

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING
WEDNESDAY, JULY 17, 2024 – 1:00 PM
SHERIFF'S OFFICE BUILDING SECOND FLOOR CONFERENCE ROOM - HOULTON

Present:

Paul J. Underwood, Chair, County Commissioner
Norman L. Fournier, County Commissioner
William Dobbins, County Commissioner
Ryan D. Pelletier, County Administrator
Tammy Pelletier, Operations Assistant
Erica Pelletier, Chief Deputy
Steve Pelletier, ARPA Administrator – Zoom
Leigh Smith, Treasurer
Dana Cassidy, Tax Abatement Appellant
Richard Rhoda, Houlton resident
Penny Thompson, City Manager, Caribou – Zoom
Meagan Westfall, LUPC – Zoom
Megan Lamb, LUPC – Zoom
Kathleen Tomaselli, Bangor Daily News

ART. 1. Commissioner Paul Underwood called the meeting to order at 1:00 pm.

ART. 2. Pledge of Allegiance.

ART. 3. Commissioner Underwood opened the floor for a public comment period.

Mr. Dana Cassidy addressed the Commissioners to request an extension on his tax abatement appeal. He has been able to secure a certified commercial appraiser to come and assess his property in Caribou. The appraiser will come next Friday and Mr. Cassidy would like to wait until this report is in before any decisions are made. He wishes to put this matter to rest.

Commissioner Underwood advised that they would take his request under advisement and it will be discussed further under Article 8.

ART. 4. **MOTION:**
Motion by William Dobbins, seconded by Norman Fournier to approve the agenda with amendments to Article 6 (C): Eagle Lake Sporting Camps Liquor License Renewal – T16R6 and Article 10 (A): To consider the hiring recommendation of Cassandra Arledge as full-time Dispatcher.

VOTE:

Motion voted on and passed.

ART. 5. Commissioner Underwood entertained a motion for approval of the June 18, 2024 Commissioners' Meeting minutes.

MOTION:

Motion by William Dobbins, seconded by Norman Fournier to approve the meeting minutes of June 18, 2024.

VOTE:

Motion voted on and passed.

ART. 6. The County Commissioners approved and signed the following:

- A) Attendance record.
- B) Bills and warrants.
- C) Liquor license renewal – Eagle Lake Sporting Camps – T16R6.

MOTION:

Motion by William Dobbins, seconded by Norman Fournier to approve the liquor license renewal for Eagle Lake Sporting Camps – T16R6.

VOTE:

Motion voted on and passed.

ART. 7. Mr. Richard Rhoda addressed the Commissioners to request that an inscription “The Law is My Freedom” be engraved on the granite risers of the Houlton Superior Court building. Originally, he wanted “The Law is Your Freedom” but thought that might be seen as “preaching to the community”d, so he is updating the quote request to change from “your” to “my” to make it more personal to the community. The quote would be visible from the sidewalk and cars driving by. The quote is meaningful to many in the legal community and he represents a number of Houlton based attorneys and judges who support this request. The group is willing to make a donation to cover the costs, which they have received a quote of \$600 for.

Mr. Ryan Pelletier advised that the front steps on the courthouse were scheduled to be redone and that this could be part of that overall project.

Mr. Rhoda requested a dedication to unveil the inscription on May 1 which is Law Day. Mr. Pelletier indicated that it would be unlikely that the step project would be completed by that day, but that we could still hold a dedication that day with an unveiling of a rendering of the inscription.

Commissioner Fournier inquired where the quote was from. Mr. Rhoda explained it was from an English Philosopher, John Locke and that it was also used by Thomas Jefferson in the Constitution.

Commissioner Underwood indicated that he would like to stay with the original quote “The Law is Your Freedom” to stay with our founding fathers.

MOTION:

Motion by William Dobbins, seconded by Norman Fournier to approve the request for the inscription “The Law is My Freedom” on the granite risers at the Houlton Superior Court building and to accept a donation from Mr. Rhoda to pay for the work needed.

VOTE:

Motion voted on and passed.

ART. 8. Mr. Ryan Pelletier presented for consideration the decision in the tax abatement appeal matter of Cassidy Holdings LLC vs. City of Caribou.

Commissioner Fournier advised that the Commissioners have 30 days to make a decision after a hearing. The hearing was held July 8 and closed. The Commissioners cannot accept material after a hearing is closed.

Commissioner Underwood indicated that this request has been ongoing for 3 years and there has been ample time to supply documentation to support his case. There are deadlines that the Commissioners must follow as required to be law.

Mr. Pelletier advised that Mr. Cassidy could use the new appraisal as the basis to appeal to the City for subsequent year tax abatement, but that it cannot be used in this current tax abatement appeal. Mr. Cassidy can come back to the Commissioners if the City denies his abatement requests for years after 2021.

Mr. Cassidy explained that he wants an extension so he can put this to rest once and for all. He believes that with the new assessment from a certified appraiser that it will prove his case. He's paying \$4,000 for the appraisal and wants to stop bleeding money on this process.

Mr. Pelletier advised that he has already been given the opportunity to provide this information and that the hearing is closed. The Commissioners would have to open a new hearing and it would be outside the time requirements necessary. If he does not agree with the decision by the Commissioners, he can appeal to Superior Court.

Mr. Cassidy indicated that the certified appraisal could not be contested and he wants time to get that to the Commissioners. He followed his attorney's advice by appealing to the Commissioners instead of the State Board.

Commissioner Fournier noted that they were provided with over 200 pages of documentation from both Mr. Cassidy's attorney and Mrs. Penny Thompson, City Manager, and that we held a 2-hour hearing. Commissioner Fournier did not see anything that the assessment on Mr. Cassidy's property was wrong and that all info provided shows that the assessment was the same as other similar properties in Caribou and fair. Mr. Cassidy can go to Superior Court if he disagrees. The Commissioners can only rule on 2021 and the City followed the same criteria for his property as it did for others.

Commissioner Underwood agreed and noted that the documentation provided by the City of Caribou was thorough, and comparables provided showed consistency in their assessments.

MOTION:

Motion by William Dobbins, seconded by Norman Fournier to deny the tax abatement appeal request in the matter of Cassidy Holdings, LLC vs. City of Caribou.

VOTE:

Motion voted on and passed.

- ART. 9. Mr. Ryan Pelletier presented for consideration guidelines governing Adult Use Cannabis Business Licenses in the Unorganized Territories.

MOTION:

Motion by Norman Fournier, seconded by William Dobbins to approve the guidelines governing Adult Use Cannabis Business Licenses.

VOTE:

Motion voted on and passed.

- ART. 10. Mrs. Erica Pelletier presented to consideration the sale of a 2008 Chevrolet Impala. The highest bid was from Kenneth Spittle for \$275.

MOTION:

Motion by Norman Fournier, seconded by William Dobbins to approve the sale of a 2008 Chevrolet Impala to Kenneth Spittle for \$275.

VOTE:

Motion voted on and passed.

- (A) Mrs. Erica Pelletier presented for consideration the hiring recommendation of Cassandra Arledge as full-time dispatcher.

MOTION:

Motion by Norman Fournier, seconded by William Dobbins to approve the hiring of Cassandra Arledge as full-time dispatcher.

VOTE:

Motion voted on and passed.

- ART. 11. County Commissioner's Report

Commissioner Fournier reported that the Risk Pool is currently undergoing an audit. They are sampling 40 claims to be sure they were paid accordingly. So far everything is good and a report is expected in late fall. Reinsurance renewal will require us to update the value of our buildings and vehicle listings. Renewal quotes will not be available until December and rates are expected to increase. There were 10 claims opened and 20 closed. Total claims January-May was 72 which is 9 more than the same period last year. All files have been sent for the FOAA request by the ACLU.

There are currently 5 states that provide Medicaid for inmates who will be released within 90 days. Maine is working on this waiver as well. Maine Paid Family Leave includes a clause that beginning in 2028 and every subsequent year that increases will be determined by the Department of Labor. The rate is 1% split between employer and employee but we don't know what increases might look like and what kind of cost this will become.

Commissioner Fournier noted the importance of inviting our legislators to our events and meetings as much as we can. Involve new legislators after the election.

Commissioner Fournier would like to work with the MCCA to create legislation for Tax Abatement Appeal hearings for commercial property valued at over \$1 million to always go to the State Board of Property Tax and not to the County Commissioners. Need to find a sponsor and seek guidance from Maine Revenue.

ART. 12. Other Business

Commissioner Dobbins requested that the August 21st meeting be moved to a different day due a scheduling conflict. The Commissioners agreed by consensus to move the August meeting to August 20 at 10am to be held in Caribou and have September's meeting be held in Fort Kent.

ART. 13. Adjournment.

MOTION:

A motion was made by William Dobbins, seconded by Norman Fournier to adjourn the meeting at 1:59 pm.

VOTE:

Motion voted on and passed.

ATTEST: A True Copy
of Commissioners' Meeting

Ryan D. Pelletier
County Administrator

AROOSTOOK COUNTY COMMISSIONERS
DATE: August 20, 2024

MINUTES

ROAD MAINTENANCE PETITION – GRIVOIS RD, GRAND ISLE – AUGUST 7, 2024 - 4:00 PM
GRAND ISLE TOWN OFFICE – 366 MAIN ST, GRAND ISLE

PRESENT

Paul J. Underwood, Chair, County Commissioners
Norman L. Fournier, County Commissioner
William T. Dobbins, County Commissioner
Ryan D. Pelletier, County Administrator
Paul Bernier, Community Services Director
Tammy Pelletier, Operations Assistant
Robert Dunbar, Resident – Grand Isle
Morgan Cyr, Resident -Grand Isle
Otis Fricson, Resident – Grand Isle
Debbie Gendreau, Town Clerk – Grand Isle
Elizabeth Morse, Clerk – Grand Isle
Bob Desjardins, Board Member – Grand Isle
Chris Yost, Resident – Grand Isle
Kaci Yost, Resident – Grand Isle
Josiah Loverin, Resident – Grand Isle
Marcel Bellefleur, Resident – Grand Isle
David Arnold, Resident – Grand Isle
Debbie Arnold, Resident -Grand Isle
Randy Violette, Resident – Grand Isle
Dylan Violette, Resident – Grand Isle
Rene Violette, Resident – Grand Isle
Andre Morrow, Resident – Grand Isle
Raylan Lagasse, Board Member – Grand Isle
Gene Parent, Resident – Grand Isle
Daniel Dionne, Resident – Grand Isle
Lisa Beaulieu, Resident -Grand Isle
Titus Greenawalt, Resident – Grand Isle
Thomas Dionne, Resident – Grand Isle
Ken Beaulieu, Resident -Grand Isle
Ken Corriveau, Resident – Lille
James Dionne, Resident – Lille
Christopher Bouchard, Bangor Daily News
Karri Triplet, WAGM

ART. 1. Chair Paul J. Underwood called the meeting to order at 4:00 pm.

