

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, FEBRUARY 16, 2022 – 1:00
P.M. REGISTRY OF DEEDS BUILDING (1ST FLOOR CONFERENCE ROOM)– FORT KENT

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

MEETING ID: 889 1545 1620 PASSCODE: 688744

- ART. 1. CALL TO ORDER.
- ART. 2. PUBLIC COMMENT PERIOD.
- ART. 3. APPROVAL OF AGENDA.
- ART. 4. APPROVAL OF THE COUNTY COMMISSIONERS MEETING MINUTES OF JANUARY
4, 2022.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES.
 - A) ATTENDANCE RECORD
 - B) BILLS AND WARRANTS
- ART. 6. TO CONSIDER A CHANGE IN DATE FOR THE APRIL COUNTY COMMISSIONER
MEETING (RYAN PELLETIER).
- ART. 7. TO CONSIDER THE APPROVAL OF ONE NEW MEMBER TO THE NORTH LAKES FIRE
DEPARTMENT (DARREN WOODS).
- ART. 8. TO CONSIDER A DISPATCH SERVICE CONTRACT FOR SINCLAIR/CROSS LAKE WITH
THE AROOSTOOK COUNTY SHERIFF'S OFFICE. (PAUL BERNIER).
- ART. 9. TO CONSIDER THE 2022 COUNTY TAX COMMITMENT, DUE DATE AND INTEREST
(DANA GENDREAU).
- ART. 10. TO CONSIDER AN INTERLOCAL COOPERATION AGREEMENT AND SUBSIDY FOR
AMBULANCE SERVICE INC. SERVING SINCLAIR, CROSS LAKE, SQUARE LAKE, T14
R6, T15 R6 AND T16 R6. (PAUL BERNIER).
- ART. 11. TO CONSIDER AN UPDATE REGARDING THE AROOSTOOK ARPA PROGRAM.
(STEVE PELLETIER).
- ART. 12. TO CONSIDER DA VEHICLE BID RESULTS. (TODD COLLINS).
- ART. 13. TO CONSIDER A PROPOSED CHANGE IN THE SALARY ADMIN POLICY (RYAN
PELLETIER & CHRISTINA THERIAULT).

ART. 14. TO CONSIDER THE FOLLOWING APPOINTMENTS IN THE SHERIFF'S OFFICE (CHIEF DEPUTY CRAIG HOLDER).

TWO DEPUTY COMMISSION RENEWALS
THREE FULL TIME DEPUTY POSITIONS
ONE PART TIME DEPUTY POSITION
TWO FULL TIME DISPATCHER POSITIONS
ONE FULL TIME ACCCP CASE WORKER POSITION
ONE FULL TIME CORRECTION OFFICER POSITION
ONE FULL TIME MDEA SPONSORED POSITION

ART. 15. TO CONSIDER A DISCUSSION WITH THE CHIEF DEPUTY REGARDING OPTIONS REGARDING RECRUITMENT AND RETENTION OF LAW ENFORCEMENT AND CORRECTIONS POSITIONS. (CHIEF DEPUTY CRAIG HOLDER).

ART. 16. COUNTY COMMISSIONER'S REPORT.

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

ART. 17. OTHER BUSINESS

ART. 18. ADJOURNMENT

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING - TUESDAY, JANUARY 4, 2022
- 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 VIA ZOOM
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
Steve Pelletier, ARP Program Administrator VIA ZOOM
Darren Woods, EMA Director VIA ZOOM

ART. 1. Chair Paul J. Adams called the meeting to order at 1:05 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 Norman Fournier and seconded by Paul Underwood to approve the agenda.

VOTE:

Motion voted on and passed.

ART. 4. Chair Paul Adams entertained a motion for the election of County Commissioner Chair and Vice Chair for 2022.

MOTION:

Motion by Norman Fournier and seconded by Paul Underwood to elect Paul Adams as Chairman and Paul Underwood as Vice Chairman for 2022.

VOTE:

Motion voted on and passed.

ART. 5. Chair Paul Adams entertained a motion to designate the WIOA Chief Elected Official for 2022.

MOTION:

Motion by Norman Fournier and seconded by Paul Adams to designate Paul Underwood as WIOA Chief Elected Official for 2022.

VOTE:

Motion voted on and passed.

ART. 6. Chair Paul J. Adams entertained a motion for approval of the December 13, 2021 and the December 15, 2021 County Commissioners' meeting minutes.

MOTION:

Motion by Paul Underwood and seconded by Norman Fournier to approve the minutes of the December 13, 2021 and December 15, 2021 County Commissioners' meetings.

VOTE:

Motion voted on and passed.

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

- A) Attendance record.
- B) Bills and warrants.

ART. 8. Special Presentation by the Sheriff's Office was tabled to a future meeting.

ART. 9. Mr. Pelletier presented a recap of the Jail Study Commission that was created in 2020 before the pandemic. The Commissioners reviewed the current makeup of the committee and felt that the decision to table the committees work until the pandemic is over and people can meet safely inside, visit the jail facility etc. should continue.

MOTION:

A motion was made by Norman Fournier and seconded by Paul Underwood to continue to table the meeting of the jail study commission until further notice.

VOTE:

Motion voted on and passed.

ART. 10. Mr. Todd Collins, District Attorney presented the name of Carrigan Levesque for the Full Time Victim Witness Advocate position.

MOTION:

A motion was made by Norman Fournier and seconded by Paul Underwood to approve the District Attorney's recommendation.

VOTE:

Motion voted on and passed.

- ART. 11. Mr. Todd Collins, District Attorney requested the transfer of \$13,297.33 from the E-File capital account to the Automobile Account.

MOTION:

A motion was made by Norman Fournier and seconded by Paul Underwood to approve the request made by District Attorney Todd Collins.

VOTE:

Motion voted on and passed.

- ART. 12. Christina Theriault, HR Director presented the County of Aroostook COVID-19 Vaccination, Mandatory Testing and Masking Policy.

MOTION:

A motion was made by Norman Fournier and seconded by Paul Adams to approve the COVID 19 Vaccination, Mandatory Testing and Masking Policy as presented.

VOTE:

Motion voted on and passed 2-1. Commissioner Underwood was opposed.

- ART. 13. Mr. Bernier presented an ambulance agreement for E-Plt. And other various townships with the Central Aroostook Ambulance Service.

MOTION:

A motion was made by Paul Underwood and Seconded by Norman Fournier to approve the Community Services Director's recommendation.

VOTE:

Motion voted on and passed.

- ART. 14. Mr. Bernier presented ambulance and fire protection agreements for Connor Twp. and an Ambulance Agreement only for Madawaska Lake Twp. with the City of Caribou.

MOTION:

A motion was made by Paul Underwood and seconded by Norman Fournier to approve the agreements as presented.

VOTE:

Motion voted on and passed.

ART. 15. Mr. Bernier presented an ambulance agreement for Benedicta Twp.; Silver Ridge Twp. and various townships with the Town of East Millinocket.

MOTION:

A motion was made by Paul Underwood and seconded by Norman Fournier to approve the agreement as presented.

VOTE:

Motion voted on and passed.

ART. 16. Mr. Steve Pelletier presented the final draft of the ARPA Program Statement and budget.

MOTION:

A motion was made by Norman Fournier and seconded by Paul Underwood to approve the ARPA Program Statement and Budget as presented.

VOTE:

Motion voted on and passed.

ART. 17. County Commissioner's Report

Due to the meeting of the MCCA Board and Risk Pool not haven happened yet in January there was no report.

ART. 18. Other Business

No Other Business

ART. 19. Adjournment.

MOTION:

A motion was made by Paul Underwood and seconded by Norman Fournier to adjourn the meeting at 2:30 pm.

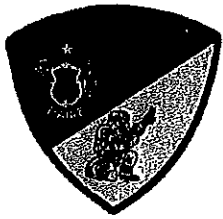
VOTE:

Motion voted and passed.

ATTEST: A True Copy
of Commissioners' Meeting

Ryan D. Pelletier
County Administrator

AROOSTOOK COUNTY COMMISSIONERS
DATE:



NORTH LAKES FIRE & RESCUE DEPARTMENT
158 SWEDEN STREET • CARIBOU, MAINE 04736
PH: 207-493-4328 • FX: 207-493-4357
www.northlakesfireandrescue.org
darren@arostookema.com

MEMO

DARREN R. WOODS
FIRE CHIEF

TO: Ryan Pelletier, County Administrator

JOHN GIBSON
DEPUTY CHIEF

FROM: Darren R. Woods, Fire Chief

JOSHUA BELANGER
CAPTAIN
Cross Lake Station

RE: North Lakes Fire Department

JOEY LEVESQUE
CAPTAIN
Sinclair Station

Date: 1-19-2022

HAROLD OLMSTEAD
CAPTAIN
Madawaska Lake Station

We would like to present a new member for acceptance to the North Lakes Fire & Rescue:

- Matt Russell

- Caribou

DON ENO
LIEUTENANT

Let me know if you have any questions.

LANE MOIR
LIEUTENANT

DYLAN CYR
LIEUTENANT

TERRY THIBODEAU
Safety Officer



Aroostook County
Sheriff's Office

RECEIVED
JAN 14 2022

Shawn D. Gillen, Sheriff
Craig Holder, Chief Deputy

Patrol Transportation Corrections Civil Process

January 11, 2022

Towns of Sinclair/Cross Lake
c/o County of Aroostook
144 Sweden St.
Caribou, ME 04736

Re: Dispatch Service Contract

Dear County Officials:

Enclosed please find the Dispatch Service Agreement renewal for 2022.

Please have your municipal officials sign and return it to me for the County Administrator and Sheriff signatures. Once both parties have executed the agreement, a copy will be returned for your records.

Our invoice in the amount of \$1241.42 for January 1, 2022 to December 31, 2022 is enclosed.

Thank you.

Sincerely,

Shawn D. Gillen
Sheriff

enc

FAITHFULLY SERVING OUR NEIGHBORS SINCE 1839

25 School St., Suite 216, Houlton, ME 04730

Tel: 207-532-3471

Fax: 207-532-7319

DISPATCH SERVICE CONTRACT

This AGREEMENT, entered into by and between the COUNTY OF AROOSTOOK (hereinafter "County") and the towns of Sinclair/Cross Lake (hereinafter "Town").

WITNESS,

That the County and the Town, for consideration paid, hereby agree as follows:

A. SERVICES

The County agrees to provide the Town with fire department emergency dispatching services. Fire calls received at the Sheriff's Department dispatch center in Houlton will cause the dispatcher to activate the Town's fire department paging system and to communicate, by means of the paging system, the location of the fire.

B. COST

The County will be paid for its services the sum of \$1241.42 per calendar year, to be paid in advance before January 31 of that calendar year. Failure to pay the above sum will result in termination of any obligation by the County.

C. LINE COST, MAINTENANCE, EQUIPMENT

The Town shall pay the cost of installing and maintaining any and all equipment needed for the performance of this contract, including but not limited to: telephones, telephone lines, telephone line regular monthly and toll charges, pagers, radio receivers or transmitters and radio repeaters.

D. CONTRACT TERM

This contract shall commence on JANUARY 1, 2022, and end DECEMBER 31, 2022. This contract may only be renewed annually by approval of the Board of County Commissioners and the legislative body (selectmen, etc.) of the Town.

E. SUPERVISION

County dispatchers performing this contract are subject only to the authority of the Sheriff's Department, the County Administrator and the Board of County Commissioners, in that order.

F. TITLE TO PERSONAL PROPERTY

Personal property and equipment belonging to the County and used in the performance of this contract remains the property of the County. Personal property and equipment provided by the Town remains the property of the Town.

G. TERMINATION

This Contract expires automatically on December 31, 2022. It may be terminated earlier by mutual agreement of the parties. Should this Contract be terminated and not renewed, each party should return to the other party any personal property or equipment used in the performance of this Contract and owned by the other party.

Should the County contract out its dispatching services, this Contract may be unilaterally terminated by the County. In such an event, the County will retain the pro rata share of the annual contract cost representing the portion of the year for which services are actually provided, and will refund the balance to the Town.

H. APPROVAL

To be effective, this Contract must be approved by an affirmative vote of the Board of County Commissioners and of the legislative body (selectmen, etc.) of the Town, at a publicly announced duly called meeting. Copies of the minutes of the meeting of each body, attested by the legally appointed custodian of those minutes, along with the executed duplicate original copies of this Contract, shall be provided to and filed with the office of the Board of County Commissioners and the Town Clerk.

I. LIABILITY, INDEMNIFICATION

The Town agrees to assume liability, to indemnify and hold harmless the County, its employees, officials and agents, for any loss caused by any failure to properly dispatch, for any injury caused by a fire or firefighters responding to a fire or for any actions undertaken in their performance of this Contract.

IN WITNESS WHEREOF, the parties hereto have executed this contract on the _____ day of _____, 2022.

_____ COUNTY ADMINISTRATOR

_____ WITNESS

_____ SHERIFF

_____ WITNESS

_____ ~~SHERIFF~~

COMMISSIONERS

FILED WITH FISCAL ADMINISTRATOR _____, 2022

STATE OF MAINE

AROOSTOOK COUNTY, ss.

Court of County Commissioners

On the 16th day of February the term of this Court, in the year 2022 A.D., it is Ordered that the County Tax for the year 2022, amounting to Eight Million Four Hundred Seventy-Two Thousand and Nine Hundred Fifty-Eight Dollars and Ninety-Eight Cents (\$8,472,958.98), the sum authorized by a resolve of the Aroostook County Finance Committee, and approved November 16, 2021, together with an overlay of One Hundred Sixty-Seven Thousand Nine Hundred Thirty-Seven Dollars and Two Cents (\$167,937.02), being a sum not exceeding two percent of said Eight Million Four Hundred Seventy-Two Thousand and Nine Hundred Fifty-Eight Dollars and Ninety-Eight Cents, be apportioned on the various Cities, Towns, Plantations and Unorganized Places within Aroostook County, according to the last State Valuation.

And said apportionment is hereby made as follows:

| APPORTIONMENT ON CITIES, TOWNS AND PLANTATIONS | VALUATION | TAX | APPORTIONMENT ON CITIES AND TOWNS AND PLANTATIONS | VALUATION | TAX |
|--|----------------|---------------|---|----------------|---------------|
| Allagash | \$ 32,550,000 | \$ 48,884.80 | Hersey | \$ 10,300,000 | \$ 15,408.80 |
| Amity | \$ 16,250,000 | \$ 24,310.00 | Hodgdon | \$ 69,850,000 | \$ 104,495.80 |
| Ashland | \$ 75,650,000 | \$ 113,172.40 | Houlton | \$ 316,400,000 | \$ 473,334.40 |
| Blaine | \$ 46,050,000 | \$ 67,394.80 | Island Falls | \$ 84,400,000 | \$ 126,282.40 |
| Bridgewater | \$ 38,850,000 | \$ 58,119.60 | Limestone | \$ 79,650,000 | \$ 119,158.40 |
| Caribou | \$ 403,100,000 | \$ 603,037.60 | Linneus | \$ 75,500,000 | \$ 112,948.00 |
| Castle Hill | \$ 29,450,000 | \$ 44,057.20 | Littleton | \$ 61,800,000 | \$ 92,452.80 |
| Caswell | \$ 18,850,000 | \$ 28,199.60 | Ludlow | \$ 26,150,000 | \$ 39,120.40 |
| Chapman | \$ 33,500,000 | \$ 50,116.00 | Macwahoc Plantation | \$ 15,700,000 | \$ 23,487.20 |
| Crystal | \$ 17,900,000 | \$ 26,778.40 | Madawaska | \$ 348,550,000 | \$ 521,430.80 |
| Cyr Plantation | \$ 12,550,000 | \$ 18,774.80 | Mapleton | \$ 141,650,000 | \$ 211,908.40 |
| Dyer Brook | \$ 19,400,000 | \$ 29,022.40 | Mars Hill | \$ 137,350,000 | \$ 205,475.60 |
| Eagle Lake | \$ 94,800,000 | \$ 141,820.80 | Masardis | \$ 29,300,000 | \$ 43,832.80 |
| Easton | \$ 289,500,000 | \$ 433,092.00 | Merrill | \$ 15,900,000 | \$ 23,786.40 |
| Fort Fairfield | \$ 185,300,000 | \$ 277,208.80 | Monticello | \$ 57,200,000 | \$ 85,571.20 |
| Fort Kent | \$ 274,500,000 | \$ 410,652.00 | Moro Plantation | \$ 11,800,000 | \$ 17,652.80 |
| Frenchville | \$ 62,250,000 | \$ 93,128.00 | Nashville Plantation | \$ 52,300,000 | \$ 78,240.80 |
| Garfield Plantation | \$ 9,150,000 | \$ 13,688.40 | New Canada | \$ 28,650,000 | \$ 42,860.40 |
| Glenwood Plantation | \$ 16,200,000 | \$ 24,235.20 | New Limerick | \$ 124,700,000 | \$ 186,551.20 |
| Grand Isle | \$ 26,200,000 | \$ 39,195.20 | New Sweden | \$ 41,700,000 | \$ 62,383.20 |
| Hamlin | \$ 22,950,000 | \$ 34,333.20 | Oakfield | \$ 49,600,000 | \$ 74,201.60 |
| Hammond | \$ 9,100,000 | \$ 13,813.60 | Orient | \$ 52,800,000 | \$ 78,988.80 |
| Haynesville | \$ 14,000,000 | \$ 20,844.00 | Perham | \$ 25,800,000 | \$ 38,596.80 |

