

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING - WEDNESDAY, MARCH 16, 2022  
- 1:00 P.M. CARIBOU COURT HOUSE – ADMINISTRATIVE HEARING ROOM–  
CARIBOU

PRESENT

Paul J. Adams, Chair, County Commissioners  
Norman L. Fournier, County Commissioner  
Paul J. Underwood, County Commissioner  
Ryan D. Pelletier, County Administrator  
Shawn Gillen, Sheriff  
Craig Holder, Chief Deputy  
Paul Bernier, Community Services Director  
Dana Gendreau, Finance Director  
Steve Pelletier, ARP Program Administrator, VIA ZOOM  
Darren Woods, EMA Director  
Melissa Lizotte, The Aroostook Republican

- 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 J. Underwood and seconded by Norman L. Fournier to approve the agenda as amended to include 5.C – Commission Renewals and 5.D – Construction Over Limit Permit in Cary Plt.

VOTE:

Motion voted on and passed.

- ART. 4. Chair Paul J. Adams entertained a motion for approval of the February 16, 2022 County Commissioners' meeting minutes.

MOTION:

Motion by Norman Fournier and seconded by Paul J. Underwood to approve the minutes of the February 16, 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.
- C) Commission Renewals for Bill Campbell, Daniel Robertson and Jamie Pelletier
- D) Construction over limit permit for Cary Twp.

**MOTION:**

Motion made by Paul J. Underwood and seconded by Norman L. Fournier to approve the commission renewals as presented by Sheriff Gillen.

**VOTE:**

Motion voted on and passed.

**MOTION:**

Motion made by Paul J. Underwood and seconded by Norman L. Fournier to approve the Over limit construction permit for Cary Pt.

**VOTE:**

Motion voted on and passed.

**ART. 6.**

Mr. Pelletier requested that the April County Commissioners Meeting location for be moved to Fort Kent and the May County Commissioners Meeting location be moved to Houlton.

**MOTION:**

A motion was made by Paul J. Underwood and seconded by Norman L. Fournier to change the April and May meeting locations as requested.

**VOTE:**

Motion voted on and passed.

**ART. 7.**

EMA Director, Mr. Darren Woods presented the following for appointment as a paid on call fire fighters for North Lakes Fire Department:

Nick Ouellette, St. Agatha  
Andrew Roy, St. Agatha  
Dan Molaver, Woodland

**MOTION:**

A motion was made by Norman L. Fournier and seconded by Paul J. Underwood to approve the EMA Director's recommendation.

**VOTE:**

Motion voted on and passed.

ART. 8.

Sheriff Gillen presented the following for appointments in the Sheriff's Office:

Thomas King, FT Dispatcher Position  
Christopher King, FT Corrections Officer  
Stephen Sullivan, FT Corrections Officer  
Daniel Fay, FT Corrections Officer  
Arthur Thorne Jr., Corrections Officer

**MOTION:**

A motion was made by Norman L. Fournier and seconded by Paul J. Underwood to approve the Sheriff's recommendations.

**VOTE:**

Motion voted on and passed.

ART. 9.

Mrs. Dana Gendreau, Finance Director presented the 2022 Tax Anticipation Note Resolution and the Votes of the County Commissioners.

**MOTION:**

A motion was made by Norman L. Fournier and seconded by Paul J. Underwood to approve the 2022 Tax Anticipation Note Resolution and Votes of the County Commissioners.

**VOTE:**

Motion voted on and passed.

ART. 10.

Mrs. Dana Gendreau, Finance Director presented the 2021 accruals for FY 2021 Sick Time and Vacation Time.

General Fund: \$15,675.98	\$55,000
Jail Fund: \$4,982.49	\$54,018.61
UT Fund: \$17.34	\$0

\$21,410.17 from GF Worker's Comp Ledger to GF Vacation Accrual Ledger

**MOTION:**

A motion was made by Norman L. Fournier and seconded by Paul J. Underwood to approve the Finance Director's recommendations regarding 2021 accruals for Sick and Vacation Time.

**VOTE:**

Motion voted on and passed.

ART. 11.

Mrs. Dana Gendreau, Finance Director presented the End of Year Financial Reports for the General Fund and the Second Quarter Financial Reports for the Jail Fund and UT Fund.

**MOTION:**

A motion was made by Norman L. Fournier and seconded by Paul J. Underwood to accept the Year End and Second Quarter Financial Reports as presented by the Finance Director.

**VOTE:**

Motion voted on and passed.

- ART. 12. Mr. Ryan Pelletier presented updated CDC Guidance regarding face coverings and also shared what the recent decisions were regarding optional masking made by the judiciary for court room settings. Mr. Pelletier recommended that effective immediately, the County should allow for face coverings as an option for employees and visitors inside county buildings with the exception of the jail and defined court facility spaces determined by jail standards and the judiciary.

**MOTION:**

A motion was made by Paul J. Underwood and seconded by Norman L. Fournier to approve the County Administrator's recommendation.

**VOTE:**

Motion voted and passed.

- ART. 13. Mr. Paul Bernier, Community Services Director presented a snow removal contract with the City of Caribou for Connor Twp.

**MOTION:**

A motion was made by Norman L. Fournier and seconded by Paul J. Underwood to approve the snow removal contract with the City of Caribou as presented.

**VOTE:**

Motion voted on and passed.

- ART. 14. Mr. Paul Bernier, Community Services Director presented an ambulance service agreement with the Town of Ashland for the Northwest UT's; Oxbow North Twp.; Scopan Twp., and 49 other townships in central and western Aroostook County.

**MOTION:**

A motion was made by Paul J. Underwood and seconded by Norman L. Fournier to approve the ambulance service contracts with the Town of Ashland.

**VOTE:**

Motion voted on and passed.

- ART. 15. Mr. Paul Bernier, Community Services Director presented a subsidy request for the Town of Ashland for library and recreation services for the residents of Oxbow North Twp.

**MOTION:**

A motion was made by Paul J. Underwood and seconded by Norman L. Fournier to approve the subsidy request for the Town of Ashland as presented.

**VOTE:**

Motion voted and passed.

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 was also provided regarding recent public hearing and work session regarding LD 1654, An Act to Stabilize Jail Funding. Information only, no motion made.

ART. 17 Other Business

There was no Other Business to be brought before the Board.

ART. 18. Adjournment.

**MOTION:**

A motion was made by Paul J. Underwood and seconded by Norman L. Fournier to adjourn the meeting at 2:15 pm.

**VOTE:**

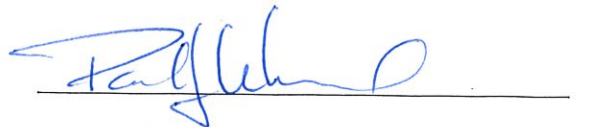
Motion voted and passed.

ATTEST: A True Copy  
of Commissioners' Meeting




Ryan D. Pelletier  
County Administrator



AROOSTOOK COUNTY COMMISSIONERS  
DATE: