

MINUTES

Aroostook County Jail Study Commission
Monday, August 19, 2024 10:00 AM
Administrative Hearing Room – Caribou Courthouse

Present:

Ryan D. Pelletier, County Administrator
Dana Gendreau, Finance Director
Norman Fournier, County Commissioner, Committee Member
Paul Underwood, County Commissioner
Bryan Jandreau, Facilities & IT Director
Peter Johnson, Sheriff, Committee Member
Kai Libby, Committee Member via Zoom
Brian Harris, Committee Member
Carroll Theriault, Committee Member
Donald Guimond, Committee Member
Craig Clossey, Jail Administrator
Erica Pelletier, Chief Deputy
Janet Bradbury, Committee Member
Heidi Rackliffe, ACAP Program Director
Tammy Pelletier, Operations Assistant
Melissa Lizotte, Bangor Daily News

1. County Administrator, Ryan Pelletier called the meeting to Order at 10:00 AM and opened the discussion for electing a chairperson.

MOTION

Norman Fournier moved to nominate Donald Guimond as Chair, seconded by Brian Harris.

VOTE

Motion voted and passed.

2. **MOTION**
Carroll Theriault moved to approve the minutes of July 15, 2024, seconded by Peter Johnson.

VOTE

Motion voted and passed.

3. Mr. Pelletier provided an update on the expansion of the Jail Commission. The committee requested to keep the size manageable. The County Commissioners will meet tomorrow to review the recommendation to add Todd Collins, District Attorney; Heidi Rackliffe, ACAP Program Director; Jeremy Smith, Houlton Town Manager; and Penny Thompson, Caribou City Manager. This will bring the committee to 13 voting members. Mr. Pelletier provided some guidance regarding voting and the addition of name plates to identify voting members.

4. Mr. Pelletier advised the committee that PONI training would be taking place the week of October 7th for a 3 day in person training at the EMA office. The PONI training will provide guidance on what the first steps should be in the process of trying to build a new jail which includes how to determine the best location. Mr. Pelletier commented that he had spoken with Arthur Thompson, the architect who attended our last meeting, and he strongly recommended PONI training prior to hiring a consultant. Final details on PONI training will be provided as we get them from the NIC.
5. Other Business: Norman Fournier suggested that the commission members have a tour of the jail if they have not yet had one. A date of September 16th at 10am was selected for a tour.
6. **MOTION**
Brian Harris moved to adjourn the meeting at 10:31am, seconded by Carroll Theriault.

VOTE

Motion voted and passed.

**Jail Tour scheduled for September 16th, 2024 at 10am – ACJ Houlton
In Person PONI Training scheduled for the week of October 7 – EMA Office Caribou
Next Jail Commission Meeting TBD**