

MINUTES

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

PRESENT

Paul J. Adams, Chair, County Commissioners VIA ZOOM  
Norman L. Fournier, County Commissioner  
Paul J. Underwood, County Commissioner  
Ryan D. Pelletier, County Administrator  
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 VIA ZOOM  
Bryan Jandreau, Facilities & IT Director  
John Gibson, EMA Deputy Director, VIA ZOOM

- ART. 1. Vice Chair Paul J. Underwood called the meeting to order at 1:05 p.m.
- ART. 2. There was no public comment.
- ART. 3. Vice Chair Paul J. Underwood entertained a motion for approval of the agenda.

MOTION:

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

VOTE:

Motion voted on and passed.

- ART. 4. Vice Chair Paul J. Underwood entertained a motion for approval of the January 4, 2022 County Commissioners' meeting minutes.

MOTION:

Motion by Norman Fournier and seconded by Paul Adams to approve the minutes of the January 4, 2022 County Commissioners' meetings.

VOTE:

Motion voted on and passed

- ART. 5. The County Commissioner approved and signed the following:

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

ART. 6. Mr. Pelletier requested that the April County Commissioners Meeting date be changed from April 20, 2022 to a week late on April 27, 2022.

**MOTION:**

A motion was made by Paul Adams and seconded by Norman Fournier to change the April meeting date as requested.

**VOTE:**

Motion voted on and passed.

ART. 7. EMA Director, Mr. Darren Woods presented Matt Russell of Caribou for appointment as a paid on call fire fighter for North Lakes Fire Department.

**MOTION:**

A motion was made by Norman Fournier and seconded by Paul Adams to approve the request made by EMA Director Woods.

**VOTE:**

Motion voted on and passed.

ART. 8. Mr. Paul Bernier presented the Dispatch Service Contract with the Aroostook County Sheriff's Office for Cross Lake and Sinclair.

**MOTION:**

A motion was made by Norman Fournier and seconded by Paul Adams to approve the Dispatch Service Contract as presented.

**VOTE:**

Motion voted on and passed.

ART. 9. Mrs. Dana Gendreau, Finance Director presented the 2022 Tax Commitment, Due Date and Interest Rate for the 2022 County Taxes.

**MOTION:**

A motion was made by Norman Fournier and seconded by Paul Adams to approve the 2022 County Tax Commitment, Due Date and Interest rate.

**VOTE:**

Motion voted on and passed.

ART. 10. Mr. Bernier presented ambulance agreement with Ambulance Service Inc. serving Sinclair, Cross Lake, Square Lake, T14 R6, T15 R6 and T16 R6.

**MOTION:**

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

**VOTE:**

Motion voted on and passed. 2 in favor and 1 Abstention (Commissioner Fournier)

ART. 11. Mr. Steve Pelletier presented an update to the County Commissioners regarding the number of LOI requests received to date. Informational only, no motion needed.

ART. 12. Mr. Ryan Pelletier informed the Commissioners that only one bid was received for the DA Vehicle and it was outside the budgetary amount.

**MOTION:**

A motion was made by Norman Fournier and seconded by Paul Adams to reject the bid.

**VOTE:**

Motion voted and passed.

ART. 13. Mr. Pelletier presented his recommendation to amend the salary administration policy to give past credit for non exempt employees one year of service for one year of service. The Commissioners asked that in approving the change that an analysis be done and presented at a future meeting as to the effect this change will have on the existing personnel in the various departments.

**MOTION:**

A motion was made by Norman Fournier and seconded by Paul Adams to approve the change presented.

**VOTE:**

Motion voted on and passed.

ART. 14. Chief Deputy Holder presented the following recommended appointments:

Two Deputy Commission Renewals  
Three Full Time Deputy Positions  
One Part Time Deputy Position  
Two Full Time Dispatcher Positions  
One Full Time ACCP Case Worker Position  
One Full Time Correction Officer Positions  
One Full Time MDEA Sponsored Position

**MOTION:**

A motion was made by Paul Adams and seconded by Norman Fournier to approve the recommended positions.

**VOTE:**

Motion voted on and passed.

ART. 15. Chief Deputy Holder presented various recommendations to assist with recruitment and retention efforts for law enforcement and corrections staff. The Commissioners agree that work must be done to improve our hiring efforts and asked County Administrator Pelletier and HR Director Theriault to analyze the recommendations and bring back a cost analysis at a future County Commissioner meeting. Information only, no motion made.

ART. 16. County Commissioner's Report

Commissioner Fournier presented various issues and information regarding the MCCA Board Meeting and Risk Pool Meetings held earlier this month. Information only, no motion made.

ART. 17 Other Business

Dana Gendreau presented information to the Commissioners regarding the 2022 Tax Anticipation Note. A formal resolution and vote will be required for the March Commissioners' Meeting.

ART. 18. Adjournment.

**MOTION:**

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

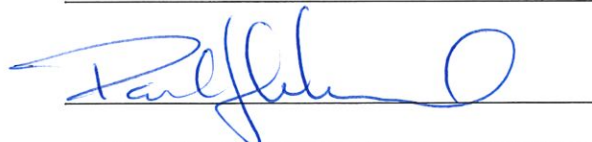
**VOTE:**

Motion voted and passed.

ATTEST: A True Copy  
of Commissioners' Meeting



Ryan D. Pelletier  
County Administrator



AROOSTOOK COUNTY COMMISSIONERS  
DATE: