

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' ORGANIZATIONAL MEETING - TUESDAY,
JANUARY 2, 2018 – 1:00 P.M. - **SHERIFF'S OFFICE BUILDING – CONFERENCE ROOM -
(SECOND FLOOR) - HOULTON**

ART. 1. CALL TO ORDER.

ART. 2. PUBLIC COMMENT PERIOD.

ART. 3. ELECTION OF OFFICERS FOR 2018:

- A) CHAIR, BOARD OF COUNTY COMMISSIONERS.
- B) CHIEF ELECTED OFFICIAL, WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA).

ART. 4. APPROVAL OF AGENDA.

ART. 5. APPROVAL OF MINUTES OF THE DECEMBER 20, 2017 COUNTY COMMISSIONERS' MEETING.

ART. 6. OTHER ITEMS FOR APPROVAL AND SIGNATURES:

- A) ATTENDANCE RECORD.
- B) BILLS AND WARRANTS.

ART. 7. CONTRACTS:

- A) DISPATCH SERVICE AGREEMENT RENEWAL TOWN OF SINCLAIR/CROSS LAKE.
- B) FIRE PROTECTION INTERLOCAL AGREEMENT WITH CITY OF CARIBOU FOR CONNOR TOWNSHIP.
- C) AMBULANCE SERVICE AGREEMENT WITH CITY OF CARIBOU FOR MADAWASKA LAKE (T16R4).

ART. 8. SPECIAL REVENUE (GRANTS) REPORT UPDATE. (ANNE-MARIE MARQUIS)

ART. 9. COUNTY COMMISSIONERS' REPORT:

- A) ITEMS OF INTEREST.

ART. 10. COUNTY ADMINISTRATOR'S REPORT:

- A) EMA MAP BID RESULTS.
- B) OTHER ITEMS OF INTEREST.

ART. 11. OTHER BUSINESS.

ART. 12. EXECUTIVE SESSION PURSUANT TO TITLE 1, M. R. S. A. §405 (6) (A) TO DISCUSS:

- A) ADHOC COMMITTEE UPDATE.

ART. 13. ADJOURNMENT.

NEXT MEETING

COUNTY COMMISSIONERS' MEETING – WEDNESDAY – FEBRUARY 21, 2018 – 1:00 P.M. – FORT KENT

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' ORGANIZATIONAL MEETING – TUESDAY,
JANUARY 2, 2018 – 1:00 P.M. - SHERIFF'S OFFICE BUILDING – CONFERENCE ROOM
(SECOND FLOOR), HOULTON**

PRESENT

Paul J. Adams, Chair, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Ryan D. Pelletier, County Administrator
Shawn Gillen, Chief Deputy
Paul Bernier, Public Works Director
Bryan Jandreau, Facilities and IT Director
Anne-Marie Marquis, Financial Analyst
Christina Theriault, Human Resources Director
Sherrill Campbell, Executive Assistant

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

ART. 2. Public Comment Period.

There was no public comment.

ART. 3. Election of Officers for 2018:

A) Chair, Board of County Commissioners.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to elect Paul J. Adams as the Chair of the Aroostook Board of County Commissioners for 2018.

VOTE:

Motion voted on and passed.

B) Chief Elected Official, Workforce Innovation and Opportunity Act (WIOA).

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to elect Norman L. Fournier as the Chief Elected Official of the Workforce Innovation and Opportunity Act Program for Aroostook County.

After discussion the above motion was rescinded and the following motion was made.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to elect Paul J. Underwood as the Chief Elected Official of the Workforce Innovation and Opportunity Act Program for Aroostook County.

VOTE:

Motion voted on and passed.

ART. 4. Approval of agenda.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve the agenda.

VOTE:

Motion voted on and passed.

ART. 5. Minutes.

Chair Paul J. Adams entertained a motion to approve the minutes of the December 20, 2017 County Commissioners' Meeting.

Commissioner Paul J. Underwood asked that the minutes be amended. ART. 13. A) should read that Commissioner Underwood did not endorse spending FY 2018 budget money in FY 2017 and opposed the motion, in regards to awarding the bid for law enforcement vehicles.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the December 20, 2017 County Commissioners' Meeting as amended.

VOTE:

Motion voted on and passed.

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

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

ART. 7. Contracts:

- A) Dispatch Service Agreement renewal for the Town of Sinclair/Cross Lake.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the Dispatch Service Agreement renewal for the Town of Sinclair/Cross Lake.

VOTE:

Motion voted on and passed.

- B) Fire Protection Interlocal Agreement with the City of Caribou for Connor Township.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the Fire Protection Interlocal Agreement with the City of Caribou for Connor Township.

VOTE:

Motion voted on and passed.

- C) Ambulance Service Agreement with City of Caribou for Madawaska Lake (T16R4).

MOTION:

Paul J. Underwood and seconded by Norman L. Fournier to approve the Ambulance Service Agreement with City of Caribou for Madawaska Lake (T16R4).

VOTE:

Motion voted on and passed.

ART. 8. Special Revenue (Grants) Report Update.

Financial Analyst Anne-Marie Marquis was in attendance and made a presentation to satisfy recommendations that Tim Poitras, CPA, of Chester M. Kearney made during the 2017 audited fund balance review. A separate report will now be included in the monthly financials.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the new Grant Revenue account as presented by the Financial Analyst with the understanding that if new grants are added that the County Commissioners be notified and that a monthly report of such accounts will be included in the financials sent to the Commissioners.

VOTE:

Motion voted on and passed.

ART. 9. County Commissioners' Report.

- A) Items of interest.

The next meeting of the MCCA will be the annual meeting held on January 10, 2018 in Augusta.

ART. 10. County Administrator's Report:

A) EMA map printer bid results.

County Administrator Ryan D. Pelletier requested that County Qwik Print bid of \$5,995.00 be accepted for the EMA map printer.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to accept the bid from County Qwik Print of \$5,995.00 for the EMA map printer.

VOTE:

Motion voted on and passed.

B) Other items of interest.

None.

ART. 11. Other items of interest.

None

ART. 12. 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(6)(A) to discuss the Adhoc Committee update."

VOTE:

Motion voted on and passed

Upon return to open session there was no action taken.

ART. 13. Adjournment.

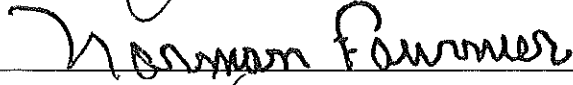
Motion by Paul J. Underwood and seconded by Norman L. Fournier to adjourn the meeting.

Meeting adjourned at 2:50 p.m.

ATTEST: A True Copy
of Commissioners' Meeting



Ryan D. Pelletier
County Administrator



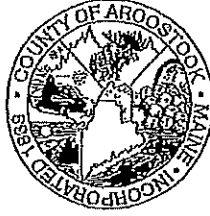
AROOSTOOK COUNTY COMMISSIONERS
DATE: January 2, 2018

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY - FEBRUARY 21, 2018 - 1:00 P.M. - REGISTRY OF DEEDS BUILDING - CONFERENCE ROOM (FIRST FLOOR) - FORT KENT

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. APPROVAL OF MINUTES OF THE JANUARY 2, 2018 COUNTY COMMISSIONERS' MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
 - A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
 - C) AMBULANCE SERVICE AGREEMENT CITY OF CARIBOU FOR CONNOR TOWNSHIP.
 - D) LAW ENFORCEMENT CONTRACT.
- ART. 6. 2018 COUNTY TAX, DUE DATE AND INTEREST ON DELINQUENT TAXES.
- ART. 7. APPROVAL OF TWO DEPUTY SHERIFF COMMISSIONS. (Chief Deputy Shawn Gillen)
- ART. 8. APPROVAL OF PART-TIME DISPATCHER. (Chief Deputy Shawn Gillen)
- ART. 9. APPROVAL OF DEPUTY PROBATE POSITION CANDIDATE. (Christina Theriault)
- ART. 10. COUNTY COMMISSIONERS' REPORT:
 - A) MCCA/RISK POOL UPDATE.
 - B) LEGISLATIVE UPDATE.
 - C) OTHER ITEMS OF INTEREST.
- ART. 11. COUNTY ADMINISTRATOR'S REPORT:

- A) PAYROLL POLICY CHANGE – PAYROLL RELEASE.
- B) AROOSTOOK COUNTY ACCOUNTING AND FINANCIAL PRACTICES POLICY AMENDMENT. (Purchasing Proposal)
- C) USE OF UNDESIGNATED FUND BALANCE.
- D) SCHEDULING OF TAX ABATEMENT HEARING.
- E) DA VEHICLE BID AWARD.
- F) BELLEAU PRESENTATION ON OPIOD EPIDEMIC IN MARCH.
- G) REGIONAL EFFICIENCY GRANT INFORMATION.

ART. 12. OTHER BUSINESS.

ART. 13. EXECUTIVE SESSION PURSUANT TO TITLE 1 §405 (6) (A) AND TITLE 1 §405 (6) (D) TO DISCUSS:

- 1) UPDATE BY ADHOC ADMINISTRATIVE COMMITTEE.

ART. 14. ADJOURNMENT.

NEXT MEETING:

COUNTY COMMISSIONERS' MEETING - WEDNESDAY – MARCH 21, 2018 – 1:00 P.M. –
ADMINISTRATIVE HEARING ROOM - CARIBOU COURTHOUSE OFFICE BUILDING – CARIBOU

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, FEBRUARY 21,
2018 - 1:00 P.M. - REGISTRY OF DEEDS BUILDING – CONFERENCE ROOM (FIRST
FLOOR), FORT KENT**

PRESENT

Paul J. Adams, Chair, County Commissioners
Norman L. Fournier, County Commissioner (by teleconference)
Paul J. Underwood, County Commissioner (tardy, entered at 1:20 p.m. - just before Article 10)
Ryan D. Pelletier, County Administrator
Shawn Gillen, Chief Deputy
Paul Bernier, Public Works Director
Bryan Jandreau, Facilities and IT Director
Anne-Marie Marquis, Financial Analyst
Christina Theriault, Human Resources Director
Captain Terry “Joe” McKenna
Don Eno, St. John Valley Times
Sherrill Campbell, Executive Assistant

ART. 1. Chair Paul J. Adams called the meeting to order at 1:03 p.m.

ART. 2. Public Comment Period.

There was no public comment.

ART. 3. Chairperson Paul J. Adams entertained a motion for the approval of 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. Minutes.

Chairperson Paul J. Adams entertained a motion to approve the minutes of the January 2, 2018 County Commissioners' Organizational Meeting.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve the minutes of the January 2, 2018 County Commissioners' Organizational Meeting.

VOTE:

Motion voted on and passed.

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

- A) Attendance Record.
- B) Bills and Warrants.
- C) Ambulance Services Agreement with the City of Caribou for Connor Township.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve the ambulance services agreement with the City of Caribou for Connor Township.

VOTE:

Motion voted on and passed.

- D) Law Enforcement Contract.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve the Law Enforcement Contract as presented.

VOTE:

Motion voted on and passed.

ART. 6. 2018 county tax, due date and interest on delinquent taxes.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve the 2018 county tax, with a due date of September 1, 2018 and an interest rate of 8% on delinquent taxes.

VOTE:

Motion voted on and passed.

ART. 7. Approval of two Deputy Sheriff Commissions.

In the absence of Sheriff Darrell Crandall, Chief Deputy Shawn Gillen recommended renewal of Deputy Sheriff Commissions for Deputy Corey Saucier and Deputy Kenna Prue.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve Chief Deputy Shawn Gillen's recommendation of renewal of Deputy Sheriff Commissions for Deputy Corey Saucier and Deputy Kenna Prue.

VOTE:

Motion voted on and passed.

ART. 8. Approval of part-time Dispatcher.

In the absence of Sheriff Darrell Crandall, Chief Deputy Shawn Gillen recommended approval of Jamie Lynn Heath of Houlton, for the position of part-time Dispatcher.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve Chief Deputy Shawn Gillen's recommendation of Jamie Lynn Heath of Houlton, for the position of part-time Dispatcher.

VOTE:

Motion voted on and passed.

ART. 9. Approval of Deputy Register.

On behalf of Darleen Guy, Register of Probate, Christina Theriault, Human Resources Director recommended approval of Bonnie Folsom of Houlton, for the position of Deputy Register.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve Bonnie Folsom of Houlton, for the position of Deputy Register.

VOTE:

Motion voted on and passed.

ART. 10. County Commissioners' Report.

A) MCCA/ Risk Pool update.

Risk Pool. County Administrator Ryan D. Pelletier and Paul J. Underwood attended the Legislative Breakfast and the Risk Pool meeting. The County Jails were the focus of discussion. All who attended were supportive of the Jail issues. There have been 18 new claims opened since the start of the year. Most were auto accidents. There will be a focus in 2018 for educational training.

MCCA. Commissioner Paul J. Underwood stated that the MCCA meeting was brief due in part to the Legislative Breakfast. There was a meeting in Cumberland to discuss jail funding. The March meeting will be held in Biddeford at the Pepperell Mill Campus.

B) Legislative Update.

None.

C) Other Items of Interest.

Commissioner Paul J. Underwood reported that the Presque Isle City Council has chosen United Airlines to be the new regional carrier at the Northern Maine Regional Airport. The decision still has to be approved by the US Department of Transportation. USDOT will meet in March to make the final decision. The current carrier is Penn Air with a contract in place until late June.

Commissioner Paul J. Underwood also reported that he attended the LWIB meeting on February 5, 2018. It was reported there that there is still a struggle with funding.

ART. 11. County Administrators Report.

A) Payroll policy amendment.

County Administrator Ryan D. Pelletier presented a change to the payroll policy. The new policy includes a statement regarding processing of manual checks.

MOTION:

Motion made by Norman L. Fournier and seconded by Paul Adams to approve the policy change as presented by County Administrator Ryan D. Pelletier.

VOTE:

Motion voted on and passed.

B) Aroostook County Accounting and Financial Practices Policy amendment.

County Administrator Ryan D. Pelletier presented a memo from Chief Darren Woods, EMA Director. Chief Woods is recommending a change to the Accounting and Financial Practices Purchasing Agreement Policy. The change in wording would allow bids to be placed on used equipment by the County Administrator. This practice has saved considerable money in the past but there is nothing in the policy that currently authorizes such purchases.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the amendment made as proposed by Chief Darren Woods, EMA Director.

VOTE:

Motion voted on and passed.

C) Use of undesignated fund balance.

County Administrator Ryan D. Pelletier presented a memo sent to the County Commissioners regarding his proposal to redirect and recapitalize some of the capital

reserve curtailments that were made during the development of the FY 2018 budget and to establish a Capital Reserve Fund for Economic Development and Advocacy.

MOTION:

Motion made by Paul J. Underwood to table this item until notice can be sent to the Finance Committee. After discussion that motion was withdrawn. A motion was made by Commissioner Paul J. Underwood and seconded by Commissioner Norman L. Fournier to have County Administrator Ryan D. Pelletier prepare a memo and send it to the Finance Committee members with detailed explanation of the proposed use of undesignated fund balance, and report comments back to the County Commissioners.

VOTE:

Motion voted on and passed.

D) Scheduling of tax abatement hearings.

Ryan D. Pelletier presented applications for tax abatement from two homeowners. A date of March 26th or 27th was proposed for the parties to be heard.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to set up tax abatement hearings for two property owners on March 26th or March 27th, whichever date is the most convenient.

VOTE:

Motion voted on and passed.

E) DA vehicle bid award.

County Administrator Ryan D. Pelletier presented the two bids received for the DA Vehicle. The bids received would require \$3,000.00 to come out of the contingency fund.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to authorize the bid to the lowest bidder, York's' of Houlton, with a bid of \$26,317.57.

VOTE:

Motion voted on and passed.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve \$3,000.00 to come from the contingency fund for the purchase of the DA vehicle.

VOTE:

Motion voted on and passed.

F) Belleau presentation on opioid epidemic in March.

Commissioner Fournier reported that at the annual MCCA meeting Attorney Belleau made an informative presentation on the opioid epidemic. County Administrator Ryan D. Pelletier suggested that a presentation be made in the County of Aroostook and that municipalities be invited to attend. An informational presentation will be scheduled on March 21, 2018 and an invitation will be extended to municipalities, if determined to be feasible.

G) Regional Efficiency Grant information.

