

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING – TUESDAY, JANUARY 4, 2022 – 1:00 P.M.
SHERIFF'S OFFICE BUILDING (2ND FLOOR CONFERENCE ROOM)– HOULTON

PLEASE USE THE FOLLOWING INFORMATION FOR ATTENDING THE MEETING VIA ZOOM:

MEETING ID: 884 6642 2635 PASSCODE: 983361

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. ELECTION OF COUNTY COMMISSIONER CHAIR & VICE CHAIR FOR 2022.
- ART. 5. DESIGNATION OF WIOA CHIEF ELECTED OFFICIAL FOR 2022.
- ART. 6. APPROVAL OF THE COUNTY COMMISSIONERS MEETING MINUTES OF
DECEMBER 13, 2021 & DECEMBER 15, 2021.
- ART. 7. OTHER ITEMS FOR APPROVAL AND SIGNATURES.
 - A) ATTENDANCE RECORD
 - B) BILLS AND WARRANTS
- ART. 8. TO CONSIDER A SPECIAL PRESENTATION BY THE SHERIFF'S OFFICE. (Shawn
Gillen).
- ART. 9. TO CONSIDER A DISCUSSION REGARDING THE JAIL BUILDING STUDY
COMMISSION (Bryan Jandreau).
- ART. 10. TO CONSIDER THE APPROVAL OF A VICTIM WITNESS ADVOCATE POSITION (Todd
Collins).
- ART. 11. TO CONSIDER THE REALLOCATION OF DA CAPITAL FUNDS FROM E-FILE RESERVE
TO AUTOMOBILE RESERVE (Todd Collins).
- ART. 12. TO CONSIDER THE COUNTY OF AROOSTOOK COVID-19 VACCINATION AND
MANDATORY TESTING POLICY (Christina Theriault).
- ART. 13. TO CONSIDER AN AMBULANCE AGREEMENT FOR E-PLT AND OTHER VARIOUS
TOWNSHIPS WITH THE CENTRAL AROOSTOOK AMBULANCE SERVICE. (Paul
Bernier).
- ART. 14. TO CONSIDER AMBULANCE AND FIRE PROTECTION AGREEMENTS FOR CONNOR
TWP. AND AMBULANCE AGREEMENT ONLY FOR MADAWASKA LAKE TWP. WITH
THE CITY OF CARIBOU. (Paul Bernier).

- ART. 15. TO CONSIDER AN AMBULANCE AGREEMENT FOR BENEDICTA TWP.; SILVER RIDGE TWP.; T1 R4; T2 R4; T3 R4; AND T1 R5 WITH THE TOWN OF EAST MILLINOCKET. (Paul Bernier).
- ART. 16. TO CONSIDER FINAL APPROVAL OF THE ARPA PROGRAM STATEMENT BUDGET (Ryan Pelletier & Steve Pelletier).
- ART. 17. COUNTY COMMISSIONER'S REPORT.
- A) MCCA/RISK POOL UPDATE
 - B) OTHER ITEMS OF INTEREST
 - C) LEGISLATIVE REPORT
- ART. 18. OTHER BUSINESS
- ART. 19. ADJOURNMENT

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING - MONDAY, DECEMBER 13, 2021
9:00 A.M. –SHERIFF'S OFFICE BUILDING – ADMINISTRATIVE CONFERENCE ROOM - CARIBOU

PRESENT

Paul J. Adams, Chair, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner VIA CONFERENCE CALL
Ryan D. Pelletier, County Administrator
Shawn Gillen, Sheriff VIA ZOOM
Dana Gendreau, Finance Director
Christina Theriault, HR Director

- ART. 1. Chair Paul J. Adams called the meeting to order at 9:00 A.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 Underwood and seconded by Norman Fournier to approve the agenda.

VOTE:

Motion voted on and passed.

- ART. 4. Chair Paul J. Adams entertained a motion to go into executive session pursuant to Title 1 MRSA 4056A to discuss or consider an individual or group of employees of the body or agency.

MOTION:

Motion by Paul Underwood and seconded by Norman Fournier to enter executive session at 9:03 am.

VOTE:

Motion voted on and passed.

The Board exited executive session at 9:55 a.m.

MOTION:

A motion was made by Norman Fournier and seconded by Paul Underwood to approve the Premium Pay Proposal utilizing ARPA Funds for eligible county employees as presented.

VOTE:

Motion voted on and passed unanimously.

ART. 5. Adjournment.

MOTION:

A motion was made by Paul Underwood and seconded by Norman Fournier to adjourn the meeting at 9:57 am.

VOTE:

Motion voted and passed.

ATTEST: A True Copy

of Commissioners' Meeting

Ryan D. Pelletier
County Administrator

AROOSTOOK COUNTY COMMISSIONERS
DATE: December 13, 2021

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY, DECEMBER 15, 2021
- 1:00 P.M. - FORT KENT 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
Shawn Gillen, Sheriff
Craig Holder, Chief Deputy
Paul Bernier, Community Services Director
Dana Gendreau, Finance Director
Christina Theriault, HR Director via Zoom
Steve Pelletier, ARP Program Administrator
Darren Woods, EMA Director
John Gibson, EMA Deputy Director via Zoom

- ART. 1. Chair Paul J. Adams called the meeting to order at 1:00 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 Underwood and seconded by Norman Fournier to approve the agenda as amended to add Art. 3A Special Presentation by the County Administrator; Art 5 C Dispatch Service Renewal Agreement with the Town of Madawaska; and Art. 11 Other Business 1. Election of MCCA Board Representative; 2. Election of MCCA Risk Pool Representative, Proxy, and Point of Contact; 3. LD 1 Limit for UT Budget; and 4. Oxbow Snowmobile Trail Designation Update.

VOTE:

Motion voted on and passed.

- ART. 4. Chair Paul J. Adams entertained a motion for approval of the November 17, 2021 County Commissioners' meeting minutes.

MOTION:

Motion by Paul Underwood and seconded by Norman Fournier to approve the minutes of the November 17, 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) Dispatch Service Agreement Renewal with the Town of Madawaska.

MOTION:

Motion by Norman Fournier and seconded by Paul Underwood to approve the Dispatch Service Agreement Renewal with the Town of Madawaska.

VOTE:

Motion voted and passed.

ART. 6. Dispatch Agreement with Southern Aroostook Ambulance Service

Sheriff Shawn Gillen presented the Dispatch Service Agreement with the newly formed Southern Aroostook Ambulance Service which will provide ambulance coverage for a variety of communities in Southern Aroostook County.

MOTION:

Motion by Paul Underwood and seconded by Norman Fournier to approve the Dispatch Service Agreement with the Southern Aroostook Ambulance Service as presented.

VOTE:

Motion voted on and passed.

ART. 7. Authorization for the County Administrator to execute all documents and agreements pertaining to any settlement agreements related to Opioid Legal Actions.

MOTION:

Motion by Paul Underwood and seconded by Norman Fournier to authorize the County Administrator to execute all documents and agreements related to Opioid settlement actions.

VOTE:

Motion voted on and passed.

ART. 8. American Rescue Plan Program Statement

Mr. Steve Pelletier presented the draft ARPA Program Statement, Letter of Intent, Application and other related materials and presented the proposals for the Commissioners input. Mr. Ryan Pelletier also spoke about the budget and felt that more funding should be allocated to County programs since the County is ultimately paying for 60% of the cost of the program. The Commissioners provided input and feedback and instructed the County Administrator to work with the ARPA Program Administrator to take into account suggestions received and provide an updated copy to the Commissioners at their January 4, 2022 meeting.

MOTION:

Motion by Norman Fournier and seconded by Paul Underwood to authorize the County Administrator to finalize the Program Statement and present it to the Commissioners at their January 4, 2022 meeting.

VOTE:

Motion voted on and passed.

ART. 9. Authorization to Transfer ARPA Funding to Cover Related 2021 ARPA Expenses

MOTION:

A motion was made by Norman Fournier and seconded by Paul Underwood to authorize the transfer of ARPA Funds to cover related 2021 ARPA expenses.

VOTE:

Motion voted on and passed.

ART. 10. County Commissioner's Report

Commissioner Fournier updated the Board with various activity and issues at the MCCA Board Meeting and Risk Pool meeting as well as discussion regarding various pieces of legislation affecting County government. No action taken or motions made.

Commissioner Underwood updated the Board regarding the WIOA RFP Procurement Process for Adult & Dislocated Workers as well as Youth Services RFP. No action taken or motions made.

ART. 11 Other Business

Election of MCCA Board Representative for 2022

MOTION:

A motion was made by Paul Underwood and seconded by Paul Adams to elect Norman Fournier as the MCCA Board Representative for 2022 and Paul Underwood as Alternate.

VOTE:

Motion voted on and passed.

Election of MCCA Risk Pool Board Representative; Proxy and Point of Contact for 2022

MOTION:

A motion was made by Paul Underwood and seconded by Paul Adams to elect Norman Fournier as MCCA Risk Pool Board of Director for 2022; Paul Underwood as Proxy and Ryan Pelletier as designated Point of Contact.

VOTE:

Motion voted on and passed.

LD 1 Limit for the FY 2022-2023 Unorganized Territory Budget

MOTION:

A motion was made by Paul Underwood and seconded by Norman Fournier to increase the Property Tax Levy Limit established for the Unorganized Territory in the event that the Unorganized Territory budget approved will result in a property tax commitment that is greater than the property tax levy limit.

VOTE:

Motion voted on and passed.

Oxbow Snowmobile Trail Update.

Mr. Bernier provided a brief update that the snowmobile access route signs were installed and he would keep the Commissioners informed if any issues arise with the new trail designation.

ART. 12. To Consider an Executive Session pursuant to Title 1 MRSA (405)(6)(A) for the annual performance evaluation of the County Administrator.

MOTION:

A motion was made by Paul Underwood and seconded by Norman Fournier to enter executive session at 2:10 pm pursuant to Title 1 MRSA 405(6)(A) to consider the annual evaluation of the County Administrator.

VOTE:

Motion voted and passed.

The Board exited executive session at 2:25 pm and there was no post executive session action.

ART. 13. Adjournment.

MOTION:

A motion was made by Paul Underwood and seconded by Norman Fournier to adjourn the meeting at 2:36 pm.

VOTE:

Motion voted and passed.

ATTEST: A True Copy
of Commissioners' Meeting

Ryan D. Pelletier
County Administrator

AROOSTOOK COUNTY COMMISSIONERS
DATE:



Motion voted and passed.

ART 18. False Alarm Policy

Mr. Pelletier presented sample false alarm policies that the County could consider adopting for whenever the SO or other County emergency responders answer false alarms. Mr. Pelletier will plan to draft a sample policy specific for the County of Aroostook for presentation at a later date.

ART 19. UT Contract for Deputy Patrol


MOTION:

A motion was made by Norman Fournier and seconded by Paul Underwood to approve the contract for deputy patrol services in the UT.

VOTE:

Motion voted and passed.

ART 20. Jail Commission

 February 2020

Mr. Pelletier presented a roster of potential jail commission members. After some discussion the Board agreed to the following makeup:

Voting Members: 9 Members:

- (1) 1 County Commissioner – appointed by the County Commissioners
- (2) 1 Finance Committee Member – recommended by the Finance Committee
- (3) 1 Town Manager – recommended by the Aroostook Municipal Association
- (4) 1 Police Chief – recommended by the Aroostook Police Chiefs Association
- (5) 3 Local Elected Officials (1 from each CC District) appointed by the County Commissioners
- (6) 1 Public Member from the CC District to balance out representation from the entire County (appointment made after determining which districts the Town Manager and Police Chief rep are from)
- (7) 1 Sheriff of Aroostook County

Staff/Non-Voting Members:

- (1) DOC Representative (appointed by the Commissioner of the Dept. of Corrections)
- (2) County Administrator
- (3) Facilities & IT Director
- (4) Jail Administrator

MOTION:

A motion was made by Paul Underwood and seconded by Norman Fournier to approve the proposed list of jail commission membership and authorize the county administrator to begin soliciting names of individuals from the appropriate persons or groups and report back to the Commissioners with said names at the March 18, 2020 meeting.

VOTE:

March 11, 2020

TO: Aroostook County Commissioners
FR: Ryan D. Pelletier, County Administrator
RE: Jail Study Commission

Dear Commissioners,

Per your direction at the February meeting, I reached out to the identified constituencies we discussed to help propose a list of individuals who would be interested in serving on the Aroostook County Jail Study Commission. The following names were received:

Aroostook Municipal Association (Town Managers):

- Martin Puckett, City of Presque Isle (CC District #2)
- Suzie Paradis, Town of Fort Kent (CC District #3)
- Dave Cyr, Town of Mars Hill (CC District #1)

Finance Committee:

- Durward Humphrey, Benedicta (CC District #1)
- Dick Fortler, Caribou (CC District #2)
- Shawn Newell (CC District #1)

Aroostook Police Chiefs:

- Mike Gahagan, Caribou (CC District #2)
- Cyr Martin, Ashland/Washburn (CC District #2)
- Brian Harris, Maine SP (CC District #1)
- Tim Deluca, Houlton (CC District #1)

Elected Officials:

- John Rasmussen, Perham (CC District #3)
- Kevin Freeman, P Isle (CC District #2)
- Jodi Smith, Caribou (CC District #2)
- Walter Elliott, Limestone (CC District #2)
- Corey Pelletier, Fort Kent (CC District #3)
- Carroll Therlault, Fort Kent (CC District #3)

Sheriff's Office:

~~Shawn Gillen, Blaine (CC District #2)~~

POSSIBLE Committee COMBINATIONS BASED ON POPULATION & GEOGRAPHY:

Group A

Dave Cyr #1
Durward Humphrey #1
Brian Harris #1
Michael Gahagan #2
Kevin Freeman #2
Shawn Gillen #2
Carroll Theriault #3
Public Member #3
Norman Fournier #3 + Paul Adams

Group B

Martin Puckett #2
Cyr Martin #2
Shawn Gillen #2
John Rasmussen #3
Norman Fournier #3
Carroll Theriault #3
Shawn Newell #1
Brian Harris #1
Public Member #1

Group C

Suzie Paradis #3
Carroll Theriault #3
Norman Fournier #3
Dick Fortier #2
Jodi Smith #2
Shawn Gillen #2
Brian Harris #1
Tim Deluca #1
Public Member #1

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the Sheriff's recommendation for one Community Case Worker and two full-time Corrections Officers.

