

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING  
WEDNESDAY, MARCH 19, 2025 1:00PM  
ADMINISTRATIVE HEARING ROOM, CARIBOU COURTHOUSE, CARIBOU

**Present:**

Paul J. Underwood, Chair, County Commissioner - Zoom  
William Dobbins, County Commissioner  
Daniel Deveau, County Commissioner  
Ryan D. Pelletier, County Administrator - Zoom  
Peter Johnson, Sheriff  
Dana Gendreau, Finance Director  
Roy Guidry, Facilities Director  
Todd Collins, District Attorney  
Steve Sullivan, Deputy Director Property Tax Division  
Lisa Whynot, Unorganized Territory Property Tax Division  
Justin McMann, Property Tax Division  
Steve Pelletier, ARPA Administrator - Zoom  
Tammy Pelletier, Operations Assistant

ART. 1. Commissioner William Dobbins called the meeting to order at 1:02 PM.

ART. 2. Pledge of Allegiance.

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

No public comments.

ART. 4. Mr. Ryan Pelletier requested an addition to the agenda under Article 18: Other Business-To consider the animal control agreement with the town of Mapleton for services in Scopan.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the agenda of March 19, 2025 as revised.

**VOTE:**

Motion voted on and passed.

ART. 5. Commissioner Dobbins entertained a motion for approval of the February 19, 2025 Commissioners' Meeting minutes.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the meeting minutes of February 19, 2025.

**VOTE:**

Motion voted on and passed.

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

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

ART. 7. Ms. Lisa Whynot, Mr. Justin McMann and Mr. Steve Sullivan from the Property Tax Division of Maine Revenue Services presented an overview of how the state calculates property valuations and how that is applied to the 482 towns and 12 unorganized territories in Maine.

No motion necessary.

ART. 8. Mr. Ryan Pelletier provided the Commissioners with information regarding the upcoming Aroostook Municipal Association Community & Business networking event to be held April 17<sup>th</sup> at the Northeastland Hotel in Presque Isle. Tammy Pelletier will follow up with the Commissioners regarding attendance for the event.

No motion necessary.

ART. 9. Mr. Ryan Pelletier presented for discussion the current Jail Study Commission membership. There are 2 vacancies to be filled due to members no longer being in their appointed or elected roles. Vacancy will be advertised for 1 appointed official member and 1 elected official member, while also trying to maintain the geographic makeup of the committee.

No motion necessary.

ART. 10. Mr. Ryan Pelletier presented for consideration an update on Enterprise Fleet Management. The agreement has the potential to save the county over \$2 million over a 10-year period.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to move forward with an agreement with Enterprise Fleet Management.

**VOTE:**

Motion voted on and passed.

ART. 11. Commissioner Paul Underwood presented for consideration the nomination of Donald Tardie as LUPC Commissioner.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the nomination of Donald Tardie as LUPC Commissioner.

**VOTE:**

Motion voted on and passed.

ART. 12. Ms. Tammy Pelletier presented for consideration a Spirit of America Proclamation to designate April 2025 as EMA Officials month.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the Proclamation to designate April 2025 as EMA Officials month.

**VOTE:**

Motion voted on and passed.

ART. 13. Mr. Ryan Pelletier, on behalf of Mr. John Gibson, presented for consideration the ambulance services agreement with the town of Patten for coverage in North Yarmouth Academy Grant, T1R4 and T1R5.

**MOTION:**

Motion by Daniel Deveau, seconded by Paul Underwood to approve the ambulance services agreement with the town of Patten for coverage in North Yarmouth Academy Grant, T1R4 and T1R5.

**VOTE:**

Motion voted on and passed.

ART. 14. Sheriff Peter Johnson presented for consideration the hiring recommendation of Shawn Little as part-time corrections officer.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the hiring of Shawn Little as part-time corrections officer.

**VOTE:**

Motion voted on and passed.

ART. 15. Mr. Ryan Pelletier, on behalf of Todd Collins, presented for consideration the hiring recommendation of April Duffy as policy & treatment coordinator.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the hiring recommendation of April Duffy as policy & treatment coordinator.

**VOTE:**

Motion voted on and passed.

ART. 16. Mr. Roy Guidry presented for consideration a recommendation for an upgrade to the HVAC system at the Caribou Courthouse. System is pre-1983 and can no longer be serviced and must be replaced to provide adequate heating and air conditioning to all sections of the building. Project costs are estimated at \$1.3 million and the current contractor, Honeywell, will spread the cost over 10 years.

**MOTION:**

Motion by Paul Underwood, and seconded by Daniel Deveau to approve the HVAC system upgrade at the Caribou Courthouse.

**VOTE:**

Motion voted on and passed.

ART. 17. County Commissioners Report

Commissioner Dobbins reported that MCCA is focused on jail funding and the bill to add LUPC appointees by the State that does not require appointees to live in the LUPC district. Insurance claims are down a little with only 9 new cases in 2025 so far, most are car/deer accidents, inmate claims and a cyber claim from Franklin County.

Commissioner Deveau reported that he will be providing testimony in Augusta this week against the LUPC bill.

ART. 18. Other Business

Mr. Ryan Pelletier, on behalf of John Gibson, presented for consideration the animal control agreement with the town of Mapleton for services in Scopan.

**MOTION:**

A motion was made by Daniel Deveau, seconded by William Dobbins to approve the animal control agreement with the town of Mapleton for services in Scopan.

**VOTE:**

Motion voted on and passed.

ART. 19. At 3:09 pm, the following motion was made by William Dobbins and seconded by Daniel Deveau:

“I move that we enter into the Executive Session, pursuant to Title 1 MRSA 405(6)(A) to discuss A) Retirement return to work policy; B) Employee request; and C) Proposed exempt & non-exempt personnel salary structure.”

Upon return from executive session at 4:03 pm, no action was taken on A) Retirement return to work policy; B) Employee request; and the following motion was made by William Dobbins, and seconded by Daniel Deveau to approve the proposed exempt & non-exempt personnel salary structure. Motion voted on and passed.

ART. 20. Adjournment.

**MOTION:**

A motion was made by Daniel Deveau, seconded by William Dobbins to adjourn the meeting at 4:05 pm.


**VOTE:**

Motion voted on and passed.

ATTEST: A True Copy  
of Commissioners' Meeting



Ryan D. Pelletier  
County Administrator



AROOSTOOK COUNTY COMMISSIONERS  
DATE: April 16, 2025