ART. 2 The County Commissioners (Paul Underwood, Norman Fournier, William Dobbins), County Administrator (Ryan Pelletier), Community Services Director (Paul Bernier), and Operations Assistant (Tammy Pelletier) were introduced; followed by the reading of the purpose statement by Commissioner Underwood.

County Administrator, Ryan Pelletier, provided an overview of how the public hearing would proceed, indicating that the meeting would be recessed to view the road in question and that they need the residents to direct them to the problem areas. Josiah Loverin, Grand Isle Resident/Petitioner agreed to be the spokesperson on behalf of petitioners. Immediately following the viewing, the meeting will be called back to order for public comments.

Commissioner Underwood, recessed the meeting at 4:04 PM for the Commissioners, Petitioners, Town Officials, and interested parties to tour the Grivois Road.

ART. 3. Commissioner Underwood called the meeting back to order at 5:02 PM and opened the floor to public comments for a period of three minutes per speaker.

Josiah Loverin, resident of Grivois Road, addressed the Commissioners by saying that they understand they live on a dirt road and are not looking for the town to provide a paved road. They are concerned about the section that is the very last strip that is maintained year-round. There were times this past year where there was no postal delivery due to the condition of the road. There are concerns from residents on the road that fire, ambulance, law enforcement would not be able to navigate the condition of the road in an emergency. The town should be making sure the road is passable for those services, and if not, at the very least, should be communicating to the residents of the road that it will not be passable so they can be prepared with supplies. The Grivois Road is the only part of town the is growing, with 3 new families moving there in the last year and more coming. Again, they don't want paved roads. They are only looking to be sure they have access to their land, their jobs, emergency services, or other needs.

Randy Viollette, resident of Grand Isle, addressed the Commissioners by saying his father lives on that road and he's been traveling there for 30 years. His father has medical conditions and it is critical for him to be able to access to emergency services. The road is graded too low, no ditch and the water has nowhere to go. Today, the road looks good, but if they had visited over this upcoming weekend when rain is predicted, it would be a completely different experience. The road is not maintained the way it is supposed to be.

Commissioner Underwood inquired as to whether the town had ever considered posting signs to eliminate heavy trucks, ATV's, and non-residents of Grivois Road. Board Member Raylan Lagasse indicated that this has not really been considered.

Community Services Director, Paul Bernier, inquired as to the town funds for road maintenance. Mr. Lagasse replied that they get \$15,000 from the state and the entire road budget is \$30,000 for 11 town roads. Mr. Bernier commented that the crown on the road is good and there are good ditches. The work required would be to have edges shaved down and the ditches cleaned so the water has somewhere to go.

Daniel Dionne, resident of Grand Isle, addressed the commissioners by first saying this was not a new problem and he commended Mr.Loverin for asking for reasonable terms for maintaining the road. As a town, they need to close this road to non-residents. The funds for repair come out of the residents' pockets and the town is diminishing, bills are increasing, residents are dying leaving their homes to go to disrepair. The road should be closed for more than just mud season. Extend the closure to be before and after. Creating an ordinance would be a simple fix. As a prior board member, they have spent more money on Grivois Road in the last 20 years than any other road in town. The town has to do its part and close the road if they have to in order to not have so many costly repairs.

Randy Violette explained that if you fix the side of the roads, you wouldn't have to close the road.

Various residents of Grand Ilse explained that there were trucks that go in the middle of the night even when the road is closed. Residents argued among themselves as some disputed the fact that there was truck traffic as the road condition did not support what the other residents were saying.

Debbie Arnold, resident of Grivois Road, addressed the Commissioners to explain that it was not just logging trucks, but that there was a lot of other traffic such as atv's, dirt bikes, other trucks, etc. The town needs to be sure the water has somewhere to go so that the road can handle the volume of traffic.

Jim Dionne, resident of Lille, addressed the Commissioners and indicated that the town needs to get a professional grader because the road is too wide. The issue doesn't have anything do with the Public Works employee. He does a good job with what he has to work with, but a professional is needed for this road.

David Arnold, resident of Grivois Rd, addressed the Commissioners, saying that he has been to several Selectboard meetings and requested the town invest in having a 10-year road plan developed. He indicated the town either won't or can't, but that there must be someone who knows roads that could do this.

Commissioner Norman Fournier inquired as to the number of roads for the \$30000 budget. Mr. Lagasse replied that it was 11 roads. There was some debate over 10, 11 or 12 roads. Commissioner Fournier asked how many were gravel, to which Mr. Lagasse indicated 5.

Daniel Dionne, resident of Grand Isle, commented that the Morneault Road is also going bad and the town had borrowed money to pave it. He suggested letting the town go to the County so they could live like everyone else. He believes there has been resistance to fix Grivois Road because there are main roads that require maintenance and the town has been unsuccessful in obtaining the funds needed.

Debbie Gendreau, town clerk of Grand Isle, addressed the Commissioners by asking why the ATV club gets \$80,000 in grants for 2 years in a row, but the town only gets \$15,000 for their roads.

County Administrator, Ryan Pelletier, clarified that today's hearing was specifically for the petition submitted to the Commissioners for the maintenance of Grivois Road, and therefore, could not consider any other situations with other roads or funding. Residents can address these issues at the town board meetings.

Ken Beaulieu, resident of Grand Isle, addressed the Commissioners saying that maintaining Grivois Road could use the entire road budget, so we must consider all roads. The town can't bring the mil rate up just to maintain one road, it needs to be all roads being discussed.

Administrator Pelletier, clarified that the petition is only for Grivois Road and that is the only road to be considered at this hearing.

Daniel Dionne, resident of Grand Isle, believes that this will turn bad if you force the town to use the budget to fix just one road.

Debbie Arnold, resident of Grand Isle, said they bring their concerns, but nothing gets done.

Raylan Lagasse, Board Member Grand Isle, commented that he has been on the board for ten years and can count on one hand the number of times they have had to close roads. In each instance, it was due to mother nature and out of their control.

Commissioner Underwood asked if there were any other public comments, to which there were none.

ART. 4. Adjournment.

MOTION:

A motion was made by William Dobbins and seconded by Norman Fournier to adjourn the meeting at 5:38 pm.

VOTE:

Motion voted and passed.

ATTEST: A True Copy

of Commissioners' Meeting

Ryan D. Pelletier
County Administrator

AROOSTOOK COUNTY COMMISSIONERS
DATE: August 20, 2024



**Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement**

8 State House Station, Augusta, ME 04333-0008 (Regular Mail)
10 Water Street, Hallowell, ME 04347 (Overnight Mail)
Telephone: 207-624-7220 Fax: 207-287-3434
Email inquiries: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
Permit No:	
Deposit Date:	By:
Amt. Deposited:	
Cash Ck Mo:	

**Application for a BYOB Permit
\$10.00 (per day) Check Payable: Treasurer State of Maine**

The law requires the application to be submitted at least 24 Hours prior to the function, however a longer notice is appreciated to allow additional time for processing.

Check One: Event Open to Public Private Event

Name of Applicant Michael Rush

Mailing Address: 5 Mario Way

Town/City: Freeport State: ME Zip Code: 04032

Telephone: [REDACTED] Fax: _____

Email Address: [REDACTED]

If Organization, name of responsible person: _____

Birth of Date of Applicant(s): [REDACTED]

Location of Function: 64 Mill Road

Physical Address of Function: 64 Mill Road

Town/City: Benedicta State: ME Zip Code: 04733

Indoor Event Outside Event (IF OUTSIDE AREA, DIAGRAM MUST BE INCLUDED)

Describe specific indoor and/or outdoor area to be licensed: Two tents in field for wedding + perimeter of field

Number of Persons attending: 125

Date of Function: 09/14/2024 Time of Function: From: 3pm To: 12am

Name of Function: Mike & Kathleen's Wedding

(Note: By law, liquor can only be served from 5:00am to 1:00am of the next day, Sunday through Saturday. Function times cannot deviate from this statutory requirement.)