County Administrator Ryan D. Pelletier stated that the AMA has an item on its' upcoming meeting agenda to discuss a partnership for costs relating to municipal tax assessing and code enforcement. County Administrator Pelletier has initiated a survey to local municipalities to determine their assessing and code enforcement costs. County Administrator Pelletier discussed the importance of cost sharing in the future and suggested that increased conversation needs to take place between the towns and cities and the County to determine how this can be accomplished. A meeting between County Administrator Pelletier and municipalities will take place on February 28, 2018 and an update on findings from that meeting will be on the agenda for the March County Commissioners' meeting.

ART. 11. Other Business.

County Commissioner Paul J. Underwood stated he would like to see a formal vote take place regarding the appointment of a part-time Deputy Probate position that was recently filled.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve Darcy Merry for the position of part-time Deputy Probate.

VOTE:

Motion voted on and passed.

ART. 12. 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(6)(A) to discuss the Ad hoc committee update."

VOTE:

Motion voted on and passed

MOTION:

Upon return to open session the following motion was made by Norman L. Fournier and seconded by Paul J. Adams:

“I move to authorize the County Administrator to implement the recommendations of the Ad hoc committee report regarding the Aroostook County Commissioners’ Office.”

Namely, the County Administrator will implement the creation of a Deputy County Administrator/Finance Director position and eliminate the position of Financial Analyst due to the lack of adequate funding for two positions, and a determination that there is sufficient overlap between the functions of the two positions to allow a single position to perform all functions.

In addition, the County Commissioners will seek County voter approval to amend the Aroostook County Charter to allow for an appointed County Treasurer position and seek approval to eliminate the elected County Treasurer position as is allowed under MRSA Title 30-A §156. All other recommendations are to be implemented by the County Administrator by reference in the ad hoc committee report, a copy of which is on file with the Aroostook County Commissioners’ Office.

VOTE:

Motion voted on with two (2) Commissioners in favor (Fournier and Adams) and one (1) Commissioner opposed (Underwood).

ART. 13. Adjournment.

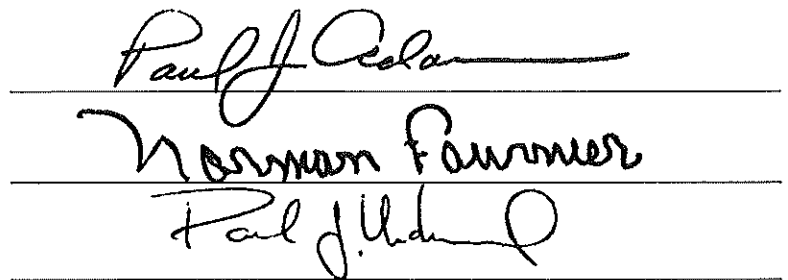
Motion by Paul J. Underwood and seconded by Norman L. Fournier to adjourn the meeting.

Meeting adjourned at 2:35 p.m.

ATTEST: A True Copy
of Commissioners’ Meeting



Ryan D. Pelletier
County Administrator



AROOSTOOK COUNTY COMMISSIONERS
DATE: February 21, 2018

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLEHER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY - MARCH 21, 2018 - 1:00 P.M. -
ADMINISTRATIVE HEARING ROOM - CARIBOU COURTHOUSE - CARIBOU

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. APPROVAL OF MINUTES OF THE FEBRUARY 21, 2018 COUNTY COMMISSIONERS' MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
 - A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
 - C) TAX ANTICIPATION NOTE.
 - D) MDOT CONSTRUCTION OVERLOAD PERMIT.
- ART. 6. PRESENTATION OF AROOSTOOK COUNTY SPIRIT OF AMERICA AWARD.
- ART. 7. EXECUTIVE SESSION PURSUANT TO TITLE 1, M.R.S.A. §405 (6)(E).
- ART. 8. PERSONALLY IDENTIFIABLE INFORMATION (PII) POLICY ADOPTION. (ANNE-MARIE MARQUIS)
- ART. 9. SURPLUS VEHICLE BIDS. (SHERIFF'S OFFICE)
- ART. 10. INTERNET, ELAN AND HOSTED PHONE SERVICES RFP. (BRYAN JANDREAU)
- ART. 11. COUNTY COMMISSIONERS' REPORT:
 - A) MCAA/RISK POOL UPDATE. (COMMISSIONER NORMAN L. FOURNIER)
 - B) LEGISLATIVE UPDATE.
 - C) OTHER ITEMS OF INTEREST.

ART. 12. COUNTY ADMINISTRATOR'S REPORT:

- A) UPDATE ON COUNTY TREASURER POSITION.
- B) RECREATIONAL MARIJUANA UPDATE FOR THE UNORGANIZED TERRITORIES.
- C) RATIFICATION OF UNDESIGNATED FUND BALANCE TRANSFER.

ART. 13. OTHER BUSINESS.

ART. 14. EXECUTIVE SESSION PURSUANT TO TITLE 1, M.R.S.A. §405 (6)(C).

ART. 15. ADJOURNMENT.

NEXT MEETINGS:

TAX ABATEMENT MEETING (2) – TUESDAY MARCH 27, 2018 – 10:00 A.M. – ADMINISTRATIVE HEARING ROOM – CARIBOU COURTHOUSE CARIBOU

COUNTY COMMISSIONERS' MEETING – WEDNESDAY – APRIL 18, 2018 – 1:00 P.M. – SHERIFF'S OFFICE BUILDING – CONFERENCE ROOM (SECOND FLOOR) - HOULTON

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, MARCH 21, 2018 -
1:00 P.M. – ADMINISTRATIVE HEARING ROOM – CARIBOU COURTHOUSE - CARIBOU**

PRESENT

Paul J. Adams, Chair, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Ryan D. Pelletier, County Administrator
Shawn Gillen, Chief Deputy
Paul Bernier, Public Works Director
Bryan Jandreau, Facilities and IT Director
Anne-Marie Marquis, Financial Analyst
Robert Sowers, Oak Leaf Systems
Adam Lee, Esq.
Sherrill Campbell, Executive Assistant

ART. 1. Chair Paul J. Adams called the meeting to order at 1:14 p.m.

ART. 2. Public Comment Period.

There was no public comment.

ART. 3. Chairperson Paul J. Adams entertained a motion for the approval of the agenda.

County Administrator Ryan D. Pelletier asked that the following item be added to Article 12:

D) Regional Efficiency Grant Update.

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 4. Minutes.

Chairperson Paul J. Adams entertained a motion to approve the minutes of the February 21, 2018 County Commissioners' Meeting.

Commissioner Paul J. Underwood asked that the following changes be made to the minutes:

- 1) Paul J. Underwood should be marked as tardy and entering the meeting at 1:20 p.m. just before Article 10.

2) Under Article 10. C) change MDOT to USDOT.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the February 21, 2018 County Commissioners' Meeting as amended.

VOTE:

Motion voted on and passed.

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

- A) Attendance Record.
- B) Bills and Warrants.
- C) Tax Anticipation Note.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the Tax Anticipation Note as prepared by legal counsel. (Attachment 1).

VOTE:

Motion voted on and passed.

D) MDOT Construction Overload Permit.

MOTION:

Motion by Paul Underwood and seconded by Norman L. Fournier to approve the MDOT Construction Overload Permit Project with the Towns of Ashland, T11R4 Wels, Castle Hill and Mapleton.

VOTE:

Motion voted on and passed.

ART. 6. Presentation of Aroostook County Spirit of America Award.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to table this article as the recipient was not present.

VOTE:

Motion voted on and passed.

ART. 7. Executive session.

The following motion was made by Norman L. Fournier and seconded by Paul J. Underwood to enter into executive session at 1:17 p.m.:

MOTION:

“I move that we go into executive session pursuant to Title 1, M.R.S.A. §405 (6)(E) to discuss legal issues with Adam Lee, Esq.”.

VOTE:

Motion voted on and passed.

Upon returning to open session at 1:40 the following motion was made by Commissioner Norman L. Fournier and seconded by Commissioner Paul J. Underwood:

MOTION:

“I move that the County Commissioners approve the resolution authorizing Aroostook County to join a lawsuit against opiate drug companies and authorize the County Administrator to engage the services of Napoli Shkolnik, PLLC and Trafton, Matzen, Belleau & Frenette, LLP as detailed in the resolution attached”. (Attachment 2)

VOTE:

Motion voted on and passed.

