

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING
WEDNESDAY, APRIL 16, 2025 1:00PM
2ND FLOOR CONFERENCE ROOM-SHERIFF'S OFFICE-HOULTON

Present:

Paul J. Underwood, Chair, County Commissioner
William Dobbins, County Commissioner
Daniel Deveau, County Commissioner
Ryan D. Pelletier, County Administrator
Peter Johnson, Sheriff
Dana Gendreau, Finance Director
Darren Woods, Director EMA
Derrick Ouellette, Deputy Director EMA
Kimberly Champagne, Financial Planner, EMA
Brian Goff, Community Outreach Planner, EMA
Cpl. Logan Jay, Corrections Officer
Larry Goff, Assistant Jail Administrator
Erica Pelletier, Chief Deputy
Cathy Goff, Register of Probate
Peter Rogers, Director MEMA - Zoom
Andre Cushing, Penobscot Commissioner, MCCA President
Steve Pelletier, ARPA Administrator - Zoom
Tammy Pelletier, Operations Assistant

- 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.

No public comments.
- ART. 4. Mr. Ryan Pelletier requested the following additions to the agenda under Article 25: Other Business – 1) To consider the appointment of Beth Hummel as HR Director; 2) To consider the ambulance contract with Lee Fire for services in Molunkus; 3) To consider discontinuing Combined Insurance and Valic benefits; and 4) To consider the finalization of Donald Tardie as LUPC Commissioner.

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the agenda as amended.

VOTE:

Motion voted on and passed.

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

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the meeting minutes of March 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.
- C) Liquor license renewal -Martin's General Store – Sinclair

MOTION:

Motion by William Dobbins, seconded by Daniel Deveau to approve the liquor license renewal for Martin's General Store – Sinclair.

VOTE:

Motion voted on and passed.

ART. 7. Mr. Peter Rogers, Director of MEMA, presented an update on emergency management within the state. He commended Darren Woods and his team for the valuable contributions that they make not only to Aroostook, but to the entire state.

ART. 8. Commissioner Paul Underwood presented a signed Proclamation designating April 2025 as Aroostook County Emergency Management Officials month. In addition, Commissioner Daniel Deveau presented a Legislative Sentiment honoring Darren Woods, Derrick Ouellette, Kimberly Champagne, and Brian Goff for their outstanding contributions.

No motion necessary.

ART. 9. Sheriff Peter Johnson presented Corporal Logan Jay with the Corrections Officer of the Year award.

No motion necessary.

ART. 10. Commissioner Andre Cushing, president of the MCCA, provided an update on the goals that the MCCA is working on. A major focus is improving engagement and communication between the counties, commissioners, administrators, and elected officials.

No motion necessary.

ART. 11. Mr. Ryan Pelletier presented information regarding the interest in the two (2) open Jail Commission spots. Mr. Pelletier will reach out to the interested parties to complete an application. Applications will be reviewed and candidates will be interviewed to determine their appointment to the committee.

No motion necessary.

ART. 12. Mr. Ryan Pelletier presented for consideration four (4) different options for moving forward with the dispatch contracts for 2025-2026. After much discussion, it was agreed to move forward with Option 1.

ART. 13. Mr. Ryan Pelletier presented for consideration the elected officials salary structure for 2025-2026.

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to approve 2025-2026 elected officials' salary structure.

VOTE:

Motion voted on and passed.

ART. 14. Ms. Dana Gendreau presented for consideration an update to the salary administration policy.

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to approve the updates to the salary administration policy.

VOTE:

Motion voted on and passed.

ART. 15. Ms. Dana Gendreau presented for consideration the authorization for the County Administrator to reallocate LATCF funds from the balance sheet to capital reserves.

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to authorize the County Administrator to reallocate LATCF funds from the balance sheet to capital reserves.

VOTE:

Motion voted on and passed.

ART. 16. Ms. Cathy Goff presented for consideration the reclassification of Probate capital.

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to approve the reclassification of Probate capital.

VOTE:

Motion voted on and passed.

ART. 17. Sheriff Peter Johnson presented for consideration the recommissions of:

- A) Detective Theron Bickford
- B) Paul Vincent
- C) Sgt William Campbell
- D) Chief Jamie Pelletier
- E) Deputy Daniel Robertson
- F) Chief Michael Delena
- G) Sgt Issac Ward
- H) Detective Gary McGuire
- I) Deputy Alessandro Marroquin
- J) Deputy Benjamin Wipperman

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to approve the recommissions as requested.

VOTE:

Motion voted on and passed.

ART. 18. Sheriff Peter Johnson presented for consideration the hiring recommendation of Jamie Haight as part-time dispatcher.

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to approve the hiring recommendation of Jamie Haight as part-time dispatcher.

VOTE:

Motion voted on and passed.

ART. 19. Sheriff Peter Johnson presented for consideration the hiring recommendation of Gary McGuire as patrol deputy.

MOTION:

Motion by Daniel Deveau, and seconded by William Dobbins to approve the hiring recommendation of Gary McGuire as patrol deputy.

VOTE:

Motion voted on and passed.

ART. 20. Sheriff Peter Johnson presented for consideration the hiring recommendation of Devin Jewett as full-time dispatcher.

MOTION:

Motion by Daniel Deveau, and seconded by William Dobbins to approve the hiring recommendation of Devin Jewett as full-time dispatcher.

VOTE:

Motion voted on and passed.

ART. 21. Sheriff Peter Johnson presented for consideration the hiring recommendation of Travis Kala as full-time dispatcher.

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to approve the hiring recommendation Travis Kala as full-time dispatcher.

VOTE:

Motion voted on and passed.

ART. 22. Sheriff Peter Johnson presented for consideration the resignation of Kenneth Spittle.

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to accept the resignation of Kenneth Spittle.

VOTE:

Motion voted on and passed.

ART. 23. Mr. John Gibson presented for consideration the request to allow ATV access routes on Pond Rd in Silver Ridge.

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to approve the ATV access route request for Pond Rd in Silver Ridge.

VOTE:

Motion voted on and passed.

ART. 24. County Commissioners Report

Commissioner Dobbins reported that the Risk Pool had several large claims that were settled, including an inmate death, car accident, and cyber security issues. MCCA is looking at getting a lobbyist to help with legislative bills of interest to the Counties and they are closely watching the jail funding bills.

Commissioner Deveau reported the Southern districts in Maine are being supportive of the Northern Districts. The new bill to add LUPC appointments by the Governor's office does not require experience or knowledge to be appointed. This should be a requirement of all LUPC Commissioners.