STATE OF MAINE

| APPORTIONMENT ON CITIES, TOWNS AND PLANTATIONS | VALUATION | TAX | APPORTIONMENT ON CITIES AND TOWNS AND PLANTATIONS | VALUATION | TAX |
|--|----------------|---------------|---|------------------|-----------------|
| Portage Lake | \$ 76,400,000 | \$ 114,294.40 | Westfield | \$ 34,100,000 | \$ 51,013.60 |
| Presque Isle | \$ 591,900,000 | \$ 885,482.40 | Westmanland | \$ 18,850,000 | \$ 28,199.60 |
| Reed Plantation | \$ 17,850,000 | \$ 26,703.60 | Weston | \$ 54,000,000 | \$ 80,784.00 |
| Saint Agatha | \$ 78,400,000 | \$ 117,286.40 | Winterville Plantation | \$ 37,600,000 | \$ 56,249.60 |
| Saint Francis | \$ 29,700,000 | \$ 44,431.20 | Woodland | \$ 65,500,000 | \$ 97,988.00 |
| Saint John Plantation | \$ 22,100,000 | \$ 33,061.60 | | | |
| Sherman | \$ 50,950,000 | \$ 76,221.20 | | | |
| Smyrna | \$ 23,550,000 | \$ 35,230.80 | | | |
| Stockholm | \$ 18,150,000 | \$ 27,152.40 | | | |
| Van Buren | \$ 75,300,000 | \$ 112,648.80 | Total for Cities, Towns and Plantations | \$ 4,954,450,000 | \$ 7,411,857.20 |
| Wade | \$ 17,750,000 | \$ 26,554.00 | | | |
| Wallagrass | \$ 43,950,000 | \$ 65,749.20 | | | |
| Washburn | \$ 94,300,000 | \$ 141,072.80 | Total for Unorganized Places | \$ 821,550,000 | \$ 1,229,038.80 |

TAX RATE: 0.0014960

| SUMMARY | VALUATION | TAX |
|---|-------------------------|------------------------|
| TOTAL FOR CITIES, TOWNS AND PLANTATIONS | \$ 4,954,450,000 | \$ 7,411,857.20 |
| TOTAL FOR UNORGANIZED PLACES | \$ 821,550,000 | \$ 1,229,038.80 |
| TOTAL | \$ 5,776,000,000 | \$ 8,640,896.00 |

We have on this day issued warrants to the assessors of the various cities, towns and plantations within Aroostook County requiring the assessment of the sums apportioned against their respective cities, towns or plantations, and the collection and payment thereof to the treasurers of said cities, towns or plantations, to be paid by them to the County Treasurer, on his warrants to be issued therefore on or before the first day of September 2022.

And the Clerk of this Court is hereby directed to certify a copy of the above apportionment to the County Treasurer of Aroostook County, and the County Treasurer is directed to certify a like copy to the State Tax Assessor as required by statute.

Dated at Caribou, Maine

February 16, 2022

Attest: _____
County Clerk

ARROOSTOOK COUNTY COMMISSIONERS

2022 County Tax Summary

| | |
|------------------|------------------------|
| MUNICIPAL TAX | \$ 8,472,958.98 |
| OVERLAY | \$ 187,937.02 |
| TOTAL TAX | \$ 8,640,896.00 |

Mill Rate 2021

0.0014960

| MUNICIPALITIES | 2021 COUNTY TAX | 2022 VALUATION | % of TOTAL VALUATION | 2022 COUNTY TAX | DOLLAR INC/(DEC) | % INC/DEC |
|----------------|--------------------|-------------------|-------------------------|--------------------|---------------------|--------------|
| ALLAGASH | 44,008.45 | 32,550,000 | 0.56% | 48,694.80 | \$4,686.35 | 10.65% |
| AMITY | 21,932.55 | 16,250,000 | 0.28% | 24,310.00 | \$2,377.45 | 10.84% |
| ASHLAND | 126,434.70 | 75,650,000 | 1.31% | 113,172.40 | (\$13,262.30) | -10.49% |
| BLAINE | 69,920.30 | 45,050,000 | 0.78% | 67,394.80 | \$7,474.50 | 12.47% |
| BRIDGEWATER | 52,681.13 | 38,850,000 | 0.67% | 58,119.60 | \$5,438.48 | 10.32% |
| CARIBOU | 552,757.60 | 403,100,000 | 6.98% | 603,037.60 | \$50,280.00 | 9.10% |
| CASTLE HILL | 40,281.35 | 29,450,000 | 0.51% | 44,057.20 | \$3,775.85 | 9.37% |
| CASWELL | 28,161.38 | 18,850,000 | 0.33% | 28,199.60 | \$2,038.23 | 7.79% |
| CHAPMAN | 45,585.30 | 33,500,000 | 0.58% | 50,116.00 | \$4,530.70 | 9.94% |
| CRYSTAL | 24,727.88 | 17,900,000 | 0.31% | 26,778.40 | \$2,050.53 | 8.29% |
| DYER BROOK | 26,161.38 | 19,400,000 | 0.34% | 29,022.40 | \$2,861.03 | 10.94% |
| EAGLE LAKE | 129,803.43 | 94,800,000 | 1.64% | 141,820.80 | \$12,017.38 | 9.26% |
| EASTON | 392,277.28 | 289,500,000 | 5.01% | 433,092.00 | \$40,814.73 | 10.40% |
| FORT FAIRFIELD | 267,562.78 | 185,300,000 | 3.21% | 277,208.80 | \$9,646.02 | 3.61% |
| FORT KENT | 380,092.53 | 274,500,000 | 4.75% | 410,652.00 | \$30,559.48 | 8.04% |
| FRENCHVILLE | 83,071.33 | 62,250,000 | 1.08% | 93,126.00 | \$10,054.68 | 12.10% |
| GRAND ISLE | 36,195.88 | 26,200,000 | 0.45% | 39,195.20 | \$2,999.33 | 8.29% |
| HAMLIN | 31,823.70 | 22,950,000 | 0.40% | 34,333.20 | \$2,509.50 | 7.89% |
| HAMMOND | 12,758.15 | 9,100,000 | 0.16% | 13,613.50 | \$855.45 | 6.71% |
| HAYNESVILLE | 19,280.58 | 14,000,000 | 0.24% | 20,944.00 | \$1,663.43 | 8.63% |
| HERSEY | 14,335.00 | 10,300,000 | 0.18% | 15,408.80 | \$1,073.80 | 7.49% |
| HODGDON | 94,252.63 | 69,850,000 | 1.21% | 104,495.60 | \$10,242.98 | 10.87% |
| HOULTON | 437,289.18 | 316,400,000 | 5.48% | 473,334.40 | \$36,045.22 | 8.24% |
| ISLAND FALLS | 117,475.33 | 84,400,000 | 1.46% | 126,262.40 | \$8,787.07 | 7.48% |
| LIMESTONE | 107,584.18 | 79,650,000 | 1.38% | 119,156.40 | \$11,572.23 | 10.76% |
| LINNEUS | 99,556.58 | 75,500,000 | 1.31% | 112,948.00 | \$13,391.43 | 13.45% |
| LITTLETON | 84,433.15 | 61,800,000 | 1.07% | 92,452.80 | \$8,019.65 | 9.50% |
| LUDLOW | 35,694.15 | 26,150,000 | 0.45% | 39,120.40 | \$3,426.25 | 9.60% |
| MADAWASKA | 498,642.98 | 348,550,000 | 6.03% | 521,430.80 | \$22,787.82 | 4.57% |
| MAPLETON | 196,174.48 | 141,650,000 | 2.45% | 211,908.40 | \$15,733.93 | 8.02% |
| MARS HILL | 186,355.00 | 137,350,000 | 2.38% | 205,475.60 | \$19,120.60 | 10.26% |
| MASARDIS | 40,783.08 | 29,300,000 | 0.51% | 43,832.80 | \$3,049.72 | 7.48% |
| MERRILL | 21,645.85 | 15,900,000 | 0.28% | 23,786.40 | \$2,140.55 | 9.89% |
| MONTICELLO | 78,914.18 | 57,200,000 | 0.99% | 85,571.20 | \$6,657.02 | 8.44% |
| NEW CANADA | 39,492.93 | 28,650,000 | 0.50% | 42,860.40 | \$3,367.48 | 8.53% |
| NEW LIMERICK | 174,958.68 | 124,700,000 | 2.16% | 186,551.20 | \$11,592.53 | 6.63% |
| NEW SWEDEN | 57,196.65 | 41,700,000 | 0.72% | 62,383.20 | \$5,186.55 | 9.07% |
| OAKFIELD | 71,101.60 | 49,600,000 | 0.86% | 74,201.60 | \$3,100.00 | 4.36% |
| ORIENT | 75,402.10 | 52,800,000 | 0.91% | 78,988.80 | \$3,586.70 | 4.76% |
| PERHAM | 35,407.45 | 25,800,000 | 0.45% | 38,596.80 | \$3,189.35 | 9.01% |
| PORTAGE LAKE | 130,591.85 | 76,400,000 | 1.32% | 114,294.40 | (\$16,297.45) | -12.48% |
| PRESQUE ISLE | 833,938.63 | 591,900,000 | 10.25% | 885,482.40 | \$51,543.77 | 6.18% |
| ST. AGATHA | 108,444.28 | 78,400,000 | 1.36% | 117,286.40 | \$8,842.12 | 8.15% |

2022 County Tax Summary

| | |
|------------------|------------------------|
| MUNICIPAL TAX | \$ 8,472,958.98 |
| OVERLAY | \$ 187,937.02 |
| TOTAL TAX | \$ 8,640,896.00 |

MII Rate 2021 0.0014960

| MUNICIPALITIES | 2021 COUNTY TAX | 2022 VALUATION | % of TOTAL VALUATION | 2022 COUNTY TAX | DOLLAR INC/(DEC) | % INC/DEC |
|---------------------------|---------------------|----------------------|-------------------------|---------------------|---------------------|--------------|
| ST. FRANCIS | 39,994.65 | 29,700,000 | 0.51% | 44,431.20 | \$4,436.55 | 11.09% |
| SHERMAN | 66,657.75 | 50,950,000 | 0.88% | 76,221.20 | \$9,563.45 | 14.35% |
| SMYRNA | 32,110.40 | 23,550,000 | 0.41% | 35,230.80 | \$3,120.40 | 9.72% |
| STOCKHOLM | 25,444.63 | 18,150,000 | 0.31% | 27,162.40 | \$1,707.78 | 6.71% |
| VAN BUREN | 97,334.65 | 75,300,000 | 1.30% | 112,648.80 | \$15,314.15 | 15.73% |
| WADE | 24,656.20 | 17,750,000 | 0.31% | 26,554.00 | \$1,897.80 | 7.70% |
| WALLAGRASS | 59,131.88 | 43,950,000 | 0.76% | 65,749.20 | \$6,617.32 | 11.19% |
| WASHBURN | 108,229.25 | 94,300,000 | 1.63% | 141,072.80 | \$32,843.55 | 30.35% |
| WESTFIELD | 47,018.80 | 34,100,000 | 0.59% | 51,013.60 | \$3,994.80 | 8.50% |
| WESTMANLAND | 26,233.05 | 18,850,000 | 0.33% | 28,199.60 | \$1,966.55 | 7.50% |
| WESTON | 74,828.70 | 54,000,000 | 0.93% | 80,784.00 | \$5,955.30 | 7.96% |
| WOODLAND | 92,102.38 | 65,500,000 | 1.13% | 97,988.00 | \$5,885.63 | 6.39% |
| PLANTATIONS | | | | | | |
| CYR PLT. | 17,632.05 | 12,550,000 | 0.22% | 18,774.80 | \$1,142.75 | 6.48% |
| GARFIELD PLT. | 12,758.15 | 9,150,000 | 0.16% | 13,688.40 | \$930.25 | 7.29% |
| GLENWOOD PLT. | 22,792.65 | 16,200,000 | 0.28% | 24,235.20 | \$1,442.55 | 6.33% |
| MACWAHOC PLT. | 22,076.90 | 15,700,000 | 0.27% | 23,487.20 | \$1,411.30 | 6.39% |
| MORO PLT. | 16,556.93 | 11,800,000 | 0.20% | 17,652.80 | \$1,095.88 | 6.62% |
| NASHVILLE PLT. | 76,333.88 | 52,300,000 | 0.91% | 78,240.80 | \$1,906.93 | 2.50% |
| REED PLT. | 24,942.90 | 17,850,000 | 0.31% | 26,703.60 | \$1,760.70 | 7.08% |
| ST. JOHN PLT. | 31,393.65 | 22,100,000 | 0.38% | 33,061.60 | \$1,667.95 | 5.31% |
| WINTERVILLE PLT. | 50,100.83 | 37,600,000 | 0.65% | 56,249.60 | \$6,148.77 | 12.27% |
| UNORGANIZED TOWNSHIPS: | 1,159,056.43 | 821,550,000 | 14.22% | 1,229,038.80 | \$69,982.38 | 6.04% |
| TOTAL COUNTY | 8,040,573.18 | 5,776,000,000 | 1.00 | 8,640,896.00 | 600,322.82 | 7.47% |

| TAX ALLOCATION SUMMARY | | | | | | |
|---------------------------|------------------|----------------------|---------------|---------------------|---------------------|--------------|
| MUNICIPALITIES: | 6,606,930 | 4,759,200,000 | 82.40% | 7,119,763 | \$612,833.37 | 7.76% |
| PLANTATIONS: | 274,587 | 195,250,000 | 3.38% | 292,094 | \$17,507.08 | 6.38% |
| UNORGANIZED TOWNSHIPS: | 1,159,056 | 821,550,000 | 14.22% | 1,229,039 | \$69,982.38 | 6.04% |
| TOTAL | 8,040,573 | 5,776,000,000 | 100.0% | 8,640,896.00 | \$600,322.82 | 7.47% |

Computation of 2022 County Tax Mil Rate and Overlay

| | | | |
|----------------------|----|---------------|----------------------|
| Amount to be Raised | \$ | 8,472,959 | |
| X 2.00% | \$ | 0.02 | |
| Maximum Overlay | \$ | 169,459 | |
| | | | |
| Total Tax + 2.0% | \$ | 8,642,418 | |
| | | | |
| Municipal Valuation | \$ | 4,954,450,000 | |
| Unorganized | \$ | 821,550,000 | |
| Total | \$ | 5,776,000,000 | |
| | | | |
| Min Mil Rate | | 0.0014669 | |
| Max Mil Rate | | 0.0014963 | |
| | | | |
| Total Valuation | \$ | 5,776,000,000 | |
| Suggested Mil Rate | | 0.0014960 | |
| | \$ | 8,640,896 | |
| | | | |
| Valuation X Mil Rate | \$ | 8,640,896 | |
| Tax | \$ | 8,472,959 | |
| Overlay Tax | \$ | 167,937.02 | ← Does not exceed 2% |
| | | | |
| Tax | \$ | 8,472,958.98 | |
| Overlay | \$ | 167,937.02 | |
| | \$ | 8,640,896.00 | |

AMBULANCE INTERLOCAL COOPERATION

RECEIVED
JAN 27 2022

Township

Residential Structures

Population

Sinclair, Cross Lake, Square Lake, T14R6, T15R6 and T16R6

The Aroostook County Administrator acting in his capacity as Municipal Official for Sinclair, Cross Lake, Square Lake, T14R6, T15R6 and T16R6 hereinafter referred to as the "County", enters into an agreement with Ambulance Service, Inc., hereinafter referred to as the "Contractor" in accordance with the 2022 Subsidy Allocation request for ambulance service to the residents of Sinclair, Cross Lake, Square Lake, T14R6, T15R6, and T16R6., hereinafter described and designated under the following terms and pursuant to 30-A M.R.S.A., Section 2203.

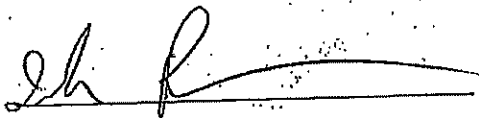
1. The Contractor agrees to provide qualified ambulance service to Sinclair, Cross Lake, Square Lake, T14R6, T15R6, and T16R6.
2. When a call for aid or assistance from any person in the Unorganized Territory of Sinclair, Cross Lake, Square Lake, T14R6, T15R6, and T16R6 is received by the ambulance dispatcher, the following procedures will be followed:
 - A. When Ambulance Service, Inc. is not preparing to attend or attending another emergency, the dispatcher shall immediately dispatch the necessary force.
 - B. When Ambulance Service, Inc. 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 Ambulance Service, Inc. should establish the following criteria: Ambulance Service, Inc. 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 Ambulance Service, Inc. 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:

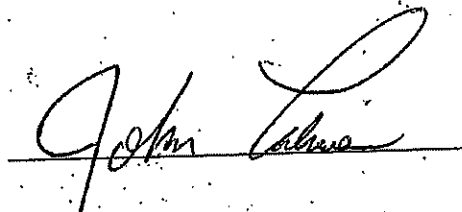
January 01, 2022 to December 31, 2022 \$39,915.00

6. This agreement shall be in force for a period of one (1) year, January 01, 2022 to December 31, 2022, as described above. The County and Ambulance Service, Inc. shall review this agreement at the end of the final anniversary date, and either the County or Ambulance Service, Inc., 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 16th day of FEBRUARY 2022.



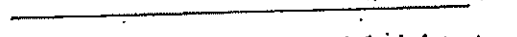
WITNESS



John Labrie, Director



WITNESS



Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2022

County of Aroostook

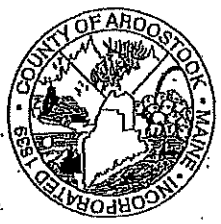
COMMISSIONERS' OFFICE

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: January 19, 2022
TO: Ryan D. Pelletier, County Administrator
FROM: Paul Bernier, Community Services Director
RE: Ambulance Service Inc; 2021 Subsidy Request for Sinclair, Cross Lake, Square Lake, T15R6, T14R6, and T16R6

Attached is the proposed subsidy request from Ambulance Service Inc. for Ambulance coverage in Sinclair, Cross Lake, Square Lake, T15R6, T14R6, and T16R6. The requested amount of \$39,915.00 is based on the 2022 Equalized building and land values for these Townships.

This agreement is for the one (1) year period of January 01, 2022 through December 31, 2022.

| | |
|---------------|--------------------|
| ➤ Sinclair | \$19,159.00 |
| ➤ Cross Lake | \$15,687.00 |
| ➤ Square Lake | \$ 4,191.00 |
| ➤ T15R6 | \$ 878.00 |
| | <u>\$39,915.00</u> |

Based on the above information and supporting documents, it is my recommendation that the requested subsidy amount of \$39,915.00 be approved by the County Commissioners.



**Ambulance Service Inc
P.O. Box 190
Fort Kent, ME 04743**

**HAND
JAN 10 2022**

January 3, 2022

Dear Mr. Paul Bernier:

Ambulance Service Inc. (ASI) is once again requesting much needed subsidies from the communities we serve. This year we have had to request \$39,915.00 which is an increase from 2021. Any variance in the amount requested from each community is based on the changes in the total valuations for those communities for 2022. A breakdown of subsidy allocations for each community is enclosed.

As in the past, we are providing you with a copy of an audit conducted by Felch & Company, LLC, as well as our 2021 end of the year budget and the 2022 projected budget for your review.

We look forward to meeting with your budget committee and town council to review and discuss the subsidy request and our financial reports. Thank you in advance for your support.

Sincerely,

John Labrie, Director
Ambulance Service Inc.

| | |
|----------------|------------|
| FIRST QUARTER | \$9,978.75 |
| SECOND QUARTER | \$9,978.75 |
| THIRD QUARTER | \$9,978.75 |
| FOURTH QUARTER | \$9,978.75 |

Ambulance Service Inc.

Subsidy Allocations 2022

| Town: | 2022 State Valuations | % Total Valuations | 2022 Subsidies | +/- | 2021 Subsidies |
|-------------------------|-----------------------|--------------------|----------------|--------|----------------|
| Allagash | \$ 30,700,000 | 4.57% | 9,330 | + 335 | \$ 8,995 |
| Eagle Lake | \$ 90,500,000 | 13.48% | 27,522 | +1,019 | \$ 26,503 |
| Fort Kent | \$ 265,150,000 | 39.51% | 80,666 | +3,044 | \$ 77,622 |
| New Canada | \$ 27,550,000 | 4.11% | 8,391 | + 321 | \$ 8,070 |
| Saint Francis | \$ 27,900,000 | 4.16% | 8,493 | + 326 | \$ 8,167 |
| Saint John Pit | \$ 21,900,000 | 3.26% | 6,656 | + 242 | \$ 6,414 |
| Unorganized Territories | \$ 131,219,000 | 19.55% | 39,915 | +5,380 | \$ 34,535 |
| Wallagrass | \$ 41,250,000 | 6.15% | 12,556 | + 479 | \$ 12,077 |
| Winterville Pit | \$ 34,950,000 | 5.21% | 10,637 | + 409 | \$ 10,228 |
| | 671,119,000 | 100.00% | \$204,167 | | \$ 192,611 |



Unorganized Territory

To: John Martin
From: Lisa Whynot, Deputy Director
Date: December 16, 2021

Handwritten signature: Lisa Whynot

| Township | Map Number | Equalized Building value | 2022 Equalized Land Valuation (no T&G) | Tree growth values | Total equalized Land value | TOTAL EQUALIZED VALUE (1+B) |
|---------------------------|------------|--------------------------|--|--------------------|----------------------------|-----------------------------|
| T17 R4 WELS (Sinclair) | AR021 | \$ 33,864,656.57 | \$ 25,680,767.90 | \$ 2,307,686.60 | \$ 27,988,454.50 | \$ 61,853,111.06 |
| T16 R5 WELS (Square Lake) | AR030 | \$ 5,936,828.28 | \$ 6,499,207.07 | \$ 1,470,193.12 | \$ 7,969,400.19 | \$ 13,906,228.47 |
| Cross Lake Township | AR031 | \$ 27,290,777.78 | \$ 15,715,318.18 | \$ 2,532,732.00 | \$ 18,248,050.18 | \$ 45,538,827.96 |
| T14 R6 WELS | AR033 | \$ 73,828.28 | \$ 822,581 | \$ 2,999,095.00 | \$ 3,821,675.81 | \$ 3,895,504.09 |
| T15 R6 WELS | AR034 | \$ 1,167,616.16 | \$ 1,104,464.65 | \$ 3,248,835.00 | \$ 4,353,299.65 | \$ 5,520,915.81 |
| T16 R6 WELS | AR035 | \$ 503,949 | \$ 895,176.69 | \$ 0 | \$ 4,385,540.69 | \$ 4,385,540.69 |
| T15 R8 WELS | AR048 | \$ 68,837,656.57 | \$ 50,717,515.29 | \$ 16,048,905.72 | \$ 66,766,421.01 | \$ 135,504,077.58 |

AMBULANCE SERVICE INCORPORATED

2022 Budget Worksheet

2022 Budget 2021 Budget

Ordinary Income/Expense

Income

| | | | | |
|--|--------------|--|--------------|--|
| 4000 - AMBULANCE REVENUE | \$ | | \$ | |
| 4070 - EAGLE LAKE | 55,000.00 | | 65,100.00 | |
| 4020 - WINTERVILLE | 11,500.00 | | 7,500.00 | |
| 4030 - WALLAGRASS - EL | -7,000.00 | | 8,520.00 | |
| 4040 - ALLAGASH | 13,000.00 | | 12,480.00 | |
| 4045 - MADAWASKA | 4,300.00 | | 4,980.00 | |
| 4050 - FORT KENT | 185,000.00 | | 195,000.00 | |
| 4055 - LIFEFLIGHT | 35,000.00 | | 35,000.00 | |
| 4060 - NEW CANADA | 6,000.00 | | 6,000.00 | |
| 4065 - GRAND ISLE | - | | - | |
| 4070 - ST. FRANCIS | 23,000.00 | | 22,000.00 | |
| 4080 - ST. JOHN | 12,500.00 | | 13,000.00 | |
| 4090 - WALLAGRASS - FK | 5,000.00 | | 5,000.00 | |
| 4100 - FRENCHVILLE | 5,000.00 | | 5,000.00 | |
| 4110 - ST. AGATHA | 3,600.00 | | 3,500.00 | |
| 4120 - SINCLAIR | 8,500.00 | | 9,500.00 | |
| 4125 - CROSSLAKE | 12,000.00 | | 14,000.00 | |
| 4130 - TRANSFERS | 550,000.00 | | 625,000.00 | |
| 4135 - OTHER REVENUE | - | | - | |
| OTHER REV Reimbursed Supply | 20,000.00 | | 18,000.00 | |
| 4135 - OTHER REVENUE - Other | 20,000.00 | | 18,000.00 | |
| Total 4135 - OTHER REVENUE | 20,000.00 | | 18,000.00 | |
| 4145 - Outside Services | 17,500.00 | | - | |
| 4140 - Paramedic Assist | - | | - | |
| 4000 - AMBULANCE REVENUE - Other A/R Adj | 993,900.00 | | 1,049,580.00 | |
| Total 4000 - AMBULANCE REVENUE | (230,000.00) | | (250,000.00) | |
| 4510 - THIRD PARTY ALLOWANCES | (10,000.00) | | - | |
| 4512 - OVERPAYMENT | (1,500.00) | | (10,000.00) | |
| 4513 - Other Write off | (75,000.00) | | (80,000.00) | |
| 4530 - Bad Debt Expense | 204,166.60 | | 192,610.00 | |
| 4540 - SUBSIDY | - | | (200.00) | |
| 4545 - DONATIONS | - | | (600.00) | |
| 4613 - Medicare & Medicaid Dentals | 150.00 | | 250.00 | |
| 4620 - INVESTMENT INCOME | 3,000.00 | | 3,750.00 | |
| 4621 - OTHER INCOME | - | | - | |
| 4622 - Insurance Proceeds | 884,716.60 | | 905,390.00 | |
| Total Income | - | | - | |
| Cost of Goods Sold | - | | - | |
| 5000 - Cost of Goods Sold | - | | - | |
| Total COGS | - | | - | |
| Gross Profit | 884,716.60 | | 905,390.00 | |
| Expense | - | | - | |
| CREW / VEHICLE EXPENSES | - | | - | |

No assurance is provided on these financial statements.

AMBULANCE SERVICE INCORPORATED

2022 Budget Worksheet

| | 2022 Budget | 2021 Budget |
|---------------------------------------|-------------------|-------------------|
| 5302 - Education | 3,000.00 | 3,000.00 |
| 5304 - Fuel | 37,500.00 | 33,000.00 |
| 5306 - License & Registration | 300.00 | 300.00 |
| 5308 - Maintenance & Repairs | 45,000.00 | 44,500.00 |
| 5309 - Major Expenses | - | 1,500.00 |
| 5310 - Medical | 1,000.00 | 1,000.00 |
| 5311 - Miscellaneous | 1,000.00 | 1,000.00 |
| 5312 - Oxygen | 4,500.00 | 4,200.00 |
| 5313 - Radio | 250.00 | 250.00 |
| 5314 - Salaries | 385,000.00 | 375,000.00 |
| 5315 - Supplies | 27,500.00 | 24,000.00 |
| Total CREW / VEHICLE EXPENSES | 505,050.00 | 487,750.00 |
| TRANSFER EXPENSES | - | 50.00 |
| 5450 - EXPENSES | - | 50.00 |
| Total TRANSFER EXPENSES | - | 50.00 |
| 5500 - OFFICE EXPENSES | 800.00 | 465.00 |
| 5420 - Advertising | 55,000.00 | 72,000.00 |
| 5501 - ADM Management Fees | 9,000.00 | 12,000.00 |
| 5501.1 - ASS. ADM. Management Fees | - | - |
| 5501.2 - Biller Fees | 10,000.00 | 7,800.00 |
| 5501.3 - Accountant Fees | 300.00 | 300.00 |
| 5501.4 - Employee Benefits | 4,750.00 | 3,500.00 |
| 5502 - SUPPLIES | 19,500.00 | 19,500.00 |
| 5503 - DISPATCHING | 6,000.00 | 6,000.00 |
| 5504 - COMPUTER EXP. | 5,250.00 | 5,500.00 |
| 5505 - TELEPHONE | 1,050.00 | 1,000.00 |
| 5506 - INTERNET SERVICE | 17,500.00 | 14,000.00 |
| 5507 - AUDIT & LEGAL | 1,500.00 | 1,500.00 |
| 5509 - MISC. EXP. | 1,500.00 | 2,500.00 |
| 5510 - INS INTEREST | 75,000.00 | 71,500.00 |
| 5511 - INSURANCE | 52,250.00 | 50,000.00 |
| 5512 - DEPRECIATION - VEHICLES | 44,000.00 | 44,000.00 |
| 5513 - DEPRECIATION - EQUIPMENT | 33,500.00 | 35,500.00 |
| 5514 - FICA | 2,750.00 | 2,500.00 |
| 5515 - ME UNEMPLOYMENT | 1,100.00 | 1,090.00 |
| 5516 - FUTA | 2,000.00 | 2,000.00 |
| 5522 - MEMBERSHIP DUES/SUBSCRIPTIONS | 3,000.00 | 3,500.00 |
| 5523 - EDUCATION | 22,000.00 | 16,000.00 |
| 5525 - Administrative Wages | - | - |
| 5527 - Tax Penalty/Levy | 3,500.00 | - |
| 5528 - Donations | 350.00 | 250.00 |
| 5530 - Postage | 250.00 | 1,500.00 |
| 5570 - Billing and Accounting Expense | 10,000.00 | 10,000.00 |
| 5571 - Collection Fees | 4,800.00 | 4,800.00 |
| 5572 - Vehicle interest expense | - | - |

No assurance is provided on these financial statements.

AMBULANCE SERVICE INCORPORATED

2022 Budget Worksheet

| | 2022 Budget | 2021 Budget |
|---------------------------------------|-------------------|-------------------|
| 5573 · Dues and Subscriptions | 3,500.00 | 250.00 |
| 5576 · Banking Fees | 1,750.00 | 1,500.00 |
| 6560 · Payroll Mileage Expense | 7,500.00 | 1,500.00 |
| 5500 · OFFICE EXPENSES - Other | 250.00 | 390.00 |
| Total 5500 · OFFICE EXPENSES | 399,450.00 | 392,345.00 |
| 5519 · Payroll Expense | | |
| 5519 · LEASE | | |
| 5521 · UTILITIES | | |
| Total 5519 · LEASE | | |
| 5550 · Building Expenses | 10,670.00 | 10,663.00 |
| 5560 · Depreciation-Building | 5,000.00 | 4,000.00 |
| 5561 · Utilities | 2,200.00 | 2,100.00 |
| 5563 · Snow Removal & Grounds Keeping | 1,350.00 | 1,500.00 |
| 5564 · Supplies | 5,000.00 | 5,000.00 |
| 5565 · Heating Oil | 2,000.00 | 2,000.00 |
| 5566 · Building Maintenance | 26,220.00 | 25,263.00 |
| Total 5550 · Building Expenses | 930,720.00 | 905,408.00 |
| 69800 · Uncategorized Expenses | (45,003.40) | (13.00) |
| 69810 · Bank Service Charges | | |
| Total Expense | 47,000.00 | 47,000.00 |
| Net Ordinary Income | | |
| Other Income/Expense | | |
| Other Income | 47,000.00 | |
| 4623 · PPP Loan Forgiven | | |
| 4624 · HHS STIMULUS | | |
| Total Other Income | 47,000.00 | |
| Other Expense | | |
| 5577 · Legal Claims | | |
| 5314.1 · PPP Bonus | | |
| Total Other Expense | 47,000.00 | (13.00) |
| Net Other Income | 996.60 | \$ |
| Net Income | \$ 996.60 | (13.00) |

No assurance is provided on these financial statements.

FELCH & COMPANY, LLC
Certified Public Accountants

P.O. BOX 906
CARIBOU, MAINE 04736
(207) 498-3178
FAX (207) 498-6278
E-MAIL: CPA@FELCHCPA.COM

Independent Auditors' Report

To the Board of Directors of Ambulance Service, Inc.

We have audited the accompanying financial statements of AMBULANCE SERVICE, INC. (a nonprofit organization) which comprise the statements of financial position as of December 31, 2020 and December 31, 2019, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risk of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Ambulance Service, Inc. as of December 31, 2020 and December 31, 2019, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Felch & Company LLC

August 12, 2021

AMBULANCE SERVICE, INC.

Exhibit A

Statements of Financial Position
December 31, 2020 and December 31, 2019

ASSETS

| | <u>2020</u> | <u>2019</u> |
|---|-------------------|-------------------|
| CURRENT ASSETS | | |
| Cash and temporary investments (Notes 1 and 2) | \$ 307,174 | \$ 165,882 |
| Accounts receivable, net of reserve for doubtful accounts of \$18,400 for 2020 and \$134,400 for 2019 (Notes 3, 5 and 6) | 246,263 | 338,317 |
| Prepaid expense | <u>34,910</u> | <u>20,968</u> |
| | <u>588,347</u> | <u>525,167</u> |
| PROPERTY AND EQUIPMENT (Notes 1 and 6) | | |
| Building | 234,296 | 234,296 |
| Equipment | 263,006 | 160,583 |
| Vehicles | <u>533,606</u> | <u>533,606</u> |
| | 1,030,908 | 928,485 |
| Less accumulated depreciation | <u>(686,032)</u> | <u>(681,773)</u> |
| | <u>344,876</u> | <u>246,712</u> |
| | <u>\$ 933,223</u> | <u>\$ 771,879</u> |

LIABILITIES AND NET ASSETS

| | | |
|---|-------------------|-------------------|
| CURRENT LIABILITIES | | |
| Accounts payable and accrued expenses | \$ 16,901 | \$ 32,766 |
| Current portion of long-term debt (Note 6) | 77,159 | 25,502 |
| Line of credit (Note 3) | <u>-</u> | <u>-</u> |
| | <u>94,060</u> | <u>58,268</u> |
| NONCURRENT LIABILITIES | | |
| Noncurrent portion of note payable (Note 6) | <u>93,030</u> | <u>59,095</u> |
| Total liabilities | <u>187,090</u> | <u>117,363</u> |
| NET ASSETS | | |
| Without donor restrictions | <u>746,133</u> | <u>654,516</u> |
| | <u>\$ 933,223</u> | <u>\$ 771,879</u> |

The accompanying notes are an integral part of these financial statements.

AMBULANCE SERVICE, INC.

Exhibit B

Statements of Activities
For the Years Ended December 31, 2020 and December 31, 2019

| | <u>2020</u> | <u>2019</u> |
|---|-------------------|-------------------|
| <u>CHANGES IN UNRESTRICTED NET ASSETS</u> | | |
| REVENUES | | |
| Ambulance revenue, net of contractual allowances | \$ <u>615,596</u> | \$ <u>703,449</u> |
| EXPENSES | | |
| Salaries and wages | 392,623 | 428,181 |
| Occupancy expense | 9,892 | 23,529 |
| Supplies | 31,367 | 34,588 |
| Depreciation | 63,165 | 58,987 |
| Staff travel and training | 4,178 | 8,020 |
| Management fees (Note 4) | 69,950 | 54,820 |
| Dispatching | 17,415 | 16,910 |
| Insurance | 64,679 | 55,703 |
| Taxes | 33,482 | 42,273 |
| Vehicle expense | 71,667 | 59,560 |
| Interest expense | 7,207 | 6,159 |
| Professional fees | 28,346 | 31,988 |
| Other operating expenses | <u>38,072</u> | <u>27,333</u> |
| | <u>832,043</u> | <u>848,051</u> |
| | <u>(216,447)</u> | <u>(144,602)</u> |
| (Decrease) in net assets from operations | | |
| <u>OTHER INCREASES IN NET ASSETS</u> | | |
| Local subsidies (Note 7) | 187,065 | 173,184 |
| PPP loan forgiveness | 97,400 | - |
| HHS stimulus | 23,514 | - |
| Interest income | <u>85</u> | <u>1,151</u> |
| | <u>308,064</u> | <u>174,335</u> |
| Increase in net assets without donor restrictions | 91,617 | 29,733 |
| NET ASSETS - BEGINNING OF YEAR | <u>654,516</u> | <u>624,783</u> |
| NET ASSETS - END OF YEAR | <u>\$ 746,133</u> | <u>\$ 654,516</u> |

AMBULANCE SERVICE, INC.

