

AGENDA

AROOSTOOK COUNTY COMMISSIONERS' MEETING – TUESDAY, JANUARY 3, 2023 - 1:00 PM

SHERIFF'S OFFICE BUILDING SECOND FLOOR CONFERENCE ROOM - HOULTON

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

MEETING ID: 876 6899 5725 PASSCODE: 866606

-OATHS OF OFFICE WILL BE PERFORMED PRIOR TO THE MEETING BEING CALLED TO ORDER-

REGULAR MEETING

- 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 DECEMBER 21, 2022.
- ART. 5. OTHER ITEMS FOR APPROVAL AND SIGNATURES.
 - A) ATTENDANCE RECORD
 - B) BILLS AND WARRANTS
- ART. 6. TO CONSIDER AN UPDATE TO THE ANNUAL LEAVE POLICY. (CHRISTINA)
- ART. 7. TO CONSIDER AN UPDATE TO THE REMOTE MEETING POLICY. (CHRISTINA)
- ART. 8. TO CONSIDER THE DISPATCH CONTRACT FOR SINCLAIR/CROSS LAKE. (PAUL)
- ART. 9. TO CONSIDER THE AMBULANCE AGREEMENT FOR BAIE CREUSE. (PAUL)
- ART. 10. TO CONSIDER THE BIENNIAL JAIL INSPECTION REPORT. (CRAIG)
- ART. 11. COUNTY COMMISSIONER'S REPORT.
 - A) MCAA/RISK POOL UPDATE
 - B) OTHER ITEMS OF INTEREST
 - C) LEGISLATIVE REPORT
- ART. 12. OTHER BUSINESS
- ART. 13. ADJOURNMENT

-A TOUR OF THE COUNTY JAIL FACILITY WILL IMMEDIATELY PROCEED ADJOURNMENT-

NEXT MEETING:

COUNTY COMMISSIONERS' MEETING – WEDNESDAY – FEBRUARY 15, 2023– 1:00 P.M.
REGISTRY OF DEEDS FIRST FLOOR CONFERENCE ROOM – FORT KENT

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING
WEDNESDAY, DECEMBER 21, 2022 –1:00 PM
REGISTRY OF DEEDS 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
Paul Bernier, Community Services Director
Darren Woods, Director EMA
Steve Pelletier, ARPA Program Administrator
Craig Clossey, Jail Administrator
Leigh Smith, Treasurer
Leo Trudel, LUPC Board Member via Zoom
Tammy Pelletier, Operations Assistant

- ART. 1. Commissioner Paul Underwood called the regular meeting to order at 1:00 p.m.
- ART. 2. No public comment.
- ART. 3. Mr. Ryan Pelletier requested the Jail Biennial Inspection be added to ART. 22 Other Business.

MOTION:

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

VOTE:

Motion voted on and passed.

- ART. 4. Commissioner Paul Underwood entertained a motion for approval of the November 15, 2022 County Commissioners' meeting minutes.

MOTION:

Motion by Norman Fournier and seconded by Paul Adams to approve the minutes of the November 15, 2022 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.

ART. 6. Mr. Ryan Pelletier presented Michael San Antonio for consideration for appointment as a Sinclair Sanitary District Trustee.

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 7. Mr. Leo Trudel presented updates from the LUPC. Building permits are on trend for 2016-2019 numbers; there is a need for additional enforcement staff; several controversial large scale development projects involving ski resorts; need for additional definitions regarding solar generating facility classification; mineral mining has had no complaints during 5 year exploration phase; cannabis remains controversial in UT areas; LUPC has been instructing Commissioners on environmental impact models related to Global Warming.

No motion necessary.

ART. 8. Mr. Paul Bernier presented the Central Aroostook Ambulance contract for 2023 for E Plantation, TDR2, T9R3, T9R3, T9R4, T8R3, T10R3. Rates have increased in line with other increases for Ambulance services in other areas. Contract was signed by Administrator Ryan Pelletier as the contract period begins January 1, 2023 and there are currently no other options to provide services to those areas.

MOTION:

Motion to ratify the agreement by Paul Adams and seconded by Norman Fournier.

VOTE:

Motion voted on and passed.

ART. 9. Mr. Darren Woods presented updates on the Homeland Security Strategy. Maine's priority areas include Cybersecurity, Addressing Emerging Threats, Combatting Violent Extremism, Enhancing the Protection of Soft Targets/Crowded Places, Enhancing Information and Intelligences Sharing and Analysis, Enhancing Border Protection, and Enhancing Interoperable Communications.

EMA is losing their Regional Response Team as of January 1, 2023 in the Madawaska area. EMA is diligently working on a solution to fill this need.

No motion was necessary.

ART. 10. Mr. Steve Pelletier presented the 2023 ARPA Program Summary Statement. Estimated budget for 2023 remains largely the same as 2022. Letter of Intent and Application deadlines will be February 17 and April 28, 2023, respectively. Broadband no longer has any deadlines. Applications will be accepted until funding has expired. The maximum award has also decreased to \$150,000 or 50% of the project amount, as compared to 2022 where the maximum was \$300,000.

No motion was necessary.

ART. 11. Mr. Ryan Pelletier presented the Quarterly Financial report ending September 30, 2022 on behalf of Dana Gendreau.

No motion was necessary.

ART. 12. Mr. Ryan Pelletier presented the recommendation of the hiring of Tammy Pelletier for the full-time Operation Assistant position with The County Commissioners' office on behalf of Dana Gendreau.

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 13. Mr. Ryan Pelletier presented for consideration the final Jail Study Committee members. Southern Aroostook: Janet Bradbury; Kai Libby; Brian Harris; Central Aroostook: Matthew Cummings; Kevin Freeman; Shawn Gillen; Northern Aroostook: Norman Fournier; Carroll Theriault; Donald Guimond.

MOTION:

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

VOTE:

Motions voted on and passed.

ART. 14. Mr. Craig Clossey presented the recommendation to hire Dustin Charette for the full-time Patrol Deputy position and the hiring of Brian Jewell as part-time Civil Service Deputy with the Aroostook County Sheriff's Department.

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 15. Mr. Craig Clossey presented the Commission Reappointments of Dpty R. Johnston, CMDR P. Johnson & Sgt E. Cummings, and the new Deputy Commissions for Dpty B. Jewell & Dpty E. Corbin. These were signed by the Commissioners' prior to the meeting being called to order.

MOTION:

Motion to ratify was made by Norman Fournier and seconded by Paul Adams to approve the appointments/reappointments.

VOTE:

Motion voted on and passed.

ART. 16. Mr. Ryan Pelletier presented for consideration the scheduling of a date and time for a Tax Abatement Hearing in the matter of Leonard Miragliuolo vs Perham. The Commissioners' Office has received the documentation from Perham, but has not received the required documentation from the applicant as of the date/time of this meeting.

MOTION:

Motion by Norman Fournier and seconded by Paul Adams to table the scheduling until all paperwork has been received from the applicant.

VOTE:

Motion voted on and passed.

ART. 17. Mr. Ryan Pelletier presented for consideration a request from Presque Isle regarding the Total Solar Eclipse in 2024. Kimberly Smith, Executive Director, Presque Isle Community Development Association, has made a request to ensure this is on The County's radar, inquire regarding funding, and to request a representative for their committee.

MOTION:

Motion by Paul Adams and seconded by Norman Fournier to approve Paul Underwood as the Commissioner Representative for the Presque Isle Solar Eclipse Committee.

VOTE:

Motion voted on and passed.

ART. 18. Mr. Ryan Pelletier presented for consideration the hiring of Laura Adams as Post Conviction Advocate with the District Attorney's Office in Caribou on behalf of Todd Collins.

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 19. Mr. Ryan Pelletier presented for consideration the MCCA Representative and Proxy.

MOTION:

Motion by Paul Adams and seconded by Paul Underwood for Norman Fournier to be the MCCA Representative and for Paul Underwood to be the Proxy.

VOTE:

Motion voted on and passed.

ART. 20. Commissioner Underwood presented for consideration the MCCA Risk Pool Representative, Proxy and Primary Point of Contact.

MOTION:

Motion by Paul Adams and seconded by Norman Fournier for Norman Fournier to be the MCCA Risk Pool Representative, Paul Underwood to be the Proxy, and Ryan Pelletier to be the Point of Contact.

VOTE:

Motion voted on and passed.

ART. 21. County Commissioner's Report

Commissioner Fournier provided an update that Franklin County has rejoined the Risk Pool effective January 1, 2023. All counties are now participants again. Claims are down overall from last year and last month there were only 5 claims. Budget was approved with an increase of 3.8%. Aroostook County had an overall increase of 4.59%.

Legislatively, closely monitoring bills and legislation related to Rural Patrol and reimbursements for those services; Registry of Deeds 500 free copy limit per user and fees; Sherriff Association recommendations; County Corrections Professional Standards Council; EMS Ambulance Services. Commissioner Fournier also reported out that there were 3 Opioid cases that have settled with the state and we are projected to receive \$4.5 million over a 17-year period. Ryan reported that we have already received several hundred thousand in settlement checks, with over \$200k being just received that day.

No motion necessary.

ART. 22. Other business

Mr. Ryan Pelletier read a letter commending the Aroostook County Jail staff on their professionalism and successful biennial inspection. Full Biennial Inspection Survey will be discussed at next meeting. There have been several meetings of the Abandoned Roads Commission as the issues surrounding the responsibility of maintenances/costs fall is increasing as more people move to these areas.

No motion necessary.

ART. 23. Adjournment

A motion was made by Paul Adams and seconded by Norman Fournier to adjourn the meeting at 2:56 p.m. Motion voted and passed.

ATTEST: A True Copy
of Commissioners' Meeting

Ryan D. Pelletier
County Administrator

AROOSTOOK COUNTY COMMISSIONERS
DATE: January 3, 2023



Aroostook County
Sheriff's Office

Shawn D. Gillen, Sheriff
Joey Seeley, Chief Deputy

Patrol

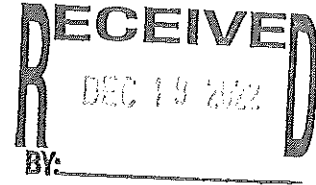
Transportation

Corrections

Civil Process

December 15, 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 2023.

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, 2023 to December 31, 2023 is enclosed.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads 'Shawn D. Gillen'.

Shawn D. Gillen
Sheriff

enc

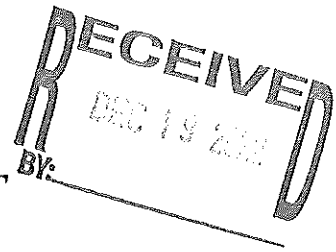
FAITHFULLY SERVING OUR NEIGHBORS SINCE 1839

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, 2023, and end DECEMBER 31, 2023. 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, 2023. 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 3RD day of JANUARY, 2023.

* Ryan D Pelletier
COUNTY ADMINISTRATOR

WITNESS

SHERIFF

X _____

X _____

X _____

WITNESS

COMMISSIONERS'

Madawaska

Emergency Medical Services

2023-2025 Proposal for the County of Aroostook UT / Baie Creuse

Population Data:

Latest census calculation:

Baie Creuse – 96 Population : Year Around & Seasonal Average

Cost to Taxpayers per capita this fiscal year is \$64.49. This is based on tax money raised for ambulance service at \$386,492.00.

EMS Make-Ready Minimum Fee Assessment

- The minimum assessment for EMS services shall be \$5,500 per year, meaning that for any community served by Madawaska EMS, the cost of each of the two proposals shall not be less than \$5,500 per year.

Proposal #1 Per Capita Based

- Per capita rate for Taxpayers is \$64.49
- Cost to St Agatha based on the per capita rate is as follows
 - $\$64.49 \times 96 = \$6,191.04$ per year.

Proposal #2 Fee for Service Based

- Based on a fee for service per run, average runs per year to Baie Creuse was 2 (3-year average).
- The average percentage that we are being reimbursed is at an average of 70%
- The average cost per run is \$865.29, at 70% reimbursement that leaves \$263.37 that is not reimbursed.

A fee for service for each run to Baie Creuse would be as seen below,

➤ $263.37 \times 2 = \$523.74$ per year.

Aroostook County /UT can be billed on either quarterly or yearly for these runs. This agreement would be signed whereas both parties have come to an accord on a set monetary agreement to be paid to the Town of Madawaska. This set agreement would be valid for 3 years.

Ambulance Service fee's set by Centers for Medicare Services

Basic Life Support rate \$522.00

Advanced Life Support 1 - \$632.50 which includes IV, Cardiac Monitor

Advanced Life Support 2 - \$880.00 which include IV, Cardiac Monitor and further advanced procedures

Cost per mile - \$13.00 per loaded mile

Proposed Agreement



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF CORRECTIONS
111 STATE HOUSE STATION
AUGUSTA MAINE
04333-0111

RANDALL A. LIBERTY
COMMISSIONER

December 20, 2022

Sheriff Shawn Gillen
Aroostook County Sheriff's Office
25 School Street #216
Houlton, Maine 04730

Dear Sheriff Gillen,

In accordance with the authority and provisions contained in Title 34-A MRSA, Section 1208, please find attached a copy of the 2022 Aroostook County Jail Biennium Inspection Report. This report is based upon the Detention and Correctional Standards for Maine Counties and Municipalities (5th Edition, 2021).

The on-site inspection and document review were conducted on 12/7/22-12/8/22 by Steven French, MDOC Manager of Correctional Operations and Ryan Andersen LCYDC Deputy Superintendent.

The Maine Department of Corrections continues to be committed to the improvement of county jails and their operations in concert with county officials, citizen groups, and concerned individuals. In order for a county jail to maintain their existing licensure, the facility must achieve 100% compliance level with applicable mandatory standards unless a variance has been granted for a specific area of non-compliance.

I would like to take this time to congratulate you and your staff on a very successful inspection as well as express my gratitude to Commander Clossey, Sgt. Morrison and the rest of your staff for their professionalism, hospitality and patience throughout the process.

If you should have any questions, or need further clarification from the Division of Operations, please don't hesitate to reach out to me.

Respectfully,

Steven French

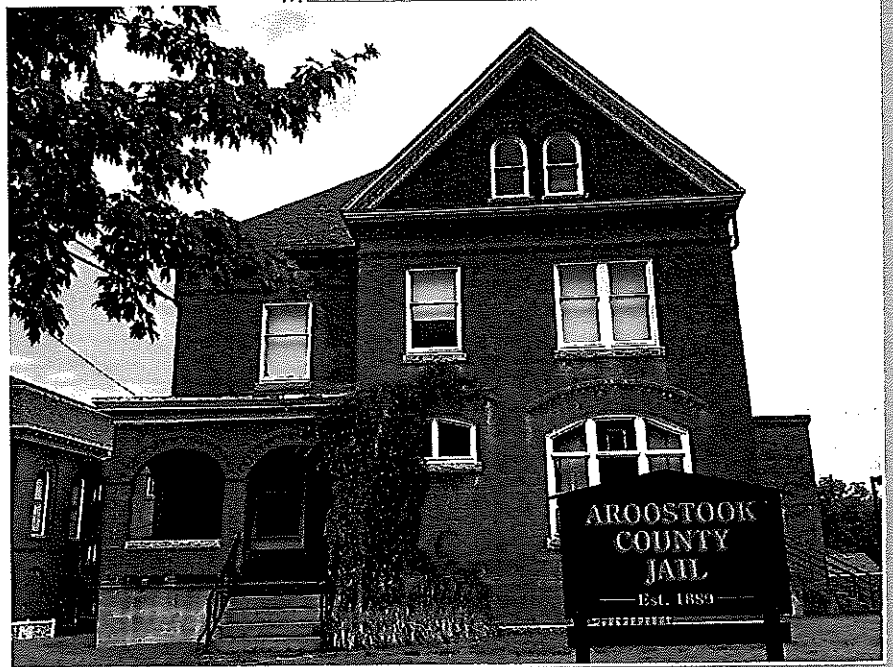
Steven French
Manager of Correctional Operations

CC: Randall A. Liberty, Commissioner
Dr. Ryan Thornell, Deputy Commissioner
Gary LaPlante, Director of Operations
Commander Craig Clossey, Jail Administrator
Sgt. Shanna Morrison, Compliance Manager



2022

Aroostook County Jail Biennium Inspection Report



STATE OF MAINE
Janet F. Mills, Governor

Maine Department of Corrections
Randall A. Liberty, Commissioner
Gary LaPlante, Director of Operations

MDOC Inspector
Steven French
Manager of Correctional Operations

12/20/2022

Aroostook County Jail 2022 Biennium Inspection Report

Table of Contents

Facility Classification	2
Maine Revised Statutes	3
Title 34-A: CORRECTIONS	3
Auditors Report	6
2022 CALCULATED RESULTS	13
Attachment A	14
Attachment B	19
Attachment C	20
Attachment D	21

Facility Classification

Agency (Facility): Aroostook County Jail Year Built: 1889 Date (On-Site): 12/07/22 – 12/08/22
Facility Address: 25 School Street, Houlton, ME 04730
Mailing Address (If Different):
Contact Name and Title: Commander Craig Clossey
Phone: (207) 532-3471 Fax: (207) 532-7319 E-Mail: craig.l.clossey@aroostook.me.us
County: Aroostook Judicial District:

Occupancy Designation

- Section II a. County Jail
 Section II b. Holding Facility (up to 72 hours)
 Section II c. Short-Term Detention Area (up to 6 hours)
 Section III. Minimum Security Residential Facility
 Section IV. Home Release and Electronic Monitoring
 Section V. Juvenile Temporary Holding Resource
 Other: _____

Security Features

- Exterior Fence/Wall Holding Cell(s) Locked Door(s) Cuffing Bench
 Cuffing Ring Other: _____
 NONE

Rated Capacity

Special Management:	0
Maximum:	1
Medium:	48
Minimum:	68
Community:	0
Booking:	0
Total(s):	117

Capacity Clarification: Capacity is based on long-term detention. Does not include short-term holding cells.

Maine Revised Statutes

Title 34-A: CORRECTIONS

Chapter 1: GENERAL PROVISIONS

§1208. STANDARDS FOR COUNTY AND MUNICIPAL DETENTION FACILITIES

The commissioner shall establish standards, pursuant to the Maine Administrative Procedure Act, Title 5, chapter 375, for county and municipal jails, holding facilities and short-term detention areas, referred to in this section as county and municipal detention facilities, as follows and shall enforce them. [1983, c. 581, §§10, 59 (NEW).]

- J. **Establishment.** The commissioner shall establish both mandatory and desirable standards for all county and municipal detention facilities, setting forth requirements for maintaining safe, healthful and secure facilities.

[1983, c. 581, §§10, 59 (NEW).]