ART. 25. Other Business

- A) Mr. Ryan Pelletier presented for consideration the appointment of Beth Hummel as HR Director.

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to approve the appointment of Beth Hummel as HR Director.

VOTE:

Motion voted on and passed.

- B) Mr. John Gibson presented for consideration the ambulance contract with Lee Fire for services in Molunkus.

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to the contract with Lee Fire for ambulance services in Molunkus.

VOTE:

Motion voted on and passed.

- C) Ms. Dana Gendreau presented for consideration the discontinuation of Combined Insurance and Valic benefit offerings to new employees, existing enrollees would remain on the selected plans.

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to approve the discontinuation of benefit offerings from Combined and Valic to new employees, with existing enrollees remaining on the selected plans.

VOTE:

Motion voted on and passed.

- D) Mr. Ryan Pelletier presented for consideration the finalization of Donald Tardie as LUPC Commissioner.

MOTION:

Motion by William Dobbins, and seconded by Daniel Deveau to approve the finalization of Donald Tardie as LUPC Commissioner.

VOTE:

Motion voted on and passed.

ART. 26. At 3:50 pm, the following motion was made by Daniel Deveau, and seconded by William Dobbins:

“I move that we enter into the Executive Session, pursuant to Title 1 MRSA 405(6)(A) to discuss the Fire Chiefs’ salary survey.”

Upon return from executive session at 4:10 pm, the following motion was made by William Dobbins, and seconded by Daniel Deveau to approve the County Administrator’s recommendation for Fire Chiefs’ salary.

ART. 27. Adjournment.

MOTION:

A motion was made by Daniel Deveau, seconded by William Dobbins to adjourn the meeting at 4:11 pm.

VOTE:

Motion voted on and passed.

ATTEST: A True Copy
of Commissioners’ Meeting

Ryan D. Pelletier
County Administrator

AROOSTOOK COUNTY COMMISSIONERS
DATE: May 21, 2025



**Maine County Corrections Professional Standards Council
Commissioner Steve Gorden, Chair**

January 26, 2024

The Honorable Janet Mills, Governor of the State of Maine
1 State House Station
Augusta, ME 04333

RE: Budget Recommendation of the County Corrections Professional Standards Council regarding request for supplemental funding for the County Jail Operations Fund

Dear Governor Mills:

In 2022, the 130th legislature passed L.D. 1654 – An Act To Stabilize State Funding for County Corrections, with the generous assistance of Mary Anne Turowski from your office. The preamble of the bill states, "Whereas, current laws regarding county jail funding standards and tax assessments for correctional services do not address the needs of the counties for stable and predictable funding with which to operate the county jails in a professional and fiscally responsible manner...." As a result of this work, 34-A M.R.S.A. §1210-F created the County Corrections Professional Standards Council (Council), and it is on the Council's direction that I am submitting this request.

By way of background, under the law, the Council is directed to develop budget recommendations for the Department of Corrections related to the County Jail Operations Fund (established in section 1210-E). In particular, the law requires that "the recommendations for which must be submitted to the commissioner and the Governor as part of the State's biennial budget process; to make supplemental county jail funding recommendations to the department related to the fund as may be needed from time to time to address shortfalls, emergencies or other needs...."

This fall, the Council scrutinized the financial needs of county and regional jails for several weeks. This process included detailed input from all sixteen counties. A memorandum containing this background information is attached. Based on this information, on December 12, 2023, the Council voted to present a budget recommendation for the County Jail Operations Fund for an additional 7.8 million dollars to cover the identified shortfalls related to the operation of county jails. This funding would be in addition to the \$20,342,104 included in the current Biennial Budget, which amount included no increase over the prior biennium despite increased operating costs for county jails.

Supplemental Budget Recommendation re County Jail Operations

January 26, 2024

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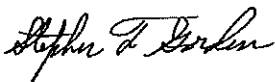
In recent years, the State's share of county jail operating costs has averaged about 20% of the total jail operating costs around the State. In the current biennium, without an increase in funding over the prior biennium, the State's share has continued to drop below the 20% level. As a result, the increased cost of jail operations has fallen exclusively on counties, and ultimately, municipal property taxpayers.

There are many factors that can be attributed to the shortfalls counties are experiencing, such as increased fuel costs, skyrocketing medical expenses, and fixed personnel costs. Similar costs in the State's correctional system resulted in an increase of more than 10% for this biennium. A prominent factor that is driving this shortfall is the overwhelming population of pre-trial inmates currently housed in our county and regional jails. Using data provided from the Maine Department of Corrections, 83% of the residents in Maine's jails were pre-trial inmates during the week of January 12 – January 18, 2024. The wellbeing and financial cost of housing these inmates falls to the counties, yet the backlog is directly attributed to the State's court system and their backlog of cases over which counties have no control.

Maine jails were designed to stabilize those brought into the corrections system and either be released or sentenced with no one staying more than nine months. The reality is that Maine jails have become the default go-to when there are not enough mental health beds and when the court system cannot process them through the system.

We want to thank you for your consideration of the Council's formal recommendation to allocate an additional 7.8 million dollars to the County Jail Operations Fund as part of the State's Supplemental Budget. I would be pleased to answer any questions you may have.

Sincerely,



Commissioner Stephen F. Gorden, Chair
County Corrections Professional Standards Council

cc: Randall Liberty, Commissioner, Department of Corrections
Mary Anne Turowski, Office of the Governor
Members of the Council

Enclosure



132nd MAINE LEGISLATURE

FIRST REGULAR SESSION-2025

Legislative Document

No. 852

H.P. 538

House of Representatives, March 4, 2025

An Act to Reduce the Property Tax Burden by Adequately Funding County Jail Operations

Reference to the Committee on Criminal Justice and Public Safety suggested and ordered printed.

A handwritten signature in cursive script that reads "Robert B. Hunt".

ROBERT B. HUNT
Clerk

Presented by Representative DUCHARME of Madison.
Cosponsored by Senator BERNARD of Aroostook and
Representatives: CARUSO of Caratunk, CRAY of Palmyra, MCINTYRE of Lowell, QUINT
of Hodgdon, SALISBURY of Westbrook, STOVER of Boothbay, THORNE of Carmel,
Senator: RENY of Lincoln.

1 an inmate who is a person receiving mental health treatment. Mental health treatment
2 required by this paragraph may be provided at the jail at which the person resides or at
3 another jail or correctional facility or by a service provider or entity working under a
4 contract with the jail at which the person resides.

5 D. Each jail shall provide community programs and services as required by this
6 subchapter, including at a minimum pretrial or conditional release, alternative
7 sentencing or housing programs and electronic monitoring.

8 E. Each jail shall provide initial and ongoing training and technical assistance for
9 facility staff and health care practitioners on screening, assessment, medication and
10 treatment protocols for substance use disorder.

11 **Sec. 2. 34-A MRSA §1210-E, sub-§2**, as enacted by PL 2021, c. 732, Pt. A, §3
12 and affected by §5, is amended to read:

13 **2. County Jail Operations Fund.** The County Jail Operations Fund is established to
14 provide funding for county jails and the regional jail. State Prior to July 1, 2025, state
15 funding must be appropriated annually for the fund in the amount of \$20,342,104 plus any
16 additional amount the Legislature may appropriate. Beginning July 1, 2025 and prior to
17 July 1, 2026, state funding must be appropriated annually for the fund in the amount of
18 \$25,445,838 plus any additional amount the Legislature may appropriate. Beginning July
19 1, 2026, state funding must be appropriated annually for the fund in an amount equal to
20 20% of the total General Fund appropriation to the department for the costs of all
21 correctional facilities under the department plus any additional amount the Legislature may
22 appropriate. The department shall administer the fund and shall distribute funds to the jails
23 in accordance with this section for the purposes set forth in subsections 3 and 4 and in
24 accordance with the distribution formula set forth in subsection 9.

25 **Sec. 3. 34-A MRSA §1210-E, sub-§2-A** is enacted to read:

26 **2-A. Additional state appropriation to support standards compliance.**
27 Notwithstanding any provision of law to the contrary, in addition to the state funding
28 requirements under subsection 2, beginning July 1, 2026, state funding must be
29 appropriated annually for the fund in an amount equal to 90% of the costs incurred by
30 county jails and the regional jail in the prior fiscal year in complying with the mandatory
31 standards established by the commissioner pursuant to section 1208-B. Funding
32 appropriated to the fund under this subsection must be administered and distributed in the
33 same manner as the funding appropriated to the fund under subsection 9.

34 **Sec. 4. 34-A MRSA §1210-E, sub-§5**, as enacted by PL 2021, c. 732, Pt. A, §3
35 and affected by §5, is amended to read:

36 **5. Quarterly payments to counties.** The department shall distribute funding payable
37 to the counties for operation of the jails quarterly if the jails have reported on a timely basis
38 as required by subsection 6 and rules adopted pursuant to subsection 7. Failure to report
39 as required may result in delayed payment of funds required to be paid by this section.
40 Notwithstanding any provision of law to the contrary, if a jail fails to report as required by
41 the end of a fiscal year, the department shall distribute the quarterly funding payment for
42 that jail between all other jails that are in compliance with the reporting requirement of
43 subsection 6 for that quarter using the formula under subsection 9 or a different formula as
44 established by the council.



**MAINE MUNICIPAL
ASSOCIATION SINCE 1936**

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Testimony of the Maine Municipal Association

In Support For

LD 852 – An Act to Reduce the Property Tax Burden by Adequately Funding County Jail Operations

April 29, 2025

Senator Beebe-Center, Representative Hasenfus and distinguished members of the Criminal Justice and Public Safety Committee, my name is Rebecca Graham, and I am testifying in strong support of LD 852, *An Act to Reduce the Property Tax Burden by Adequately Funding County Jail Operations* which forms a significant platform initiative of the Maine Municipal Association for this session, and at the direction of our 70 member Legislative Policy Committee (LPC) which is comprised of municipal officials who are nominated and elected by their municipal peers in their respective senate districts.

We are deeply grateful to Representative Ducharme for championing this bill and to Representative Salisbury for advancing vital discussions through her County Administrator-led initiative. Both efforts underscore the necessity of addressing the financial strains imposed by state-mandated obligations on county and municipal governments. This bill also proposes vital statutory changes that address the needs of the County Corrections Professional Standards Council (CCPS) to solidify the relationship between the council and the Department of Corrections.

This past autumn, while the County Corrections Professional Standards Council (CCPS) presented evidence to state agencies including both the Department of Corrections and The Department of Administrative and Financial Affairs regarding the financial pressures on county jail operations and what would be placed in the biennial budget, MMA also held regional dialogues with municipal officials, candidates, and state partners. A recurring theme in these discussions was the unsustainable burden of state-imposed obligations on municipal property taxes.

County jail operations, in particular, account for a significant share of local property tax expenditures. These costs continue to rise due to state-driven pressures that municipalities and counties have no control over. While LD 852 proposes a viable approach to increasing the state's share of these costs, it also highlights the need to strengthen the structural and operational roles of the CCPS, which has been navigating constantly shifting goal posts and with only recently after 2 budget cycle requests supported resources.

The state's failure to adequately support state pressures on county jails has created a crisis. The recently passed biennial budget, now facing a People's Veto, leaves a glaring \$4 million gap in funding due to the removal of Medically Assisted Treatment funds this year alone. This shortfall directly impacts property taxpayers and forces local governments to divert funds from critical community programs to cover state-created deficiencies.

County jails are increasingly tasked with providing specialized care, such as mental health and substance use treatment, services they are neither equipped nor resourced to deliver, yet they are doing it. Facilities vary significantly in age and capacity, from York County's 396-bed jail to Aroostook County's 100-bed facility built in 1859. A one-size-fits-all solution is impractical and ignores the collaborative efforts that counties already undertake to optimize costs.

In FY2024, total jail expenses reached \$115.5 million, with revenues falling short at \$98.8 million—a statewide deficit of over \$11.9 million. Key examples include:

- York County: \$2.07 million deficit, overspending by 16.88% for necessary services to residents.
- Cumberland County: \$1.46 million revenue shortfall.
- Penobscot County: 24.53% revenue gap, reflecting widespread funding deficiencies.

Despite these challenges, the state's annual \$20.1 million allocation to county jails remains unchanged, covering less than 17% of operational costs. In stark contrast, the Maine Department of Corrections has received a 19% budget increase over three budget cycles. County jails are providing services to a much larger and more unhealthy population including contracting for pre-trial services and community release monitoring.

Municipal officials and their property taxpayers lack the authority to address systemic issues, such as delays in the prosecutorial system, judicial sentencing disparities, and the high costs of medical and mental health services. These are challenges only the state can resolve. Without additional funding, county jails will remain under-resourced and dependent on overburdened local property taxpayers.

While it is tempting to accept a frequently shared trope that the counties need to cooperate better and simply share bed space, this is a ridiculously over simplified narrative that fails to recognize the efforts that counties already cooperate under where there is a legitimate cost savings for everyone. It does not take much jail experience or a spreadsheet to understand the 396 bed jail in York County tasked with providing similar services does not have the same staffing and facility operation costs as the 100 bed Aroostook jail constructed in 1859.

County jails now serve as the **state's de facto mental health and detox centers**, often housing individuals who would be better served in hospitals or treatment facilities. Yet jails are ill-equipped, understaffed, and structurally outdated for such roles.

- Many facilities lack basic infrastructure and modern amenities.
- High turnover rates strain workforce capacity.
- Jails are no longer short-term detention centers, but long-term care facilities for pretrial individuals with acute needs.

The needs of residents are not predictable for county jails who still manage not only to stabilize individuals for an eventual DOC residency, but they also provide the predictability of need for those individuals that the state is able to adequately budget to provide, while the state budget response is starving the emergency corrections waiting room of county jail operations.

Maine's county jails are critical to public safety and integral to both health and justice systems. LD 852 provides an opportunity to ensure the state becomes a better partner to local governments by addressing funding gaps, improving transparency, and strengthening collaboration between the DOC and the CCPS.

Officials respectfully ask that you consider all of these pieces of a complex system as you knit the path forward to enable the state to be a better partner to local government for these vital tasks. We urge the committee to support LD 852 and take decisive action to protect justice, public safety, and provide direct and measurable property tax relief to all of Maine's communities.

Property Tax Facts

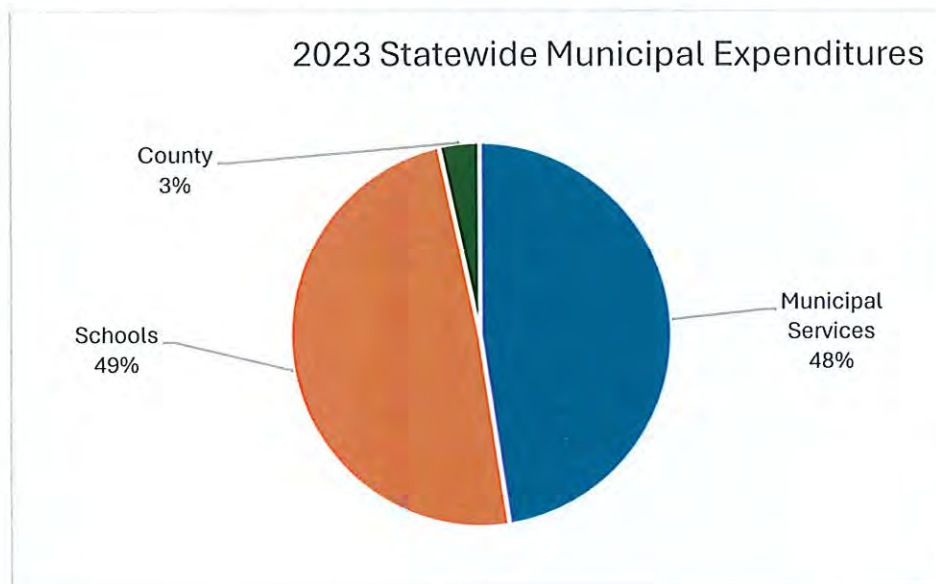
General Overreliance on Property Tax

- Of the three major sources of tax revenue, property taxes generate 38%.

2023 Tax Mix

Municipal Property	\$3,165,770,288	38%
State Income	\$2,924,690,003	35%
State Sales	\$2,224,510,428	27%

\$8,314,970,719



Expenses

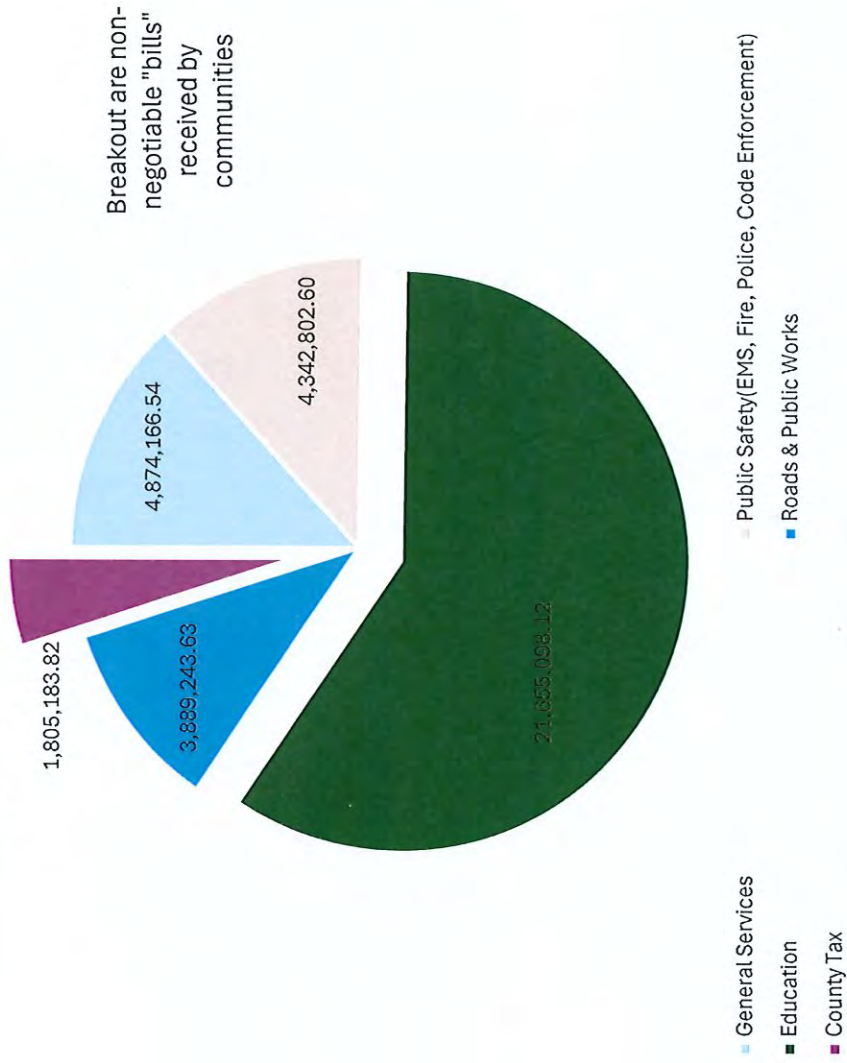
- On average, 52% of municipal spending supports school and county services, which municipal officials generally cannot control.
- In smaller communities, however, schools and county services account for 60-70% of total municipal expenses.

County Jail Operations Fund - FY24 Supplemental Request - Unfunded State Mandates

	A	B	C	D
	County	Unfunded Mandate	FY24 Fiscal Impact	Justification
1	Aroostook	Public Law 732 (5/5/22) - Medication Assisted Treatment	\$ 117,952	Public Law 732, May 5, 2022, Sec. C-1. 34-A MRSA §1208-B, sub-§4B; Medication Assisted Treatment (MAT) "shall" requirements. PL 732 mandated seven "shall" requirements with no fiscal note to fund these requirements: 1. Screening on intake using evidence-based tools to assess the risk of overdose or withdrawal and the person's history of substance use disorder and to determine initial treatment options; 2. Medically managed withdrawal treatment consistent with evidence-based medical standards; 3. All forms of medication for addiction treatment, including at least one of each formulation of each United States Food and Drug Administration-approved medication-assisted treatments for substance use disorder, including alcohol use disorder and opioid use disorder, to ensure that each person receives the particular formulation found to be the most effective at treating and meeting the person's individual needs. Medication under this subparagraph must be offered for the duration of the person's incarceration; 4. Behavioral treatment options, such as group and individual counseling, and clinical support; 5. Peer support services; 6. Reentry planning and transitional support such as coordination with community-based treatment and case management service providers and recovery organizations to ensure reentry and continuity of care after release, including appointments for services made prior to release; and 7. Assistance in obtaining health insurance prior to release.
2	Cumberland	Medical Assisted Treatment Staffing & Supplies	\$ 240,081	The clinical management of chemically dependent inmates with a substance use disorder includes at a minimum the following: a.) A standardized diagnostic needs assessment; b.) An individualized treatment plan, which must include medication-assisted treatment (MAT) for inmates with a substance use disorder if determined necessary by the responsible health care provider; c.) Prerelease relapse prevention education, including risk management; and d.) Inmate involvement in aftercare discharge plans, including referrals for continuity of care in the community. This number does not include transitional wrap-around services upon release from the jail.
3	Franklin	Medical Services (MAT)	\$ 48,500	Public Law 732, May 5, 2022, Sec. C-1. 34-A MRSA §1208-B, sub-§4B; Medication Assisted Treatment (MAT) "shall" requirements. Increased cost associated with mental health, SUD(Substance Use Disorder), pharmaceutical services contract. Old vendor was not fulfilling the terms and we had to get a new service in April that came with this increase.
4	Franklin	MAT	\$ 59,135	Cost of annual mental Health and Suboxone prescription coverage required by the State to provide the inmates.
5	Hancock	Medical Services	\$ 150,000	Increased cost associated with mental health, substance use disorder, pharmaceutical 34-A MRSA §1208-B, sub 4B; mandated requirements
6	Kennebec	Public Law 732 (5/5/22) - Medication Assisted Treatment	\$ 956,348	See Aroostook Justification (PL 732)
7	Knox	Increased Medical & Mental Health Care Costs	\$ 767,000	See Aroostook Justification (PL 732)
8	Oxford	Increased Medical & Mental Health Care Costs	\$ 96,766	Increasing jail medical costs (PL 732).
9	Penobscot	Inmate Medical & Counseling	\$ 500,000	Mandated increased level of SUD and Mental Health programming (PL 732).
10	Piscataquis	Public Law 732 (5/5/22) - Medication Assisted Treatment	\$ 131,250	See Aroostook Justification (PL 732)
11	Piscataquis	Title 34A §3031Rights	\$ 33,512	Outside of medical contract.1.Hospitalization Costs i.e. X-Rays, CAT Scans, Lab Work 2. ER or Medical Specialists 3. Dental 4. non-suboxone RXs
12	Somerset	Public Law 732 (5/5/22) - Medication Assisted Treatment	\$ 300,000	See Aroostook Justification
13	Somerset	Public Law 732 (5/5/22) - Mental Health Case Work	\$ 150,000	Public Law 732, May 5, 2022, Sec. C-1. 34-A MRSA §1208-B, sub-§4B; Medication Assisted Treatment (MAT) "shall" requirements. PL 732 mandated the following "shall" requirement with no fiscal note to fund this requirement: C. Each jail shall provide mental health treatment, including at a minimum providing a licensed clinician or licensed professional organization that will be available to assist an inmate who is a person receiving mental health treatment. Mental health treatment required by this paragraph may be provided at the jail at which the person resides or at another jail or correctional facility or by a service provider or entity working under a contract with the jail at which the person resides.
14	TBRJ	Inmate Medical/RX	\$ 99,518	Increase in boarders drive consumption Boarding contract does not cover actual expenses MAT Program cost in excess of State funding
15	York	MAT/SUD treatment - increased costs	\$ 255,000	PL 732 Mandates
16		Unfunded State Mandates Request - MAT	\$ 3,905,062	

County	Estimated Total Real Estate Sales Above \$500 Jan. 1, 2023-Dec. 31. 2023	Number of Sales >\$500	Estimated Amt Retained >\$500	Estimated Amt If 20%
Androscoggin	\$606,954,132	1915	\$267,060	\$534,120
Aroostook	\$307,822,267	2109	\$135,442	\$270,884
Cumberland	\$3,292,113,145	5555	\$1,448,530	\$2,897,060
Franklin	\$250,267,910	1106	\$110,118	\$220,236
Hancock	\$552,249,748	1569	\$242,990	\$485,980
Kennebec	\$776,596,245	2775	\$341,702	\$683,405
Knox	\$430,396,885	1113	\$189,375	\$378,749
Lincoln	\$360,584,309	943	\$158,657	\$317,314
Penobscot	\$701,333,700	3430	\$308,587	\$617,174
Piscataquis	\$136,292,821	802	\$59,969	\$119,938
Oxford	\$497,970,358	2081	\$219,107	\$438,214
Sagadahoc	\$280,697,734	734	\$123,507	\$247,014
Somerset	\$243,371,223	1498	\$107,083	\$214,167
Waldo	\$248,228,100	1057	\$109,220	\$218,441
Washington	\$191,515,148	1219	\$84,267	\$168,533
York	\$2,463,782,534	4581	\$1,084,064	\$2,168,129
TTL	\$8,876,393,725	32487	\$4,989,678	\$9,979,355
		% of Ttl Sales Ret. By County	0.06%	0.11%

2023 Avg Budget Expenditure by Population > 5,000



FY25 County Jail Operations Fund Disbursements

As of 12/31/2024

DATE ISSUED	Andro	Aroost	Cumb	Frank	Hanc	Kenn	Knox	Oxford	Penob	Pisc	Somer	Linc	Sag	TBRJ	Waldo	Wash	York	Total	
FY25 COUNTY JAIL OPERATIONS FUND PAYMENTS																			
CJOF PAYMENT Q1	603,061	355,035	871,427	99,344	190,229	465,407	132,570	152,224	773,913	42,914	300,990	77,429	77,429		213,313	120,246	549,997	5,025,526	
CJOF PAYMENT Q2	603,061	355,035	871,427	99,344	190,229	465,407	132,570	152,224		42,914	300,990	77,429	77,429		213,313	120,246	549,997	4,251,613	
CJOF PAYMENT																		-	
CJOF PAYMENT																		-	
CARA Funding						120,000												120,000	
Supplemental																		-	
	1,206,123	710,069	1,742,853	198,688	380,458	1,050,815	265,139	304,448	773,913	85,828	601,980	154,859	154,859	-	426,626	240,493	1,099,993	9,397,139	
FY25 SURCHARGES AND FINES DISBURSEMENT																			
4th QTR FY24 OSR Payment	6,766	5,865	10,028	917	2,373	6,622	2,598	1,718	10,596	715	3,369	956	956		2,762	2,080	8,627	66,949	
1st QTR OSR Payment	6,099	3,591	8,813	1,005	1,924	4,707	1,341	1,539	7,827	434	3,044	783	783		2,157	1,216	5,562	50,825	
2nd QTR OSR Payment																		-	
3rd QTR OSR Payment																		-	
4th QTR OSR Payment																		-	
	12,864	9,456	18,841	1,922	4,297	11,329	3,939	3,257	18,422	1,149	6,413	1,739	1,739	-	4,919	3,296	14,190	117,774	
FY25 MAT FUNDING																			
MAT FUNDING Sept. 2024		117,952	240,081	107,635	150,000	956,348	767,000	96,766	500,000	164,762	450,000	99,518						255,000	3,905,062
		117,952	240,081	107,635	150,000	956,348	767,000	96,766	500,000	164,762	450,000	99,518						255,000	3,905,062
RESERVE PAYMENTS																			
																			-
																			-
TOTAL	1,218,987	837,477	2,001,775	308,245	534,755	2,018,491	1,036,078	404,471	1,292,335	251,739	1,058,392	256,116	156,598	-	431,545	243,789	1,369,183	13,419,975	



MEMORANDUM

TO: NMDC Member Communities/Counties
FROM: Robert P. Clark, Executive Director
DATE: April 17, 2025
RE: Appointments to the NMDC Membership

Enclosed herewith is a community representative appointment form for communities and counties who have appropriated dues for NMDC for the 2025-2026 fiscal year.

NMDC will be holding their annual election meeting in June 2025 for the election of Executive Board members whose terms are expiring in 2025. The Executive Board is elected from the NMDC Membership, therefore your appointments to the NMDC Membership are critical to the structure of the Executive Board and the Commission as a whole. It is important for you, and for us, that your appointed representative be able to attend the NMDC Membership meetings and Executive Board meetings if elected to the Executive Board in June. Active participation by Board members is essential to ensure that your municipality/county is effectively represented in all NMDC activities and programs.

Your appointment(s) last year were: Martin Dionne

We look forward to your community's representation on the NMDC Membership to help us further economic development and planning for Northern Maine.

A response on the enclosed form would be appreciated by May 23, 2025.

Thank you for your support of NMDC's mission. If you have any questions or need any additional information, please feel free to contact us at any time.

RPC/jd



**Northern Maine Development Commission
NMDC Member
Appointments**

Please note: At least one (1) of your municipal representatives must be an elected official or an employee of a general purpose unit of local government.

Municipality/County: _____

Municipal Office/Address: _____

Phone Number: _____

First Representative:

Name: _____

Address: _____

E-mail: _____

Phone: _____

Occupation Profession: _____

Elected Official: Y/N _____

If Elected Official; Title: _____

Second Representative:

Name: _____

Address: _____

E-mail: _____

Phone: _____

Occupation Profession: _____

Elected Official: Y/N _____

If Elected Official; Title: _____

Please return electronically to:

jdinsmore@nmdc.org

Northern Maine Development Commission

P.O. Box 779

Caribou, ME 04736

Attn: Judy

No later than May 23, 2025

Thank you.



MEMORANDUM

TO: NMDC Member Communities/Counties
FROM: Robert P. Clark, Executive Director
DATE: April 17, 2025
RE: Appointments to the NMDC Membership

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Your appointment(s) last year were: Norm Fournier
William Dobbins

We look forward to your community's representation on the NMDC Membership to help us further economic development and planning for Northern Maine.

A response on the enclosed form would be appreciated by May 23, 2025.

Thank you for your support of NMDC's mission. If you have any questions or need any additional information, please feel free to contact us at any time.

RPC/jd



**Northern Maine Development Commission
NMDC Member
Appointments**

Please note: At least one (1) of your municipal representatives must be an elected official or an employee of a general purpose unit of local government.

Municipality/County: _____

Municipal Office/Address: _____

Phone Number: _____

First Representative:

Name: _____

Address: _____

E-mail: _____

Phone: _____

Occupation Profession: _____

Elected Official: Y/N _____

If Elected Official; Title: _____

Second Representative:

Name: _____

Address: _____

E-mail: _____

Phone: _____

Occupation Profession: _____

Elected Official: Y/N _____

If Elected Official; Title: _____

Please return electronically to:

jdinsmore@nmdc.org

Northern Maine Development Commission
P.O. Box 779
Caribou, ME 04736
Attn: Judy

No later than May 23, 2025

Thank you.

May 14, 2025

TO: County Commissioners

FR: Ryan D. Pelletier, County Administrator

RE: Finance Committee Sub-Committee on Outside Agency Funding Requests

Dear Commissioners:

At the final meeting of the Finance Committee, a recommendation was made to create a sub-committee comprised of three members of the Finance Committee to review the outside agency requests and ultimately make a recommendation to the County Commissioners later this fall.

I envision this committee meeting over the summer to review historical data regarding outside agency funding and spend time meeting with each agency to gain a better understanding of their finances and needs.

I polled the Finance Committee with the idea that we would like to appoint one member from each of the County Commissioner Districts to serve on this sub-committee. I am pleased that we had three volunteers offer to serve and each of them resides in one of three districts. I would like to recommend the following individuals for appointment to this sub-committee:

District 1: Ryan Bushey, Houlton

District 2: Richard "Dick" Fortier, Caribou

District 3: Nelson Jandreau, Madawaska

Thank you for your time and consideration.

Name	Value	Purpose	Account
Kai Libby	\$50	Finance Committee Gift	1209252-34023
Sue Powers	\$50	Finance Committee Gift	1209252-34023
Ryan Bushey	\$50	Finance Committee Gift	1209252-34023
Nelson Jandreau	\$50	Finance Committee Gift	1209252-34023
Donald Savage	\$50	Finance Committee Gift	1209252-34023
Richard Fortier	\$50	Finance Committee Gift	1209252-34023
Scott Moir	\$50	Finance Committee Gift	1209252-34023
Mike Greenlaw	\$50	Finance Committee Gift	1209252-34023
Michelle Raymond	\$50	Finance Committee Gift	1209252-34023
	\$450	Total	

Centralized purchasing is done in instances where it is most efficient to do so as determined by the County Administrator (i.e., telephone long distance, insurances, office supplies, legal, audit, paper goods, janitorial supplies, photocopies, etc.).

Credit Card Purchases

Credit cards are used to purchase goods and services when it is cost efficient to do so.

No credit card purchases are made until the appropriate level of authorization has been received. Credit card payment is no different from payment by check - the authorization levels and requirements are exactly the same.

Authorized users are solely accountable for official agency use and are responsible to minimize or prevent unauthorized use by proper security. Unauthorized use or misuse use of credit card is subject to disciplinary action as deemed appropriate by both the Chair of the Board of County Commissioners and the County Administrator.

Vendor accounts are established and maintained with limits by the County Administrator based on monthly needs. Credit references (vendor and Dun & Bradstreet) can be released by the Accounting Office upon demonstration of a need for a new credit account.

Only the County Administrator is authorized to open corporate credit card accounts and to authorize employees to use them.

Gift Cards/Gift Certificates

All gift card/gift certificate purchases require prior approval of the County Commissioners. The written request must contain, at a minimum, the following information:

The purpose of the gift card/gift certificate purchase;

The name(s) of the employee(s)* or individual(s) receiving the gifts;

The face value of each gift and the total amount of the gift card/gift certificate purchase; and,

The account number to charge the expenditure.

The information will be provided to the County Administrator who will present the request at a County Commissioners' meeting for consideration and approval.

*This information is required for tax reporting purposes.

Purchase Orders

All purchases should be requisitioned by using pre-numbered purchase orders (P.O.) issued by the appropriate department designee. Purchase orders are pre-numbered, kept in a secure area in the Accounting Office, and issued upon request from an authorized purchaser.

The Department Head or their designee approving the P.O. is the person who has budget responsibility for the department to which the purchase will be charged.

After approval, two (2) copies of the P.O. are distributed: one immediately to the Vendor and one kept on file in the Accounts Payable Office to be matched to the receiving document or invoice.

Special Purchasing Conditions

Emergencies:

Where equipment, materials, parts, and/or services are needed, quotations will not be necessary if the health, welfare, safety, etc., of staff and protection of organization property is involved.

Single Distributor/Source:



STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

Janet T. Mills
GOVERNOR

Bruce A. Van Note
COMMISSIONER

May 6, 2025

County Of Aroostook
PO Box 787
Houlton, Maine 04730

WIN 022216.00
TOWN Houlton
PARCEL 5

Dear Property Owner,

The Maine Department of Transportation is currently working on plans **to rebuild sidewalks and address safety, ADA, and drainage issues on Market Square, Water Street, Broadway and Main Street for 0.53 of a mile.** As an impacted property owner on this project, you are entitled to an offer of Just Compensation for the proposed compensable impacts to your property. Enclosed are Duplicate copies of the Owner's Offer-Assent, along with a self-addressed prepaid envelope to be used to return one copy of the agreement to Maine DOT, assuming you agree that the offer represents Just Compensation. A duplicate copy is provided for your records. Also included with the settlement agreement are additional documents for your review and consideration, inclusive of:

- A copy of the Right of Way map(s), highlighting the proposed impacts to your property. Areas on the map(s) are highlighted for general identification purposes, but the actual lines identify the impacted areas. The right of way map is printed at a 1 inch = 25 feet scale. Distances can be measured with the 1:25 edge of the enclosed scale.
- A copy of the Maine DOT Projects and Your Property booklet which informs you of your rights as an impacted property owner.

Again, as an impacted property owner, you are entitled to receive an offer of Just Compensation for any compensable impacts to your property resulting from this project. Impacts include any permanent or temporary property rights to be acquired, impacts from the proposed construction, and impacts to any improvements. The offer of Just Compensation was developed based on a Waiver valuation process approved by the Federal Highway Administration for low value and non-complex project impacts. The offer amount represents the cumulative value for all compensable impacts to your property. Based on the anticipated impacts to your property, the **State's offer of just compensation is \$500.**

The following provides an identification of the purpose and need for the project, specific identifications as to the impacts to your property, your recourse if we cannot reach a settlement agreement, and associated procedural activities from this point forward.

Primarily, the purpose of this project is to address the sidewalks and drainage areas that are in overall "poor" condition and improve the roadway geometry to provide safe passage.

Property rights proposed to be acquired for the project vary depending on the proposed construction, as well as future operational and/or maintenance needs. The following identifies the typical property rights acquired for transportation projects, of which just some or all may impact your property.

“Fee ownership” refers to all the real property rights associated with property ownership in its entirety, typically referred to as “fee simple absolute” ownership. Fee ownership is typically acquired when there is a permanent need to expand the existing right of way to accommodate road widenings, substantial drainage improvements, accommodate safety improvements, etc.

If a project does not require the need for the acquisition of Fee ownership rights, permanent or temporary rights in your property may still be needed. Permanent rights are acquired when there is a need to operate or maintain the project area after construction is complete. Temporary Construction Rights are acquired when there is no need to retain rights after the associated project is complete. Temporary Construction Rights are also noted to automatically terminate once the project is complete.

Regarding your property, the Department’s Right of Way map, the impacts are **252 square feet of Temporary Construction Rights**. Please see the enclosed Right of Way map identifying the area to be impacted on your property.

