

AGENDA

AROOSTOOK COUNTY COMMISSIONERS MEETING

WEDNESDAY NOVEMBER 17, 2021 – 1:00 PM – SHERIFF'S OFFICE BUILDING
SECOND FLOOR CONFERENCE ROOM – HOULTON

FOR ANYONE WHO WISHES TO CONNECT BY REMOTE PARTICIPATION:

ACCESS CODE VIA ZOOM:

<https://us02web.zoom.us/j/88565083488?pwd=eE1OM0J5YIRjQkhUQWErS0l3ajRudz09>

Meeting ID: 885 6508 3488

Passcode: 000634

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF THE AGENDA.
- ART. 4. APPROVAL OF MINUTES OF THE OCTOBER 20, 2021 COUNTY COMMISSIONERS MEETING.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES:
 - A) ATTENDANCE RECORD
 - B) BILLS AND WARRANTS
- ART. 6. PUBLIC REQUEST FOR SNOWMOBILE ACCESS ROUTE IN OXBOW NORTH TOWNSHIP. (Paul Bernier & Ryan Bushey)
- ART. 7. THIRD QUARTER FINANCIAL REPORT. (Dana Gendreau)
- ART. 8. EMERGENCY MANAGEMENT AGENCY MUTUAL AID AGREEMENT (Darren Woods)
- ART. 9. MILEAGE REIMBURSEMENT RATE FOR PERSONAL VEHICLE USE (Ryan Pelletier)
- ART. 10. 2022 COUNTY COMMISSIONER MEETING DATES (Ryan Pelletier)

ART. 11. OSHA GUIDELINES AND POLICY CONSIDERATION FOR COVID-19 VACCINATION AND/OR WEEKLY TESTING MANDATE. (Christina Theriault)

ART. 12. COUNTY COMMISSIONERS REPORT:

- A) MCCA/RISK POOL MEETING**
- B) LEGISLATIVE UPDATE**
- C) OTHER ITEMS OF INTEREST**

ART. 13 OTHER BUSINESS

ART. 14 TO CONSIDER AN EXECUTIVE SESSION PURSUANT TO TITLE 1 M.R.S.A § 405(5)(A) Discussion or consideration regarding compensation of an individual or group of employees of the body or agency. (Ryan Pelletier, Christina Theriault, Sheriff Shawn Gillen)

ART. 15. ADJOURNMENT

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING –WEDNESDAY, OCTOBER 20, 2021 – 1:00 P.M. –
SINCLAIR SENIOR CENTER - SINCLAIR**

PRESENT

Paul J. Adams, Chairperson, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Ryan D. Pelletier
Paul Bernier, Public Works Director
Shawn Gillen, Sheriff
Darren Woods, EMA Director
John Gibson, EMA Deputy Director

Before the meeting took place two trustees were elected to the Sinclair Sanitary District.

A public hearing for approval of a liquor license for Neal Martin, DBA Bear Den Restaurant and Pub was called to order at 1:18 p.m. There were no adverse comments made.

ART. 1. Chair Paul J. Adams called the meeting to order at 1:20 p.m.

ART. 2. Public Comment Period.

John Rasmussen addressed the County Commissioners regarding matters in County law enforcement.

ART. 3. Approval of agenda.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the agenda with the addition of 18. A) Septic Permit, Cary.

VOTE:

Motion voted on and passed.

ART. 4. MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of September 15, 2021 County Commissioners' meeting.

VOTE:

Motion voted on and passed.

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

A) Attendance Record.

- B) Bills and Warrants.
- C) Liquor License Bear Den Family Restaurant and Pub.

MOTION:

Motion by Paul L. Underwood and seconded by Norman L. Fournier to approve a liquor license for Neal Martin, DBA Bear Den Family Restaurant and Pub.

VOTE:

Motion voted on and passed:

- ART. 6. Jason Parent, Executive Director, ACAP presented 7 public officials for consideration to designate to the ACAP Board of Directors.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve Sheriff Shawn Gillen, Senator Troy Jackson, David Keaton of Maine Administrators of Career and Technical Education, Dan MacDonald, RSU 39 Adult Education Director, Nancy Troeger, Town Manager Van Buren, Gary Sanfacon, Juvenile Community Corrections Officer, and Senator Harold Stewart III as public designees to the ACAP Board of Directors.

VOTE:

Motion voted on and passed.

- ART. 7. **MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve participation in the HGAC Buy program to purchase a new firetruck as presented by EMA Director Darren Woods and EMA Deputy Director John Gibson.

VOTE:

Motion voted on and passed.

- ART. 8. **MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the recommendation of EMA Director Darren Woods to hire Will Pols and Rachel Johnson of Fort Kent for North Lakes Fire paid volunteer firefighters.

VOTE:

Motion voted on and passed.

- ART. 9. Two bids were received on the subcompact tractor. Bryan Jandreau recommended accepting the highest bid of \$4021.00 by Dan Bouchard.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the recommendation of Facilities and IT Director Bryan Jandreau and award the subcompact tractor bid to Dan Bouchard for \$4,021.00.

VOTE:

Motion voted on and passed.

- ART. 10. Christina Theriault, Human Resources Director recommended hiring Angela Stiles for the position of Deputy Registrar of Deeds.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve hiring Angela Stiles for the position of Deputy Registrar of Deeds.

VOTE:

Motion voted on and passed.

- ART. 11. **MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the request from Finance Director Dana Gendreau to transfer \$12,250.00 from the Jail reserve to the Jail fund.

VOTE:

Motion voted on and passed.

- ART. 12. The County salary structure was presented by Human Resource Director Christina Theriault for approval.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the 2022 County Salary structure as presented.

VOTE:

Motion voted on and passed.

- ART. 13 **MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the request of Sheriff Shawn Gillen to sponsor Gary McGuire as an agent with MDEA and approval of \$11,727.00 in forfeited assets.

VOTE:

Motion voted on and passed.

- ART. 14. County Administrator Ryan Pelletier reported that there were no bids received on the 2010 Chevrolet Impala surplus vehicle.

- ART. 15. There are a sizeable number of recipients from Aroostook County for the Spirit of America awards. The County Commissioners recommended awarding a few at a time at County Commissioners' monthly meetings.

- ART. 16. **MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the recommendation of the County Administrator to reapportion the finance committee areas as presented with the only change being that Monticello will stay in area 3.

VOTE:

Motion voted on and passed.

ART. 17. County Commissioner Norman L. Fournier provided an overview of the recent MCCA and Risk Pool Board meetings and provided a legislative update.

ART. 18. Other Business.

- A) Paul Bernier, Community Service Director requested approval to relicense the septage land spreading and storage facility located at 874 Jackins Settlement Road in Cary, Maine

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the recommendation of the Community Services director and have the County Administrator sign the approval form.

VOTE:

Motion voted on and passed.

ART. 19. MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to adjourn the meeting at 2:12 p.m.

VOTE:

Motion voted on and passed.

ATTEST: A True Copy
of Commissioners' Meeting

Ryan D. Pelletier
County Administrator

AROOSTOOK COUNTY COMMISSIONERS
DATE: October 20, 2021

November 9, 2021

TO: County Commissioners

FR: Ryan Pelletier, County Administrator

RE: Snowmobile Access Route in Oxbow North Twp.

Dear Commissioners,

We have received a request from the Oxbow Snowmobile Club to designate the main road leading into Oxbow and through the rest of the municipality as a snowmobile access route. I have enclosed the pertinent section of law that discusses the requirements as well as the authority given to the Commissioners as municipal officers for the UT. Snowmobile Club representative Ryan Bushey will be attending your meeting to formally make the request on behalf of the club.

Ryan D. Pelletier

G. Notwithstanding paragraphs A to F, a snowmobile may be operated on the extreme right of a public way within the built-up portion of a municipality or unorganized or unincorporated township if the appropriate governmental unit has designated the public way as a snowmobile access route for the purpose of allowing snowmobiles access to places of business. A public way designated by an appropriate governmental unit as a snowmobile- access route must be posted conspicuously at regular intervals by that governmental unit with highly visible signs designating the snowmobile-access route. Before designating a public way as a snowmobile- access route, the appropriate governmental unit shall make appropriate determinations that snowmobile travel on the extreme right of the public way may be conducted safely and will not interfere with vehicular traffic on the public way. For purposes of this paragraph, "appropriate governmental unit" means the Department of Transportation, county commissioners or municipal officers within their respective jurisdictions. The jurisdiction of each appropriate governmental unit over public ways pursuant to this paragraph is the same as its jurisdiction over the passage of vehicles on public ways pursuant to Title 29-A, section 2395. Municipal or county law enforcement officials having jurisdiction have primary enforcement authority over any route established under this paragraph.

Ryan D. Pelletier, MPA, CMM
County Administrator
MTCMA Ambassador

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County of Aroostook

Quarterly Financial Summary

The purpose of this narrative is to provide a brief overview and highlights of the financials for the County of Aroostook's four funds. (General, ARPA, Jail and UT) This report is not meant to be all inclusive, however, will highlight areas that management feels need to be noted and observed to give Department Heads and Elected Officials necessary information for the budget oversight process.

General Fund

Year-To-Date: FY 2021 | January 2021 - September 2021

Benchmark %: 75%

GF Revenue:

- Departmental Revenue section is currently trending at the budgeted target of 75.0%. For the few revenue lines that are below the 75.0% threshold, those will become whole by the next quarter as it is simply the timing of outside agency payments to the County.
- Tax Revenue section reflects the County has currently collected only \$147,296.13 of the anticipated 2021 tax revenue equating to a 2.8% collection percentage as of September. This revenue line accounts for a monthly revenue allocation to the Jail fund for its portion of the tax funding, currently a total of \$1,982,999.13 through September. The amount of taxes collected by County as of September is \$2,130,295.26, resulting in the next of those two numbers to be \$147,296.13. October is our largest collection month for taxes as the municipalities will submit their payment to the County before the November 1st deadline to avoid interest.

GF Expense: The general fund expenses, as a total, is currently trending at 74.0%, which is slightly below our target in regards to our 75% benchmark. All departments are working diligently to keep their budgets under or at the benchmark of 75%. You will notice our heating maintenance contracts have been paid in full for the entire year at this point, driving the percentage used for those respective line items to 100%. Capital and Insurance lines have also been expensed at 100% for the general fund fiscal year.

Financial information/updates:

- *Law Enforcement Dispatch Connectivity Expense account overstated by \$30,712.50 in September due to an invoice allocation error. Has since been corrected in October to its proper expense line of PSAP expense.*

- *Law Enforcement Equipment Maintenance account overstated by \$13,474.75 in September due to reimbursement from the Coronavirus Supplemental Funding Grant. The County will receive payment for the \$13,474.75 in November 2021.*
- *Finance Department currently administering 13 grants.*
- *2021 TAN (Tax Anticipation Note) has been paid in full as of October 27, 2021.*
- *Budgeted State/City Municipal Programs to be paid to agencies in November 2021.*

ARPA Fund (American Rescue Plan Act 2021)

Year-To-Date: FY 2021 | January 2021 - September 2021

ARPA Revenue: The first of two “tranches” of the American Rescue Plan Act fund has accrued \$7,183.99 of interest as of September 2021.

ARPA Expense: The County has hired the ARPA Program Administrator resulting in expense activity for fund 7. As of September 2021, total expenses are \$4,776.66. These expenses are fully funded by the American Rescue Plan Act operating account.

Jail Fund

Year-To-Date: FY 2021-2022 | July 2021 - September 2021

Benchmark %: 25%

Jail Revenue: The Jail Fund departmental revenue collects their operational monies from the State in the first quarter of their fiscal year as well as other supplemental revenue. Collections for this section is currently at 100.7% for the 1st quarter ending 9/30/2021. Monthly tax allocation transfer payments are made from the General Fund to the Jail Fund, which appropriately reflects a collection percentage of 25%, targeted benchmark.

Jail Expense: The Jail Fund overall expenses for the 1st fiscal year quarter is trending slightly below target at 24.2%. Please note the jail property liability insurance has been expensed for the entire fiscal year and came in at an additional .9% or \$678.52 higher than the approved budget projection, thus the percentage for that line at 100.9%. The Jail's capital appropriation has also been funded at 100% for the fund's fiscal year.

UT Fund

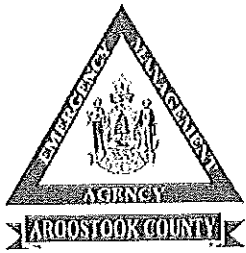
Year-To-Date: FY 2021-2022 | July 2021 - September 2021

Benchmark %: 25%

UT Revenue: The Unorganized Territory departmental revenue excise tax is trending above 1st quarter target at 28.7%.