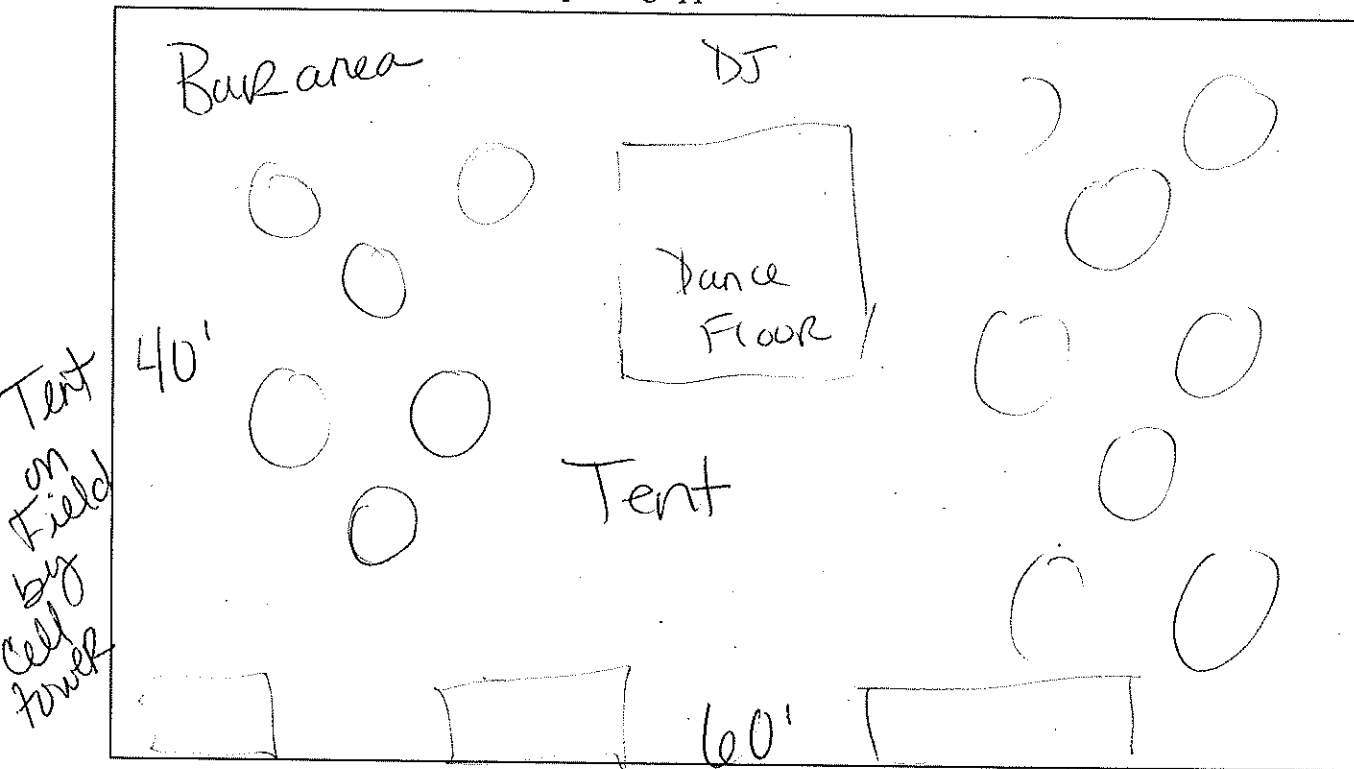
Date: 07/09/2024

MR
Applicant Signature

Michael Rush
Print Name of Applicant

BYOB PERMIT DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram that you are requesting approval.



Submit completed forms to:

Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, ME 04333-0008 (Regular mail)
10 Water Street, Hallowell, ME 04347 (Overnight mail)
Telephone inquiries: 207-624-7220
Fax line: 207-287-3434
Email inquiries: MaineLiquor@Maine.gov

FOR USE ONLY BY DIVISION OF LIQUOR LICENSING & ENFORCEMENT RESTRICTIONS:

BYOB #: _____

APPROVED

DATED: _____

NOT APPROVED

ISSUED BY: _____

August 8, 2024

TO: Board of County Commissioners

FR: Ryan D. Pelletier, County Administrator

RE: Jail Commission Appointments

Dear Commissioners:

At the last Jail Commission meeting, it was voted to recommend expanding the Jail Commission with additional members as identified in the Jail & Justice System Assessment Report. The following individuals are being recommended:

Todd Collins, District Attorney

Heidi Rackliffe, ACAP

Toby Jandreau, Indigent Legal Services

The other recommendation was to reach out to the Aroostook Municipal Association and solicit names of town managers. We had two town managers submit their names as interested in serving:

Jeremy Smith, Town Manager of Houlton

Penny Thompson, City Manager of Caribou

Thank you for your time and consideration.

County of Aroostook

COMMISSIONERS' OFFICE

FINANCE DIRECTOR / DEPUTY TREASURER
Dana L. Gendreau



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

NORMAN L. FOURNIER
WALLAGRASS

WILLIAM T. DOBBINS
HOULTON

August 9, 2024

Subject: **6/30/2024 Year End Vacation & Sick Accruals**

- The **FYE 6/30/2024 GF Vacation & Sick Accruals** have been calculated for the General Fund and the calculation resulted in the sick liability account to be *underfunded* by \$12,174.35 and the vacation liability account to be *underfunded* by \$17,105.87. I recommend the County expense the full cost of the calculated insufficient accrual amounts to properly fund the accrual liability balance at year end, 06/30/2024.

General Fund Sick Liability: \$12,174.35

General Fund Vacation Liability: \$17,105.87

- The **FYE 6/30/2024 UT Vacation & Sick Accruals** have been calculated for the Unorganized Territory Fund and the calculation resulted in the sick liability account to be *underfunded* by \$135.65 and the vacation liability account to be *underfunded* by \$2,470.72. I recommend the County expense the full cost of the calculated insufficient accrual amounts to properly fund the accrual liability balance at year end, 06/30/2024.

UT Fund Sick Liability: \$135.65

UT Fund Vacation Liability: \$2,470.72

- The **FYE 6/30/2024 Jail Vacation & Sick Accruals** have been calculated for the Jail Fund and the calculation resulted in the sick liability account to be *overfunded* by \$14,640.36 and the vacation liability account to be *underfunded* by \$17,697.03. I recommend the County expense the net cost of the calculated insufficient accrual amounts to properly fund the accrual liability balance at year end, 06/30/2024.

Jail Fund Sick Liability: (\$14,640.36)

Jail Fund Vacation Liability: \$17,697.03

Regards,

Dana Gendreau

Dana Gendreau
Finance Director

County of Aroostook

COMMISSIONERS' OFFICE

FINANCE DIRECTOR / DEPUTY TREASURER
Dana L. Gendreau



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

NORMAN L. FOURNIER
WALLAGRASS

WILLIAM T. DOBBINS
HOULTON

August 14, 2024

Subject: Year End Carryover Funds

- The Auditing expense for fiscal year end 6/30/2024 was not fully expensed. This is a request to carry over \$7,000 of FYE 6/30/2024 Auditing Budget Line to an Auditing Reserve account.
- The Registry of Deeds North \$8,000 capital budget was inadvertently missed in a "total" formula error for the FYE 2025 budget. This is a request we expense \$8,000 using the FYE 6/30/2024 capital budget to roll to Registry of Deeds North Capital Reserve account to fulfill their FY 2025 request.

Regards,

Dana Gendreau

Dana Gendreau
Finance Director

County of Aroostook

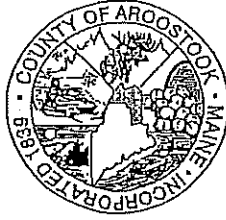
COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

PAUL G. BERNIER



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

NORMAN L. FOURNIER
WALLAGRASS

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: July 24, 2024
TO: Ryan D. Pelletier, County Administrator
Dana Gendreau, Finance Director
FROM: Paul Bernier, Community Services Director
RE: **FY 24 Account Balances**

Below are two account balances for the FY24 UT year end. I would like to roll-over the following amounts into the respective Capital Accounts.

- 230907-31120 (\$1,743.77) Connor Recreation

My recommendation is to transfer \$1,743.77 into the Connor Recreation Capital Account (2-3411). **Improvements to the park and replacement of playground equipment is badly needed.**

- 230152-30302 (\$11,198.98) Roads/Bridge Maintenance

My recommendation is to transfer \$11,198.98 into the UT Roads / Bridges Capital Account (2-3401) **To support various projects on County roads.**



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

MEMO

DARREN R. WOODS
FIRE CHIEF

DERRICK OUELLETTE
DEPUTY CHIEF

**DAN MOLAVER
BELANGER**
CAPTAIN
Cross Lake Station

JOEY LEVESQUE
CAPTAIN
Sinclair Station

LANE MOIR
CAPTAIN
Madawaska Lake Station

DON ENO
LIEUTENANT

ALEX LAPORTE
LIEUTENANT

WILL POLS
LIEUTENANT

GARY LANGLEY
Safety Officer

TO: Ryan Pelletier, County Administrator
FROM: Darren R. Woods, Fire Chief
RE: North Lakes Fire Department
Date: 7 - 30 - 2024

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

- Justin Albert - St Agatha

Let me know if you have any questions.

After this one is added, our roster will have 38 firefighters, 4 communications people, 2 junior firefighters and 1 chaplain for a total of 44 members. (including the Chief & Deputy Chief)

Our goal is 50. You can only count on 1/3 of your roster to be available during an emergency which (at 50) would be 17 members. While this number is still small, it is a number that you can work with.

The nature of volunteerism has people coming and going frequently. While we try to retain them as long as possible, life changes happen so we do have people coming and going often.

Application for Employment

Please Print

Equal access to programs, services and employment opportunities is available to all persons without regard to race, religion, color, sex (including pregnancy), age, national origin, mental or physical disability, sexual orientation, gender identity, genetic information, or any other basis protected by federal, state, and/or local law.

In accordance with the Americans with Disabilities Act and/or applicable state and local laws, applicants requiring reasonable accommodations for the application and/or interview process should notify the Human Resources Department. Examples of reasonable accommodations include making a change to the application process; providing written materials in an alternate format such as braille, large print, or audio recording; using a sign language interpreter; using specialized equipment; or modifying testing conditions.

Name Albert Justin Maxime Applicant ID # _____

Address _____

Telephone # _____ Cellular/Other Phone # () _____ E-mail Address _____

Position(s) applied for Fire fighter Date of application 6/28/24

Referral Source (e.g., Walk-in, Job Posting, Company's Website, etc.) Amber Sandstrom

If necessary, best time to call you is 5:00 AM
 Home Cellular/Other

May we contact you at work? Yes No

If yes, work number and best time to call:
() 10:00 AM

If you are under 18 and it is required, can you furnish a work permit? N/A Yes No

If no, please explain: _____

Have you submitted an application here before? Yes No

If yes, give date(s) and position(s): _____

Have you ever been employed here before? Yes No

If yes, give dates: From ___/___/___ To ___/___/___

Is this application a request for reemployment following an extended military leave of absence from this company? Yes No

If yes, additional information may be requested.

Are you lawfully authorized to work in the United States? Yes No

Date available for work 6/28/24

What is your desired salary range or hourly rate of pay?
\$ _____ Per _____

Type of employment desired: Full-Time Part-Time
 Educational Co-Op Seasonal Temporary

Will you relocate if job requires it? Yes No

Will you travel if job requires it? Yes No

If they have been explained to you, are you able to meet the attendance requirements of the position? N/A Yes No

Will you work overtime if required? Yes No
If no, please explain: _____

Are you able to perform the "essential functions" of the job for which you are applying (with or without reasonable accommodation)?

This question is not designed to elicit information about an applicant's disability. Please do not provide information about the existence of a disability, particular accommodation, or whether accommodation is necessary. These issues may be addressed at a later stage to the extent permitted by law.

Yes No Need more information about the job's "essential functions" to respond

Driver's license number required if driving may be required in the job for which you are applying:

_____ State: _____

Have you ever been bonded? Yes No

Have you ever pleaded "guilty" or "no contest" to or been convicted of a crime? NOTE: Answering "yes" to this question does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account. You are not obligated to disclose juvenile records that have been expunged. Yes No

If yes, please provide date(s) and details: _____

Have you entered into an agreement with any former employer or other party (such as a noncompetition agreement) that might, in any way, restrict your ability to work for our company? Yes No

If yes, please explain: _____

Employment History

Starting with your most recent employer, provide the following information. You may include any verified work performed on a volunteer basis.

Employer: Pineland Potatoes Telephone #: (207) 316-3235
Street address: 203 Flat Mountain Road City: St. Agatha State: ME
Starting job title/final job title: Farm Mechanic/Operator Dates employed: May 2022 to Present
Immediate supervisor and title (for most recent position held): [Redacted] May we contact for reference? Yes No Later E-mail: NA
Why did you leave? NA Still currently employed

Summarize the type of work performed and job responsibilities: Maintenance of all equipment and land and operation of said equipment
What did you like most about your position? Being able to work with a small crew and take care of farmland
What were the things you liked least about the position? Not having the personnel to evenly distribute workload

Employer: Pelletier Farms Telephone #: (207) 543-7702
Street address: 361 US RTE 1 City: Frenchville State: ME 04745
Starting job title/final job title: Farm Hand Dates employed: May 2020 to May 2022
Immediate supervisor and title (for most recent position held): [Redacted] May we contact for reference? Yes No Later E-mail: NA
Why did you leave? Got an offer of better opportunity back at Pineland

Summarize the type of work performed and job responsibilities: Maintenance of all equipment and land. Operation of said equipment
What did you like most about your position? Having a very well run and capable crew
What were the things you liked least about the position? Not having Medical Benefits

Employer: Pineland Potatoes Telephone #: (207) 316-3235
Street address: 203 Flat Mountain Road City: St. Agatha State: ME 04772
Starting job title/final job title: Farm Hand Dates employed: May 2018 to May 2020
Immediate supervisor and title (for most recent position held): [Redacted] May we contact for reference? Yes No Later E-mail: [Redacted]
Why did you leave? Offered an opportunity for advancement at Pelletier Farms

Summarize the type of work performed and job responsibilities: General Maintenance and Gopher Work
What did you like most about your position? Working on a Farm
What were the things you liked least about the position? Sub standard pay for work being performed

Employer: [Redacted] Telephone #: [Redacted]
Street address: [Redacted] City: [Redacted] State: [Redacted]
Starting job title/final job title: [Redacted] Dates employed: [Redacted] to [Redacted]
Immediate supervisor and title (for most recent position held): [Redacted] May we contact for reference? Yes No Later E-mail: [Redacted]
Why did you leave? [Redacted]

Summarize the type of work performed and job responsibilities: [Redacted]
What did you like most about your position? [Redacted]
What were the things you liked least about the position? [Redacted]

Employment History (continued)

Explain any gaps in your employment, other than those due to personal illness, injury, or disability.

N/A

If not addressed on previous page, have you ever been fired or asked to resign from a job? Yes No

If yes, please explain:

N/A

Skills and Qualifications

Summarize any special training, skills, languages, licenses, and/or certificates that may assist you in performing the position for which you are applying:

Highly Skilled Mechanic
Skilled Welder
Leadership Skills fought in Military

Computer Skills (Include software titles and level of experience, such as basic, intermediate, or advanced.)

Word Processing *Word .xc* Level: *basic* Internet *Chrome* Level: *intermediate*
 Spreadsheet Level: _____ Other Level: _____
 Presentation *powerpoint* Level: *basic* Other Level: _____
 E-mail *hotmail* Level: *basic* Other Level: _____

Educational Background

Starting with your most recent school attended, provide the following information.

School (include City and State)	# of Years Completed	Completed	GPA Class Rank	Major/Minor
<i>Wisdom Middle/High School</i>	<i>6</i>	<input checked="" type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____		<i>General</i>
		<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____		
		<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____		
		<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____		

References

List names and telephone numbers of three business/work references who are *not* related to you and are *not* previous supervisors. If not applicable, list three school or personal references who are *not* related to you.

Name	Title	Relationship to You	Telephone	E-mail	# of Years Known
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Related Information

When answering these questions, please exclude any information that would reveal race, religion, color, sex (including pregnancy), age, national origin, mental or physical disability, sexual orientation, gender identity, genetic information, or other similarly protected status.

To what job-related organizations (professional, trade, etc.) do you belong? _____

List special accomplishments, publications, awards, etc. _____

List any relevant volunteer work. _____

Is there any other job-related information you want us to know about you? _____

Applicant Statement

I certify that all information I have provided in order to apply for and secure work with this employer is true, complete, and correct.

I expressly authorize, without reservation, the employer, its representatives, employees, or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities, and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resumé, or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees, or representatives, for seeking, gathering, and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations, or organizations for furnishing such information about me.

I understand that this employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state, or federal law.

I understand that this application remains current for only 60 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

I understand that reasonable safeguards will be taken to protect all personal information provided or obtained in conjunction with this application for employment. My personal information may be shared with the employer's affiliate(s) and third parties engaged by the employer to perform services for the employer. Any personal information shared with an affiliate or third party is to be used solely to perform the services requested by the employer.

This Company does not tolerate unlawful discrimination in its employment practices. No question on this application is used for the purpose of limiting or excluding an applicant from consideration for employment on the basis of his or her race, religion, color, sex (including pregnancy), age, national origin, mental or physical disability, sexual orientation, gender identity, genetic information, or any other protected status under applicable federal, state, or local law.

I understand that any information provided by me that is found to be false, incomplete, or misrepresented in any respect, will be sufficient cause to (i) eliminate me from further consideration for employment, or (ii) may result in my immediate discharge from the employer's service, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant _____

Date 6/28/24

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Important note: This is approved for use by the purchaser only. This form may not be shared publicly or with third parties.

ATTORNEY
APPROVED



Aroostook County
Sheriff's Office

Peter A. Johnson, Sheriff
Erica L. Pelletier, Chief Deputy

Patrol

Transportation

Corrections

Civil Process

To: County Commissioners

From: Peter A. Johnson, Sheriff

Reference: Recommission of Deputies

Deputy Sheriff Benjamin Boutilier, Deputy Sheriff Andrew Tomah and Commander Craig Clossey, are up for recommission. Deputy Sheriff Boutilier is currently a full-time patrol deputy, Deputy Sheriff Andrew Tomah has his law enforcement preservice certification and is a full-time Correction's Office in the jail, and Commander Craig Clossey is currently our Jail Administrator. It is my recommendation to recommission Deputy Sheriff Boutilier, Deputy Sheriff Tomah, and Commander Clossey.

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

Peter A. Johnson, Sheriff
Erica L. Pelletier, Chief Deputy

Patrol

Transportation

Corrections

Civil Process

To: County Commissioners

From: Peter A. Johnson, Sheriff

A handwritten signature in blue ink, appearing to read 'P. Johnson', with a long horizontal flourish extending to the right.

Reference: Sale of 2019 Ford Explorer

The Aroostook County Sheriff's Office recently advertised a 2019 Ford Explorer for Bid, owned by the Sheriff's Office. Bidding closed on August 6, 2024, and were opened on August 8, 2024. Three bids were received, and the highest bid was for \$2,800.00, from Embelton Auto. It is recommended we sell the Ford Explorer to Embelton Auto for \$2,800.00.

FAITHFULLY SERVING OUR NEIGHBORS SINCE 1839

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

Tel: 207-532-3471

Fax: 207-532-7319

BID OPENING RECORD

Bid Type: Surplus Vehicle Present for Bid Opening: _____
Bid Due Date: 8/16/2024 Noon Erica Pelletier
Bid Opening Date: 8/8/2024 Tammy Pelletier
of Bids Received: 3 _____

BID #	From	Amount
1	Curtis Seeley	2555.00
2	Chris Tarr	1105.00
3	Embetton Auto	2800.00
4		
5		
6		
7		
8		
9		
10		

SIGNATURES

Bid Opener: Erica Pelletier
Witness #1: Tammy Pelletier
Witness #2: _____

Po box 723
43 Houlton Rd
207-760-7376
207-760-7170
[website]



Bid Proposal

To:	County Of Aroostook	From:	Embelton Auto Sales	
Fax:	207-760-7170	Pages:	1	
Phone:	207-760-7376	Date:	6-14-24	
Re:		cc:		
<input type="checkbox"/> Urgent	<input type="checkbox"/> For Review	<input type="checkbox"/> Please Comment	<input type="checkbox"/> Please Reply	<input type="checkbox"/> Please Recycle

Comments

one Bid proposal on a 2019 Ford Explorer police package, with 175370 miles, VIN ending in GB442M
I will appear a Bid for \$2800⁰⁰

Thanks for your consideration *Dell Emble*



Aroostook County
Sheriff's Office

Peter A. Johnson, Sheriff

Erica L. Pelletier, Chief Deputy

Patrol

Transportation

Corrections

Civil Process

To: County Commissioners

From: Peter A. Johnson, Sheriff

A handwritten signature in blue ink, appearing to be "Peter A. Johnson", written over the printed name.

Reference: Donation of Surplus Vehicle

The Sheriff's Office currently owns a 2008 Ford E150 Van with 146,774.5 that is no longer in use. The Town of Limestone is working on reestablishing their Rec Program and are in need of a passenger van. With the help of Caldwell's Auto to complete all repairs at no cost, they are hoping to be able to add the van to their Rec Program for transportation needs. It is my recommendation that the van be donated to the Town of Limestone.

FAITHFULLY SERVING OUR NEIGHBORS SINCE 1839

TOWN OF LIMESTONE



93 Main Street • Limestone, ME 04750 • Phone (207) 325-4704 • Fax (207) 325-3330

August 5, 2024

Aroostook County Sheriff's Department
Attn: Chief Deputy Erica Pelletier
25 School St., Suite 216
Houlton, ME 04730

VIA E-MAIL

RE: Excess 8-Passenger Van

Good morning, Chief Deputy Pelletier.

In speaking with Robbie Caldwell of Caldwell's Auto in Limestone and Fort Fairfield, Maine, it is my understanding the Aroostook County Sheriff's Department may soon be excessing an 8-passenger van. To the extent willing, we respectfully request the Department please consider a donation of that vehicle to the Town of Limestone's Recreation Department.

For the past several years – due in part to lack of local finances, the impact of COVID-19, and the inability to find qualified candidates - the Town of Limestone has been unable to hire a full-time Recreation Director. During that period, much of the equipment and the vehicle we had for program utilization became unusable, was destroyed or repurposed, or has been "junked out." We have only recently been able to hire a very qualified, energetic, and engaged Director; however, she has very little of an equipment base and no proper vehicle to operate with.

We have every reason to believe our new Rec Director, Corin Cooper, will do an outstanding job bringing an active recreation program back to Limestone. However, the Town continues to experience the financial inability to provide her adequate vehicular support to enable transport of recreation equipment and participants to the various programs she is initiating and promoting.

Should the Sheriff's Department honor our request, Caldwell's has graciously offered to – at no cost to the Town -- perform necessary repairs, painting, and inspection of the van to repurpose it for the Recreation Department's use. It is part of Caldwell's, and our, effort to give our new Rec Director the full measure of support required for her to succeed in bringing a vibrant program back to the Limestone community. We would, of course, be more than happy and proud to publicized the Sheriff Department's donation through a posting on the vehicle as well as with local media.

Again; we greatly appreciate the Department's consideration of our request and invite you to contact me should you have any questions, concerns, or wish to further discuss if, and how, we might make this happen.

A handwritten signature in black ink, appearing to read "Alan D. Mulherin". The signature is fluid and cursive, with a long horizontal stroke at the end.

Alan D. Mulherin
Interim Town Manager
Local Health Officer (LHO)
Road Commissioner
Town of Limestone
(207) 325-4704 (Office)
(207) 540-3500 (Personal Cell)
(207) 325-3330 (FAX)