that Sheriff Darrell Crandall asked that this item be tabled as he is closely monitoring the Jail expenditures and does not feel comfortable filling this position at this time.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to table this article.

VOTE:

Motion voted on and passed.

ART. 10. County Administrator's Report:

A) Maine Municipal Association (MMA) Workers' Compensation Experience Rating.

County Administrator Doug Beaulieu advised that the Workers' Compensation Experience Modification has risen to 1.56. He indicated that the reason for this high experience modification value is not because we condone an unsafe workplace; the high value is more in line with the high risk job classifications within the agency.

B) North Lakes Fire & Rescue Grant Application.

County Administrator Doug Beaulieu advised that Public Safety Coordinator Jesse Belanger has submitted a Safety Enhancement Grant Application to Maine Municipal Association (MMA) in the amount of \$4,785.00 for three (3) sets of firefighter turnout gear.

C) Registry of Deeds Software Provider.

County Administrator Doug Beaulieu referenced an email chain related to our software service provider for the Registry of Deeds. It is clearly evident that the software we utilize in deeds is lagging behind technologically. The Windows 7 software is 2009 technology. He indicated that he will likely be recommending a rather significant capital expenditure in the 2017 budget so that we can upgrade our system in the future.

D) Other Items of Interest.

1) Credit Card Transactions.

County Administrator Doug Beaulieu indicated that Administrative Assistant Diane Gove recently reported that sixty-four (64) credit card transactions, anywhere from 50¢ to \$105.00, occurred through the Registry of Deeds from September 15, 2015 to October 6, 2015.

ART. 11. Other Business.

None.

ART. 12. Executive Session.

None.

ART. 13. Adjournment.

MOTION:

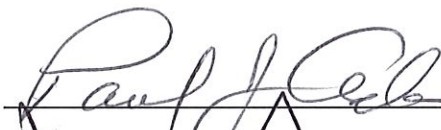
Motion by Norman L. Fournier and seconded by Paul J. Underwood to adjourn the meeting.

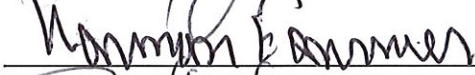
Meeting adjourned at 6:20 p.m.

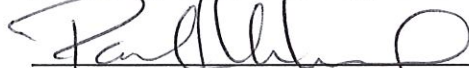
ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator







AROOSTOOK COUNTY COMMISSIONERS
DATE: October 7, 2015

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

DOUGLAS F. BEAULIEU



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, OCTOBER 21, 2015 – 4:30 P.M. –
SINCLAIR FIRE STATION - SINCLAIR

4:30 P.M. - ELECTION OF ONE (1) TRUSTEE FOR THE SINCLAIR SANITARY DISTRICT
BOARD OF TRUSTEES. (COUNTY COMMISSIONERS' MEETING TO FOLLOW)

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. APPROVAL OF MINUTES OF THE OCTOBER 7, 2015 COUNTY COMMISSIONERS' MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
 - A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
- ART. 6. BIDS:
 - A) NORTH LAKES TURNOUT GEAR WASHER AND DRYER.
- ART. 7. APPROVAL OF 2016 COUNTY COMMISSIONERS' MEETING SCHEDULE.
- ART. 8. COUNTY ADMINISTRATOR'S REPORT:
 - A) MAINE COUNTY COMMISSIONERS' ASSOCIATION (MCCA)/ RISK POOL UPDATE.
 - B) JAIL COMMISSARY FUNDS AUDIT.
 - C) OTHER ITEMS OF INTEREST.
- ART. 9. OTHER BUSINESS.
- ART. 10. EXECUTIVE SESSION.
- ART. 11. ADJOURNMENT.

NEXT MEETINGS

BUDGET WORK SESSION – MONDAY - OCTOBER 19, 2015 - 11:00 A.M. - CARIBOU
FINANCE COMMITTEE'S BUDGET WORK SESSION – TUESDAY – NOVEMBER 3, 2015 - 10:00 A.M. - CARIBOU
COUNTY COMMISSIONERS' MEETING - WEDNESDAY - NOVEMBER 4, 2015 - 4:30 P.M. - HOULTON

COURTHOUSE, 144 SWEDEN STREET, SUITE 1, CARIBOU, MAINE 04736
Tel: (207) 493-3318 Fax: (207) 493-3491 e-mail: doug@aroostook.me.us

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING –WEDNESDAY, OCTOBER 21, 2015 - 4:30 P.M. –
SINCLAIR FIRE STATION - SINCLAIR**

PRESENT

Paul J. Adams, Chairperson, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Douglas F. Beaulieu, County Administrator
Paul Bernier, Public Works Director
Darrell Crandall, Sheriff
Shawn Gillen, Chief Deputy
Darren Woods, EMA Director
Jim Madore, Former Sheriff (Guest)

ART. 1. Following the election of the Sinclair Sanitary District Board of Directors, Chairperson Paul J. Adams called the meeting to order at 4:37 p.m.

ART. 2. Public Comment Period.

There was no public comment.

ART. 3. Approval of agenda.

Chairperson Paul J. Adams advised that one (1) item would be added to Article 9, Other Business – Emergency Appointment of Sinclair Sanitary District Trustees.

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. Approval of minutes of the October 7, 2015 County Commissioners' Meeting.

Chairperson Paul J. Adams entertained a motion to approve the minutes of the October 7, 2015 County Commissioners' Meeting.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the October 7, 2015 County Commissioners' Meeting.

VOTE:

Motion voted on and passed.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to take the agenda out of order and insert Article 9 after Article 5.

VOTE:

Motion voted on and passed.

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

- A) Attendance Record.
- B) Bills and Warrants.

ART. 9. Other Business.

Emergency Appointment of Sinclair Sanitary District Trustees.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to appoint Antonio Romelli and Cecile Ouellette as Trustees of the Sinclair Sanitary District until the next annual election to replace Raymond Thibodeau and Jerry Couture, who both recently resigned from the board.

VOTE:

Motion voted on and passed.

ART. 6. Bids:

- A) North Lakes Turnout Gear Washer and Dryer.

The following bid was received:

Industrial Protection Services, LLC	\$17,232.00
Portland, Maine	

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to table the bid pending review by the County Administrator with authorization to award the bid if it adheres to the bid specifications.

VOTE:

Motion voted on and passed.

ART. 7. Approval of 2016 County Commissioners' Meeting Schedule.

The 2016 County Commissioners' Meeting schedule was approved by the County Commissioners with the following three (3) changes: March 16, October 19, and November 2nd meeting times will be changed from 5:30 p.m. to 4:30 p.m.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the 2016 County Commissioners' Meeting Schedule as amended.

VOTE:

Motion voted on and passed.

ART. 8. County Administrator's Report:

A) Maine County Commissioners' Association (MCCA) and Risk Pool Update.

Risk Pool Meeting – Commissioner Norman L. Fournier reported the Risk Pool has six (6) open claims; sixteen (16) claims were closed; and, a Somerset County case, Goggin vs. Somerset County, was found in favor of the county. Attorney Peter Marchesi provided the defense to the county and Risk Pool on this case.

MCCA Meeting – Commissioner Fournier reported that much of the meeting involved a presentation from Dr. Steven Kassels on Drug Addiction; the MCCA spoke about the jails and the need for Supplemental funding; substantive Probate changes are in the works; and, the MCCA Annual Convention Sponsorships are down substantially.

B) Jail Commissary Funds Audit.

County Administrator Doug Beaulieu indicated the Jail Commissary Funds Audit is completed and included in the Commissioners' meeting packets. There were two (2) issues noted in the audit, which have since been remediated by Sheriff Crandall.

C) Other items of interest.

1) Budgets.

County Administrator Doug Beaulieu indicated the recommended budgets, as adjusted by the County Commissioners, is being provided to the County Commissioners this evening for their review and approval.

ART. 10. Executive Session.

None.

ART. 11. Adjournment

MOTION:

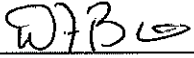
Motion by Norman L. Fournier and seconded by Paul J. Underwood to adjourn the meeting.

VOTE:


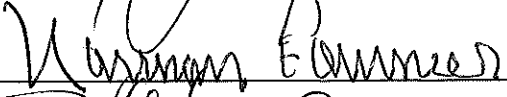
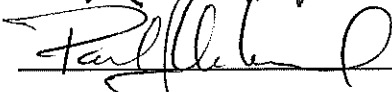
Motion voted on and passed.

Meeting adjourned at 5:09 p.m.

ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator

AROOSTOOK COUNTY COMMISSIONERS
DATE: October 21, 2015

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

DOUGLAS F. BEAULIEU



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY, NOVEMBER 4, 2015 -
4:30 P.M. - SHERIFF'S OFFICE BUILDING - CONFERENCE ROOM (SECOND FLOOR) -
HOULTON

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. APPROVAL OF MINUTES OF THE OCTOBER 21, 2015 COUNTY COMMISSIONERS' MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
 - A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
- ART. 6. MAINE EMERGENCY MANAGEMENT AGENCY PRESENTATION. (Bruce Fitzgerald, Director, MEMA)
- ART. 7. APPROVAL OF AROOSTOOK COUNTY ACTION PROGRAM (ACAP) PUBLIC SECTOR APPOINTMENTS. (Jason Parent, ACAP Executive Director & CEO)
- ART. 8. BIDS:
 - A) SURPLUS VEHICLE.
- ART. 9. COUNTY ADMINISTRATOR'S REPORT:
 - A) BID RESULTS.
 - B) HOMELAND SECURITY FUNDING ANALYSIS.
 - C) OTHER ITEMS OF INTEREST.
- ART. 10. OTHER BUSINESS.

ART. 11. EXECUTIVE SESSION TO DISCUSS A PERSONNEL ISSUE AND CONTRACT NEGOTIATIONS.

ART. 12. ADJOURNMENT.

NEXT MEETING

BUDGET PUBLIC HEARING – TUESDAY, NOVEMBER 17, 2015 – 4:30 P.M. - CARIBOU
COUNTY COMMISSIONERS' MEETING - WEDNESDAY, NOVEMBER 18, 2015 - 5:30 P.M. -
FORT KENT

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY, NOVEMBER 4, 2015 - 4:30 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
Douglas F. Beaulieu, County Administrator
Darren Woods, EMA Director
Joyce Findlen, EMA Planning Associate
Darleen Guy, Register of Probate
Bruce Fitzgerald, MEMA Director
Rosemary Kulow, MCCA Executive Director
Jason Parent, ACAP Executive Director & CEO

ART. 1. Chairperson Paul J. Adams called the meeting to order at 4:33 p.m.

ART. 2. Public Comment Period.

There was no public comment.

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 October 21, 2015 County Commissioners' Meeting.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the October 21, 2015 County Commissioners' Meeting.

VOTE:

Motion voted on and passed.

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

A) Attendance Record.

A) Bills and Warrants.

ART. 6. Maine Emergency Management Agency (MEMA) Presentation. (Bruce Fitzgerald, Director, MEMA)

Chairperson Paul J. Adams introduced Bruce Fitzgerald, MEMA Director, and indicated that we are looking forward to his presentation.

Mr. Fitzgerald advised that the statutes require him to visit all counties on an annual basis to update them on Emergency Management issues in the State of Maine. Mr. Fitzgerald indicated that he was delighted to be in Aroostook County.

Mr. Fitzgerald reviewed an informative power point presentation with the County Commissioners, essentially outlining MEMA and its role and responsibilities in the State of Maine. A copy of the presentation is appended to the meeting minutes. (Attachment I)

In addition to the power point, Mr. Fitzgerald distributed two (2) handouts on Homeland Security Grant Program allocations in the State of Maine. (Attachment II) Aroostook County does reasonably well in the distribution of those grant funds.

The County Commissioners and staff thanked Mr. Fitzgerald for his presentation and for the support that MEMA has provided to the County over the years.

ART. 7. Approval of Aroostook County Action Program (ACAP) Public Sector Appointments. (Jason Parent, ACAP Executive Director & CEO).

Jason Parent, ACAP Executive Director and CEO, introduced himself and presented a slate of individuals for approval as public sector appointments to serve a one (1) year term on the ACAP Board of Directors:

David Keaton, Superintendent/Principal, Regional 2 SAVE
Dan MacDonald, Director, Caribou Adult Education
Capt. Daniel Pelletier, Houlton Police Department
Gary Sanfacon, Juvenile Community Corrections Officer, Department of Corrections
Otis Smith, Director, Houlton/Hodgdon Adult Education
Sheri Stone, Clerk, Town of Stockholm
Paul Underwood, Commissioners, Aroostook County Commissioners' Office

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve the slate of individuals as recommended by Jason Parent to serve a one (1) year term as ACAP Directors.

VOTE:

Motion voted on and passed.

After the appointments were made, Chairperson Paul J. Adams asked Rosemary Kulow who was in the audience if she would like to make a few comments on behalf of the Maine County Commissioners' Association (MCCA).

Ms. Kulow reported that the MCCA is gearing up for this legislative session and the membership is supporting supplemental funding for the jails for FY 16; she also reported that a joint meeting between MCCA and the Maine Sheriffs' Association (MSA) would be held on November 23, 2015 with the intent to

develop a unified voice regarding upcoming legislation for the jails in this legislative session; she further reported that she is recommending a MCCA budget with a 2.5% increase; and, finally, that by-law changes regarding MCCA operations are in the works.

ART. 8. Bids:

A) Surplus Vehicle.

No bids were received.

ART. 9. County Administrator's Report:

A) Bid Results.

County Administrator Doug Beaulieu advised that the bid for the firefighter gear washer/extractor and dryer was awarded to Industrial Protection Services, LLC. for \$17,232.00.

B) Homeland Security Funding Analysis.

County Administrator Doug Beaulieu indicated that a copy of this analysis was included in the County Commissioners' meeting packets. He indicated that Darren Woods, EMA Director, and Joyce Findlen, Planning Associate, did an excellent job providing a simple and informative presentation on how we've helped our communities over the years.

C) Other items of Interest.

The County Commissioners agreed to hold the November 18, 2015 County Commissioners' Meeting in Houlton instead of Fort Kent.

ART. 10. Other business:

None.

ART. 11. Executive Session to discuss a personnel issue and contract negotiations.

Paul J. Adams entertained a motion to go into 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.A., §405, sub-section 6, paragraph (A) to discuss a personnel matter with the Register of Probate and paragraph (D) to discuss a collective bargaining proposal concerning the Teamsters' Union."

VOTE:

Motion voted on and passed.

Upon returning to open session, no action was taken.

ART. 12. Adjournment.

MOTION:

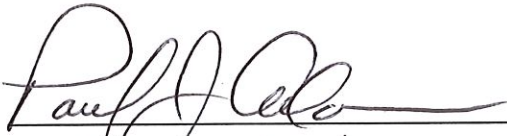
Motion by Norman L. Fournier and seconded by Paul J. Underwood to adjourn the meeting.

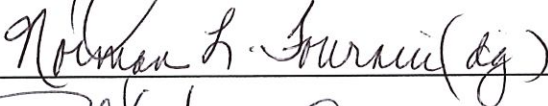
Meeting adjourned at 7:15 p.m.


ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator







AROOSTOOK COUNTY COMMISSIONERS
DATE: November 4, 2015



Emergency Management in the State of Maine

Maine Emergency Management Agency (MEMA)

Mission: To lessen the effects of disaster on the lives and property of the people of Maine through leadership, coordination and support in the four phases of emergency management: mitigation, preparedness, response and recovery

Title 37-B Chapter 13 §701



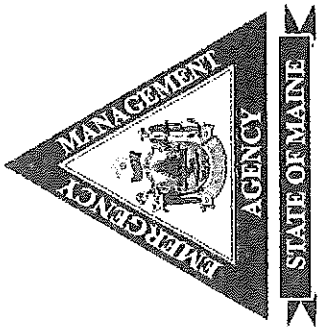
Roles and Responsibilities

- Incident Response Coordination (EOC)
- Incident Recovery Coordination
- Disaster Assistance (Public and Individual)
- First Responder Education and Training
- Public Awareness of Disasters
- Public Information and Preparedness Messaging
- Vulnerable Populations
- State Hazard Mitigation Program
- Dam Safety Program
- Earthquake and Tsunami Awareness Programs
- Hazardous Materials Storage, Reporting, and Preparedness
- Radiological Program (Seabrook, Pt. Lepreau)
- Sheltering Program (People, Pets, FNSS)
- Grants Management
- Homeland Security
- Cybersecurity Coordination
- Critical Infrastructure Protection Program
- State Intelligence Fusion Center (partner with MSP)
- Interoperable Communications

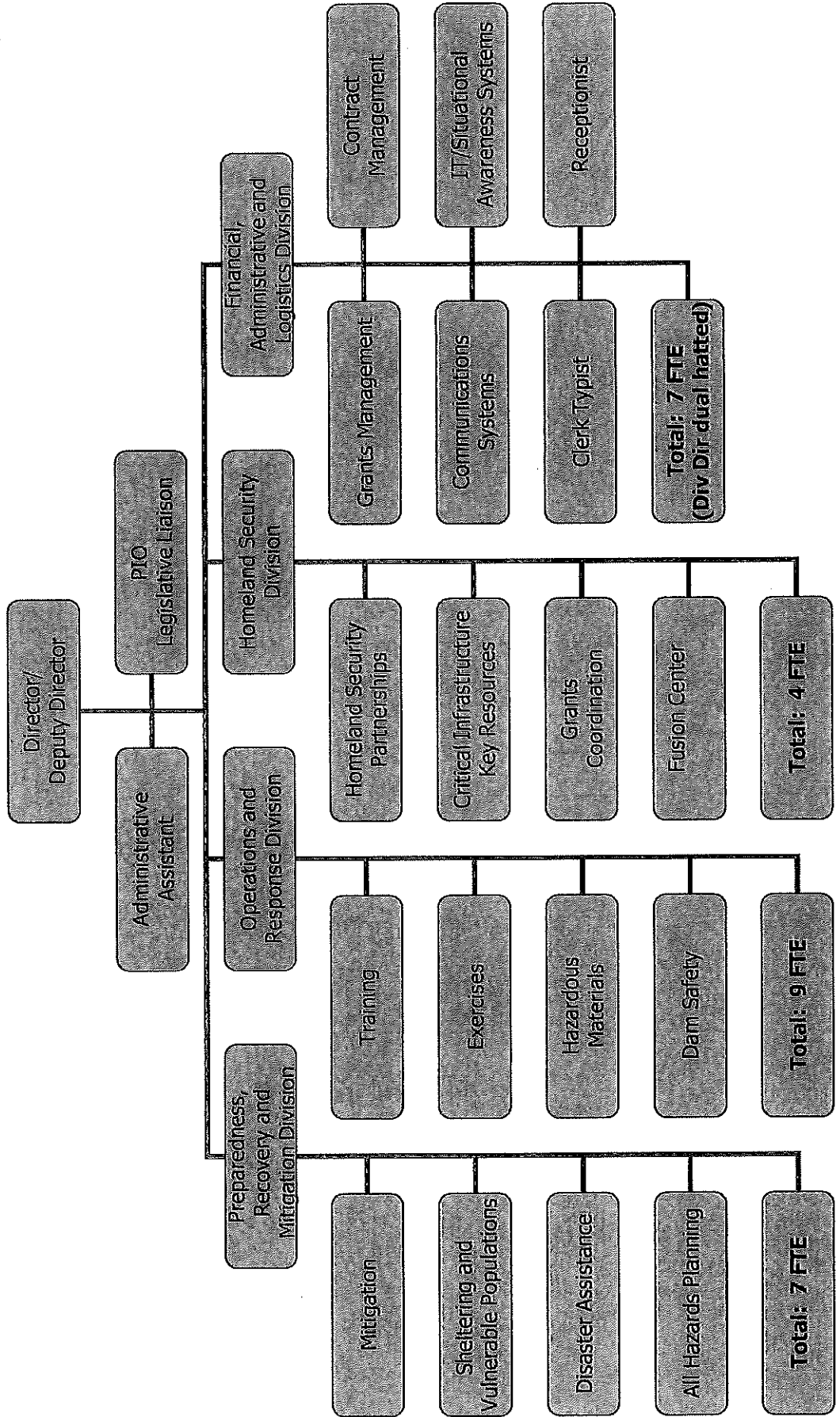


Plans and SOPs

- State Emergency Operations Plan (EOP/CEMP)
- Evacuation Plan
- Staging and Distribution Plans
- Mass Care/Mass Feeding Plan
- Donations Management Plan
- Debris Management Plan
- Mass Fatality Plan
- State Search and Rescue Plan (SAR)
- State Hazard Mitigation Plan (SHMP)
- State Homeland Security Plan (SHSS)
- Threat/Hazard Identification and Risk Assessment, State Preparedness Report (THIRA/SPR)
- State Cybersecurity Response Plan
- Seabrook Nuclear Power Station Response Plan
- Suspicious Substance Protocols
- Hazardous Materials Response Plans
- State Interoperable Communications Plan (SCIP)
- Tactical Interoperable Communications Plan (TICP)
- CONOPS Communications Protocols
- Dam Safety Emergency Action Plans (EAPs)



MEMA Organization

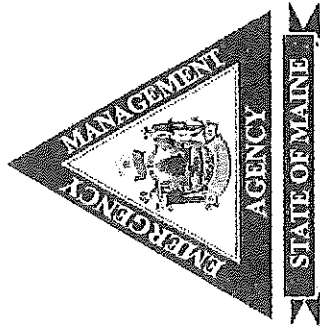




Emergency Management Structure

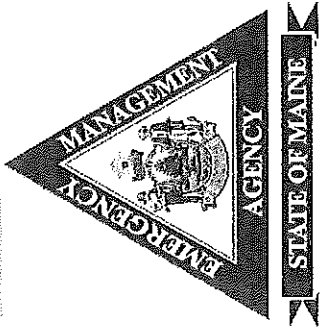
- Federal: FEMA HQ → FEMA Region I (Boston)
- State: Governor → DVEM (Commissioner/TAG) → MEMA →
State Emergency Response Team (ERT)
Disaster Recovery Team (DrT)
Donations Coordination Team (DCT)
- County: County EMAs (16)
- Local:
Metro Areas: Portland, South Portland, Lewiston, Auburn,
Augusta, Bangor
Local EMAs (495)
- Tribal: Recognized Native American partners (4)

Legislature: Criminal Justice and Public Safety Committee



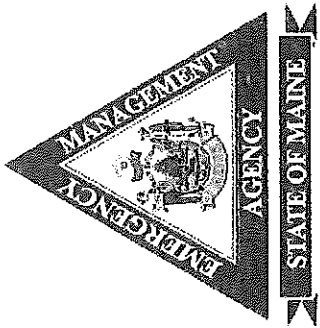
Emergency Management Structure

- Non-Governmental Organizations:
 - American Red Cross
 - VOAD
 - Team Rubicon
 - 211-Maine
 - Associated General Contractors
 - Associated Grocers of Maine
 - Retail Association of Maine (former Maine Merchants Assoc)
 - Maine Motor Transport Association
 - Maine Energy Marketers Association (former Maine Oil Dealers)
 - Maine Water/Wastewater Agency Response Network (MEWARN)
- Private Sector Partners:
 - Central Maine Power (CMP)
 - Emera Maine
 - Eastern Maine Electric Co-op (EMEC)
 - Fairpoint
 - Time Warner Cable
 - Oxford Networks
 - Verizon Wireless
 - AT&T Wireless
 - US Cellular



Other Governance/MOUs/MOAs

- Statewide Mutual Aid Agreement: MRSA Title 37-B
- EMAC: Emergency Management Assistance Compact
- IEMAC: International EMAC
- NESEC: Northeast States Emergency Consortium
- IEMG: International Emergency Managers Group
- HSAC: Maine Homeland Security Advisory Council
- MICC: Maine Interoperable Communications Committee
- SERC: State Emergency Response Commission
- RFAC: River Flow Advisory Council



Natural and Technical Hazards

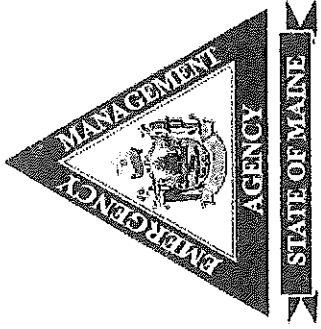
- St. Patrick's Day Storm '07
- Patriot's Day Storm '07
- Bethel Reservoir '07
- East Madison micro burst '07
- Aroostook Floods '08
- Fire Warnings '08, '09, '10
- Summer rain pattern '08
- Hurricane Kyle '08
- December Ice Storm '08
- H1N1 Outbreak '09
- Summer Flooding '09
- Ice Jam '10
- Severe Wind and Rain '10
- Severe Winter Storm '11
- Tropical Storm Irene '11
- Tropical Storm Sandy '12
- February Blizzard '13
- Christmas Ice Storm '13/'14
- Spring ice jams and flooding '14
- Summer storms '14
- Early winter storms '14
- January Blizzard '15
- 150+ Significant and High Hazard dams
- Stockton Springs School
- Suspicious substance incidents
- Three natural gas pipelines
- One nuclear waste storage facility
- Oxford County paper warehouse fire
- South Portland fuel oil depot
- Searsport fuel tank fire
- York County Amtrak crash
- Plane crashes
- Lac Megantic train disaster
- New Brunswick train derailments
- Maine train derailments (Veazie, Winn)
- Propane shortages
- I-95 pile-up of 75+ vehicles (Feb 2015)



Emergency Management Response Teams

- (8) Regional Response Teams (RRTs)
- (8) Decontamination Strike Teams (DSTs)
- Maine National Guard 11th WMD Civil Support Team
- (1) Type II Incident Management Team (IMT)
- (6) Type III Incident Management Assistance Teams (IMATs)

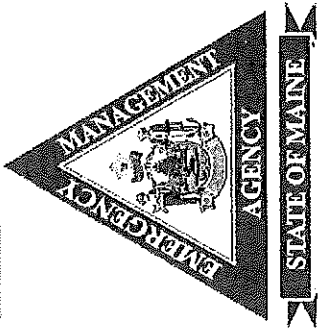
- Others:
 - (4) Community Emergency Response Teams (CERTs)
 - State of Maine Animal Response Team (SMART)
 - (10) County Animal Response Teams (CARTs)
 - (13) Amateur Radio Emergency Services (ARES)
 - (4) Search and Rescue (SARs)
 - Metropolitan Medical Response Team (MMRS) Maine Task Force 1
 - (1) Medical Response Corps (MRCs)
 - Civil Air Patrol



Homeland Security

9 Objectives for Homeland Security State Homeland Security Strategy (SHSS)

- Identify Threats and Vulnerabilities
- Secure Infrastructure and Institutions
- Prepare First Responders
- Align Roles and Responsibilities
- Strengthen Public Health Preparedness
- Inform and Engage the Public
- Secure Political and Financial Support
- Strengthen Response and Recovery
- Upgrade/Integrate Communications Networks



Homeland Security

Critical Infrastructure Protection

- Outreach to public and private sector partners
- Active Shooter awareness training

First responder training/exercises

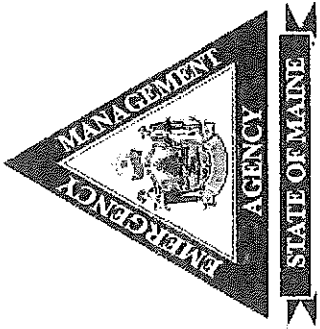
- National Incident Management System (NIMS)
- Incident Command System (ICS)

Maine Information and Analysis Center (MIAC)

- Managed by Maine State Police
- 4 analysts, 1 Dept of Homeland Security Liaison
- Liaisons from Fed/County/Local agencies
- Suspicious Activity Reporting (SAR)

Cyber Security

- Awareness
- Response Plans
- Training and Exercises



Grants Management

Emergency Management Performance Grant (EMPG)

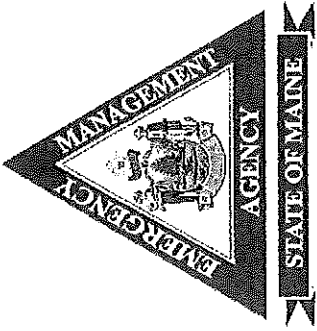
- ~ \$3.5 million per year
- 50/50 matching grant
- Funds MEMA and County EMAs, some local programs

Homeland Security Grant Program (HSGP)

- ~ \$3.7 million per year
- 100% federal funding
- 20% retained for State level, mandatory 80% pass through to County/Local governments
- 25% required for law enforcement activities

Operation Stonegarden Grant Program (OPSG)

- ~ \$500K per year
- Op Orders established by CBP in border counties, intel-driven
- Operational overtime and equipment for State/County/Local/Tribal law enforcement



2014 Successes

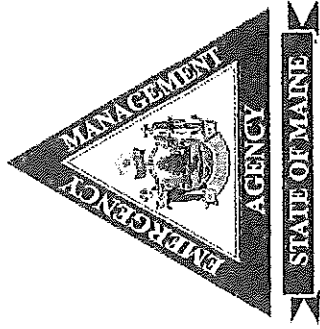
The Agency coordinated the State's response to the 2013 Christmas Ice Storm, a 10 day event affecting most areas of the state during the Christmas/New Years holiday period. MEMA has led an initiative with FEMA to completely re-write the federal Snow and Severe Winter Weather Policy for future events.

Maine was the first state in the nation to develop a State Recovery Plan that meets the guidelines of the National Disaster Recovery Framework (NDRF).

The Agency has leveraged limited funding to maintain a robust yet focused training, education and exercise program throughout the State.

In coordination with the State of Maine Bond Bank, the Agency launched a low interest revolving loan fund for repair or updating of publicly owned dams.

In support of the Maine Center for Disease Control (CDC), the Agency assisted with statewide response plans for the Ebola virus, and worked with law enforcement and other partners to prepare for Ebola or other highly contagious diseases that may threaten Maine.



2015 Challenges

Federal Homeland Security funding has rebounded slightly from a low point of \$2.8M in FY12 to \$3.7M in FY14 and FY15.

With limited resources and in the face of competing interests, we need to find a way to work with our partners at all levels to bring about a cultural change and improve the preparedness mindset of Maine's citizens.

The Federal Government has declared two thirds of the State as salmon habitat. This has resulted in the majority of our mitigation projects being subjected to the very stringent requirement of the Endangered Species Act (ESA).

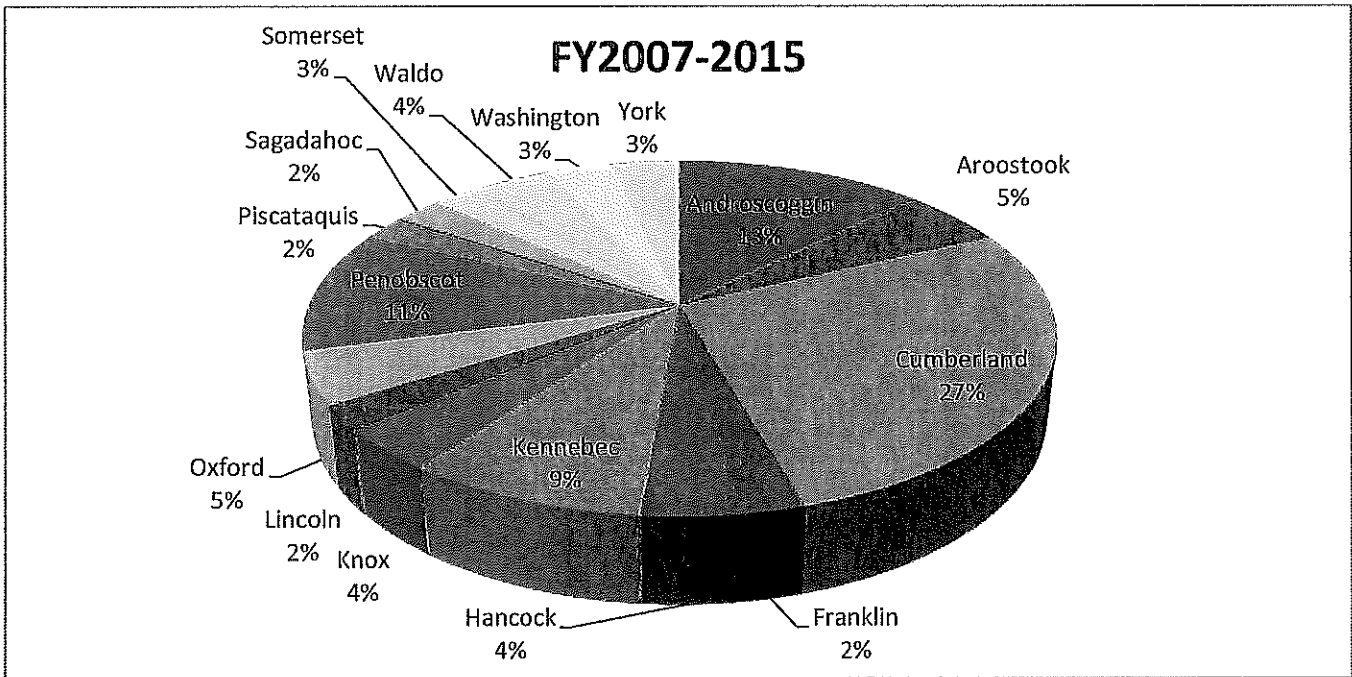
MEMA, County and Local EMAs struggle with administrative burdens and legal requirements during recovery from Presidentially-declared disasters.

MEMA and several County EMAs will seek to attain Emergency Management Accreditation Program (EMAP) certification.

Cybersecurity is a new and challenging threat requiring special skills for planning, responding and recovering from attacks. Many skills and personnel have not been developed yet to properly prepare for this novel risk.

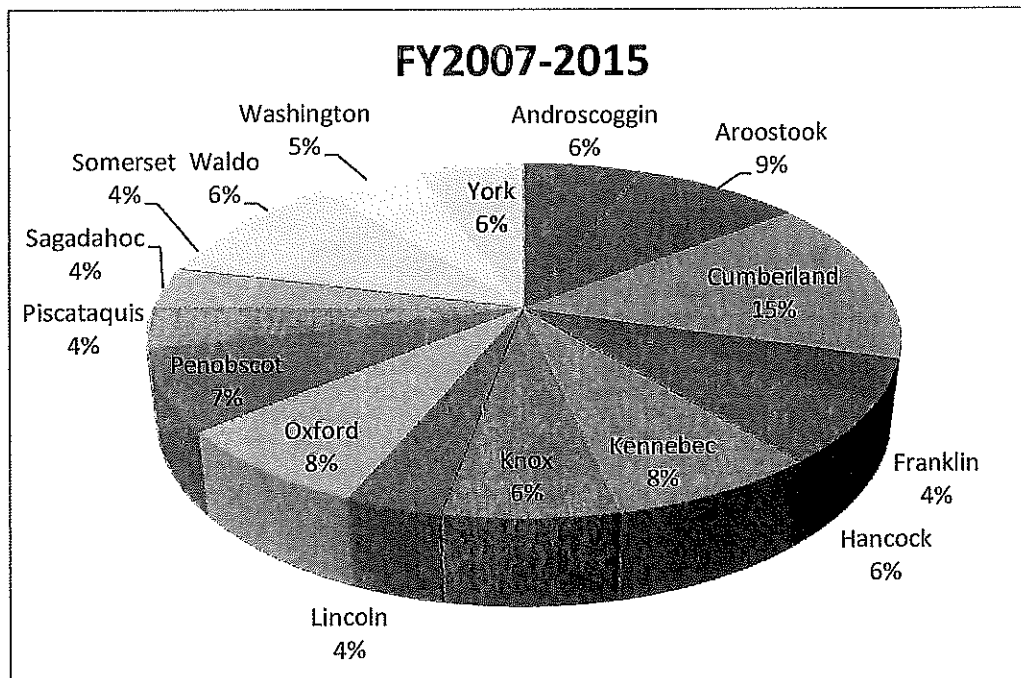
Total County Awards (includes Metro awards)

	FY2012	FY2013	FY2014	FY2015	Total FY07 - FY15	Percent of Avail. \$\$
Androscoggin	\$ 212,841.78	\$ 323,430.11	\$ 350,515.46	\$ 334,205.55	\$ 4,409,911.09	13%
Aroostook	\$ 86,377.25	\$ 117,316.64	\$ 124,894.33	\$ 120,233.42	\$ 1,852,364.63	5%
Cumberland	\$ 420,483.94	\$ 633,707.13	\$ 685,929.87	\$ 666,528.47	\$ 9,536,221.09	27%
Franklin	\$ 42,607.83	\$ 64,118.23	\$ 69,386.57	\$ 66,197.56	\$ 828,389.78	2%
Hancock	\$ 56,831.32	\$ 82,383.17	\$ 82,141.34	\$ 78,245.64	\$ 1,225,702.64	4%
Kennebec	\$ 147,077.53	\$ 214,619.62	\$ 231,160.07	\$ 220,493.59	\$ 3,018,351.36	9%
Knox	\$ 45,745.71	\$ 67,589.89	\$ 71,439.97	\$ 68,050.01	\$ 1,355,536.31	4%
Lincoln	\$ 48,676.70	\$ 70,223.14	\$ 75,500.31	\$ 71,351.40	\$ 772,444.53	2%
Oxford	\$ 72,110.20	\$ 97,807.98	\$ 97,601.89	\$ 93,470.32	\$ 1,631,675.75	5%
Penobscot	\$ 198,470.56	\$ 297,483.56	\$ 321,733.88	\$ 297,836.04	\$ 3,867,285.09	11%
Piscataquis	\$ 38,542.85	\$ 58,711.08	\$ 63,650.70	\$ 60,414.20	\$ 796,730.54	2%
Sagadahoc	\$ 40,532.94	\$ 60,957.62	\$ 64,460.04	\$ 61,999.60	\$ 830,400.05	2%
Somerset	\$ 55,479.84	\$ 80,324.50	\$ 86,409.47	\$ 81,548.08	\$ 868,067.36	3%
Waldo	\$ 52,619.07	\$ 75,443.52	\$ 81,033.69	\$ 77,566.70	\$ 1,385,633.61	4%
Washington	\$ 52,749.15	\$ 77,734.74	\$ 78,854.22	\$ 74,721.04	\$ 1,137,759.49	3%
York	\$ 77,022.85	\$ 113,140.28	\$ 121,986.18	\$ 117,238.38	\$ 1,200,059.38	3%
Grand Total	\$ 1,648,169.53	\$ 2,434,991.20	\$ 2,606,698.00	\$ 2,490,100.00	\$ 34,716,532.72	100%



Total County Awards (not including Metro awards)

	FY2012	FY2013	FY2014	FY2015	Total FY07 - FY15	Percent of Avail. \$\$
Androscoggin	\$ 52,813.75	\$ 79,664.58	\$ 86,240.90	\$ 82,765.84	\$ 1,325,604.51	6%
Aroostook	\$ 86,377.25	\$ 117,316.64	\$ 124,894.33	\$ 120,233.42	\$ 1,852,364.63	9%
Cumberland	\$ 94,676.35	\$ 137,414.95	\$ 147,882.51	\$ 154,612.12	\$ 3,258,066.72	15%
Franklin	\$ 42,607.83	\$ 64,118.23	\$ 69,386.57	\$ 66,197.56	\$ 828,389.78	4%
Hancock	\$ 56,831.32	\$ 82,383.17	\$ 82,141.34	\$ 78,245.64	\$ 1,225,702.64	6%
Kennebec	\$ 75,352.49	\$ 105,363.19	\$ 112,713.43	\$ 107,797.57	\$ 1,636,353.02	8%
Knox	\$ 45,745.71	\$ 67,589.89	\$ 71,439.97	\$ 68,050.01	\$ 1,388,036.31	6%
Lincoln	\$ 48,676.70	\$ 70,223.14	\$ 75,500.31	\$ 71,351.40	\$ 772,444.53	4%
Oxford	\$ 72,110.20	\$ 97,807.98	\$ 97,601.89	\$ 93,470.32	\$ 1,643,465.75	8%
Penobscot	\$ 86,879.93	\$ 123,576.66	\$ 132,564.44	\$ 118,218.12	\$ 1,598,267.98	7%
Piscataquis	\$ 38,542.85	\$ 58,711.08	\$ 63,650.70	\$ 60,414.20	\$ 796,730.54	4%
Sagadahoc	\$ 40,532.94	\$ 60,957.62	\$ 64,460.04	\$ 61,999.60	\$ 830,400.05	4%
Somerset	\$ 55,479.84	\$ 80,324.50	\$ 86,409.47	\$ 81,548.08	\$ 868,067.36	4%
Waldo	\$ 52,619.07	\$ 75,443.52	\$ 81,033.69	\$ 77,566.70	\$ 1,385,633.61	6%
Washington	\$ 52,749.15	\$ 77,734.74	\$ 78,854.22	\$ 74,721.04	\$ 1,137,759.49	5%
York	\$ 77,022.85	\$ 113,140.28	\$ 121,986.18	\$ 117,238.38	\$ 1,200,059.38	6%
Grand Total	\$ 979,018.24	\$ 1,411,770.16	\$ 1,496,760.00	\$ 1,434,430.00	\$ 21,747,346.32	100%



FY15 HSGP County/Local Distribution Formula

Total HSGP	\$943,635.00
Total LETPP	\$355,795.00
Total Available	\$1,299,430.00

County	HSGP 60% Baseline, 25% Population, 15% Number of Jurisdictions	Amount for LETPP	Emergency Management Response Teams (from Statewide Shared Programs funding)					Total FY15 Allocation (60/25/15 model)	% of avail funding
			IMAT Stipend	CERT Stipend	RRT Stipend (metro)	DST Stipend	Total FY15 Allocation (60/25/15 model)		
Androscoggin	\$80,515.84	\$22,021.08	\$2,250.00	(metro)			\$82,765.84	5.8%	
Aroostook	\$92,233.42	\$25,225.84	\$1,500.00	\$15,000.00	\$10,000.00		\$120,233.42	8.4%	
Cumberland	\$130,112.12	\$35,585.66	\$3,000.00	\$15,000.00	\$5,000.00		\$154,612.12	10.8%	
Franklin	\$64,447.56	\$17,626.41	\$1,750.00				\$66,197.56	4.6%	
Hancock	\$76,745.64	\$20,989.93	\$1,500.00				\$78,245.64	5.5%	
Kennebec	\$89,797.57	\$24,559.64	\$1,500.00	\$15,000.00	(metro)		\$107,797.57	7.5%	
Knox	\$65,550.01	\$17,927.93	\$2,500.00				\$68,050.01	4.7%	
Lincoln	\$64,601.40	\$17,668.48	\$1,750.00		\$5,000.00		\$71,351.40	5.0%	
Oxford	\$76,970.32	\$21,051.38	\$1,500.00	\$15,000.00			\$93,470.32	6.5%	
Penobscot	\$109,968.12	\$30,076.28	\$750.00	\$7,500.00			\$118,218.12	8.2%	
Piscataquis	\$60,414.20	\$16,523.28					\$60,414.20	4.2%	
Sagadahoc	\$61,249.60	\$16,751.77	\$750.00				\$61,999.60	4.3%	
Somerset	\$74,298.08	\$20,320.52	\$2,250.00		\$5,000.00		\$81,548.08	5.7%	
Waldo	\$68,566.70	\$18,752.99	\$2,500.00		\$5,000.00		\$77,566.70	5.4%	
Washington	\$74,721.04	\$20,436.21	\$1,500.00				\$74,721.04	5.2%	
York	\$109,238.38	\$29,876.70	\$1,500.00		\$5,000.00		\$117,238.38	8.2%	
TOTAL	\$1,299,430.00	\$355,394.11	\$25,000.00	\$67,500.00	\$35,000.00	\$35,000.00	\$1,434,430.00	100.00%	