Exhibit C

Statements of Cash Flows
For the Years Ended December 31, 2020 and December 31, 2019

| | <u>2020</u> | <u>2019</u> |
|---|-------------------|-------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | | |
| Increase in net assets | \$ 91,617 | \$ 29,733 |
| Adjustments to reconcile increase in net assets to net cash provided by (used in) operating activities: | | |
| Depreciation | 63,165 | 58,987 |
| An (increase) decrease in accounts receivable | 92,054 | (112,522) |
| An (increase) in prepaid expenses | (13,942) | (5,402) |
| An increase (decrease) in accounts payable and accrued expenses | <u>(15,866)</u> | <u>19,634</u> |
| Net cash provided by (used in) operating activities | <u>217,028</u> | <u>(9,570)</u> |
| CASH FLOWS FROM INVESTING ACTIVITIES | | |
| Purchase of equipment and vehicles | <u>(161,328)</u> | <u>-</u> |
| CASH FLOWS FROM FINANCING ACTIVITIES | | |
| Proceeds from long-term debt | 161,328 | - |
| Payments on long-term debt | <u>(75,736)</u> | <u>(21,098)</u> |
| Net cash provided by (used in) financing activities | <u>85,592</u> | <u>(21,098)</u> |
| Net increase (decrease) in Cash and Temporary Investments | 141,292 | (30,668) |
| Cash and Temporary Investments - Beginning of Year | <u>165,882</u> | <u>196,550</u> |
| Cash and Temporary Investments - End of Year | <u>\$ 307,174</u> | <u>\$ 165,882</u> |
| <u>SUPPLEMENTAL INFORMATION</u> | | |
| Interest paid | <u>\$ 7,207</u> | <u>\$ 6,159</u> |
| Income taxes paid | <u>\$ -</u> | <u>\$ -</u> |

COUNTY OF AROOSTOOK

| | |
|--------------------------------------|--|
| Policy Title: | Salary Administration Policy |
| Applicable Law or Regulation: | Federal and State Wage and Hour Laws |
| Effective date: | January 1, 2018; updated April 17, 2019 |
| Responsible Party: | County Administrator |
| Approved by Commissioners: | August 16, 2017; updated April 17, 2019 |
| Last Updated: | |

Purpose/Scope:

The purpose of this Policy is to outline the policies and procedures governing the administration of compensation for all County employees not covered by a collective bargaining agreement and those elected to office.

Statement of Compensation Objectives:

It the County's objective to establish and maintain a compensation system that will:

- Attract, retain, and reward qualified personnel at all levels of responsibility;
- Reflect the relative difficulty and responsibility-level of positions;
- Be externally competitive, as well as internally consistent and fair;
- Foster good employee communication by providing individual employees with information on the pay structure and its administration;
- Motivate employees to work toward achievement of the County's goals;
- Control and predict salary expense;
- Be straightforward to administer; and
- Comply with applicable federal and state laws.

Policy:

The following statements express the County's objectives and policies with respect to base pay of all employees. The County recognizes that not all these objectives may be completely achieved at all times for employees (due to budget constraints, etc.), but they are set forth herein to serve as guidelines against which proposed actions are to be evaluated.

- Establish grades and salary ranges that reflect the relative value to the County of the various positions.
- Ensure that, for comparable positions, pay rates and benefits are competitive with those offered by other employers providing similar employment;
- Adjust pay ranges when warranted by changing economic and competitive factors, as determined by an analysis of cost of living and/or periodic compensation surveys; and
- Ensure that compensation is not influenced by age, sex, creed, race, national origin, disability, or other protected characteristic.

Wage and Salary Surveys

At the discretion of the Aroostook County Commissioners, the County will periodically compare salary rates to those of other Maine counties and municipalities that are similar in structure and size.

Fair Labor Standards Act (FLSA) Classifications

Each position (and each employee performing that position) must be classified as "exempt" or "non-exempt," according to guidelines established under the provisions of the *Fair Labor Standards Act (FLSA)*. Those employees in positions classified as "exempt" are exempt from the overtime provisions of the Act. Those employees in positions classified as "non-exempt" are subject to the payment of overtime, according to wage and hour regulations.

Grade and Salary Range Structure

In 2017, as a result of a comprehensive compensation and benefits survey, and with the assistance of an outside, independent human resources consultant, a new Grade and Salary Range structure was developed. This system is mathematically built, with 5% between each Non-Exempt grade, 10% between each Exempt grade, and 3% between each Step in both the Non-Exempt and Exempt grade structure.

Positions were "slotted" into the new Salary Structure using the market data from the survey.

Guidelines for Administering Pay within Established Pay Ranges:

- **Minimum of the Range:** An employee performing the duties of a position, as described in his/her job description, shall be paid not less than Step 1 of the salary range applicable to that position.
- **Maximum of the Range:** An employee will not receive a base pay that exceeds the maximum of the salary range applicable to that position. Once an employee's salary reaches the maximum of the salary range at Step 13, s/he will not have the opportunity to receive an increase in base pay until: 1) the employee is promoted to a higher grade level where the base pay does not exceed the top of the salary range; or 2) the pay ranges are adjusted and the maximum of the range exceeds the base pay.
- **Special Bonus.** An employee with very good performance record who is ineligible for a pay increase solely because s/he has reached the top of the salary range for his/her position, may be rewarded with a bonus equal to or less than the dollar amount of the increase to which the employee would have otherwise been entitled. Assuming the salary increase would have been processed in January, this Special Bonus would be paid in the following manner - 50% in the last pay period of June, and 50% in the last pay period of December.

Hiring Guidelines

- New employees will be hired into the salary range for the position, provided they meet the minimum qualifications for the job.

Value of Prior Experience

1. Full years of prior identical work experience, as recommended by the Department Manager/Office Holder (as applicable) and determined by the County Administrator, dating back 13 years (corresponding to 13 Steps in each salary range) will be valued at 50% for exempt salary grades exempt A-D and all non-exempt grade levels & valued at 100% for exempt salary grades E-H. Prior related experience at Aroostook County, in the same time frame and in the same position classification, will be counted at 100%.
2. Experience will be calculated at the inception of the new Salary Structure (1/1/18) for all current employees. This calculation takes the prior related experience, calculated as described above, and is added to Step One to determine the proper Step. If there is a fraction related to the experience calculation, it is rounded up.

3. Prior related experience will be calculated in the same manner for new employees hired on or after January 1, 2018.

Salary Increases

The Aroostook County Commissioners will consider salary increases under the following guidelines:

1. **Salary Range Adjustments.** Salary ranges will be adjusted each year based on approved cost of living increases (see below).
2. **Cost of Living Increases.** Employees may be eligible to receive annual cost-of-living increases based on the CPI-W (Consumer Price Index for Urban Wage Earners & Clerical Workers), as determined by the twelve month period ending the last day of the month in the month ending six months prior to the end of the County's fiscal year. Any increase must be approved by the County Commissioners and the Finance Committee, and if approved, will be applied to the Salary Structure. Approved COL increases will be effective the first day of the County's next fiscal year.
3. **Step Increase.** The County Administrator may recommend to the Commissioners, in addition to or instead of a Cost of Living Increase, a Step Increase for employees who are assigned a pay grade and range, which means that each employee's salary would be increased by approximately 3% (as long as the employee is not already at Step 13). Employees with dates of hire during the second half of any fiscal year are not eligible for a Step increase until the first day of the following fiscal year.

Salary Increase at Time of Promotion

When an employee is promoted to a position in a higher pay grade, the employee's salary will be increased to the new grade according to the following chart:

| Grade Change | Step in New Grade |
|---|------------------------|
| Up One Grade between Grade 5 and Grade 11 | Same Step in New Grade |

If the promotion is more than 2 grades higher, the salary increase will be determined on a case by case basis. If the new Step would be below the minimum of the Salary Range, the salary will be at Step 1. In no event will the employee's salary be increased to exceed the Maximum of the Salary Range.

Promotions are recommended by the Department Manager/Office Holder and must be approved by the County Administrator. Exceptions to this methodology for promotions would require the approval of the Commissioners.

Salary Decrease at the Time of Demotion

When an employee is voluntarily or involuntarily demoted, the employee's salary will be decreased to the new grade according to the following chart:

| Grade Change | Step in New Grade |
|---|-------------------------------|
| Down One Grade between Grade 5 and Grade 11 | Same Step in New Lower Grade, |

If the demotion is more than 2 grades lower, the salary increase will be determined on a case by case basis.

Salary Adjustments Due to Position Reclassification

When a current position is reclassified to a different grade by the County Administrator, the following guidelines will be followed and the County Administrator will make the final decision:

- If a position is reclassified to a higher grade, incumbents will be moved to the new grade and receive an increase in pay to the same step in the higher grade. The effective date will be the beginning of the pay period following the effective date of the reclassification, or the first day of the following fiscal year when reclassifications are the result of a market study.
- If a position is reclassified to a lower grade, incumbents will be grandfathered in the current grade, and there will be no change in pay as a result of the reclassification. Any new employees hired into the position will be placed in the new, lower grade.