ART. 8. Personally Identifiable Information (PII) policy adoption.

Anne-Marie Marquis, Financial Analyst, presented a new PII policy aimed at helping to offer the best practices to protect any identifiable information. With approval, this policy can be rolled out to department heads for implementation.

MOTION:

Motion by Paul Underwood and seconded by Norman L. Fournier to approve the Personally Identifiable Information policy with the replacement of the term “Vice President” to Department Head.

VOTE:

Motion voted on and passed.

ART. 9. Surplus Vehicle Bids.

County Administrator Ryan D. Pelletier presented the bids received for four surplus vehicles. The recommendation was to award three Chevrolet Impalas to the highest bidder:

- 2008 Chevrolet Impala - \$750.00 Jessica Taylor
- 2011 Chevrolet Impala - \$575.00 Jessica Taylor
- 2011 Chevrolet Impala - \$750.00 Jessica Taylor

With regard to the 2012 Dodge Charger, County Administrator Pelletier recommended that this vehicle be kept as a vehicle to be used for back up or travel for County of Aroostook employees, saving mileage reimbursement.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to take the recommendation of County Administrator Ryan D. Pelletier, authorizing the sale of two 2011 Chevrolet Impalas and one 2008 Chevrolet Impala to the highest bidder Jessica Taylor and to revisit the sale of the 2012 Dodge Charger in six months after reassessment of use of this vehicle.

VOTE:

Motion voted on and passed.

ART. 10. Internet, ELAN and hosted phone service RFP.

Bryan Jandreau, Facilities and IT Director stated that four bids were received for the internet, ELAN and hosted phone service RFP. One of the bids submitted did not meet the specifications. He recommended approval of the lowest bidder Consolidated Communications.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to authorize a contract with Consolidated Communications for internet, Elan and hosted phone services.

VOTE:

Motion voted on and passed.

ART. 11. County Commissioners' Report:

A) MCCA/Risk Pool Update.

MCCA. Commissioner Norman L. Fournier reported that the March MCCA meeting was to be a luncheon meeting featuring the Governor as speaker. The Governor was not able to attend the meeting.

Risk Pool. One case has been elevated to the Supreme Court; one case has been settled; 8 claims were opened and 7 closed resulting in an increase in reserves of \$8,700.00; County Day will be held on April 12, 2018 at 1:00 p.m.; dues have all been paid except one county; District Attorney offices in other counties have been receiving a prisoner roll call report including length of residency on a regular basis from Sheriff's offices; Aroostook County Sheriff's office is in contact with the DA's office regularly to discuss prisoner resident information; discussion of the June MCCA meeting will focus on what is needed for funding.

B) Legislative update.

Legislature is scheduled to adjourn on April 14th.

C) Other items of interest.

Commissioner Paul J. Underwood reported that USDOT has awarded the Presque Isle Regional Airport carrier to United Airlines.

ART. 12. County Administrator's report.

A) Update on County Treasurer position.

County Administrator Ryan D. Pelletier reported he spoke with Julie Flynn, Maine Secretary of State's office, and found that because the State of Maine will be moving to ranked choice voting, a request to abolish the elected position of Treasurer cannot be accommodated on the primary ballot in June. In order to put the item on the June primary ballot the County of Aroostook would be liable for costs to both print and hand count a special ballot. County Administrator Pelletier recommends voting on the question in November.

B) Recreational marijuana update for the Unorganized Territories.

County Administrator Ryan D. Pelletier presented the County Commissioners with a proposed legislation regarding authorization of marijuana establishments within the unorganized and de-organized areas. This legislation would give the County Commissioners the same authorization as the selectmen in towns and councilmen in cities to allow or deny establishments within towns, plantations and townships in unorganized territories. LUPC would have primary authority on approval of these establishments if the County Commissioners allow them in the Unorganized Territories.

C) Ratification of undesignated fund balance transfer.

County Administrator Ryan D. Pelletier sent a memo to the Finance Committee regarding the proposed use of the undesignated fund balance. Feedback from the Finance Committee members was presented and the following motion was made:

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the ratification of undesignated fund balance transfer as recommended by County Administrator Ryan D. Pelletier and the Finance Committee totaling \$34,250.00 as follows:

\$14,250 – Law Enforcement critical radio and vehicle set up reserve account
\$10,000 – Economic development and advocacy
\$10,000 – Caribou property development reserve
\$34,250 TOTAL

VOTE:

Motion voted on and passed.

D) Regional Efficiency Grant update.

County Administrator Ryan D. Pelletier met with municipal managers in February. All were very interested in partnering with Aroostook County Government to share fees for municipal tax assessing and code enforcement. County Administrator Pelletier asked for approval to apply for the grant as discussed.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the County Administrator to apply for a Regional Efficiency Grant and execute all documents pertaining thereto.

VOTE:

Motion voted on and passed.

ART. 13. Other Business.

None.

ART. 14. 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(6)(C) to discuss consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein.”

VOTE:

Motion voted on and passed

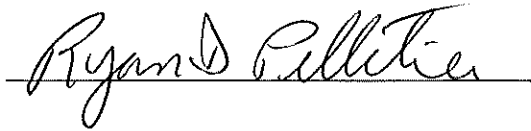
Upon return to regular session no action was warranted or taken.

ART. 15. Adjournment.

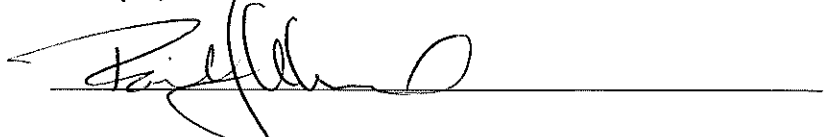
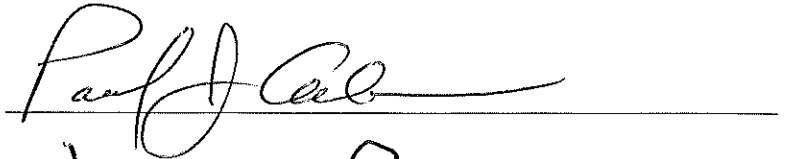
Motion by Norman L. Fournier and seconded by Paul J. Underwood to adjourn the meeting.

Meeting adjourned at 3:07 p.m.

ATTEST: A True Copy
of Commissioners' Meeting



Ryan D. Pelletier
County Administrator



AROOSTOOK COUNTY COMMISSIONERS
DATE: March 21, 2018

AROOSTOOK COUNTY

VOTES TO BE ADOPTED

Voted: That the Board of Commissioners of Aroostook County (the "County") hereby authorizes a borrowing in anticipation of tax receipts for the 2018 fiscal year in the original principal amount not to exceed Two Million Five Hundred Thousand Dollars (\$2,500,000) from Katahdin Trust Company on behalf of the County with interest thereon at 2.90% per annum.

Voted: That under and pursuant to the provisions of Title 30-A M.R.S.A. Section 932 and Article III, Section 8(p) of the Charter of the County of Aroostook the Board of Commissioners and the Treasurer of the County be and they are hereby authorized to borrow in anticipation of tax receipts from Katahdin Trust Company in the name of the County the sum of up to Two Million Five Hundred Thousand Dollars (\$2,500,000) at the interest rate of 2.90%; and that the Board of Commissioners and the Treasurer be and they are hereby authorized to issue general obligation securities of the County in an aggregate principal amount not to exceed Two Million Five Hundred Thousand Dollars (\$2,500,000) and to execute and deliver a note or notes under the seal of the County attested by the County Administrator, dated on or about March 30, 2018 in such form as the Board of Commissioners and Treasurer may approve; and that the appropriate officials of the County be and hereby are authorized to execute and deliver on behalf of the County such documents and certificates as may be required in connection with such borrowing; and that no part of the proceeds of said borrowing shall be used, directly or indirectly, to acquire any securities and obligations, the acquisition of which would cause the notes to be "arbitrage bonds" or "private activity bonds" within the meaning of Sections 148 and 141, respectively, of the Internal Revenue Code of 1986, as amended (the "Code"); and that the notes be designated as qualified tax-exempt obligations within the meaning of Section 265(b)(3) of said Code; and that the Board of Commissioners and the Treasurer be and they are hereby authorized to covenant on behalf of the County to file any information report and pay any rebate due to the United States in connection with the issuance of the notes, to take all other lawful actions necessary to ensure the interest on the notes will be excluded from gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause interest on the notes to become includable in the gross income of the owners thereof.

**RESOLUTION AUTHORIZING THE COUNTY TO JOIN A LAWSUIT
AGAINST OPIATE DRUG COMPANIES**

WHEREAS, the County Commissioners of Aroostook County, Maine, have learned to their sorrow over the last several years exactly how devastated many of the residents of Aroostook County have become because of addictions to painkillers manufactured by drug companies; and

WHEREAS, employees of the County are required to respond every day to problems that arise because of addiction to painkillers; and

WHEREAS, to treat and abate the opioid epidemic, the County has needed to shift resources that could have otherwise been used for various improvements and the general betterment of the County;

WHEREAS, employees in the Aroostook County Jail and in the Sherriff's Office on a daily basis observe and manage devastating issues caused by drug addiction to painkillers; and

WHEREAS, approximately 80 percent of people who use heroin have been prescribed opiates in the past; and

WHEREAS, in 2016, 376 people died in the State of Maine from drug overdoses, and 123 of those deaths were caused by pharmaceutical opioids; and

WHEREAS, approximately 40 people died of drug overdoses in Aroostook County in 2016 and 2017; and

WHEREAS, the ease with which these drugs have been obtained, as a result of drug companies' campaign to make them readily prescribed for common aches and pains, has led many people to become addicted; and

WHEREAS, opiate drug companies have enjoyed enormous profits with the sales of opiate drugs, promoting them relentlessly among physicians and paying doctors to promote these drugs at conferences, while failing repeatedly to successfully tailor the drugs to make abuse impossible;

NOW, THEREFORE, BE IT RESOLVED, that the Aroostook County Commissioners hereby authorize the County Administrator to engage the services of Napoli Shkolnik, PLLC and Trafton, Matzen, Belleau & Frenette, LLP on behalf of Aroostook County with respect to prosecution of any legal claims against manufacturers and distributors of opioids arising out of the manufacturers' and distributors' fraudulent and negligent marketing and distribution of opioids.

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' SPECIAL MEETING - TAX ABATEMENT APPEAL
HEARING - TUESDAY, MARCH 27, 2018 - 11:00 A.M. - CARIBOU COURTHOUSE -
ADMINISTRATIVE HEARING ROOM - CARIBOU

- ART. 1. CALL TO ORDER.
- ART. 2. TAX ABATEMENT HEARING FOR RUSSELL YVON V STATE OF MAINE.
- ART. 3. OTHER BUSINESS.
- ART. 4. ADJOURNMENT.

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' SPECIAL MEETING – TAX ABATEMENT APPEAL HEARING – TUESDAY, MARCH 27, 2018 – 11:00 A.M. – ADMINISTRATIVE HEARING ROOM – COURTHOUSE – CARIBOU

PRESENT

Paul J. Adams, Chairperson, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Ryan D. Pelletier, County Administrator
Lisa Wynot, Supervisor of Unorganized Territory Property Tax Division
Juston McMann, Property Tax Field Appraiser
Tony Pinette, Property Tax Field Appraiser
Marcus Russel – Property Tax Field Appraiser
Scott Smith, Spirit of America Award Recipient
Sherrill Campbell, Executive Assistant

- ART. 1. Chairperson Paul J. Adams called the meeting to order at 11:00 a.m. and invited Commissioner Paul J. Underwood to read a proclamation and present Scott Smith with the Aroostook County Spirit of America Award.
- ART. 2. The County Commissioners conducted a tax abatement hearing concerning Russell L. Yvon v State of Maine Unorganized Territories. The hearing was conducted in public session. After members testifying were sworn in, the County Commissioners heard testimony from representatives of the State of Maine, the Respondent. The Applicant was not present for the hearing. Chair Adams indicated that the matter would be deliberated in a future County Commissioners' meeting in open session and a written decision would follow within thirty (30) days of this hearing date. The decision will include Findings of Fact and Conclusion of Law.
- ART. 3. The County Commissioners approved and signed the following:
- A) Attendance Record.
- ART. 4. Adjournment.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to review the County Administrator's letter pertaining to the tax abatement hearing at the next County Commissioner meeting to be held in Houlton on April 18, 2018 at 1:00 p.m.

VOTE:

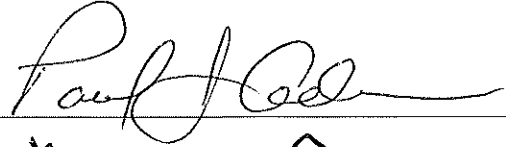
Motion voted on and passed

Meeting was adjourned at 11:35 a.m.

ATTEST: A True Copy
Of Commissioners' Meeting



Ryan D. Pelletier
County Administrator



AROOSTOOK COUNTY COMMISSIONERS
DATE: March 27, 2018

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, APRIL 18, 2018 – 1:00 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 MARCH 21, 2018 COUNTY COMMISSIONERS' MEETING.
- ART. 5. APPROVAL OF MINUTES OF THE MARCH 27, 2018 TAX ABATEMENT HEARING.
- ART. 6. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
 - A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
- ART. 7. INFORMAL PRESENTATION BY BILL MCCLUSKEY REGARDING RECREATIONAL MARIJUANA IN THE UT.
- ART. 8. APPROVAL OF FULL-TIME AND PART TIME CORRECTIONS OFFICERS. (SHAWN GILLEN)
- ART. 9. APPROVAL OF TWO DEPUTY SHERIFF COMMISSION RENEWALS. (SHAWN GILLEN)
- ART. 10. BID RESULTS FOR UNORGANIZED TERRITORIES ROAD MAINTENANCE. (PAUL BERNIER)
- ART. 11. COUNTY COMMISSIONERS' REPORT:
 - A) MCCA/RISK POOL MEETING.

- B) LEGISLATIVE UPDATE.
- C) APPOINTMENT TO NORTHERN MAINE REGIONAL AIRPORT BOARD OF DIRECTORS. (COMMISSIONER UNDERWOOD)
- D) OTHER ITEMS OF INTEREST.

ART. 12. COUNTY ADMINISTRATOR'S REPORT:

- A) RUSSELL L. YVON V STATE OF MAINE TAX ABATEMENT DECISION.
- B) PROCLAMANTION TO REVIVE CIVILITY AND RESPECT.
- C) CONSIDERATION OF COMBINED INSURANCE COMPANY OF AMERICA INSURANCE BENEFIT
- E) OTHER ITEMS OF INTEREST.

ART. 13. OTHER BUSINESS.

ART. 14. ADJOURNMENT.

NEXT MEETING

COUNTY COMMISSIONERS' MEETING – MAY 16, 2018, 1:00 P.M.–FORT KENT – REGISTRY OF DEEDS BUILDING – CONFERENCE ROOM (FIRST FLOOR) – FORT KENT

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, APRIL 18, 2018 -
1:00 P.M. – SHERIFF'S OFFICE BUILDING – CONFERENCE ROOM – (SECOND FLOOR) -
HOULTON**

PRESENT

Paul J. Adams, Chair, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Ryan D. Pelletier, County Administrator
Shawn Gillen, Chief Deputy
Captain Terry "Joe" McKenna
Joseph Cyr, Houlton Pioneer Times
Bill McCluskey
Steven Porter
Sherrill Campbell, Executive Assistant

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

ART. 2. Public Comment Period.

There was no public comment.

ART. 3. Chairperson Paul J. Adams entertained a motion for the approval of the agenda.

County Administrator Ryan D. Pelletier asked that the following item be added to Article 6:

C) Liquor License for Roosevelt Conference Center d/b/a Eagle Lake Sporting Camps.

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 4. Minutes.

Chairperson Paul J. Adams entertained a motion to approve the minutes of the March 21, 2018 County Commissioners' meeting.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the March 21, 2018 County Commissioners' meeting.

VOTE:

Motion voted on and passed.

- ART. 5. Chairperson Paul J. Adams entertained a motion to approve the minutes of the March 27, 2018 tax abatement hearing.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the March 27, 2018 tax abatement hearing minutes noting that one of the scheduled tax abatements was not heard as the Applicant/taxpayer withdrew his appeal.

VOTE:

Motion voted on and passed.

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

- A) Attendance Record.
- B) Bills and Warrants.
- C) Liquor License renewal for Roosevelt Conference Center, d/b/a Eagle Lake Spring Camps.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve a liquor license renewal for Roosevelt Conference Center, d/b/a Eagle Lake Spring Camps.

VOTE:

Motion voted on and passed.

- ART. 7. Bill McCluskey and Steven Porter made an informal presentation to the County Commissioners on their intent to relocate their present medical marijuana sales business. The presenters also indicated they are interested in selling recreational retail marijuana in the future, if the laws are ever adopted to allow for such sales. The Commissioners thanked Mr. McCluskey and Mr. Porter for their informative presentation.

- ART. 8. Approval of full-time and part-time Corrections Officers.

Chief Deputy Shawn Gillen presented 8 candidates for the position of part-time Corrections Officer as follows:

James Flaherty of Waldeboro, Maine; Lee Reynolds of Grand Isle, Maine; Scott Kieffer of Topsham, Maine; Noah Jackias of Houlton, Maine; Daniel Dudar of New Canada, Maine; Christopher Capozzi of Houlton, Maine; Seth Cropley of Presque Isle, Maine; and Christopher Farley of Houlton, Maine for the position of part-time Corrections Officer.

Chief Deputy Shawn Gillen also presented Matthew Crandall of Oakfield, Maine for the position of full-time Corrections Officer.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the recommendations for eight (8) part-time Corrections Officers and one (1) full-time Corrections Officer as presented by Chief Deputy Shawn Gillen.

VOTE:

Motion voted on and passed.

- ART. 9. Chief Deputy Shawn Gillen recommended the renewal of two (2) Deputy Sheriff Commissions for Commander Craig Clossey of Littleton and Sergeant Craig Holder of Mapleton.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the recommendation for the renewal of two (2) Deputy Sheriff Commissions for Commander Craig Clossey of Littleton and Sergeant Craig Holder of Mapleton.

VOTE:

Motion voted on and passed.

- ART. 10. In the absence of Paul Bernier, Director of Unorganized Territories Services, County Administrator Ryan D. Pelletier presented the bid results for the Unorganized Territories Road Maintenance. The bid opening was held on April 6, 2018. There was one proposal received from MJ Ouellette and Daughters. The County Administrator endorsed the recommendation by the Director of Unorganized Territories that the bid be awarded to MJ Ouellette and Daughters. Mr. Pelletier further stated that this company has confirmed that they will commit to a two (2) year extension on a three (3) year contract with all costs remaining the same for the term of the contract if so desired at the end of the three (3) year contract.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the recommendation of the Director of Unorganized Territories and authorize a contract with MJ Ouellette and Daughters for a term of three (3) years.

VOTE:

Motion voted on and passed.

- ART. 11. County Commissioners' Report:

A) Risk Pool. The Risk Pool board met on April 11, 2018; 15 claims were opened and 10 were closed resulting in an increase in revenues of \$429,000.00; there are (four) 4

counties without ride along policies and a memo has been sent to them to direct them to develop a policy – an example can be provided for counties without one; people participating in a ride along must sign a waiver – an example can be provided for counties who do not have one; there has been a claim on the cyber insurance policy from Waldo County; there was a discussion regarding unpaid claims for Franklin County who has left the Risk Pool but still has open claims; there was a discussion regarding paying for Sheriff's Office cameras and providing Resource Deputies for schools – the determination was that these topics are not the financial obligation of the Risk Pool.

MCCA. Jail finance reform took up a lot of agenda time for the MCCA meeting - it was discussed that County Commissioners, Courts and Jail should have a conversation regarding putting together information to present to the legislature regarding funding; a NACO multi-year plan was discussed and a formal presentation will be made at the annual meeting in September.

- B) Legislative update. County Administrator Ryan D. Pelletier reached out to the legislative delegation regarding appropriations; Charlie Pray stated that there is unanimous support of the Criminal Justice Committee for funding, but at this point we will need to take a wait and see approach.
- C) Other items of interest.

Commissioner Paul J. Underwood stated that it is time to nominate a representative for the Northern Maine Regional Airport and recommended County Administrator Ryan D. Pelletier.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to nominate Ryan D. Pelletier for appointment to the Northern Maine Regional Airport.

VOTE:

Motion voted on and passed.

ART. 12. County Administrator's report.

- A) Russell L. Yvon v State of Maine tax abatement decision.

County Administrator Ryan D. Pelletier presented the decision on the tax abatement appeal of Russell L. Yvon v State of Maine.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to deny the tax abatement appeal of Russell L. Yvon v State of Maine.

VOTE:

Motion voted on and passed.

- B) County Administrator Ryan D. Pelletier presented a proclamation for the Maine Revive Civility organization. This organization contacted County Administrator Pelletier urging him to write a proclamation for the county of Aroostook encouraging civil dialogue during debates in public forums. If approved the proclamation will serve as a role model for other counties to follow.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the presented proclamation by County Administrator Ryan D. Pelletier.

VOTE:

Motion voted on and passed.

- C) In the absence of Human Resources Director Christina Theriault, County Administrator Ryan D. Pelletier presented a proposal from Combined Insurance Company of America. This company offers supported insurance benefits and is paid 100% by the employee who chooses to participate. Combined Insurance Company of America offers individual employee reports to the employer that have valuable information. County Administrator Ryan D. Pelletier asked for a motion to include this insurance in the County of Aroostook benefits package as an option for employees to participate in.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to include the insurance option by Combined Insurance Company of America in the County of Aroostook employee benefits package as an option for employees to participate in.

VOTE:

Motion voted on and passed.

- E) County Administrator Ryan D. Pelletier stated that five (5) towns have signed the Inter Local Agreement for regional assessing services grant application.

ART. 13. Other Business.

None.

ART. 14. Adjournment.

MOTION:

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

Meeting adjourned at 2:20 p.m.

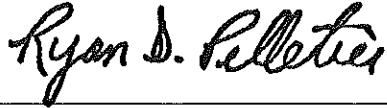
ART. 15. Adjournment.

MOTION:

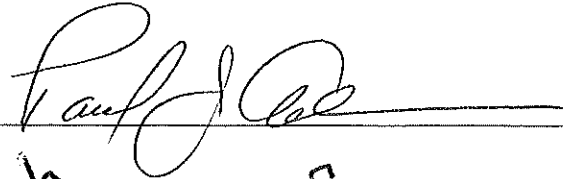
Motion by Norman L. Fournier and seconded by Paul J. Underwood to adjourn the meeting.

Meeting adjourned at 2:20 p.m.

ATTEST: A True Copy
of Commissioners' Meeting



Ryan D. Pelletier
County Administrator



Norman Fournier



AROOSTOOK COUNTY COMMISSIONERS
DATE: April 18, 2018

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY – MAY 16, 2018 – 1:00 P.M. –
REGISTRY OF DEEDS BUILDING – CONFERENCE ROOM (FIRST FLOOR) – FORT KENT

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. APPROVAL OF MINUTES OF THE APRIL 18, 2018 COUNTY COMMISSIONERS' MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
 - A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
- ART. 6. APPROVAL OF PAID-CALL VOLUNTEER FIRE FIGHTER. (FIRE CHIEF DARREN WOODS)
- ART. 7. APPROVAL OF PART-TIME AND FULL-TIME DEPUTY. (CHIEF DEPUTY SHAWN GILLEN)
- ART. 8. DISCUSSION REGARDING DISPATCH CENTER UPGRADE. (COUNTY ADMINISTRATOR RYAN D. PELLETIER AND CHIEF DEPUTY SHAWN GILLEN)
- ART. 9. APPROVAL FOR PLAN TO MOVE INMATES TO POST-CONVICTION SUPERVISION. (DISTRICT ATTORNEY TODD COLLINS AND CHIEF DEPUTY SHAWN GILLEN)
- ART. 10. APPOINTMENTS TO THE NORTHERN MAINE DEVELOPMENT COMMISSION BOARD.
- ART. 11. COUNTY COMMISSIONERS' REPORT:
 - A) MCCA/RISK POOL UPDATE.
 - B) LEGISLATIVE UPDATE.
 - C) OTHER ITEMS OF INTEREST.

ART. 12. COUNTY ADMINISTRATOR'S REPORT:

- A) BANKCARD & AUTHORIZE.NET FEES.
- B) PERSONNEL POLICY DISUCSSION REGARDING HARASSMENT AND TERMINATION.
- C) OTHER ITEMS OF INTEREST.

ART. 13. OTHER BUSINESS.

ART. 14. EXECUTIVE SESSION PURSUANT TO TITLE 1, M.R.S.A., §405 (6) (C) TO DISCUSS CONSIDERATION OF ACQUISITION OF REAL ESTATE, AND PURSUANT TO TITLE 1, M.R.S.A., §405 (6) (A) TO DISCUSS AN UPDATE REGARDING THE DEPUTY COUNTY ADMINISTRATOR SEARCH.

ART. 15. ADJOURNMENT.

NEXT MEETING:

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

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, MAY 16, 2018 - 1:00 P.M. – REGISTRY OF DEEDS BUILDING – CONFERENCE ROOM (FIRST FLOOR) – FORT KENT

PRESENT

Paul J. Adams, Chair, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Ryan D. Pelletier, County Administrator
Paul Bernier, Unorganized Territories Services Director
Bryan Jandreau, Facilities and IT Director
Christina Theriault, Human Resources Director
Todd Collins, District Attorney
Chief Deputy Shawn Gillen
Captain Terry “Joe” McKenna
Captain Craig Clossey
Matt McKnight, RCM Inc.
Jessica Potila, Press
Sherrill Campbell, Executive Assistant

ART. 1. Chair Paul J. Adams called the meeting to order at 1:05 p.m.

ART. 2. Public Comment Period.

None.

ART. 3. Chairperson Paul J. Adams entertained a motion for the approval of the agenda.

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 4. Minutes.

Chairperson Paul J. Adams entertained a motion to approve the minutes of the April 18, 2018 County Commissioners' meeting.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the April 18, 2018 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. Approval of paid-call Volunteer Fire Fighter.

In the absence of Fire Chief Darren Woods, County Administrator Ryan D. Pelletier presented Frankie Talarico Jr. for the position of paid-call Volunteer Fire Fighter.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the recommendation of Fire Chief Darren Woods to hire Frankie Talarico Jr. for the position of paid-call Volunteer Fire Fighter.

VOTE:

Motion voted on and passed.

ART. 7. Approval of one (1) full-time and one (1) part-time Corrections Officer.

Chief Deputy Shawn Gillen presented Charles Heath of Littleton for the position of full-time Deputy Sheriff.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the recommendation to hire Charles Heath of Littleton for the position of full-time Deputy Sheriff as presented by Chief Deputy Shawn Gillen.

VOTE:

Motion voted on and passed.

Chief Deputy Shawn Gillen presented Cyr Martin Jr. of Eagle Lake for the position of part-time Deputy Sheriff.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the recommendation to hire Cyr Martin Jr. of Eagle Lake for the position of part-time Deputy Sheriff as presented by Chief Deputy Shawn Gillen.

VOTE:

Motion voted on and passed.

- ART. 8. County Administrator Ryan D. Pelletier and Chief Deputy Shawn Gillen explained that in the near future the possibility exists that multiple communities will request the Sheriffs' office to provide public safety communication services. The current communications system will need to be upgraded in order to support these mission critical communications. A plan for an upgrade to the dispatch center was presented by Matt McKnight of Radio Communications Management, Inc.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to accept the proposed improvements to the Public Safety Communications System including a voice recorder by RCM, Inc., with a 7 year lease for the first year and an option to be able to adjust the lease term after one year, and to authorize the County Administrator to execute all documents, pertaining thereto.

VOTE:

Motion voted on and passed.

- ART. 9. Approval for plan to move inmates to post-conviction supervision.

District Attorney Todd Collins and Chief Deputy Shawn Gillen presented a proposal to lessen the burden on the jail resulting in the reduction of population and transport costs. The suggestion was to hire a new Academy Advocate. This would help transfer some of the pre-trial population to post conviction more quickly with the possibility of that population not having to serve time at the jail. DA Collins proposed that the position be combined with the File Clerk position that was approved during last year's budget process. The goal is to get 30-40 people enrolled to alleviate burden on the jail. \$4,500.00 will be needed to fund this position through the end of the year. \$5,000.00 in funding will be needed to fund the Breaking Free program (currently funded through a grant with AMHC) as well, as this grant expires in June.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve the \$4,500.00 request for an Academy Advocate to be combined with the File Clerk position with the understanding that County Administrator Ryan D. Pelletier and DA Todd Collins explore the DA's budget capability to fund the salary cost, and that County Administrator Ryan D. Pelletier will contact AMHC staff for any available in-kind funds for the remainder of the year for the \$5,000.00 cost for AMHC for the Breaking Free Program.

VOTE:

Motion voted on and passed.

- ART. 10. Appointments to the Northern Maine Development Commission (NMDC) Board.

County Administrator Ryan D. Pelletier stated that Clarissa Sabattis Houlton Band of Maliseets Chief, and Martin Dionne, representative of the Unorganized Territories are willing to serve another year as representative to the NMDC Board. Commissioner Norman L. Fournier stated he is also willing to continue his service to the NMDC Board.

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to approve the appointments of Clarissa Sabattis, Martin Dionne and Norman L. Fournier to the Northern Maine Development Commission Board, effective once the County Administrator has contacted the individuals to discuss NMDC's meeting schedule and expectations.

VOTE:

Motion voted on and passed.

ART. 11. County Commissioners' Report:

- A) MCCA/Risk Pool update. Commissioner Norman L. Fournier reported attending the May, 2018 MCCA Risk Pool meeting. The following was discussed:

Risk Pool. A financial audit was conducted with a clean audit report; 6 claims were opened and 9 claims closed resulting in an increase in reserves of \$91,000.00; most new claims were vehicle accidents; clarification of the waiver of liability form is needed; there are still 4 counties that do not have ride along policies which could result in penalties for those counties.

MCCA. A committee was appointed to review the strategic plan; there will be a gubernatorial forum at the annual convention; in discussing the funding of the jail it was brought up that as of July 1, 2018 the jail shortfall for Aroostook County will be approximately \$864,000.00.

- B) Legislative Update.

Commissioner Norman L. Fournier reported that approximately 100 bills are still awaiting approval including the cost component bill for the Unorganized Territories; there is bi-partisan support for jail funding.

- C) There were no other items of interest to report.

ART. 12. County Administrator's report.

- A) Bankcard and Authorize.net fees.

Louise Caron, Register of Deeds North, was present to discuss fees associated with online credit card use for the Deeds North office. More information regarding the yearly number of transactions, etc. and usage information from the Deeds South office is needed before a decision can be made on what action to take regarding this article.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to table this article to determine yearly transaction numbers and to request similar information from the Deeds South office.

VOTE:

Motion voted on and passed.

- B) Personnel Policy discussion regarding harassment and termination.

County Administrator Ryan D. Pelletier requested clarification on the appeal process of the Harassment and Termination Policies.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to table this article until more information can be presented at the June County Commissioners' meeting.

VOTE:

Motion voted on and passed.

- C) There were no other items of interest.

ART. 13. There was no other business to discuss.

ART. 14. Executive Session.

MOTION:

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

"I move that we enter into Executive Session pursuant to Title 1, M.R.S.A., §405 (6) (C) to discuss consideration of acquisition of real estate, and pursuant to Title 1, M.R.S.A., §405 (6) (A) to discuss an update regarding the Deputy County Administrator search."

VOTE:

Motion voted on and passed.


Upon return from Executive Session no action was warranted or taken.

ART. 15. Adjournment.

MOTION:

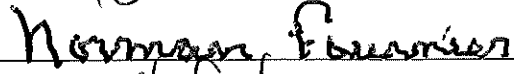
Motion by Norman L. Fournier and seconded by Paul J. Adams to adjourn the meeting.
Meeting adjourned at 3:20.

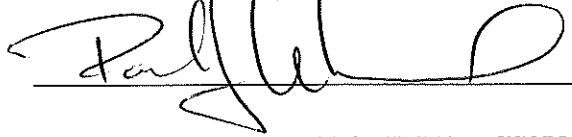
ATTEST: A True Copy
of Commissioners' Meeting



Ryan D. Pelletier
County Administrator







AROOSTOOK COUNTY COMMISSIONERS
DATE: May 16, 2018

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

SPECIAL MEETING TO DISCUSS THE DEPUTY COUNTY ADMINISTRATOR/FINANCE DIRECTOR POSITION - TUESDAY, JUNE 5, 2018 – 12:00 P.M., ADMINISTRATIVE HEARING ROOM - CARIBOU COURTHOUSE - CARIBOU

ART. 1. CALL TO ORDER.