DRAFT

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

DOUGLAS F. BEAULIEU



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY, NOVEMBER 18, 2015 -
4:30 P.M. - SHERIFF'S OFFICE BUILDING - CONFERENCE ROOM (SECOND FLOOR) -
HOULTON

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. APPROVAL OF MINUTES OF THE NOVEMBER 4, 2015 COUNTY COMMISSIONERS' MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
- A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
 - C) STATE OF MAINE v. LANCE R. AND KATHRYN ELLISON CRIMINAL FORFEITURE.
 - D) EMPLOYEE APPRECIATION CERTIFICATES.
- ART. 6. BIDS:
- A) EMA BUILDING EXPANSION PROJECT.
- ART. 7. CONTRACT:
- A) ONE (1) YEAR (7/1/2015 - 6/30/2016) SNOW REMOVAL CONTRACT WITH OXBOW PLANTATION FOR T9R5 TOWNSHIP.
- ART. 8. APPROVAL OF HEALTH INSURANCE PLAN OFFERINGS FOR 2016.
- ART. 9. APPROVAL OF PERSONNEL POLICY CHANGE.
- ART. 10. COUNTY ADMINISTRATOR'S REPORT:
- A) NORTH LAKES FIRE AND RESCUE SAFETY ENHANCEMENT GRANT.
 - B) VOLUNTEER FIRE ASSISTANCE GRANT APPLICATION.

- C) IMPLEMENTATION OF BODY CAMERAS FOR LAW ENFORCEMENT.
- D) OTHER ITEMS OF INTEREST.

ART. 11. OTHER BUSINESS.

ART. 12. EXECUTIVE SESSION TO DISCUSS COLLECTIVE BARGAINING REGARDING THE TEAMSTERS' UNION.

ART. 13. ADJOURNMENT.

NEXT MEETING

COUNTY COMMISSIONERS' MEETING - WEDNESDAY, DECEMBER 2, 2015 - 4:30 P.M. -
CARIBOU

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY, NOVEMBER 18, 2015 - 4:30 P.M. - SHERIFF'S OFFICE BUILDING - CONFERENCE ROOM (SECOND FLOOR) - HOULTON

PRESENT

Paul J. Adams, Chairperson, County Commissioners
Norman L. Fournier, County Commissioner (Participated by teleconference)
Paul J. Underwood, County Commissioner
Douglas F. Beaulieu, County Administrator
Darrell Crandall, Sheriff
Shawn Gillen, Chief Deputy
Darren Woods, EMA Director
Lisa Woods, Guest
Jesse Belanger, Public Safety Coordinator
Steve Nelson, Attorney

ART. 1. Chairperson Paul J. Adams called the meeting to order at 4:33 p.m.

ART. 3. Approval of agenda.

Chairperson Paul J. Adams advised that two (2) items would be added to Article 5. C) (2) State of Maine v. Brian M. Saunders and E) Ratification of County Commissioners' Last, Best Final Offer dated November 10, 2015 for Teamsters' Union Local 340, Aroostook County Corrections/Dispatch/Cooks Unit.

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to approve the agenda as amended.

VOTE:

Motion voted on and passed.

ART. 2. Public Comment Period.

Attorney Steve Nelson, on behalf of the Aroostook County Bar Association, made a short presentation on the Probate Court. He distributed and explained a staffing analysis he prepared regarding all sixteen (16) Probate Courts in the State of Maine. (Attachment I)

He was there to express concern about delays and backlog with our Probate Office. Specifically, he referenced appointment of personal representatives and how it is taking up to a month to process such appointments. He indicated that, under the previous Register's supervision, such appointments took three (3) to four (4) days. In a couple other registries in the state, these appointments take three (3) to four (4) days. He believes this may boil down to an issue of prioritization and, perhaps, staffing.

He indicated that a part-time position would be helpful from the Bar's perspective.

Chair Paul J. Adams thanked Attorney Nelson for his public comment.

ART. 4. Chairperson Paul J. Adams entertained a motion to approve the minutes of the November 4, 2015 County Commissioners' Meeting.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the November 4, 2015 County Commissioners' Meeting as amended.

VOTE:

Motion voted on and passed.

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

- A) Attendance Record.
- B) Bills and Warrants.
- C) (1) State of Maine v. Lance R. and Kathryn Ellison Criminal Forfeiture.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the Criminal Forfeiture of \$17,815.00 in U.S. Currency, property owned by and seized from Lance R. and Kathryn Ellison, and to authorize the Chair to sign the Approval of Transfer.

VOTE:

Motion voted on and passed.

- (2) State of Maine v. Brian M. Saunders.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the Criminal Forfeiture of \$1,050.74 in U.S. Currency, property owned by and seized from Brian M. Saunders, and to authorize the Chair to sign the Approval of Transfer.

VOTE:

Motion voted on and passed.

- D) Ratification of County Commissioners' Last, Best Final Offer dated November 10, 2015 for Teamsters' Union Local 340, Aroostook County Corrections/Dispatch/Cooks Unit.

County Administrator Doug Beaulieu recommended that the County Commissioners ratify the contract proposal with Teamsters' Union Local 340.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to ratify the County Commissioners' Last, Best Final Offer dated November 10, 2015 for Teamsters' Union Local 340, Aroostook County Corrections/Dispatch/Cooks Unit.

VOTE:

Motion voted on and passed.

ART. 6. Bids:

A) Emergency Management Agency (EMA) Building Expansion.

Bids were received from the following contractors:

Ryan Spooner Carpentry LLC Mapleton, Maine	\$147,000.00
A. E. Siering & Sons New Sweden, Maine	\$166,970.00
PNM Construction, Inc. Presque Isle, Maine	\$158,678.00

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 7. Contract:

A) One (1) year (7/1/2015 - 6/30/2016) Snow Removal Contract with Oxbow Plantation for T9R5 Township.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the one (1) year (7/1/2015 - 6/30/2016) Snow Removal Contract with Oxbow Plantation for T9R5 Township and to authorize the County Administrator to execute the agreement.

VOTE:

Motion voted on and passed.

ART. 8. Approval of Health Insurance Plan offering for 2016.

County Administrator Doug Beaulieu recommended that the County Commissioners approve the health insurance offerings of POS-A Plan, POS-C Plan and PPO-500 Plan for 2016 and beyond, to dovetail with the approval of the 2016 County Budget and the ratification of the Teamsters' contract proposal.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the health insurance plan offerings as recommended by the County Administrator as outlined above.

VOTE:

Motion voted on and passed.

ART. 9. Approval of Personnel Policy Change.

County Administrator Doug Beaulieu recommended that the County Commissioners approve the new language under Section VIII. A. Insurance, Retirement and Other Benefits – (2) Health Insurance, d (1) (new paragraph should read): “Effective on January 1, 2016: (1) All employees selecting POS-A plan will contribute 10% more of their premium, regardless of the type of plan selected (single, family or other). All employees selecting POS-C or PPO-500 plans will contribute to the plan as referenced above in section d”.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the Personnel Policy Change as recommended by the County Administrator as outlined above.

VOTE:

Motion voted on and passed.

ART. 10. County Administrator’s Report:

A) North Lakes Fire and Rescue Safety Enhancement Grant.

County Administrator Doug Beaulieu advised that North Lakes Fire and Rescue received a Safety Enhancement Grant from Maine Municipal Association in an amount not to exceed \$2,000.00 for turnout gear.

B) Volunteer Fire Assistance Grant Application.

County Administrator Doug Beaulieu indicated that a Volunteer Fire Assistance Grant through the Maine Forest Service has been submitted in the amount of \$2,811.70.

C) Implementation of Body Cameras for Law Enforcement.

County Administrator Doug Beaulieu indicated that body cameras are now being utilized in the Sheriff’s Office, Law Enforcement Division. We believe we have a very solid policy in place which should minimize our legal liability. The County Commissioners expressed an interest in having a demonstration of the body cameras at a future County Commissioners’ Meeting.

D) Other Items of Interest.

Commissioner Paul J. Underwood reported on the Risk Pool Meeting he attended earlier in the day, and more specifically, on some claims that are pending before the Risk Pool.

ART. 11. Other business.

None.

ART. 12. Executive Session to discuss a personnel issue.

Paul J. Adams entertained a motion to go into 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.A., §405, sub-section 6, paragraph (A) to discuss a personnel request by the Register of Probate."

VOTE:

Motion voted on and passed.

Upon returning to open session, no action was taken.

ART. 13. Adjournment.

MOTION:

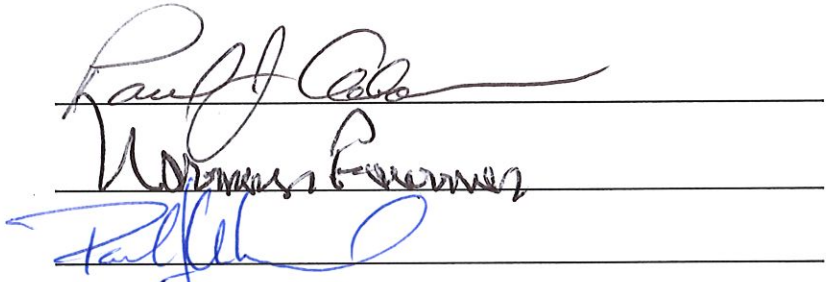
Motion by Norman L. Fournier and seconded by Paul J. Underwood to adjourn the meeting.

Meeting adjourned at 5:45 p.m.

ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator



AROOSTOOK COUNTY COMMISSIONERS
DATE: November 18, 2015

ATTACHMENT I

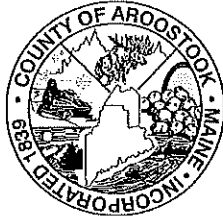
COUNTY	FULL TIME EMPLOYEES	PART TIME EMPLOYEES	# OF NEW DOCKETS*
Androscoggin	1	2	Data not available
Piscataquis	1 (register)	1 (clerk)	131
Franklin	2 (register and deputy)	1 (historical scanning)	182
Sagadahoc	2	1	215
Washington	2	1	244
Waldo	3	0	312
Knox	2 (one is the register)	1	323
Somerset	3	0	344
Lincoln	2 (register and deputy)	1 (clerk)	350
Aroostook	2 (register and deputy)	0	389
Hancock	2 (register and deputy)	1 (clerk)	401
Oxford	3 (one is the register)	0	418
Penobscot	5 (one is the register and one is the deputy)	0	881
York	5 (one is the register and one is the deputy)	1	1,059
Kennebec	5 (one is the register)	1	1,098
Cumberland	6 (register, deputy register, legal secretary, & 3 clerks)	0	1,851

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

DOUGLAS F. BEAULIEU



AGENDA

COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY, DECEMBER 2, 2015 - 4:30 P.M. -
ADMINISTRATIVE HEARING ROOM - CARIBOU COURTHOUSE

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. APPROVAL OF MINUTES OF THE NOVEMBER 18, 2015 COUNTY COMMISSIONERS' MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
 - A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
- ART. 6. REVIEW OF GENERAL FUND AND UNORGANIZED TERRITORY AUDITS. (Giselle MacDonald, Felch and Company)
- ART. 7. BIDS:
 - A) THREE (3) 2016 FORD INTERCEPTOR SUV's.
- ART. 8. APPROVAL OF PERSONNEL POLICY CHANGE.
- ART. 9. COUNTY ADMINISTRATOR'S REPORT:
 - A) EMA OVERSIGHT ORGANIZATIONAL CHART.
 - B) SCHEDULING OF TAX ABATEMENT HEARING.
 - C) TRANSFER OF CAPITAL FUNDS INTO OPERATIONAL ACCOUNT.
 - D) OTHER ITEMS OF INTEREST.
- ART. 10. OTHER BUSINESS.
- ART. 11. EXECUTIVE SESSION TO DISCUSS A PERSONNEL ISSUE.
- ART. 12. ADJOURNMENT.

NEXT MEETING

COUNTY COMMISSIONERS' MEETING - WEDNESDAY, DECEMBER 16, 2015 - 4:30 P.M. - HOULTON

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, DECEMBER 2, 2015 - 5:30 P.M. -
CARIBOU COURTHOUSE, ADMINISTRATIVE HEARING ROOM - CARIBOU**

PRESENT

Paul J. Adams, Chairperson, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Douglas F. Beaulieu, County Administrator
Darrell Crandall, Sheriff
Darren Woods, EMA Director
Giselle MacDonald, Felch and Company

ART. 1. Chairperson Paul J. Adams called the meeting to order at 4:35 p.m.

ART. 2. Public Comment Period.

There was no public comment.

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 Paul J. Adams 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 November 18, 2015 County Commissioners' Meeting.

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to approve the minutes of the November 18, 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.

ART. 6. Review of General Fund and Unorganized Territory Fund Audits. (Giselle MacDonald, Felch and Company)

Giselle MacDonald, representing Felch and Company, advised that the County received a “clean opinion” on the General Fund Audit and reviewed the following items:

- Schedule 1 (Budgetary Comparison);
- State of Activities for year ending 12/31/2014;
- Exhibit A (Statement of New Position);
- Control deficiency – separation of duties.

Ms. MacDonald also advised that the County received a “clean opinion” on the Unorganized Territory Fund Audit and reviewed the following:

- Schedule 1 (Budgetary Comparison);
- Exhibit B (Statement of Activities);
- Exhibit A (Statement of New Position).

Chair Paul J. Adams thanked Ms. MacDonald for attending the meeting and reviewing the audits with the County Commissioners.

ART. 7. Bids:

- A) Three (3) 2016 Ford Interceptor SUV’s.

Bids were received from the following dealers:

Pelletier Ford Fort Kent, Maine	\$27,350.00 each
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York’s of Houlton Houlton, Maine	\$27,501.00 each
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Griffeth’s Ford Lincoln Caribou, Maine	\$27,500.00 each
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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 apparent low bidder who adheres to the bid specifications.

VOTE:

Motion voted on and passed.

ART. 8. Approval of Personnel Policy Change.

County Administrator Doug Beaulieu recommended that the County Commissioners approve changes to the vacation accrual rates based on the same numeric variable that was agreed to with the Teamsters’ Union as highlighted in Attachment I, which is appended to the meeting minutes.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the Personnel Policy changes as recommended by the County Administrator and highlighted in Attachment I.

VOTE:

Motion voted on and passed.

ART. 9. County Administrator's Report:

A) EMA Oversight Organizational Chart.

County Administrator Doug Beaulieu reviewed the EMA Oversight Organizational Chart with the County Commissioners. EMA Director Darren Woods explained the chart in more detail with the County Commissioners.

B) Scheduling of Tax Abatement Hearing.

A tax abatement hearing is scheduled for Tuesday, December 15, 2015 at noon in Caribou.

C) Transfer of Capital Funds into Operational Account.

County Administrator Doug Beaulieu recommended that the County Commissioners approve transferring \$10,000.00 from 1070 Capital Account to 1070 Operational Account (under Staff Support), bringing the total available to \$20,000.00 for that line item.

In addition, he recommended transferring \$5,000.00 from 1070 Capital Account to 1020 Capital Account under the designation of Match Grant Funds. The County Administrator reminded the County Commissioners that the amount of capital being transferred from 1070 was not the money that was requested by the Register of Probate.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to transfer the funds as recommended by the County Administrator as outlined above.

VOTE:

Motion voted on and passed.

D) Other Items of Interest.

1) EMA Building Expansion Project.

The expansion project bid was awarded to Ryan Spooner, LLC, in the amount of \$147,000.00.

In reviewing the expansion project funding, there will be enough money to meet this contractual obligation.

ART. 10. Other Business.

None.

ART. 11. Executive Session to discuss personnel issues.

Paul J. Adams entertained a motion to go into executive session.

MOTION:

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

“I move we go into executive session pursuant to Title 1, M.R.S.A., §405, sub-section 6, paragraph (A) to discuss a personnel matter concerning the Registry of Deeds (South) and also to evaluate legal advice concerning a request made by the Register of Probate.”

VOTE:

Motion voted on and passed.

Upon returning to public session, the following motions were made:

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve leave without pay for Susan McAfee from December 2, 2015 to January 1, 2016 and to require her to pay 20% of her health insurance benefit during this period.

VOTE:

Motion voted on and passed.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve Darleen Guy's request to be compensated at Grade Level 4, Step 9, effective December 2, 2015.

VOTE:

Motion voted on and passed.

ART. 12 Adjournment.

MOTION:


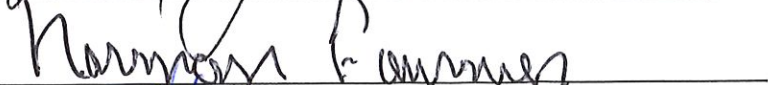
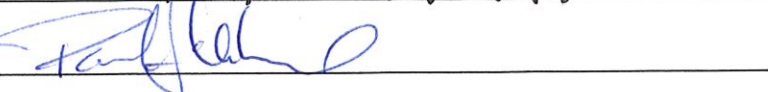
Motion by Paul J. Underwood and seconded by Norman L. Fourier to adjourn the meeting.

Meeting adjourned at 6:00 p.m.

ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator

AROOSTOOK COUNTY COMMISSIONERS
DATE: December 2, 2015

VII. EMPLOYEE BENEFITS

A. Annual Leave

- 1 Annual leave for all full-time employees and full-time elected officials will be calculated from the date of initial employment, but will only be earned after the successful completion of that employee's probationary period. All regularly scheduled, part-time employees, not on-call, working 30 hours or more per week, will be eligible for fringe benefits, on a pro-rated basis, according to the number of hours worked. After either the successful completion of the probationary period or after six (6) months of employment, whichever is later, an employee may use accrued leave.
- 2 All full-time employees and full-time elected officials will accrue annual paid leave at the following rate:
 - a. From 1- 5 years of service, 1.848 hours accrued per week.
 - b. After 5- 10 years of service, 2.308 hours accrued per week.
 - c. After 10 - 15 years of service, 2.772 hours accrued per week.
 - d. After 15 - 20 years of service, ~~3.232~~ 3.385 hours accrued per week.
 - e. After 20 - 25 years of service, ~~3.692~~ 3.693 hours accrued per week.
 - f. After 25 years of service, 4.156 hours accrued per week.
- 3 Annual leave may not be taken unless it has been earned and accrued as defined in this manual. Leave will accrue on a weekly basis.
- 4 While vacation leaves are granted with the intent of permitting an employee the opportunity to be away from the job, they must at the same time be approved by the Department Head so as not to interfere with normal Aroostook County Government operations. In cases of duplicate or conflicting vacation time in the same department, the senior person's choice may be honored provided that normal Aroostook County Government operations are not compromised. The department head will make the final decision.

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

DOUGLAS F. BEAULIEU



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, DECEMBER 16, 2015 – 12:00 NOON -
REGISTRY OF DEEDS BUILDING - CONFERENCE ROOM (FIRST FLOOR) - FORT KENT

- ART. 1. CALL TO ORDER.
- ART. 2. APPROVAL OF AGENDA.
- ART. 3. PUBLIC COMMENT PERIOD.
- ART. 4. APPROVAL OF MINUTES OF THE DECEMBER 2, 2015 COUNTY COMMISSIONERS' MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
 - A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
- ART. 6. CONTRACT:
 - A) ONE (1) YEAR (7/1/2015- 6/30/2016) SNOW REMOVAL CONTRACT FOR T17R4 (SHORE ROAD) WITH BABIN CONSTRUCTION.
- ART. 7. APPROVAL OF ONE PART-TIME JAIL COOK.
- ART. 8. APPROVAL OF ONE (1) AROOSTOOK COUNTY ACTION PROGRAM (ACAP) PUBLIC SECTOR APPOINTMENT.
- ART. 9. COUNTY ADMINISTRATOR'S REPORT:
 - A) VEHICLE BID RESULTS.
 - B) MCCA/RISK POOL MEETING UPDATE.
 - C) MAINE MUNICIPAL EMPLOYEES HEALTH TRUST (MMEHT) HEALTH CLAIMS EXPERIENCE REPORT.
 - D) MAINE MUNICIPAL EMPLOYEES HEALTH TRUST (MMEHT) HEALTH 2016 RATE SCHEDULE.
 - E) MAINE PUBLIC EMPLOYEES RETIREMENT SYSTEM (MPERS) RATES.
 - F) JAIL OPERATIONS FUND AUDIT.
 - G) OTHER ITEMS OF INTEREST.
- ART. 10. OTHER BUSINESS.

ART. 11. EXECUTIVE SESSION TO DISCUSS A PERSONNEL ISSUE.

ART. 12. ADJOURNMENT.

NEXT MEETING

COUNTY COMMISSIONERS' ORGANIZATIONAL MEETING - TUESDAY - JANUARY 5, 2016 - 4:30 P.M. –
HOULTON – FIRST FLOOR – SHERIFF'S OFFICE TRAINING ROOM

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING -WEDNESDAY - DECEMBER 16, 2015 –
12:00 NOON - REGISTRY OF DEEDS OFFICE - CONFERENCE ROOM (FIRST FLOOR) - FORT
KENT**

PRESENT

Paul J. Adams, Chairperson, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Douglas F. Beaulieu, County Administrator
Bryan Jandreau, Facilities Manager
Paul Bernier, Public Works Director

ART. 1. Chairperson Paul J. Adams called the meeting to order at 12:00 noon.

ART. 2. 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. 3. Public Comment Period.

There was no public comment.

ART. 4. Approval of minutes of the December 2, 2015 County Commissioners' Meeting.

Chairperson Paul J. Adams entertained a motion to approve the minutes of the December 2, 2015 County Commissioners' Meeting.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the December 2, 2015 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. Contract:

- A) One (1) year (7/1/2015 - 6/30/2016) Snow Removal Contract for T17R4 (Shore Road) with Babin Construction.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve a one (1) year (7/1/2015 - 6/30/2016) Snow Removal Contract for T17R4 (Shore Road) with Babin Construction.

After a short discussion, County Administrator Doug Beaulieu recommended that the County Commissioners table this item until the next County Commissioners' Meeting on January 5, 2016.

Commissioner Paul J. Underwood withdrew his motion and made the following motion:

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to table this item until the January 5, 2016 County Commissioners' Meeting in Houlton.

VOTE:

Motion voted on and passed.

ART. 7. Approval of one (1) part-time jail cook.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to hire Donna Primiani of Houlton as part-time jail cook.

VOTE:

Motion voted on and passed.

ART. 8. Approval of one (1) Aroostook County Action Program (ACAP) Public Sector Appointment.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the appointment of David Morin of Madawaska to serve a one (1) year term on the ACAP Board of Directors.

VOTE:

Motion voted on and passed.

ART. 9. County Administrator's Report:

- A) Vehicle Bid.

County Administrator Doug Beaulieu advised that Pelletier Ford was awarded the bid for three (3) SUVs at a price of \$27,350.00 for each unit.

B) MCCA/Risk Pool Meeting Update.

Risk Pool Meeting – Commissioner Norman L. Fournier reported that the Risk Pool reinsurance renewal will likely increase 3% for 2016; the County of Aroostook’s Risk Pool assessment for 2016 will increase by 1.59% from \$89,913 to \$91,361; seven (7) claims were set-up last month and seven (7) claims were closed; currently there are sixty-eight (68) outstanding claims; and, finally, the Risk Pool received an update on the Probate situation in York County.

MCCA Meeting – Commissioner Norman L. Fournier advised that a staff member from Senator Angus King’s Office was present to discuss WOTUS; MCCA awarded the audit bid to Ron Beaulieu of Portland; an update was provided on some of the major amendments being considered at MCCA’s Annual Meeting next month; there will be no increase in MCCA dues for 2016; and, finally, MCCA had a discussion on the District Attorney’s Restitution Account.

C) Maine Municipal Employees Health Trust (MMEHT) Health Claims Experience Report.

County Administrator Doug Beaulieu advised that the MMEHT Health Claims Experience Report loss ratio for the first three quarters of 2015 is 62%.

D) Maine Municipal Employees Health Trust (MMEHT) Health 2016 Rate Schedule.

County Administrator Doug Beaulieu reviewed the 2016 health rate schedule with the County Commissioners, which was included in their meeting packet.

E) Maine Public Employees Retirement System (MPERS) Rates.

County Administrator Doug Beaulieu advised that in the second half of 2016 that System rates will be increasing for both the employer and employees.

F) Jail Operations Audit.

County Administrator Doug Beaulieu provided a brief overview of the Jail Operations Fund Audit advising that the County received a “clean” opinion. He also indicated that he was considering folding the Jail Fund Budget into the General Fund Budget during the 2017 budget process.

G) Other Items of Interest.

1. Christmas Eve.

County Administrator Doug Beaulieu advised that Governor LePage is giving Executive Branch employees the day off before Christmas (December 24th). He is recommending that the County Commissioners follow his lead.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the closure of all County Administrative Offices on December 24, 2015 in observance of the Christmas Holiday.

VOTE:

Motion voted on and passed

ART. 10. Other Business.

Commissioner Paul J. Underwood advised that the Land Use Planning Commission (LUPC) has posted proposed rezoning rules regarding business districts in the Unorganized Territory of Aroostook County.

ART. 11. Executive Session.

Chair Paul J. Adams entertained a motion to go into executive session.

MOTION:

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

"I move we go into executive session pursuant to Title 1, M.R.S.A., §405, sub-section 6, paragraph (A) to discuss a personnel matter relating to the Office of County Commissioners."

VOTE:

Motion voted on and passed.

Upon returning to open session, no action was taken.

ART. 12. Adjournment.

MOTION:

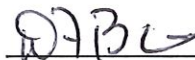
Motion by Paul J. Underwood and seconded by Norman L. Fournier to adjourn the meeting.

VOTE:

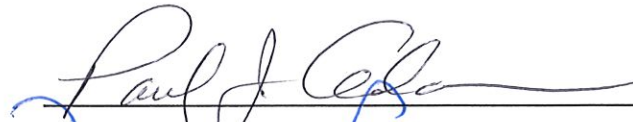
Motion voted on and passed.


The meeting adjourned at 1:20 p.m.


ATTEST: A True Copy
of Commissioners' Meeting



Douglas F. Beaulieu
County Administrator







AROOSTOOK COUNTY COMMISSIONERS
DATE: December 16, 2015