Questions:

Questions about this Policy should be directed to the County's Human Resources Director or the County Administrator.



Aroostook County
Sheriff's Office

Shawn D. Gillen, Sheriff
Craig Holder, Chief Deputy

Patrol

Transportation

Corrections

Civil Process

To: Ryan Pelletier, County Administrator
From: Shawn Gillen, Sheriff
Date: February 1, 2022
RE: Agenda Items for February Commissioners meeting

Ryan:

Two commissions for approval, Sgt Isaac Ward and Chief Michael Delana. Sgt. Ward has been employed with the County as a full-time deputy since February of 2019. Isaac was promoted to sergeant last year and continues to do a great job. Chief Delana was a sergeant with us until last year when he took the Chief's position in Fort Kent. Commissions usually are given to local Chiefs' so that they can operate outside their jurisdiction. Commissions are typically done so that they can assist us if needed.

Three new patrol deputy hires Trevor MacDougal, Matthew Brown, and Steven Thibeault. Trevor MacDougal comes from Presque Isle PD. Trevor is currently in the academy and comes to us with about a year of experience. Trevor is a former Marine and satisfies one of the COPS grant requirements to hire a veteran. Trevor will be patrolling the central Aroostook zones. We do not owe PIPD anything for Trevor. Matthew Brown comes from Presque Isle PD with six years of experience. Matt will be patrolling the central Aroostook zones. We do not owe PIPD anything because it has been five years since he graduated. Steven Thibeault comes from Sagadahoc County as a Patrol Deputy. Thibeault has over 16 years of experience and training. Thibeault will be patrolling the northern Aroostook zones. Thibeault can not start until at least March.

One part-time deputy Paul Vincent, of Caribou. Paul is the State coordinator for the LBSOP program. He will be helping us with our current inventory and assisting on getting anything else the County may need.

Two new full-time dispatchers: Brian Jewell and Sean Montpetit.

Brian Jewell comes from Presque Isle PD with nine years of dispatching experience. Jewell lives in Houlton and would like less of a commute.

Sean Montpetit has worked for us part-time for a few months now and does a great job. Sean is currently in college and will continue to stay part-time until he graduates in May; after that, Sean will be moved to full-time status.

I have offered Chelsie Johnson the open position for ACCCP. Chelsie comes with over 13 years of experience. Chelsie will be based on Presque Isle to take on the central Aroostook caseload. We currently have over 200 clients out on pretrial.

We currently have 7 positions open in the jail. Timothy Pfaff, out of Millinocket, applied for a full-time position, and after a background check was done, Pfaff was offered the job, which he accepted.

FAITHFULLY SERVING OUR NEIGHBORS SINCE 1839

25 School St., Suite 216, Houlton, ME 04730

Tel: 207-532-3471

Fax: 207-532-7319



Aroostook County
Sheriff's Office

Shawn D. Gillen, Sheriff
Craig Holder, Chief Deputy

Patrol

Transportation

Corrections

Civil Process

We currently have two open positions with MDEA. Lt. Theron Bickford has applied to MDEA and has been offered a job. We would like the Commissioners approval to sponsor Bickford for this position. Bickford would be filling the position that I put on the road.

CO Arthur Thorne Jr. has resigned as a full-time Officer. He would like to remain part-time, filling in when he can. Thorne leaves us in good standing, and I approve of this move.

Dispatcher Jamie Heath has resigned from full-time employment and would like to stay part-time. Jamie leaves us in good standing, and I approve of this move.

Shawn

FAITHFULLY SERVING OUR NEIGHBORS SINCE 1839

25 School St., Suite 216, Houlton, ME 04730

Tel: 207-532-3471

Fax: 207-532-7319



Community Banking at its Best!

February 14, 2022

County of Aroostook
Ryan Pelletier, County Administrator
144 Sweden St., Ste 1
Caribou, ME 04736

RE: Tax Anticipation Note Commitment

Dear Ryan:

We have approved your request, and this letter, when accepted and properly signed, will constitute an agreement between Katahdin Trust Company (Bank), which agrees to lend, and County of Aroostook (Borrower), which agrees to borrow in accordance with the following terms and conditions:

Borrower: County of Aroostook

Amount: \$3,100,000.00

Rate: Fixed Rate is to be set Two Weeks prior to closing based on an interest rate equal to the 1-year Federal Home Loan Bank of Boston (FHLB) Regular Long-Term Advance Rate as published on the FHLB website at www.fhlbboston.com/fhlbank-boston/rates#/long-term (presently 1.37%) plus One and 40/100 percent (1.40%) times Eighty percent (80%) of the Tax-Exempt discount, per annum will be charged, this current rate would be 2.22%.

Fees: None

Purpose: Non-revolving Tax Anticipation line of credit.

Duration: Without waiving the demand feature of the note, the line of credit will be available until its expiration date of **December 31, 2022**.

Advances: Advances will be under a Commercial Line of Credit Note executed in accordance with a properly executed Corporate Borrowing Resolution (when applicable) and payable in accordance with the terms and conditions of this Agreement, the Line of Credit Note, and any extensions or renewals thereof.

Out-of-Debt Requirement: N/A

Late Charge: The loan documents will contain a provision that a charge of eight (8%) percent of the payment amount will be charged if said payment becomes ten (10) days late.

6 North Street, Presque Isle, Maine 04769 • Telephone (207) 764-2361 • Fax (207) 764-3425

www.katahdintrust.com

Default Interest Rate:

If any amounts due under this Note are not paid within ten (10) days of when due (whether at stated maturity, acceleration or otherwise) or if any Event of Default under the Loan Documents is not cured within any applicable cure period, then the outstanding balance on this Note shall thereafter bear interest at a rate per annum equal to six (6%) percent above the otherwise applicable interest rate on this Note.

Collateral: Unsecured

Guarantees: None

Financial Statement Requirements:

Borrower shall furnish Bank Annually with audited financial statements within 90 days after the close of each fiscal year, prepared by an independent certified public accountant satisfactory to the Bank.

Legal Opinion:

This commitment is subject to a legal opinion from bond counsel acceptable to the Bank, the cost of which will be borne by the Bank up to the cost of \$1,700.00. If required, the opinion would need to include a statement that the note represents a valid and binding obligation of the issuer and further that the note is a "qualified tax-exempt obligation" for the purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

Conditions:

1. There will be no fees associated with the closing of this loan.
2. A default in any outstanding loan by Borrower to Bank or to any institution whose priority is superior to Bank will be considered as a default in all loans.
3. Any additions, deletions, substitutions, or other changes in this Agreement must be documented in writing to become effective.
4. No loan commitment given by Bank to Borrower shall be assignable by Borrower.
5. Borrower must certify to Bank prior to closing, status of any actions, suits, proceedings, or investigations, now pending or to the knowledge of Borrower threatened against or affecting Borrower.

Waiver; Damages Limitation

Except as prohibited by law, the borrower hereby waives any right it may have to claim or recover in any litigation any special, exemplary, punitive or consequential damages or any damages other than, or in addition to, actual damages. The borrower certifies that no representative, agent or attorney of the Bank has represented, expressly or otherwise, that the Bank would not, in the event of litigation, seek to enforce the foregoing waiver. This

waiver constitutes a material inducement for the Bank to accept this commitment and make the loan evidenced by the financing documents.

NOTICE: Under Maine law, no promise, contract or agreement to lend money, extend credit, forbear from collection of a debt or make any other accommodation for the repayment of a debt for more than \$250,000 may be enforced in court against Lender unless the promise, contract or agreement is in writing and signed by Lender. Accordingly, Borrower cannot enforce any oral promise unless it is contained in a loan document signed by Lender, nor can any change, forbearance, or other accommodation relating to this loan or any loan document be enforced, unless it is in writing and signed by Lender.

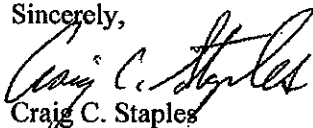
The commitment was approved on the basis of information and financial data furnished by the Borrower and is extended subject to and conditioned on there being no material adverse change in the financial condition of the Borrower, and no substantive change in governmental regulations or monetary policy. In the event of such material adverse change, in the opinion of the Bank, the right is reserved to terminate the commitment or line of credit.

To the extent that the terms and conditions as stated herein are not incorporated into the loan documents, this letter will survive the loan closing and still govern our relationship while the loan detailed herein, together with interest and fees, remains outstanding.

If the terms and conditions as herein stated are satisfactory to you, please sign this letter signifying your acceptance and return the signed and accepted copy by **February 25, 2022**, as your authorization for us to proceed with the preparation of the necessary loan documentation. We will anticipate a closing on or before **March 31, 2022**. Unless otherwise extended, this commitment will expire at either of the above two dates, if not promptly acted upon.

We sincerely thank you for the opportunity to service your financial needs. If there are any questions or comments, please do not hesitate to contact us.

Sincerely,



Craig C. Staples
Vice President

Accepted:

Borrower: County of Aroostook

By:

Ryan D. Pelletier, County Administrator

Date