2. Inspections. Inspections of county and municipal detention facilities are governed as follows.

A. The commissioner shall conduct a comprehensive inspection of each county and municipal detention facility every 2 years, in order to provide the department with information, verified by on-site inspection, regarding compliance with all department standards. The commissioner may dispense with this inspection if, when it is due, the facility is accredited by a nationally recognized correctional accrediting body. [2013, c. 27, §1 (AMD).]

B. The commissioner shall conduct every 2 years no fewer than 3 inspections of each county and municipal detention facility that are in addition to any comprehensive inspections conducted pursuant to paragraph A in order to determine continued compliance with standards. [2013, c. 27, §2 (AMD).]

C. The commissioner may inspect a county or municipal detention facility at any time, without prior notice, to determine compliance with standards. [1983, c. 581, §§10, 59 (NEW).]

C-1. As part of any inspection, the commissioner may access any records, including, but not limited to, the records of persons detained or committed in the facility, as considered necessary by the commissioner in order to determine compliance with standards. [2007, c. 102, §6 (NEW).]

D. The commissioner shall prepare a written report of each inspection and shall send a copy of the report to appropriate county or municipal officials within 15 days after the inspection.

(1) The report shall summarize inspection findings.

(2) The report shall list the standards with which the facility does not comply and set forth the reasons for noncompliance. [1983, c. 581, §§10, 59 (NEW).]

E. The commissioner shall order the noncomplying county or municipality to respond to this report in accordance with subsection 3. [1983, c. 581, §§10, 59 (NEW).]

[2013, c. 27, §§1, 2 (AMD).]

3. Standards compliance. Each county and municipal detention facility shall, unless granted a variance pursuant to subsection 5, comply with the mandatory standards established by the commissioner.

A. Within 60 days from the receipt of an inspection report for each mandatory standard listed in subsection 2, paragraph D, subparagraph (2), the county or municipality shall either:

(1) Correct deficiencies listed in the report and submit to the department a written response listing the corrections made; or

(2) Offer a plan to correct those deficiencies for consideration by the department. [1983, c. 581, §§10, 59 (NEW).]

B. If a county or municipality fails to correct deficiencies and offers no plan of correction, or if the plan of correction offered to the department is determined inadequate by the commissioner, the commissioner shall determine an appropriate action to restrict or modify the operations of the facility, consistent with the nature of the uncorrected deficiencies, which action may include ordering an entire facility closed until the deficiencies have been corrected.

(1) Before any such action is taken, the commissioner shall notify the county or municipality in writing of the planned action and shall offer the opportunity to meet and discuss the planned action.

(2) If a meeting is not requested by the county or municipality within 15 days after the county or municipality receives notice of the planned action, or if a meeting is held and fails to produce a plan of correction acceptable to the commissioner, the commissioner shall take the planned action. [1983, c. 581, §§10, 59 (NEW).]

[1983, c. 581, §§10, 59 (NEW).]

4. Emergency powers. The commissioner may take immediate action in response to noncompliance with a mandatory standard, if the noncompliance is determined to endanger the safety of the staff, inmates or visitors of any county or municipal detention facility.

A. The commissioner's action under this subsection shall expire within 90 days or upon compliance with the mandatory standard. [1983, c. 581, §§10, 59 (NEW).]

B. After having taken action under this section, the commissioner shall send a written inspection report to the affected facility. [1983, c. 581, §§10, 59 (NEW).]

C. The commissioner shall decide what long-term action to take with respect to the affected facility on the basis of county or municipality response to the inspection report and subsequent meetings. [1983, c. 581, §§10, 59 (NEW).]

[1983, c. 581, §§10, 59 (NEW).]

5. Variances. The commissioner shall establish written procedures to govern the submission and consideration of requests for variances from established departmental standards, including provisions for department consideration of appeals of decisions.

A. The commissioner may grant a variance only when he determines that the variance will not result in diminishing the safety, health or security of staff, inmates or visitors of a county or municipal detention facility. [1983, c. 581, §§10, 59 (NEW).]

B. The commissioner may grant variances to counties and municipalities for periods of up to 2 years. [1983, c. 581, §§10, 59 (NEW).]

C. County and municipal officials may request variances from mandatory department standards if:

(1) Efforts are underway to achieve compliance and continued failure to comply is only temporary; or

(2) The intent and spirit of the standards may be attained through other means. [1983, c. 581, §§10, 59 (NEW).]

D. The officials applying for a variance have the burden of showing clear justification for the variance. [1983, c. 581, §§10, 59 (NEW).]

[1983, c. 581, §§10, 59 (NEW).]

6. Advisory review. The commissioner shall create and maintain a county and municipal detention facility advisory committee.

A. The committee shall consist of representatives of the Department of Corrections, Maine Sheriffs' Association, Maine County Commissioners' Association, Maine Chiefs of Police Association, Attorney General, Legislature and citizens. [1983, c. 581, §§10, 59 (NEW).]

B. The terms of members of this committee shall be one year. [1983, c. 581, §§10, 59 (NEW).]

C. Members of the county and municipal detention facility advisory committee are eligible for reappointment at the expiration of their term. [1983, c. 581, §§10, 59 (NEW).]

D. The commissioner shall consult the committee when promulgating standards and may consult the committee when variances are sought, when actions are contemplated by the commissioner in response to a failure to comply with standards and when the commissioner determines that the consultation is necessary for other reasons. [1983, c. 581, §§10, 59 (NEW).]

[1983, c. 581, §§10, 59 (NEW).]

7. Technical assistance. The commissioner may provide technical assistance to county and municipal detention facilities to facilitate compliance with standards.

[1983, c. 581, §§10, 59 (NEW).]

SECTION HISTORY

1983, c. 581, §§10,59 (NEW). 2007, c. 102, §6 (AMD). 2013, c. 27, §§1, 2 (AMD).

The State of Maine claims a copyright in its codified statutes. If you intend to republish this material, we require that you include the following disclaimer in your publication:

All copyrights and other rights to statutory text are reserved by the State of Maine. The text included in this publication reflects changes made through the Second Regular Session of the 127th Maine Legislature and is current through October 1, 2016. The text is subject to change without notice. It is a version that has not been officially certified by the Secretary of State. Refer to the Maine Revised Statutes Annotated and supplements for certified text.

The Office of the Revisor of Statutes also requests that you send us one copy of any statutory publication you may produce. Our goal is not to restrict publishing activity, but to keep track of who is publishing what, to identify any needless duplication and to preserve the State's copyright rights.

PLEASE NOTE: The Revisor's Office cannot perform research for or provide legal advice or interpretation of Maine law to the public. If you need legal assistance, please contact a qualified attorney.

Auditors Report

An integral component in conducting the Biennium Inspection is dedicating time to tour and inspect the jail facility itself. The purpose of this inspection is to verify that the actual environmental conditions, sanitation and cleanliness, safety and security practices, staffing levels, operational practices, staff/inmate relations, and the food services department comply with the written policies and procedures, and the documented practices and standards.

A. ADMINISTRATION, ACCOUNTING AND INMATE RECORDS

Pursuant to MRSA 30-A §1501 Sheriff Shawn Gillen, "has the custody and charge" of the Aroostook County Jail (ACJ). Commander Craig Clossey serves as the Jail Administrator. The remaining ACJ command structure consists of Sgt. Shanna Morrison (Compliance/Programs), Sgt. Steven Wright (Training, PREA), Ofc. Andrew Tomah (Classification), Allison Willette (Health Services Administrator, Alternative Correctional Healthcare), Susan Richards Foodservice Director (Trinity Services Group Food Services) and Bryan Jandreau (IT/Maintenance).

Prior to beginning the facility tour and inspection, and introductory briefing was conducted with Chief Deputy Joey Seeley, Commander Craig Clossey and Sgt. Shanna Morrison representing ACJ and Ryan Andersen (LCYDC Deputy Superintendent) and Steven French (Manager of Correctional Operations) from the Maine Department of Corrections (MDOC). The purpose of this introductory briefing was to provide information on the inspection process, needs & expectations of the MDOC Inspector, discuss recent concerns and/or successes with the facility staff and to answer any questions as necessary.

During the introductory briefing, topics discussed included:

- Staffing, which Commander Clossey acknowledged 3 vacant Corrections Officer positions.
- The resident population on the first day of inspection was reported to be at 93.
- Foodservice is contracted through Trinity Service Group.
- Healthcare services; Transitioned from MedPro to Alternative Correctional Healthcare.
- Conditions and maintenance of the facility's physical plant.
- Continued discussions relative to building a new jail; and
- New security measures with added cameras in previous blind spots and the addition of a Tech84 body scanner.

Following the briefing, the MDOC team was escorted by Commander Clossey, Chief Deputy Seeley and Sgt. Morrison on a tour of the facility. Commander Clossey provided full access to the facility with the tour lasting approximately 2.5 hours. All staff interviewed during the tour were approachable and eager to share their knowledge.

During the tour of the facility, multiple staff were asked if they were aware of how/where to access agency policies and procedures, and post orders. All staff were proficient in how to do so.

B. TRAINING

Training is coordinated by Commander Clossey and Sgt. Wright, both of which are certified instructors. Commander Clossey is a certified firearms instructor which is an added benefit to the agency.

During the tour of the facility, staff in specialized areas (booking, control, etc.) were interviewed with focus being placed on training. Staff acknowledged that training provided met needs to accomplish the responsibilities of each post. Staff are cross trained in all functions of the facility which provides flexibility relative to assigning staff to posts.

During review of facility documentation, staff training files were reviewed. All required documentation appeared to be included and well organized.

The annual suicide prevention curriculum was recently augmented by the mental health provider to provide for self-study accompanied by test questions for staff to complete.

C. SAFETY AND SECURITY

ACJ did not receive their fire safety report prior to the inspection date. They did provide documentation that the inspection took place, and NFPA life safety codes were met. Facility staff conduct evacuation exercises on a consistent basis. Evacuation drills are conducted utilizing a rotating schedule of electronic and manual release of residents which is an excellent practice in the event that the electronic controls are not available.

Emergency keys are secured in the supervisor's office and duplicates are located outside the secure perimeter at the local fire station. Fire department staff are provided the opportunity to tour the jail and test the keys in their corresponding locks to familiarize themselves with the layout of the jail along with operation of the keys.

Post Orders and Policy & Procedures were identified throughout the tour of the facility and accessible by staff. Some staff were questioned on the responsibilities included in their respective Post Orders and all were proficient in the requirements.

The agency does not utilize a corrections emergency response team. Gun lockers for deputies and other law enforcement personnel are strategically placed outside the secure perimeter of the facility for weapons storage. Any Electronic Weapons, Oleoresin Capsicum (OC) canisters and mechanical restraints not being carried on officer duty belts are securely stored in the supervisor's office. Supervisors carry Taser 7's which are connected to the body cameras. When tasers are activated the body cameras activate automatically.

Use of force reports were reviewed and determined to be complete in regard to timeliness, completeness, and administrative review protocols.

Facility shakedowns are conducted quarterly which exceeds the standard that requires only semi-annual shakedowns. This is an effective practice in mitigating the volume of contraband circulating throughout the facility and will promote enhanced safety for both staff and inmates.

Interviews with residents proved that area and/or body searches were conducted professionally and not viewed as intrusive.

D. STAFFING AND INMATE SUPERVISION

During the initial in brief with Commander Clossey and Sgt. Morrison, staffing levels and retention were discussed. It was said that current staffing had 3 vacancies. This level of officer recruitment/retention is unprecedented in corrections and speaks volumes to the positive workplace culture that has been created at the jail.

Aroostook County Jail is an indirect/linear supervision facility. All officer posts are in proximity to resident housing areas to allow for officers to hear and respond to emergencies in a timely manner. There is a good balance of male and female officers to provide gender responsive supervision. All well-being checks meet or exceed required time intervals.

E. ADMISSIONS AND RELEASES OF INMATES

The officer was understanding of his post and provided a comprehensive response regarding processing & screening new admissions who might be positive.

All resident admission & release documentation to include courts, medical screening, initial classification, property, etc. were reviewed and determined to be complete.

Residents are provided with two free, unmonitored phone calls at intake, and also have the opportunity for bail to be set. This was proven through documentation review and interviews with residents during the facility tour.

Residents are provided an orientation to include a resident handbook, as well as required clothing, blankets, and hygiene items. Resident personal clothing is washed prior to being placed in storage. All of this was demonstrated through observation and interviews.

F. INMATE CLASSIFICATIONS

Sgt. Morrison is the Classification Specialist and is often assisted by Officer Tomah with this responsibility. Both have completed necessary training required to successfully fulfill the job functions.

During documentation review, classification records were reviewed to determine compliance with prescribed timelines of classification reviews and proper due process to include inmate notification of classification level with the opportunity to appeal. All records demonstrated compliance with applicable standards.

G. INMATE SEPARATION

Residents are assigned housing, appropriate with classification levels as proven through review records review.

Male and female residents are appropriately housed to meet separation requirements.

For juveniles, ACJ is the only county correctional facility in the state operating a Juvenile Temporary Holding Resource (THR). Should a juvenile need secure holding, there is a designated area in booking as indicated on the facility schematics.

H. INMATE DISCIPLINE

Major and minor infractions are clearly outlined in the Resident Handbook, which all residents have access to on tablets. Documentation reviewed demonstrated that staff are familiar with the facility disciplinary sanction, review and appeal process.

During the tour, all residents interviewed were familiar with the grievance process and how to access a grievance form.

It should be noted that all residents have the opportunity to forward a complaint to the Maine Department of Corrections, Inspections Division if the nature of the grievance cannot be resolved at the agency level. At the time of inspection there were a couple of recent complaints received at MDOC which the Inspector was able to review on site through documentation and interviews with the residents.

I. SPECIAL MANAGEMENT INMATES

Administrative and Disciplinary Segregation are rarely used at Aroostook County Jail. When these measures are utilized, staff ensure that residents are afforded the same hygiene, recreation, visitation, and court access as the general population. This was confirmed through a records review.

J. INMATE COMMUNICATIONS

Incoming resident mail is generally searched by the overnight shift. A resident during an interview acknowledged that privileged mail is opened by staff in front of the residents.

Resident visits were held during the inspection period. ACJ was able to hold in-person visits while adhering to health and safety protocols during the COVID-19 Pandemic. This was observed through camera stills of residents and visitors socially distanced with masks on.

Facility staff have been adaptable to Covid-19 Pandemic protocols by facilitating zoom meetings between residents and attorneys in non-contact visit rooms, which provide for adequate privacy.

Visitation schedules and rules are conspicuously posted and observed in the jail lobby.

ACJ has historically been one of the few jails in the state that has maintained the ability for visitation to occur with the opportunity for physical contact.

K. MEDICAL AND MENTAL HEALTH SERVICES

Level of Service:

The Aroostook County Jail contracts with Alternative Correctional Healthcare to provide healthcare services, which is a newly contracted provider since the prior inspection. Most of the existing healthcare staff were trained by the new provider during the transition. Mental Health services are provided by contract with Aroostook Mental Health Center and Alternative Correctional Healthcare. Psychiatric services are provided by Acadia Psychiatric Hospital in Bangor. Nursing staff are on site daily with 12-hour coverage. Provider coverage is 1-2 days weekly depending on need. The charge nurse accepts calls during off hours and has come into the facility during off hours, if needed. Medications are provided by Diamond Pharmacy via fax and fill. The backup pharmacy is Houlton Walmart Pharmacy. Dental services are provided on an emergent basis in the local community with Twin Pines.

Medication pass is facilitated by healthcare staff. Medication carts were locked when not in use kept in a locked area. They were organized and clean. Items were dated when opened. Nurses restock the carts daily when on site and to prepare for any days when nursing is not on-site. There are minimal control medications on site. A logbook was established for these control meds and counts are conducted.

Some sharps/tools are inventoried and counted. Sharps/tools can be found in the clinic and nursing office, which is separate on the first floor of the jail admin. area. The exam room/clinic is a small adequate space. Sharps containers were not beyond the full mark. Exam table is intact. Labs are drawn on-site and sent out. EKGs are performed on site with a recently purchased machine.

Medical records are kept in a locked room next to the visitation area. The records I reviewed were complete. Physicals were completed within the standard timeframe. The Chronic Care Clinic system has been put into place.

AED/First Aid Kits:

ACJ has one Automatic External Defibrillator located on the 1st floor. The log of checks is kept in the nursing office. Checks are being done per the log. First aid kits are throughout the facility (6) have been standardized. The contents are listed on an inventory sheet within the kits. The contents are basic, and a monthly check is completed per their log.

Biohazard Waste Disposal:

It was reported that the small amount of biohazard waste generated by the facility is removed by Pureway as needed.

The nursing staff that I interacted with were dedicated to their positions and profession. They were open for recommendations offered. As an example, TB testing was completed minimally due to resident's quick release after PPD plant. I offered a suggestion of completing them for every sentenced resident as an infection control measure. Of note, the healthcare department conducts quality improvement screens on a regular basis as well as writes and submits quarterly status reports of the area to administration. This exceeds required standards and a very positive practice.

L. FOOD SERVICES

Foodservice is contracted through Trinity Services Group; Susan Richards is their Food Director. There is a 4-week cycle menu in place, approved by a local dietician Jennifer Sowers, which offers a good variety of meals for the population. Therapeutic and religious diets are managed well.

The kitchen is appropriately licensed through the Maine Department of Health and Human Services (Attachment C). Staff are current with the appropriate Servsafe certifications which is a requirement of the Maine State Food Code.

The kitchen was found to be very clean and orderly during the facility tour. All refrigerator, freezer, dishwasher temperature logs were up to date and appropriate to industry standards. There is a good system for the control of tools in this area.

The staff member on duty during the tour was asked to retrieve an SDS sheet for a random chemical found in the food service area. The SDS manual was very well organized, and she was able to identify the appropriate sheet in a minimal time frame.

M. INMATE ACTIVITIES AND SERVICES

Residents interviewed during the tour were aware of how to access commissary and submit orders. Some residents complained that withholding commissary was a punishment used against them and the weekly cap for purchases was too low, however standards do not require that commissary be provided.

There is a library available in the programs room, and a law library available in the visitation room.

Televisions are provided in each day area throughout the facility.

Tablets are available to resident which include access inmate handbooks, library services, food service menus, program lists & info, email, movies for purchase, and the agency is working toward making a law library accessible on the tablets.

Residents are offered outdoor recreation, with appropriate clothing provided during winter months

Although there is not a designated indoor recreation area, residents are provided an equipment bin of ample exercise equipment within their respective housing day areas to include medicine balls and sandbags. This is a unique and creative idea that has not been observed at other jails but would be recommended.

Sgt. Morrison coordinates religious programs and services for residents. Residents interviewed acknowledged that they were able to acquire desired religious items.

N. INMATE PROGRAMS

Resident programs coordinated by Sgt. Morrison are impressive and robust. Programs offered include Thinking for a Change, Knitting, Career Center, ServSafe Certification, and Diploma & Adult Ed. AA/NA currently does not have volunteers coming in to meet with the residents, discussed with the Jail Administrator options using Zoom/Teams.

There is a contracted alternative sentencing program coordinator on site who works with Maine Pre-Trial.

Furloughs are provided to residents who meet acceptable classification levels and pose minimal risk to the community.

O. SANITATION AND LIVING CONDITIONS

ACJ is compliant and current with applicable health codes. During the tour of the facility, it was evident that the facility maintains stringent sanitation practices. The facility was extremely clean, especially taking into consideration its age.

SDS logs were reviewed and found to be current with the corresponding chemicals observed in the facility. There are tool and chemical control programs in place.

Residents were asked about laundry and linen exchange. Answers provided proved compliant with required exchange frequency.

Documentation provided shows that supervisory staff conducts consistent sanitation checks of the jail.

P. FACILITIES

The jail has a central control room which provides oversight of resident, staff, and public movement in, out, and throughout the jail. Visual surveillance appeared to be in good working order.

A number of audio boxes were tested throughout the jail, and many were found to be in working order.

During the tour of the facility, a random selection of toilets, wash basins, drinking fountains and showers were tested for operation and availability of warm/cold water. Those tested within the housing areas were found to be operational.

Residents were asked about the comfort of environmental conditions, namely air temperature and shower temperatures...many complained of either vast heat or cold air conditions in living areas which is likely attributable to the age of the facility.

There is appropriate space for staff and/or resident functions. Residents are equipped with adequate sitting, eating, and writing surfaces in housing areas.

2022 CALCULATED RESULTS

Mandatory				
TOTAL	C	NC	N/A	%
126	121	0	5	100
Noncompliant				
Standard	Reviewer	Explanation		
N/A	N/A	N/A		

Essential				
TOTAL	C	NC	N/A	%
101	99	0	2	100
Noncompliant				
Standard	Reviewer	Explanation		
N/A	N/A	N/A		

2022 CALCULATED RESULTS

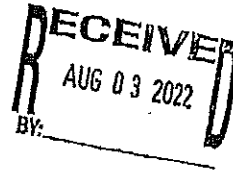
Mandatory				
TOTAL	C	NC	N/A	%
133	127	0	6	100

Essential				
TOTAL	C	NC	N/A	%
101	100	0	1	100

Attachment A

Town of Houlton
CODE * ENFORCEMENT * OFFICE

21 Water St. Houlton, ME. 04730
Tel. (207)521-5928, Fax (207)532-1304
E-mail: code.enforcement@houlton-maine.com



Aroostook County Jail
15 Broadway St.
Houlton, ME 04730
Map 34-3 Lot 239

July 28th 2022

To Whom It May Concern,

Thank you for the warm welcome and extended walk through of your facility on the morning of Tuesday, July 26th at 8:30AM. I found Mr. Bouchard to be very knowledgeable and helpful.

At the time of the inspection, your facility was found to be in compliance with the Town of Houlton's plumbing, and applicable building/property maintenance code requirements. There was one (1) violation of Houlton's electrical code.

The sole violation, a violation of NEC 700.5(A) – Transfer Equipment, was brought to my attention by Mr. Bouchard.

Specifically, the "automated" aspect of the ATS (automated transfer switch) was inoperative. Mr. Bouchard explained the circumstances that brought about the inoperative condition, and that replacement components have already been sourced and ordered.

I have spoken with Mr. Bouchard about contacting me when the new ATS is installed so I can witness the initial load test. Regardless of the scheduled time, I will make myself available. I can be reached at (207) 521-5928 with any further questions, comments, or concerns.

Thank you again for your cooperation and patience,

Benjamin C. Torres

A handwritten signature in black ink that reads "Benjamin C. Torres".

Town of Houlton CEO/LHO/AO

Shanna Morrison

From: Bryan Jandreau
Sent: Wednesday, November 9, 2022 3:53 PM
To: Shanna Morrison
Subject: FW: Jail Inspection

Hi Shana,
Please see below. This email from Scott Cyr confirms that the inspection was completed. If need be please put this email in the appropriate standards folder to confirm that inspection. I will send the report to you just as soon as I get it.
Thanks,
Bryan

Bryan V. Jandreau
Facilities & IT Director
County of Aroostook

From: Bryan Jandreau
Sent: Wednesday, November 9, 2022 3:50 PM
To: Cyr, Scott A <Scott.A.Cyr@maine.gov>
Cc: Chamot, Timothy J <Timothy.J.Chamot@maine.gov>; Cummings, Peter <Peter.Cummings@maine.gov>
Subject: RE: Jail Inspection

Hi Scott,
I don't have any record in my email folders of it. Tim and Peter, any assistance you can provide in getting me a copy of the report would be most helpful.
Thank you,
Bryan

Bryan V. Jandreau
Facilities & IT Director
County of Aroostook

From: Cyr, Scott A <Scott.A.Cyr@maine.gov>
Sent: Wednesday, November 9, 2022 3:41 PM
To: Bryan Jandreau <Bryan.Jandreau@maine.gov>
Cc: Chamot, Timothy J <Timothy.J.Chamot@maine.gov>; Cummings, Peter <Peter.Cummings@maine.gov>
Subject: RE: Jail Inspection

Bryan,

I have CC'd the two inspectors that completed this years inspection. I am not sure what they had for findings?

Tim or Peter can you help with Bryans question please?

Scott A. Cyr
Fire Inspector NPPA CRLI
Maine Fire Marshal Office
1 Darcie Drive, Suite 205

1

Houlton, ME 04730
Houlton Office 207-532-5407
Cell 207-441-1684
Fax 207-532-5455
Email b.jandreau@maine.gov



This e-mail and any file attachments may be subject to the provisions of the Freedom of Access Act. The content of this e-mail or any response to it could be disclosed unless the information it contains is protected from disclosure under an exemption in the Act or another statute.

Email messages and any file attachments may contain confidential, legally privileged and/or law enforcement sensitive information and are only intended for the addressee. If you are not an addressee or it is apparent that you have received this communication in error, you are hereby notified that any dissemination, distribution, copying, or other use of this message is strictly prohibited. If you have received the email in error, you should delete the message and any attachments immediately, including any backups and temporary files and notify the sender.

From: Bryan Jandreau <b.jandreau@maine.gov>
Sent: Wednesday, November 9, 2022 3:36 PM
To: Cyr, Scott A <scott.cyr@maine.gov>
Subject: Re: Jail Inspection

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Scott
Any word on your report?
Thanks
Bryan

From the iPhone of Bryan Jandreau, County of Aroostook

On Oct 28, 2022, at 6:55 AM, Bryan Jandreau <b.jandreau@maine.gov> wrote:

Hello Scott,
I was informed that the Fire Marshal's Office did the inspection at the Aroostook County Jail on 10/26/2022. Thank you. When available can you please email me a copy of the report.

Thanks again,

Bryan

Bryan V. Jandreau
Facilities & IT Director
County of Aroostook
144 Sweden Street, STE 1, Caribou, Maine 04736
C: 207-227-3538
O: 207-493-6305

From: Cyr, Scott A <[redacted]>
Sent: Tuesday, October 18, 2022 10:01 AM
To: Bryan Jandreau <[redacted]>; Craig L. Clossey
<[redacted]>
Cc: Day, Gregory J <[redacted]>
Subject: RE: Jail inspection

Thank you

Scott A. Cyr
Fire Inspector NFPA CFI-I
Maine Fire Marshal Office
1 Darcie Drive, Suite 205
Houlton, ME 04730
Houlton Office 207-532-5407
Cell 207-441-1684
Fax 207-532-5455
Email [redacted]



This e-mail and any file attachments may be subject to the provisions of the Freedom of Access Act. The content of this e-mail or any response to it could be disclosed unless the information it contains is protected from disclosure under an exemption in the Act or another statute. Email messages and any file attachments may contain confidential, legally privileged and/or law enforcement sensitive information and are only intended for the addressee. If you are not an addressee or it is apparent that you have received this communication in error, you are hereby notified that any dissemination, distribution, copying, or other use of this message is strictly prohibited. If you have received the email in error, you should delete the message and any attachments immediately, including any backups and temporary files and notify the sender.

From: Bryan Jandreau <[redacted]>
Sent: Tuesday, October 18, 2022 9:59 AM
To: Cyr, Scott A <[redacted]>; Craig L. Clossey <[redacted]>
Cc: Day, Gregory J <[redacted]>
Subject: RE: Jail inspection

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Scott,
Please find attached a formal request from the County Administrator of Aroostook for a fire marshal inspection at the Aroostook County Jail.
Thank you,
Bryan

Bryan V. Jandreau

Facilities & IT Director
County of Aroostook

From: Cyr, Scott A < >
Sent: Tuesday, October 18, 2022 8:51 AM
To: Craig L. Clossey < >; Bryan Jandreau
< >
Cc: Day, Gregory J < >
Subject: Jail inspection

Good Morning,

Can you please send me a official request on letterhead for the Aroostook County Jail inspection? I cannot make it this week due to scheduling conflicts, but have talked to Greg and he is planning to send a couple folks from the Bangor office up next week to get it done. Is there a day/time next week that is better for you?

Scott A. Cyr

Fire Inspector NFPA CFI-I
Maine Fire Marshal Office
1 Darcie Drive, Suite 205
Houlton, ME 04730
Houlton Office 207-582-5407
Cell 207-441-1684
Fax 207-582-5455
Email scott.cyr@maine.gov



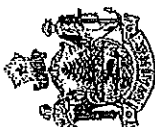
This e-mail and any file attachments may be subject to the provisions of the Freedom of Access Act. The content of this e-mail or any response to it could be disclosed unless the information it contains is protected from disclosure under an exemption in the Act or another statute. Email messages and any file attachments may contain confidential, legally privileged and/or law enforcement sensitive information and are only intended for the addressee. If you are not an addressee or it is apparent that you have received this communication in error, you are hereby notified that any dissemination, distribution, copying, or other use of this message is strictly prohibited. If you have received the email in error, you should delete the message and any attachments immediately, including any backups and temporary files and notify the sender.

This email comes from outside the County of Aroostook email system. Please be cautious opening or clicking on any attachments or links.

The County of Aroostook is subject to Maine Statutes relating to public records. Email sent or received by County employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of County email should presume that the email is subject to release upon request. This email comes from outside the County of Aroostook email system. Please be cautious opening or clicking on any attachments or links.

The County of Aroostook is subject to Maine Statutes relating to public records. Email sent or received by County employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of County email should presume that the email is subject to release upon request.

Attachment B


 <p>State of Maine DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION ELEVATOR AND TRAMWAY SAFETY PROGRAM</p>	<p>ELEVATOR Registration Number EL3473</p> <p>COUNTY OF AROOSTOOK AROSTOOK COUNTY JAIL 15 BROADWAY HOULTON</p> <p>Type: PASSENGER Speed Allowed (FPM): 125 Capacity Allowed (lbs): 4500 Variance Granted: 9/19/17 PHASE 2 FIRE SERVICE IN CAR To Report an Accident involving this elevator, call: 1-888-580-5754 To Speak with Program Staff regarding this elevator, call: 1-207-624-8672</p>	<p>ISSUE DATE July 11, 2022</p> <p><i>Anne L. Head</i> Commissioner</p> <p>EXPIRATION DATE September 30, 2023</p>
---	--	---

Attachment C

State of Maine
DEPARTMENT OF HEALTH AND HUMAN SERVICES
EST ID: 7619
CORRECTIONAL FACILITY

AROOSTOOK COUNTY JAIL
15 BROADWAY
HOULTON ME 04730-2106

ATTN BRYAN JANDREAU
COUNTY OF AROOSTOOK
AROOSTOOK COUNTY JAIL
144 SWEDEN ST STE 1
CARIBOU ME 04736



EXPIRES: 01/29/2023
FEE: \$270.00

Jeanne M. Lombard
Commissioner

NON-TRANSFERABLE

Attachment D



MAINE DEPARTMENT OF CORRECTIONS
Maine County Jail Occupancy License

Pursuant to The Authority and Requirements of Maine Revised Statutes Annotated 34-A Section 1208, the Aroostook County Jail, located in Houlton, Maine has been Inspected by the Operations Division of the Maine Department of Corrections and found to comply with the mandatory standards promulgated by the Department for Maine County Jails.

Therefore, the Aroostook County Jail is hereby granted a License of Occupancy to manage and operate an adult county jail facility in compliance with the detention standards promulgated pursuant to Maine law for the period beginning December 12, 2022 and ending December 11, 2023 with a rated capacity of 117 Adult Male & Female inmates.

Dated: December 12, 2022 By:

A handwritten signature in black ink, appearing to read "RAL", written over a horizontal line.

*Randall A. Liberty, Commissioner
State of Maine, Department of Corrections*