ART. 2. PUBLIC COMMENT PERIOD.

ART. 3. APPROVAL OF AGENDA.

ART. 4. APPROVAL AND SIGNATURES:

- A) ATTENDANCE RECORD.
- B) BILLS AND WARRANTS.
- C) A LITTLE PIECE OF HEAVEN LIQUOR LICENSE.
- D) APPROVAL OF THE COUNTY COMMISSIONERS' MEETING MINUTES FOR MAY 16, 2018.

ART. 5. CONSIDERATION OF THE COUNTY ADMINISTRATOR'S RECOMMENDATION REGARDING THE DEPUTY COUNTY ADMINISTRATOR/FINANCE DIRECTOR POSITION.

ART. 6. EXECUTIVE SESSION PURSUANT TO TITLE 1, M.R.S.A., §405(6) (E) TO CONSULT WITH THE COUNTY ATTORNEY REGARDING A SETTLEMENT OFFER.

ART. 7. ADJOURNMENT.

NEXT MEETING

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

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' SPECIAL MEETING - TUESDAY, JUNE 5,
2018 – 12:00 P.M. – ADMINISTRATIVE HEARING ROOM – CARIBOU COURTHOUSE –
CARIBOU

PRESENT

Paul J. Adams, Chair, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Ryan D. Pelletier, County Administrator
Paul Bernier, Public Works Director
Bryan Jandreau, Facilities and IT Director
Christina Theriault, Human Resources Director
Darren Woods, EMA Director
Sherrill Campbell, Executive Assistant

- ART. 1. Chair Paul J. Adams called the meeting to order at 12:10 p.m.
- ART. 2. There was no public comment.
- ART. 3. Chair Paul J. Adams entertained a motion for approval of the agenda.

MOTION:

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

VOTE:

Motion voted on and passed.

- ART. 4. The County Commissioners approved and signed the following:
- A) Attendance record.
 - B) Bills and Warrants.
 - C) A Little Piece of Heaven Liquor License.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve a liquor license for A Little Piece of Heaven of Scopan.

VOTE:

Motion voted on and passed.

D) Minutes.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the May 16, 2018 County Commissioners' meeting.

VOTE:

Motion voted on and passed.

ART. 5. County Administrator's recommendation for the position of Deputy County Administrator of Finance.

County Administrator Ryan D. Pelletier stated that 16 applications were received for the position of Deputy County Administrator of Finance. County Administrator Pelletier stated that his recommendation for the position is Sandra Fournier of Winterville.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve the recommendation of County Administrator Ryan D. Pelletier to hire Sandra Fournier of Winterville for the position of Deputy County Administrator of Finance.

VOTE:

Motion voted on and passed 2-1.

ART. 6. **MOTION:**

At 12:40 p.m. the following motion was made by Norman L. Fournier and seconded by Paul J. Adams (prior to this motion Commissioner Paul J. Underwood excused himself from the remainder of the meeting due to illness):

"I move that we enter executive session pursuant to Title 1, M.R.S.A., §405(6) (E) to consult with the County Attorney regarding a settlement offer to a County employee."

VOTE:

Motion voted on and passed.

Upon return from executive session at 12:49 the following motion was made by Norman L. Fournier and seconded by Paul J. Adams.

MOTION:

“I move that we approve a separation agreement, and the documents pertaining thereto, with a former County employee, effective June 5, 2018.”

VOTE:

Motion voted on and passed.

ART. 7. **MOTION:**

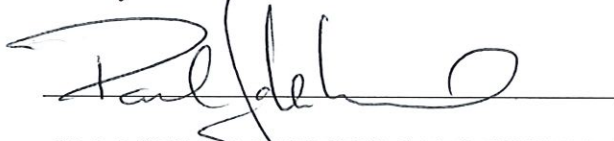
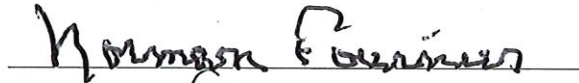
Motion by Norman L. Fournier and seconded by Paul J. Adams to adjourn the meeting at 12:50.

ATTEST: A True Copy

of Commissioners' Meeting



Ryan D. Pelletier
County Administrator



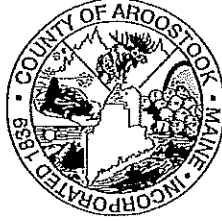
AROOSTOOK COUNTY COMMISSIONERS
DATE: June 5, 2018

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

AGENDA

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

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC HEARING TO DISCUSS A CDBG PROGRAM PUBLIC SERVICE GRANT.
- ART. 3. COMMENT PERIOD.
- ART. 4. APPROVAL OF AGENDA.
- ART. 5. APPROVAL OF MINUTES OF THE JUNE 5, 2018 SPECIAL MEETING.
- ART. 6. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
 - A) ATTENDANCE RECORD.
 - B) BILLS AND WARRANTS.
 - C) LIQUOR LICENSE RENEWAL FOR M&D BEAR DEN FAMILY RESTAURANT AND PUB.
- ART. 7. INTRODUCTION OF SANDRA FOURNIER, DEPUTY COUNTY ADMINISTRATOR OF FINANCE.
- ART. 8. APPROVAL OF ONE (1) PART-TIME DEPUTY SHERIFF, ONE (1) FULL-TIME DEPUTY SHERIFF AND ONE (1) PART TIME CORRECTIONS OFFICER POSITIONS.
- ART. 9. APPROVAL OF TWO (2) PAID-CALL VOLUNTEER FIRE FIGHTERS.
- ART. 10. COUNTY COMMISSIONERS' REPORT:
 - A) MCAA/RISK POOL UPDATE.
 - B) LEGISLATIVE UPDATE.
 - C) OTHER ITEMS OF INTEREST.
- ART. 11. COUNTY ADMINISTRATOR'S REPORT:

- A) BID AWARDS:
 - 1. SNOW REMOVAL HOULTON/CARIBOU.
 - 2. CONNOR PAVING BIDS.
- B) TO CONSIDER AN ORDER FOR APPOINTED TREASURER PURSUANT TO TITLE 30 A §156 (3).
- C) NORTHERN MAINE DEVELOPMENT COMMISSION BOARD APPOINTMENT.
- D) TO CONSIDER FOLLOW UP TO BANKCARD AND AUTHORIZE.NET DISCUSSION.

ART. 12. OTHER BUSINESS.

ART. 13. ADJOURNMENT.

NEXT MEETING:

COUNTY COMMISSIONERS' MEETING – WEDNESDAY – JULY 18, 2018 – 1:00 P.M. – SHERIFF'S OFFICE BUILDING – CONFERENCE ROOM (SECOND FLOOR) - HOULTON

MINUTES

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

PRESENT

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

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

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 5. Chair Paul J. Adams entertained a motion for approval of the June 5, 2018 Special Meeting minutes.

MOTION:

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

VOTE:

Motion voted on and passed.

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

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

MOTION:

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

VOTE:

Motion voted on and passed.

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

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

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

MOTION:

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

VOTE:

Motion voted on and passed.

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

Full-Time Corrections Officer.

MOTION:

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

VOTE:

Motion voted on and passed.

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

MOTION:

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

VOTE:

Motion voted on and passed.

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

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 10. County Commissioners Report.

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

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

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

ART. 11. County Administrator's Report.

A) Bid Awards:

1) Snow Removal.

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

MOTION:

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

VOTE:

Motion voted on and passed.

2) Connor Paving Project.

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

MOTION:

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

VOTE:

Motion voted on and passed.

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

MOTION:

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

VOTE:

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

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

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

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

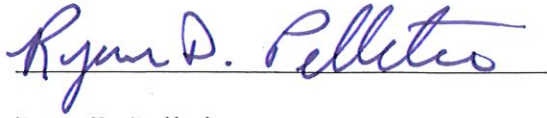
MOTION:

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

VOTE;

Motion voted on and passed.

ATTEST: A True Copy
of Commissioners' Meeting



Ryan D. Pelletier

Ryan D. Pelletier
County Administrator



Paul J. Cella



Norman Fournier



Paul J. Cella

AROOSTOOK COUNTY COMMISSIONERS
DATE: June 19, 2018