VOTE:

Motion voted on and passed.

T. 16. TAN Documents.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the 2020 Tax Anticipation Note as presented

VOTE:

Motion voted on and passed.

T. 17. Jail Commission.

Mr. Pelletier presented three different groups of possible Jail Commission Committees with members based on population and geography for consideration.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to select group A with the addition of Commissioner Adams to the group, and with the authority for Mr. Fournier and Mr. Pelletier to select a member of the public from District 3 to serve.

VOTE:

Motion voted on and approved.

RT. 18. County Commissioners' Report.

Commissioner Norman L. Fournier informed the board that the MCCA/Risk Pool meeting scheduled for March was cancelled. Mr. Fournier updated the board on several legislative issues.

RT. 19. At 2:05 p.m. the following motion was made by Norman L. Fournier and seconded by Paul J. Underwood.

MOTION:

I move that we go into executive session pursuant to Title 1 M.R.S.A., §405, (6) (A) to discuss a personnel matter.

VOTE:

Motion voted on and passed.

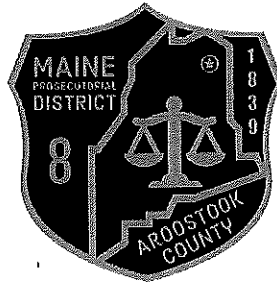
The board exited executive session at 2:10 and the following action was taken:

TODD R. COLLINS
District Attorney

STATE OF MAINE

Reply To:

KARI WELLS-PUCKETT
Deputy District Attorney



144 Sweden Street
Caribou, ME 04736-2353
207-498-2557
FAX 207-493-3493 _____

27 Riverside Drive
Presque Isle, ME 04769-2730
207-764-0504
FAX 207-764-2046 _____

CHRISTIANA REIN
MATTHEW HUNTER
CHARLES E. FYLER II
AMANDA R. SILVERMAN
IAN M. ANDERSON
Assistant District Attorneys

OFFICE OF THE DISTRICT ATTORNEY
AROOSTOOK COUNTY
PROSECUTORIAL DISTRICT NUMBER 8

26 Court Street, Suite 101
Houlton, ME 04730
207-532-4294
FAX 207-532-1504 _____

December 28, 2021

To: Ryan Pelletier
Re: Permission to Hire

Ryan,

I respectfully request you to present the name of Carrigan Levesque to the County Commissioners to be hired as a VWA in Caribou, to commence on or about January, 10, 2022. She would begin at Step 4, with a starting pay of \$16.78 and progress according to the County's personnel policy.

Our selection process was overseen by Christina Theriault, the County's Human Resource Director. She made sure we properly advertised and screened for the position. She confirmed the quality references for Carrigan.

I enclose a copy of Carrigan's letter and resume for your review. I hope the Commission concurs with our recommendation. If you need anything further, please advise.

Be Well and Stay Safe,

Todd R. Collins
District Attorney, Aroostook County



20211208122956147
.pdf

Attn: Human Resources Office
County Commissioner's Office
144 Sweden Street, Ste. 1
Caribou, ME 04736

To whom it may concern,

I am writing to formally express interest in the Victim Witness Advocate position with the District Attorney's Office. In reading the job description, it is clear that this agency is looking for someone who has the ability to express empathy to those experiencing challenging life circumstances, and is inclined to provide ample answers to questions, as well as potential resources to aid those individuals. With that being said, my Criminal Justice background, including my current position at the Presque Isle Police Department make me an ideal candidate for this vacancy.

Some of my most important accomplishments have been in my dispatching career. Recently I was awarded with a letter of appreciation from the Chief of the Presque Isle Police Department for going above and beyond in my work. In this particular case, I dedicated ten hours to negotiating with a female in a mental health crisis who posed a potential public threat. After speaking with her extensively, and using cell phone coordinates to track her location, the female brought herself to the department, and requested only to speak with me. This being after my shift was over I volunteered to speak with the female- who by the end of our conversation agreed to be transported for emergency mental health care. This particular incident is a prime example of how personal characteristics can have an impact in even the most dire situations, and can aid in building rapport with those experiencing even the most critical of incidents. My qualities of tenacity, compassion, and integrity helped de escalate this situation, and continue to set precedence in my daily encounters.

Aside from this, I have also participated in projects that look to assist locals in finding available resources for things such as substance abuse counseling, homelessness assistance, and domestic violence advocacy protections. For instance, in conjunction with the Hope and Justice Project, I created pamphlets of local and online resources to give to those anticipating release from the Aroostook County Jail, and is available to Presque Isle Police Officers who may encounter an individual in need during a call for service.

After reviewing my resume, I hope it can be agreed that I am a fit for this position. I am dedicated to public service, and look forward to the opportunity to elaborate on how I could benefit the District Attorney's Office.

Best,

Carrigan K. Levesque

Carrigan Levesque

35 Bagley Road Mapleton, ME 04757
(207)231-4836

During my career I have strived for excellence and pride myself in always putting my best foot forward, even in the most challenging of situations. Dispatching for local police departments, and pursuing my degree helped form me into an excellent communicator with the ability to empathize with those experiencing misfortune, and answer their law-oriented questions.

Skills

Quick learner
Organized
Computer proficient
Effective Communicator
Concise Writer

Experience

Public Safety Dispatcher

**Presque Isle Police Department (June 2019-
Current) - Presque Isle, ME**

Fort Kent Police Department (May 2017- June 2019) — Fort Kent, ME

Answer 911 calls, and respond with appropriate resources. Collect detrimental information for emergency response.

Reports generation and analysis. Ability to adapt to stressful situations. Knowledge of available local resources
Knowledge of Maine Criminal Code.

Communicate with law enforcement, fire department, and medical entities.

Translate information to appropriate coding.

Understand quickest response for specific jurisdictions.

Aiding in preparing reports for the District Attorney's Office.

Creating files to alert Statewide, and Nationwide agencies of specific cases.

Perform background, license, and registration checks per Officer orders.

Intern

June 2016 to December 2016

Ashland Police Department — Ashland, ME

Assisted in filling summonses & organizing paperwork.

Created monthly Uniform Crime Reports for the Federal Bureau of Investigation.

Attended emergency calls for service, including unattended deaths, and methamphetamine vessel disposals. Aided in the preparation of reports for the District Attorney's Office.

Peer Tutor

September 2015 to May 2017

University of Maine at Presque Isle — Presque Isle, ME

Assist at risk students with current assignments.
Abide by student's academic probationary period requirements.
Document student's progress, as well as maintain daily log sheets of accomplishments.
Build rapport with students to ensure they seek adequate resources to best meet their needs.

Field Organizer

June 2014 to December 2014

Maine Senate Democratic Campaign Committee — Augusta, ME

Maintained candidate's schedules.

Recruited volunteers.

Polled potential voters.

Canvassed local areas seeking support for candidates.

Attended political events.

Met with individuals, special interest groups, and others on behalf of candidates, committees, and boards of directors.

Education and Training

High School Diploma : 2014

Presque Isle High School — Presque Isle, ME, United States

Class Rank: 13/129

Involvement: National Honors Society, Early College Participant, Class Officer (Treasurer), School Board Student Representative, Junior Hospital Volunteer, Good Citizenship Award Recipient, Member of both Volleyball and Softball teams.

Certifications, 2017

Maine Criminal Justice Academy — Vassalboro, ME, United States

Maine State Police Terminal Operator Certified

Maine State Police National Instant Criminal Background Check System Certified

Alert Test Certified

Law Enforcement Pre-Service Phase 1 Completion

Bachelor of Arts : Criminal Justice, 2018

University of Maine at Presque Isle — Presque Isle, ME, United States

Completion Date: May 12, 2018

3.679 GPA

Involvements: President of Alpha Phi Sigma (National Criminal Justice Honors Society), Member of Criminal Justice Club, Member of Phi Eta Sigma National Honors Society, Innovative Learner Scholar, John Hill Gold Merit Award Recipient, Who's Who Among Students in American Universities and Colleges Award Recipient.

Forensic Education 2021 Tilton, NH, United States

Deescalation Techniques & Cultural Awareness Certificate

References

Christopher Hayes

Deputy Chief, Presque Isle Police Department

E-Mail: chayes@presqueisleme.us

Cell: 207-551-5590

Forrest Dudley

Patrol Sergeant, Aroostook County Sheriff's Office

Former Special Agent, Maine Drug Enforcement Agency

E-Mail: forrest.p.dudley@aroostook.me.us

Cell: 207-551-8867

Work: 207-532-3471

Lisa Leduc, PhD

Criminal Justice Program Coordinator, University of Maine at Presque Isle

E-Mail: lisa.leduc@maine.edu

Work: (207) 768-9436

Cell: (207) 540-7130

TODD R. COLLINS
District Attorney

STATE OF MAINE



KARI WELLS-PUCKETT
Deputy District Attorney

CHRISTIANA REIN
MATTHEW HUNTER
CHARLES E. FYLER II
AMANDA SILVERMAN
IAN ANDERSON
Assistant District Attorneys

OFFICE OF THE DISTRICT ATTORNEY
AROOSTOOK COUNTY
PROSECUTORIAL DISTRICT NUMBER 8

Reply To:

144 Sweden Street
Caribou, ME 04736-2353
207-498-2557
FAX 207-493-3493 _____

27 Riverside Drive
Presque Isle, ME 04769-2730
207-764-0504
FAX 207-764-2046 _____

26 Court Street, Suite 101
Houlton, ME 04730
207-532-4294
FAX 207-532-1504 _____

December 21, 2021

Ryan Pelletier, County Administrator

RE: reallocation of capital funds

Dear Ryan,

Per our conversation, this is a letter memorializing my request to transfer \$13,297.33 from the E-File capital account to the Automobile account.

The E-File project is currently being satisfied with a cloud computing option managed by Citrix, which is being funded through a Personnel Services line item. The funds currently associated with the E-File capital account will no longer be needed or used.

The DAO will be purchasing a vehicle to replace the one that was removed from service in 2021. Transferring the unused capital funds from the E-File account to the Automobile account will lessen the financial impact of that purchase, which would otherwise need to be funded through a budget allocation.

Thank you for your consideration of this request.

Be Well and Stay Safe,

A handwritten signature in black ink, appearing to read 'Todd R. Collins'.

Todd R. Collins
District Attorney, Aroostook County

County of Aroostook

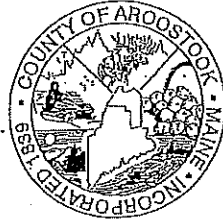
COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

PAUL G. BERNIER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

MEMORANDUM

DATE: December 17, 2021
TO: Ryan D. Pelletier, County Administrator
FROM: Paul Bernier, Community Services Director
RE: Ambulance Agreements for E-Plantation; and the Townships of TDR2, T9R3, T9R4, T8R3, and T10R3.

Attached is the proposed Agreement for Ambulance Services with **The Central Aroostook Ambulance Service (CAAS)** for the Unorganized Township of E-Plantation, and the Townships of TDR2, T9R3, T9R4, T8R3 and T10R3.

This agreement covers the one (1) year period of January 01, 2022 through December 31, 2022. Referencing the attached cover letter from CAAS, the amount for TDR2, T9R3, T9R4, T8R3 and T10R3 represents a 61.8% increase over last year's amount. The amount for E-Plantation coverage represents a per capita increase of \$23.00 per person (64) which equates to a 65.7% increase over last year.

It is my recommendation that the proposed agreement be reviewed by the County Commissioner's and signed by the County Administrator.

AMBULANCE SERVICE INTERLOCAL COOPERATION AGREEMENT
TOWNSHIPS TDR2, T9R3, T9R4, T8R3, T10R3 AND E-PLANTATION

NOV 23 2021

The Aroostook County Administrator acting in his capacity as Municipal Official for Townships D Range 2, Township 9 Range 3, Township T9R4 and Township T8R3, and Township T10R3 and Township E-Plantation, hereinafter referred as the "County" enters into an agreement with the Central Aroostook Ambulance County Emergency Medical Services Authority, dba Central Aroostook Ambulance Service, hereinafter referred to as "CAAS", in accordance with the vote of the CAAS Board at a regular meeting held on March 18, 2020, for ambulance service to residents of the above townships, hereinafter described and designated under the following terms and pursuant to 30-A M.R.S.A., Section 2203.

- A. CAAS and County entered into an Agreement of Ambulance Services effective January 1, 2022. This agreement shall be in effect for a period of one (1) year.
- B. County is in need of ambulance services to provide transport and emergency medical services to residents within the geographic boundaries of County.
- C. When a call for ambulance services from any person in the County is received, CAAS will respond or mutual aid will respond if necessary.
 - a. The CAAS Paramedic or EMT responding will be in charge of the medical emergency. The CAAS paramedic or EMT responding will determine the level of care needed as defined by the State of Maine Emergency Medical Services.
 - b. If the CAAS Paramedic or EMT responding determines more assistance is required, that assistance will be requested.
 - c. Once the CAAS Paramedic or EMT responding has determined the ambulance services are no long needed, they will return to assigned base.
- D. The County will compensate CAAS for providing ambulance service in the following amounts: \$7,500 annually for Township 9 Range 3, Township D Range 2, Township T9R4, Township T8R3, Township T10R3 and a rate of \$58 per capita for E-Plantation based on the Maine census numbers, currently population of 64 residents, totaling \$3,712 annually, with payment to be received quarterly (\$2803.00/qtr) \$11,212 annually.
- E. This agreement can be terminated the following ways:
 - a. At any time, when both parties, agree in writing, to an effective date of termination.