Tax revenue quarterly payment collected from the State of Maine is on target at 25%, as anticipated.

UT Expense: The Unorganized Territory, first quarter is reporting 33.2% of its operational budget expensed as of September 2021. The major contributing factor to the 8.2% increase over the benchmarked 25% is the UT Capital, funded at 100% or \$481,750, per the approved FY 2021-2022 budget as well as the increased costs associated with contracted ambulance and solid waste.



AROOSTOOK COUNTY EMERGENCY MANAGEMENT AGENCY
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MEMO

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TO: Ryan Pelletier, County Administrator
FROM: Darren R. Woods, Emergency Management Director
RE: County EMA Mutual Aid Agreement
Date: 10-29 - 2021

I would like to request that the Mutual Aid Agreement be adopted for emergency use between County EMA's.

This is the exact agreement that I had discussed with the Board of Commissioners not that long ago and it does not include any changes.

2021
Maine County
Emergency Management
Mutual Aid Agreement



Sponsored by the:
Maine Emergency Management County Director's Council
(MEMCDC)

MAINE COUNTY EMERGENCY MANAGEMENT MUTUAL AID AGREEMENT

A. PURPOSE:

1. The undersigned Officers for the 16 Counties in the State of Maine hereby agree to render reciprocal disaster and emergency management aid and assistance to one another, in accordance with Title 37-B M.R.S.A. Chapter 13 § 784.

2. It is desirable that the resources of the participating counties be made available throughout the state to assist in combating the effects of emergencies and disasters to include but not limited to weapons of mass destruction and hazardous materials incidents, floods, fires, earthquakes, hurricanes, coastal storms and winter storms, or any other manmade or natural disaster. This agreement will provide for effective resource management by the sharing of emergency management assets between the counties.

3. Each party to this agreement agrees to furnish resources and services to each other as requested for the response, recovery and mitigation of an emergency or disaster in accordance with the requesting their Emergency Operations Plans (EOP).

B. COORINATING OFFICIAL: The County Emergency Management Director (EMD) is the civil official who is tasked with the responsibility and authority to facilitate cooperation in the work of disaster mitigation, preparedness, response and recovery. The County EMD serves as a liaison between municipal, county and state emergency management entities.

C. PROCEDURES FOR REQUESTING AND PROVIDING ASSISTANCE

1. The County EMD of a county needing assistance shall gain authorization from their County Commissioners to activate this agreement, unless the County Commissioners have prior delegated this authority to the County EMD.

2. The County EMD needing assistance will contact other County EMDs, as necessary, to request assistance. The initial request may be verbal, but this request shall be followed up with a formal letter, signed and on department letterhead.

3. The County EMD that agrees to deploy resources shall gain authorization from their County Commissioners to respond to the resource request, unless the County Commissioners have prior delegated this authority to the County EMD. The County providing resources shall advise the requesting County as soon as possible.

4. The counties activated under this agreement (both requesting and providing) shall provide notification of the actions to the Maine Emergency Management Agency (MEMA) Duty Officer.

5. Personnel assignments may be requested for a period of up to fourteen calendar days. After the fourteen day period, one of two options can occur:

a. The County providing personnel resources may consider their time complete. They will be released to return to their home county. The County providing personnel resources may replace with other staff or they can negotiate a longer stay.

b. Another County may be requested to provide personnel resources to the County needing assistance.

D. INTEROPERABLE COMMUNICATIONS: Each County EMD hereby authorizes the other County EMDs to program their emergency management radio frequencies into their 2-way radios. County EMDs should only utilize other counties' frequencies during exercises or when it is necessary to contact the County on their frequency/channel.

E. REIMBURSEMENTS, LIABILITY AND WORKERS COMPENSATION

1. This Agreement provides that the County employee responding to another county will continue to compensate their employee for regular salary and benefits during the response for normal work periods up to fourteen consecutive days. The requesting County shall be responsible for providing lodging, meals, incidentals and mileage. This shall be at the established rate of the sending County. Volunteers may be used and shall be entitled to the same lodging, meals, incidentals and mileage. Volunteers responding under this agreement are considered covered under title 37-B MRSA for the purposes of workers compensation and liability.

2. Each member to this agreement shall be responsible for compensation of damages to its own equipment and vehicles which occur while aid to the other county is being rendered.

3. Each member to this agreement shall be liable for its own actions which occurs while aid to the other county is being rendered.