- b. Either party may terminate this agreement upon written notice to the other party at least three hundred sixty-five (365) days prior to the intended termination date.

The County of Aroostook agrees to the above terms.

Ryan Pelletier, County Official

Date:

Troy Bradstreet, CAAS Representative

Date:



NOV 23 2021

November 22, 2021

County Commissioners, Aroostook
Attn: Paul Bernier
144 Sweden St.
Caribou, ME 04736

Good afternoon,

This letter is to inform you that the Central Aroostook Ambulance Service has completed our budget process. As I am sure you are aware that we have had an increase in costs relating to our supplies, personnel, fuels, etc. This in turn has caused us to increase our per diem this year from \$35 per resident to \$58 per resident. We are basing our population on the current 2020 US Census.

This will affect the E-Plantation residents. We were unable to get a new census for E-Plantation and will therefore maintain the previous number of 64 residents. This will be \$3,712. We also are increasing our charge for the territories. Our increase for the Townships of TDR2, T9R3, T9R4, T8R3 and T10R3 is increasing to \$1,500 for each territory (5x\$1500) to \$7,500.00.


The new annual total for E-Plantation and the 5 territories will be \$11,212. Total quarterly amount will be billed to the County of Aroostook, for all areas beginning January 2022 in the amount off \$2,803 (4*\$2803=\$11,212)

If you need any additional information, please let us know.

Thank you for your continued support of the Central Aroostook Ambulance Service.

Respectfully,

Gail McPherson
Secretary, CAAS Board of Directors



 NOV 23 2021

CAAS 2022 BUDGET

Based on US 2020 Census

Blaine - 665, Bridgewater - 586, Mars Hill - 1455 (Total = 2706)

| Category | Expense | Income | Balance |
|---------------------------------|----------------------|-------------------|----------------------|
| Totals to date | \$ 371,000.00 | \$ 378,160.00 | \$ 7,160.00 |
| EXPENSE | | INCOME | |
| EXPENSE | COST | Income | Amount |
| Salaries (Manager+1 Full Time) | \$ 210,000.00 | Ambulance | \$ 210,000.00 |
| FICA | \$ 15,600.00 | Town Asses | \$ 156,948.00 |
| Retirement | \$ 4,000.00 | Cty Asses | \$ 11,212.00 |
| Vacation/Sick | \$ 9,600.00 | | |
| Health (2 Full Time) | \$ 25,000.00 | | |
| Insurances | \$ 17,000.00 | | |
| Rent/Mortgage | \$ 7,500.00 | | |
| Cell Phones | \$ 1,200.00 | | |
| Fuel (Amb, Trl & Garage) | \$ 8,000.00 | | |
| Utilities (Elec,TV,Inter,Water) | \$ 5,000.00 | | |
| Repairs | \$ 10,000.00 | | |
| Supplies | \$ 12,000.00 | | |
| Training | \$ 1,000.00 | | |
| Dues | \$ 1,500.00 | | |
| Payroll Processing | \$ 2,000.00 | | |
| Miscellaneous | \$ 6,000.00 | | |
| Dispatching | \$ 2,500.00 | | |
| Capital lay-a-way | \$ 5,000.00 | | |
| Loan Payment (Life Pack) | \$ 12,600.00 | | |
| Maine Billing (\$25/call) | \$ 9,000.00 | | |
| Snow Removal | \$ 1,000.00 | | |
| Medical Director | \$ 1,500.00 | | |
| Presque Isle Fire | \$ 1,000.00 | | |
| Finacial Review | \$ 3,000.00 | | |
| | | | |
| | | | |
| Total Cost | \$ 371,000.00 | Total Cost | \$ 378,160.00 |

County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

PAUL G. BERNIER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

MEMORANDUM

DATE: December 22, 2021
TO: Ryan D. Pelletier, County Administrator
FROM: Paul Bernier, Community Services Director
RE: Ambulance & Fire Protection Services Agreement for Connor, and Ambulance Service Agreement for Madawaska Lake (T16R4)

Attached is the proposed Ambulance & Fire Protection Service Agreement with the **City of Caribou** for Connor, and Ambulance Service Agreement for Madawaska Lake (T16R4).

The agreements are for the one (1) year period of January 01, 2022 through December 31, 2022.

- **Ambulance - Madawaska Lake (\$14,200.00)** This proposal represents **no increase** over the previous years' agreement.
- **Ambulance and Fire - Connor (\$57,125.00)** This proposal represents an increase of \$4,125.00

Ambulance = \$45,700.00
Fire Protection = \$11,425.00

**** FYI - The per capita rate of \$125 remained the same as last year, however, rates are based on Census data and the 2020 Census showed a population of 457 for Connor Township. The previous 2010 Census data showed a population of 424 creating a difference of 33 residents. This is the reason for the increase of \$4,125.00.**

Based on the above information, it is my recommendation that the agreements be reviewed and signed by the County Administrator per authorization by the County Commissioners.

AMBULANCE COVERAGE INTERLOCAL COOPERATION

This interlocal cooperation agreement (hereinafter referred to as "Agreement"), made and entered into by and between the City of Caribou, being a municipality located in Aroostook County, Maine (hereinafter referred to as "Caribou"), and the area known as T16 R4, an unincorporated township located in Aroostook County, Maine (hereinafter referred to as "Town")

WITNESSETH

WHEREAS, Caribou maintains a Fire and Emergency Medical Services (EMS) department; and

WHEREAS, the Town has requested that Caribou provide similar protection and emergency services within the Town boundaries; and

WHEREAS, Caribou and the Town have mutually agreed to such cooperative services on the terms and conditions hereinafter set forth; and

WHEREAS, the governing body of each of the parties has agreed to adopt this Agreement for the provision of EMS services.

NOW, THEREFORE, the parties hereto agree as follows:

Section 1. AMBULANCE SERVICES

1.1 Caribou Obligations and Rights

- 1.1.1 Caribou shall provide ambulance services as Town's primary response to calls for emergency assistance 24 hours per day, seven days per week. This service will include ground ambulance services with both transportation and emergency medical services to individuals residing within the geographic boundaries of the Town. Caribou will use mutual aid as needed.
- 1.1.2 Caribou services shall be rendered at an appropriate level of care up to and including paramedic level of care as defined by the State of Maine Emergency Medical Services (EMS).
- 1.1.3 Caribou ensures that all ambulance personnel are qualified and duly licensed by the State of Maine and shall conduct its operations in accordance with the standards of Maine EMS.
- 1.1.4 Caribou will conduct operations under the following procedures:
 - a. When a call for the Ambulance is classed as an Emergency Call (meaning not a routine transfer), the dispatcher shall immediately notify his/her Superior who shall dispatch, as soon as possible, such force needed in response to the call which the Superior or Officer-in-Charge shall deem necessary and proper under the circumstances, if so warranted to include 1st Responders if available.
 - b. When a call for the Ambulance is classed as Routine Transfer (meaning moving a patient from Point A to Point B non-emergency for, as example, a Doctor's appointment or other non-emergency situation), the dispatcher shall immediately notify his/her Superior who shall dispatch the Ambulance as soon as possible in response to the call. **In no event will the City of Caribou leave the ambulance coverage areas unprotected to handle a Routine Transfer.**

- c. When in the opinion of the Officer-in-Charge, the services of Caribou are no longer needed; he/she shall order the ambulance crew to return to the Caribou Fire Station.

1.2 Town Obligations and Rights

- 1.2.1 While ambulance crews are in the borders of the Town, the Town agrees to provide Police Protection and support for the ambulance crews, should the need arise.
- 1.2.2 Town shall pay to Caribou compensation as provided in Section 2.

Section 2. COMPENSATION FOR SERVICES

- 2.1 Billing Services. Caribou maintains responsibility for establishing, billing and collecting fees from individuals and third-party payers for any services provided under this Agreement; Caribou retains ownership of all fees billed and collected.
- 2.2 The Town shall compensate Caribou for standing by and responding to calls for the ambulance services.
 - 2.2.1 The Compensation amount shall be \$100 per person in the Town as indicated by the Census Bureau in their most recent count or estimate preceding the effective contract Term. The contract amount is \$14,200 based on the 2020 Census estimate of residents in zip code 04783 minus the populations of Westmanland (79) and Stockholm (250).
 - 2.2.2 Caribou will invoice the Town on a quarterly basis. Failure by the Town to pay such invoices within Thirty (30) days from date of invoice shall be deemed sufficient cause for the cancellation of this agreement.

Section 3. AUTHORITY TO ACT

Call responders sent to aid and assist, shall, at all times, be directly under the order and control of the Caribou Fire Chief and/or the Officer-in-Charge of the call. However, while within the limits of the Town, the ambulance force is acting in behalf of, and as agent for the Town to call for special equipment or personnel to help with the situation, should the need arise.

Section 4. AGREEMENT TERM

This agreement shall be in effect from January 1, 2022, to December 31, 2022, and shall be automatically renewed for successive one (1) year terms upon the same terms and conditions provided herein, unless either party requests a change in the term and conditions. A request to change the terms and conditions of this agreement must be submitted, in writing, at least ninety (90) days prior to the expiration of the current agreement.

Section 5. TERMINATION OF AGREEMENT

- 5.1 Either Caribou or the Town, at any time, by vote of their respective officials, can terminate this contract upon Ninety (90) days written notice to the other party.
- 5.2 This agreement may be terminated by either party at any time for failure to fulfill the duties and obligations established hereunder: for conduct that is disruptive or detrimental to either party, or for a material breach of any term or condition of this Agreement. Before terminating the Agreement for any of the reasons set forth in this paragraph, a party shall give the other party written notice of its intent to terminate, which notice shall afford the other party at least thirty (30) days to remedy any perceived or real breach of the Agreement.

Section 6. SEVERABILITY

If any term or provision of this Interlocal Cooperation Agreement or the application thereof shall to any extent be invalid or unenforceable, the remainder of this Interlocal Cooperation Agreement, or the application of such term or provision to circumstances other than those with

respect to which it is invalid or unenforceable, shall not be affected thereby, and shall be enforced to the extent permitted by law. To the extent permitted by applicable law, the parties hereby waive any provision which would render any of the terms of this Interlocal Cooperation Agreement unenforceable.

IN WITNESS WHEREOF, the parties have signed and executed this Interlocal Cooperation Agreement on the dates listed below:

City of Caribou

Approved and authorized by the City Council on the 24th day of February, 2020.

Witness _____

Signature: _____

Name: Penny Thompson

Title: Caribou City Manager

T16 R4 aka Madawaska Lake

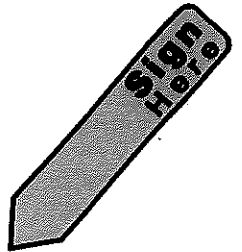
Approved and authorized this ____ day of _____, 20__.

Witness _____

Signature: _____

Name: _____

Title: _____



FIRE/AMBULANCE COVERAGE INTERLOCAL COOPERATION

This interlocal cooperation agreement (hereinafter referred to as "Agreement"), made and entered into by and between the City of Caribou, being a municipality located in Aroostook County, Maine (hereinafter referred to as "Caribou"), and the area known as Connor, an Unincorporated Township located in Aroostook County, Maine (hereinafter referred to as "Town")

WITNESSETH

WHEREAS, Caribou maintains a Fire and Emergency Medical Services (EMS) department; and

WHEREAS, the Town has requested that Caribou provide similar protection and emergency services within the Town boundaries; and

WHEREAS, Caribou and the Town have mutually agreed to such cooperative services on the terms and conditions hereinafter set forth; and

WHEREAS, the governing body of each of the parties has agreed to adopt this Agreement for the provision of Fire and EMS services.

NOW, THEREFORE, the parties hereto agree as follows:

Section 1. AMBULANCE SERVICES

1.1 Caribou Obligations and Rights

- 1.1.1 Caribou shall provide ambulance services as Town's primary response to calls for emergency assistance 24 hours per day, seven days per week. This service will include ground ambulance services with both transportation and emergency medical services to individuals residing within the geographic boundaries of the Town. Caribou will use mutual aid as needed.
- 1.1.2 Caribou services shall be rendered at an appropriate level of care up to and including paramedic level of care as defined by the State of Maine Emergency Medical Services (EMS).
- 1.1.3 Caribou ensures that all ambulance personnel are qualified and duly licensed by the State of Maine and shall conduct its operations in accordance with the standards of Maine EMS.
- 1.1.4 Caribou will conduct operations under the following procedures:
 - a. When a call for the Ambulance is classed as an Emergency Call (meaning not a routine transfer), the dispatcher shall immediately notify his/her Superior who shall dispatch, as soon as possible, such force needed in response to the call which the Superior or Officer-in-Charge shall deem necessary and proper under the circumstances, if so warranted to include 1st Responders if available.
 - b. When a call for the Ambulance is classed as Routine Transfer (meaning moving a patient from Point A to Point B non-emergency for, as example, a Doctor's appointment or other non-emergency situation), the dispatcher shall immediately notify his/her Superior who shall dispatch the Ambulance as soon as possible in response to the call. **In no event will the City of Caribou leave the ambulance coverage areas unprotected to handle a Routine Transfer.**

- c. When in the opinion of the Officer-in-Charge, the services of Caribou are no longer needed; he/she shall order the ambulance crew to return to the Caribou Fire Station:

1.2 Town Obligations and Rights

- 1.2.1 While ambulance crews are in the borders of the Town, the Town agrees to provide Police Protection and support for the ambulance crews, should the need arise.
- 1.2.2 Town shall pay to Caribou compensation as provided in Section 3.

Section 2. FIRE SERVICES

2.1 Caribou Obligations and Rights

- 2.1.1 Caribou agrees to provide auxiliary or supplemental fire protection to the Town.
- 2.1.2 When in the opinion of the Fire Chief or Officer-in-Charge, the services of the department are no longer needed; he/she shall order the force to return to the Caribou Fire Station. The Officer may, however, leave such equipment as he / she deems advisable for use by the crews on standby, if there is danger of a fire breaking out again.
- 2.1.3 The Fire Chief or Officer-in-Charge shall have the power to order the return of a force at any time when in his/her opinion the services of, or the presence of, such force is required within the City of Caribou.

2.2 Town Obligations and Rights

- 2.2.1 The Maine Forest Service, under Title 12, Chapter 801, Section 8002, Maine Law, has the responsibility to handle suppression of all grass, brush and forest fires, but will reimburse any municipality that fights a grass or brush fire that is a threat to the forest of the municipality. They will also respond to structural fires when, and only when, personnel and equipment are nearby and available, and will do so in recognition of lack of other readily available sources of help or a potential hazard to the forest.
- 2.2.2 The Town will support efforts by Caribou to obtain compensation from the state or other government entities for services rendered within the Town's boundaries.
- 2.2.3 Town shall pay to Caribou compensation as provided in Section 3.

Section 3. COMPENSATION FOR SERVICES

- 3.1 Billing Services. Caribou maintains responsibility for establishing, billing and collecting fees from individuals and third-party payers for any services provided under this Agreement; Caribou retains ownership of all fees billed and collected.
- 3.2 The Town shall compensate Caribou for standing by and responding to calls for the fire and ambulance services.
 - 3.2.1 The Compensation amount shall be \$125 per person in the Town as indicated by the Census Bureau in their most recent count or estimate preceding the effective contract Term. The initial contract amount is \$57,125 based on the 2020 Census/estimate of 457 for the Town/UT.
 - 3.2.2 Caribou will invoice the Town on a quarterly basis. Failure by the Town to pay such invoices within Thirty (30) days from date of invoice shall be deemed sufficient cause for the cancellation of this agreement.

Section 4. AUTHORITY TO ACT

Call responders sent to aid and assist, shall, at all times, be directly under the order and control of the Caribou Fire Chief and/or the Officer-in-Charge of the call. However, while within the limits of the Town, the fire or ambulance force is acting in behalf of, and as agent for the Town to call for special equipment or personnel to help with the situation, should the need arise.

Section 5. AGREEMENT TERM

This agreement shall be in effect from January 1, 2022, to December 31, 2022, and shall be automatically renewed for successive one (1) year terms upon the same terms and conditions provided herein, unless either party requests a change in the term and conditions. A request to change the terms and conditions of this agreement must be submitted, in writing, at least ninety (90) days prior to the expiration of the current agreement.

Section 6. TERMINATION OF AGREEMENT

- 6.1 Either Caribou or the Town, at any time, by vote of their respective officials, can terminate this contract upon Ninety (90) days written notice to the other party.
- 6.2 This agreement may be terminated by either party at any time for failure to fulfill the duties and obligations established hereunder: for conduct that is disruptive or detrimental to either party, or for a material breach of any term or condition of this Agreement. Before terminating the Agreement for any of the reasons set forth in this paragraph, a party shall give the other party written notice of its intent to terminate, which notify shall afford the other party at least thirty (30) days to remedy any perceived or real breach of the Agreement.

Section 7. SEVERABILITY

If any term or provision of this Interlocal Cooperation Agreement or the application thereof shall to any extent be invalid or unenforceable, the remainder of this Interlocal Cooperation Agreement, or the application of such term or provision to circumstances other than those with respect to which it is invalid or unenforceable, shall not be affected thereby, and shall be enforced to the extent permitted by law. To the extent permitted by applicable law, the parties hereby waive any provision which would render any of the terms of this Interlocal Cooperation Agreement unenforceable.

IN WITNESS WHEREOF, the parties have signed and executed this Interlocal Cooperation Agreement on the dates listed below:

City of Caribou

Approved and authorized by the City Council on the 24th day of February, 2020.

Witness _____

Signature: _____

Name: Penny Thompson

Title: Caribou City Manager

Connor UT

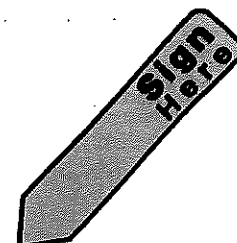
Approved and authorized this ____ day of _____, 20__.

Witness _____

Signature: _____

Name: _____

Title: _____



County of Aroostook

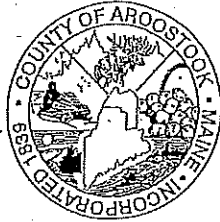
COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

PAUL G. BERNIER



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

MEMORANDUM

DATE: December 22, 2021
TO: Ryan D. Pelletier, County Administrator
FROM: Paul Bernier, Community Services Director
RE: Ambulance Interlocal Agreement for Benedicta, Silver Ridge, T1R4, T2R4, T3R4, and T1R5 Townships.

I have been working with the Town of East Millinocket Ambulance Service to generate an Interlocal Ambulance Service Agreement for ambulance coverage for Benedicta, Silver Ridge, T1R4, T2R4, T3R4, and T1R5 Townships. Communications with East Millinocket Fire Chief Rob McGraw have been very successful and we have come to an agreement for a two (2) year term for ambulance service in these areas.

The proposed agreement is for the two (2) year period of calendar years 2022 and 2023. The agreed upon fee for calendar year 2022 will be set at \$5,500.00 followed by a 3% increase for calendar year 2023.

- January 01, 2022 to December 31, 2022 \$ 5,500.00
- January 01, 2023 to December 31, 2023 \$ 5,665.00

FYI; Previous contracts for these services were with the Town of Patten. As we discussed at our recent Commissioner's meeting on December 15th, the Town of Patten did send us a proposed contract for the above Townships in the amount of \$12,000.

It is my recommendation that the contract be reviewed and signed by the County Administrator per authorization by the County Commissioners.

AMBULANCE INTERLOCAL COOPERATION

Township

Residential Structures

Population

Benedicta, Silver Ridge, T1R4, T2R4, T3R4 and T1R5

The Aroostook County Administrator acting in his capacity as Municipal Official for Benedicta, Silver Ridge, T1R4, T2R4, T3R4 and T1R5 hereinafter referred to as the "County", enters into an agreement with the Municipality of East Millinocket in accordance with the vote of said Municipal Officials at a regular meeting held on _____, 2021, hereinafter referred to as the "Municipality" for ambulance service to the residents of Benedicta, Silver Ridge, T1R4, T2R4, T3R4 and T1R5, hereinafter described and designated under the following terms and pursuant to 30-A M.R.S.A., Section 2203.

1. The Municipality agrees to provide qualified ambulance service to Benedicta, Silver Ridge, T1R4, T2R4, T3R4 and T1R5.
2. When a call for aid or assistance from any person in the Unorganized Territory of Benedicta, Silver Ridge, T1R4, T2R4, T3R4 and T1R5 is received by the ambulance dispatcher, the following procedures will be followed:
 - A. When the Municipal Ambulance is not preparing to attend or attending another emergency, the dispatcher shall immediately dispatch the necessary force.
 - B. When the Municipal Ambulance is preparing to attend or attending an emergency, the dispatcher shall immediately notify the available ranking officer who shall decide what course of action to take. Emergency or non-emergency will be the determining factor.
3. The County acknowledges that ambulance services are contracted out to various areas and therefore the Municipality should establish the following criteria: The Municipality agrees, at all times to exercise its best effort to adequately cover all emergencies as they may occur; and to furnish service, in non-emergency situations as soon as practical as equipment and personnel are available; and all calls received shall be on a "first call, first served" basis, except that emergency calls will be given priority.
4. The County and Municipality have mutually agreed to the compensation, as specified in section 5 below, which shall be paid by the County for ambulance service. In reaching this agreement, the parties have considered the following conditions and factors, among others:
 - A. The fee is fair and equitable.
 - B. Non-residents (summer occupants & structures) have been treated as one quarter (1/4) residency.
 - C. Commercial / Industrial establishments have been treated separately.
 - D. Transients are not encompassed in this agreement, because their population is immeasurable.
 - E. State parks and picnic areas are not part of the Unorganized Territories, and therefore have not been included.

5. Remuneration for this agreement has been calculated at:

| | | |
|---------------|--|-------------------|
| Year 1 | January 01, 2022 to December 31, 2022 | \$5,500.00 |
| Year 2 | January 01, 2023 to December 31, 2023 | \$5,665.00 |

6. This agreement shall be in force for a period of two (2) years, **January 01, 2022 to December 31, 2023**, as described above. The County and Municipality shall review this agreement at the end of the final anniversary date, and either the County or the Municipality, by vote of their respective officials, can terminate this agreement upon ninety (90) days written notice to the other party. This agreement can be amended only by written agreement of the parties and shall not be changed or amended orally.

IN WITNESS WHEREOF, the parties to those present, have executed this contract each of which will be deemed an original on the _____ day of _____, 2021.

WITNESS

OFFICIALS OF EAST MILLINOCKET

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2022

AMERICAN RESCUE PLAN ACT PROGRAM STATEMENT SUMMARY

A. Funding Objectives – all ARPA funding activities must meet the Program Statement Guidelines and Interim Final Rule requirements set forth by the U.S. Department of Treasury.

B. Program Timeframe

| Funding Categories | Letter of Intent to Apply | Application Due Date |
|--|---------------------------|----------------------|
| Public Health & Negative Economic Impact | February 15, 2022 | April 29, 2022 |
| Investments in Infrastructure | February 15, 2022 | April 29, 2022 |

C. Program Budget

Administration & Compliance

| | | |
|---|--------------------|-----------|
| • ARPA Program Administrator Salary, Benefits, Office, Audit, Misc. | \$500,000 | |
| • Revenue Loss | \$600,000 | |
| • Technical Support | \$50,000 | |
| • Audit & Misc. | <u>\$5,000</u> | |
| Sub-total | \$1,155,000 | 9% |

County Investments

| | | |
|---------------------------------------|--------------------|------------|
| • Facilities | \$1,185,000 | |
| • Infrastructure | \$3,350,000 | |
| • Support for Unorganized Territories | \$224,648 | |
| • Public Health | \$200,000 | |
| • Essential Worker Compensation | <u>\$410,000</u> | |
| Sub-total | \$5,369,648 | 41% |

Grand Total

\$6,524,648 50%

Municipalities and Non-Profits

Public Health and Economic Impacts

| | | |
|--------------------------------------|--------------------|------------|
| • Covid 19 Mitigation and Prevention | \$400,000 | |
| • Medical Expenses | \$400,000 | |
| • Behavioral Health Care | \$300,000 | |
| • Public Health and Safety Staff | <u>\$300,000</u> | |
| Sub-total | \$1,400,000 | 10% |

Negative Economic Impact

| | |
|---|-----------|
| • Impacts to Households and Individuals | \$150,000 |
|---|-----------|

| | | |
|---|---------------------|------------|
| • Impacts to Business | \$100,000 | |
| • Impacts to State and Local Governments | <u>\$100,000</u> | |
| Sub-total | \$350,000 | 3% |
| | | |
| Investments in Infrastructure | | |
| • Water and Sewer Infrastructure | \$3,500,000 | |
| • Broadband Infrastructure | <u>\$1,250,000</u> | |
| Sub-total | \$4,750,000 | 37% |
| | | |
| Municipalities and Non-Profits Estimated Funding Total | \$6,500,000 | 50% |
| | | |
| Maximum Annual Grant Awards Amounts | \$2,166,666 | |
| | | |
| Total ARPA Funding | \$13,024,648 | |

D. ARPA Grant Program Project Categories

- Public Health and Negative Economic Impact
 - Maximum Award - \$150,000 or 50% of the project amount.
 - Match – 25% of the total grant award
 - Scoring is based on project impact, development strategy, and citizen participation
- Investments to Infrastructure – Water, Sewer, Broadband
 - Maximum Award - \$300,000 or 50% of the project amount.
 - Match – 50% of total grant award on all water and sewer projects.
 - Match – 100% or 1 to 1 dollar match of the total grant award for all broadband projects.
 - Scoring is based on project impact, development strategy, and citizen participation

E. Other application items may affect final score such as job creation, higher match amount, previous COVID funding amounts, past award recipient, and multi-jurisdiction.

F. Aroostook County/Administration Funding Uses

a. County Administration

- i. ARPA Program Administrator
- ii. Support for Unorganized Territories
- iii. Revenue loss
- iv. Technical Assistance

b. County Investments

- i. Facilities
- ii. Infrastructure
- iii. Public Health
- iv. Essential
- v. Worker compensation

G. Uniform Guidance

- Financial management of awarded grant projects must meet guidelines and be documented.
- Procurements by awardees shall be based on the amount of the project and all bids and RFPs shall be competitive.
- All awardees must have a contract with the County, contractors, and sub-contractors.
- Construction contracts must contain the Equal Opportunity Clause.

County of Aroostook

PUBLIC HEARING NOTICE

The County of Aroostook will hold public hearings on the dates and times listed below for the purpose of soliciting comments on the proposed American Rescue Plan (ARP) Program Statement for Aroostook County. Persons wishing to submit comments in writing are encouraged to do so by submitting correspondence to: Steve Pelletier, ARPA Program Administrator, County of Aroostook, via email: steve.pelletier@aroostook.me.us on or before 4:00 pm Monday January 17, 2022.

The following dates and times of the public hearings is as follows:

TUESDAY JANUARY 18, 2022 at 1:00 PM – Sheriff's Office Building, 2nd Floor Conference Room – Houlton, ME or by Zoom: Meeting ID: 871 0197 9505 Passcode: 120738

WEDNESDAY JANUARY 19, 2022 at 3:00 PM – Caribou Courthouse, Administrative Hearing Room – Caribou, ME or by Zoom: Meeting ID: 865 6963 2772 Passcode: 255706

THURSDAY JANUARY 20, 2022 at 6:00 PM – Fort Kent Municipal Building, Town Council Chambers – Fort Kent, ME or by Zoom: Meeting ID: 872 9129 1239 Passcode: 713665

Copies of the Program Statement and materials have been provided to each municipal office in Aroostook County, available online at www.aroostook.me.us or a copy can be obtained by calling Steve Pelletier at 207-493-3318, #1, Ext. 6.