4. Each County EMD shall be responsible for ensuring that their staff and volunteers are qualified and capable of completing the assignments given to them.

5. It is hereby understood that all resources and services provided under this agreement shall be at the discretion of the County providing the resources. The County providing resources shall have the primary interest of protecting its own constituency and does not assume any responsibility or liability for not providing requested resources or services to other parties of this agreement. Decisions shall be made with respect to availability of resources and services at the time of the request. Should an emergency or disaster event impact the County providing the resources, the assignment will be terminated.

H. AGREEMENT REPRESENTATIVE

1. The duly appointed county emergency management director from each member county shall represent their county on any discussions concerning the mutual aid agreement.

2. No provision of this Agreement may be modified, altered, or rescinded without the approval of the Board of Commissioners of all member counties.

I. DURATION: This Agreement shall remain in effect until December 31, 2025, at which time said Agreement may be updated and renewed.

J. WITHDRAWING FROM THE AGREEMENT: Any member County that desires to withdraw from this Agreement shall provide a written and signed notice to all other member counties, at least 30 days prior to withdrawing from this Agreement.

K. COPIES PROVIDED: This Agreement shall be filed on record with the county clerk from each member county. It shall also be kept on file at each member county emergency management agency. A copy of this agreement shall also be provided to the Maine Emergency Management Agency.

L. VALIDATION: Should any portion or section of this Agreement be held to be invalid by a court of competent jurisdiction, that fact shall not affect or invalidate any other portion or section; and the remaining portions of this Agreement shall remain in full force and effect without regard to the section or portion or power invalidated.

**MAINE COUNTY EMERGENCY MANAGEMENT MUTUAL AID AGREEMENT
SIGNATORY PAGE**

EXECUTED FOR THE AROOSTOOK COUNTY THE BOARD OF COMMISSIONERS

Emergency Management Director

Date

Commissioner, Chairman

Date

Commissioner

Date

Commissioner

Date

November 9, 2021

TO: County Commissioners

FR: Ryan Pelletier, County Administrator

RE: Mileage Reimbursement for Personal Vehicle Use

Dear Commissioners:

I have had requests from employees who sometimes have to use their personal vehicles on county business to consider a temporary increase in the mileage reimbursement rate due to the high increase in gasoline fuel since January. As you know, we set rates every January based on the negotiated rate in the State of Maine Union Contracts ("State Rate"). For 2021 that amount is .45 cents per mile. The 2021 IRS Business Rate is currently .56 cents per mile and all indications are the new IRS rate for January 1, 2022 will likely be .58 cents per mile. An employee can claim the difference in loss between what his/her employer pays and what the IRS rate is. My recommendation is due to the exorbitant increase in fuel costs, we adjust our 2021 rate for the last quarter of 2021 by .10 cents and reevaluate based on the negotiated Maine State rate in 2022 when the new union contracts are established.

[Home](#) → [Travel](#) → Mileage & Other Info

Mileage & Other Info

(Per Collective Bargaining Agreement) at <http://www.maine.gov/oer/contracts/index.htm>
 (<http://www.maine.gov/oer/contracts/index.htm>)

ARTICLE 28. EXPENSE REIMBURSEMENT (2019-2021)

Please Note: These rules remain in effect until the release of an updated Collective Bargaining Agreement.

A. Mileage Allowance:

The following matrix identifies the mileage allowance and effective date for each of the collective bargaining agreements, as well as non-bargaining unit employee groups.

Mileage Allowance Matrix

UNIT NAME	AFSCME	MSLEA	MSEA*	MSTA	CONFIDENTIAL - APPOINTED
2019-2021 Effective Date	07/12/2019	07/15/2019	08/01/2019	07/01/2021	07/01/2021
Mileage Rate	\$.45	\$.45	\$.45	\$.45	\$.45

**Including: Administrative Services; Operations, Maintenance & Support; Professional & Technical; and Supervisory Services bargaining units.*

- Effective July 1, 2007 Employees who are disabled and use their own personal adapted vehicle on State business, shall receive the current mileage reimbursement plus an additional ten cents (\$.10) per mile.
- The State retains the right to require employees to use State vehicles in lieu of mileage reimbursement.

B. Extended Day Meal Allowance:

- A traveler may be reimbursed for meal expenses only after the traveler is in travel status for two hours beyond the traveler's regularly scheduled working hours for any one day. The two hours may consist of hours occurring during or after, or a combination of both during and after the traveler's regularly scheduled working hours for the day.
- Allowed Breakfast (\$5.00) or Dinner (\$14.00) depending on the time of Extended Day. Anything over \$8.00 requires a receipt.
- This requirement is not applicable to the reimbursement provisions of Subsection 10.40.70 of SAAM (meals when not in travel status.)

See [Travel FAQs \(osc/travel/frequently-asked-questions\)](#) for Extended Day examples.

C. Telephone Allowance:

- An employee away from home overnight on the business of the State shall have the right to one (1) five (5) minute telephone call per night. When the employee is away from home overnight for two (2) or more continuous nights, that employee may aggregate the above five (5) minute period into (1) or more telephone calls as long as the total time used does not exceed the total time allowed.
- An employee who reports to work and then is required to work unscheduled overtime shall have the right to one five (5) minute telephone call to notify a member of his/her household.

Credit

Information

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- AGA National Website
- Maine Revenue Services
- Division of Procurement Services

11/9/21, 11:34 AM

Mileage & Other Info | Office of the State Controller

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Standard Mileage Rates

The following table summarizes the **optional** standard mileage rates for employees, self-employed individuals, or other taxpayers to use in computing the deductible costs of operating an automobile for business, charitable, medical, or moving expense purposes.

Period	Rates in cents per mile			Source
	Business	Charity	Medical Moving	
2021	56	14	16	IR-2020-279
2020	57.5	14	17	IR-2019-215
2019	58	14	20	IR-2018-251
2018	54.5	14	18	IR-2017-204
• TCJA				• IR-2018-127
2017	53.5	14	17	IR-2016-169
2016	54	14	19	IR-2015-137
2015	57.5	14	23	IR-2014-114
2014	56	14	23.5	IR-2013-95
2013	56.5	14	24	IR-2012-95
2012	55.5	14	23	IRB-2012-02
7/1/2011- 12/31/2011	55.5	14	23.5	IR-2011-69

Tax Professionals Topics

- Serve Your Clients
- Tax Pro News and Resources
- Circular 230 Tax Professionals
- Tax Code, Regulations and Official Guidance
- e-Services
- Topic No. 161 Returning an Erroneous Refund – Paper Check or Direct Deposit
- Appeals
- Tax Professionals

Period	Rates in cents per mile			Source
	Business	Charity	Medical Moving	
1/1/2011-6/30/2011	51	14	19	IR-2010-119

Page Last Reviewed or Updated: 17-Mar-2021

November 9, 2021

TO: County Commissioners

FR: Ryan Pelletier, County Administrator

RE: Proposed Meeting Dates for 2022

Dear Commissioners:

Enclosed is the proposed meeting dates for County Commissioner meetings in 2022. They are all consistent with the current third Wednesday of the month, with the exception of the first organizational meeting to be held the first Tuesday in January per Charter. Also, I have proposed a slight change to the September meeting date because of the way the days of the week fall, September 14 would actually be the second Wednesday of the month. I am asking for this consideration as I do have a conflict already with the third Wednesday. I could, participate via Zoom on the third Wednesday if the Board can't make this accommodation. Thank you.

COMMISSIONERS MEETINGS – 2022

LOCATION	DATE	TIME
HOULTON	TUESDAY JANUARY 4, 2022	1:00 PM
FORT KENT	WEDNESDAY FEBRUARY 16, 2022	1:00 PM
CARIBOU	WEDNESDAY MARCH 16, 2022	1:00 PM
HOULTON	WEDNESDAY APRIL 20, 2022	1:00 PM
FORT KENT	WEDNESDAY MAY 18, 2022	1:00 PM
CARIBOU	WEDNESDAY JUNE 15, 2022	1:00 PM
HOULTON	WEDNESDAY JULY 20, 2022	1:00 PM
FORT KENT	WEDNESDAY AUGUST 17, 2022	1:00 PM
CARIBOU	WEDNESDAY SEPTEMBER 14, 2022	1:00 PM
SINCLAIR	WEDNESDAY OCTOBER 19, 2022	1:00 PM
HOULTON	WEDNESDAY NOVEMBER 16, 2022	1:00 PM
FORT KENT	WEDNESDAY DECEMBER 21, 2022	1:00 PM