Site improvements, such as trees, shrubbery, lawn, fencing, signs, etc., within areas to be impacted by the project may be treated in different ways due to the needs of the project. If the needs of the project require that improvements be removed or relocated, or if they are in the area of a Fee take, they are compensated for based on their contributory value to the property, or made eligible for relocation, assuming they don’t already encroach in the existing right of way. If there are improvements in any proposed easement areas that will not need to be impacted, then notes to this effect are typically made on the right of way maps or design plans. It is also necessary to note that no personal property was included in the offer of Just Compensation.

It is the intent of the Department to reach a settlement with you based on the offer of Just Compensation you have received. If you believe the offer does not represent Just Compensation, please provide me with a counter offer along with information in support of the counteroffer. If either party is not satisfied with the State Claim Commission’s determination of Just Compensation, they can appeal the determination to Superior Court within the statutory appeal period.

Please be aware that regardless of your settlement status or ongoing negotiations with the Department, you will still receive a check in the amount of the Just Compensation offered (if settled, the settlement amount), shortly after the condemnation documentation has been filed with the Registry of Deeds. If you are still unsettled at the time you receive this check, cashing the check does not negate any of your appeal rights which are protected by State statute, (MRSA Title 23 Section 154 (2) (H)). If you remain unsettled, even after cashing your check, the Department will continue to negotiate with you in hopes of reaching a settlement agreement, until such time as a State Claims Commission hearing is held.

If you agree that the State’ offer does represent Just Compensation, please sign and return one copy of the “Owner’s Offer-Assent” form, along with the “Acknowledgement of Explanations” form either by email or in the self-addressed prepaid envelope. If I have not received the settlement documents or if I have not heard from you in the next few days, I will

follow up with you to see what additional information I can provide to address any remaining concerns you may have.

Currently the Notice of Layout and Taking, which is the legal document that vests the rights needed for the project in the ownership of the State, is scheduled to be filed with the **Aroostook County Registry of Deeds on or about July 7, 2025**. Shortly after this date, you will receive by certified mail, a letter indicating the date of taking, the book & page reference, a copy of the Notice of Layout and Taking, a copy of the right of way map showing the impacts to your property, and the check. If there are any lienholders on your property (mortgages, tax liens, etc.) their names may also appear on the check.

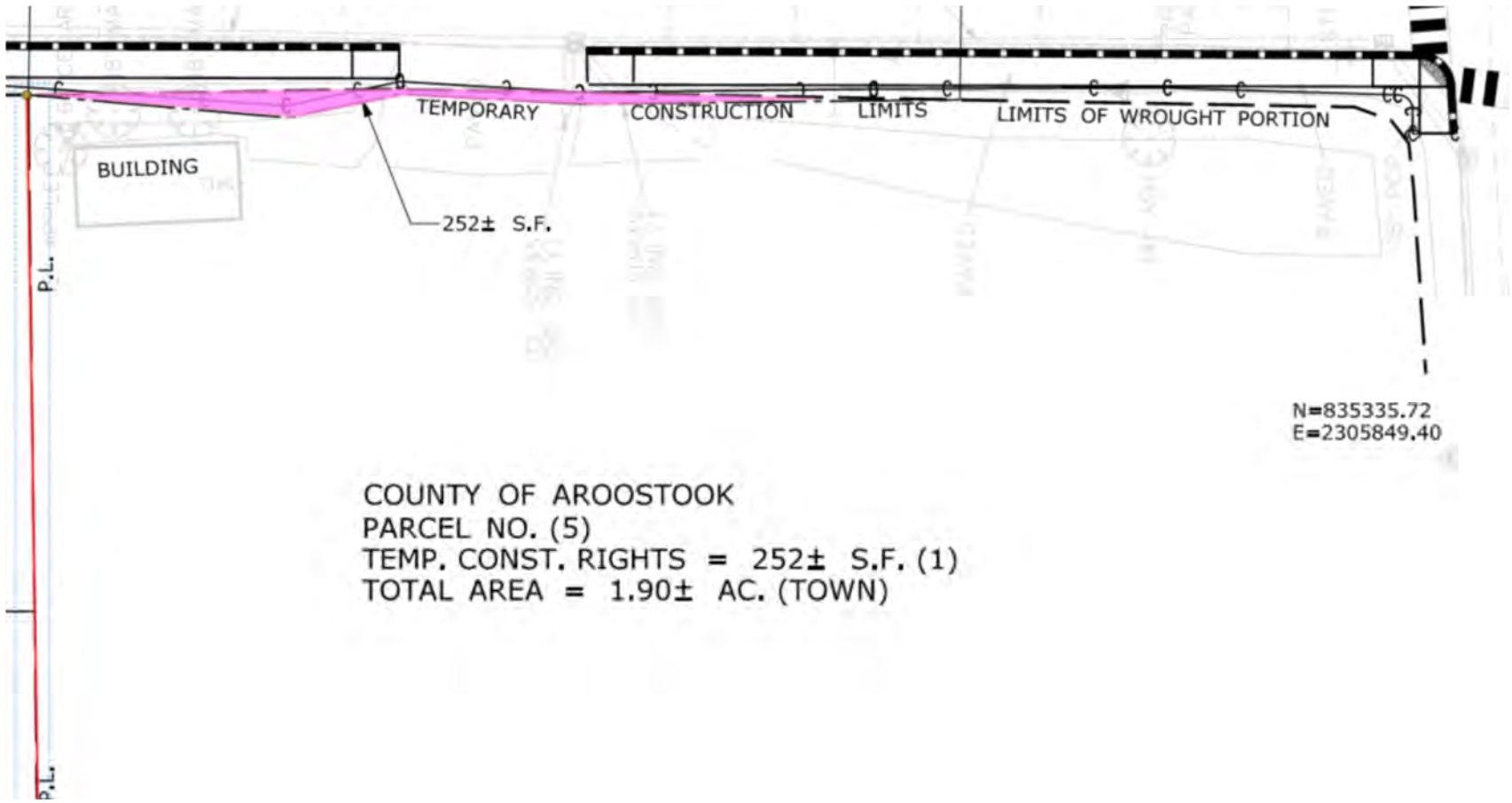
As I have now initiated negotiations with you, it is important that you fully understand the proposed impacts to your property, so please take some time to review the enclosed documents and let me know if you have any questions. You may find it beneficial to schedule a time to meet in person, talk on the telephone, or have a virtual meeting, (on Teams or Zoom) when reviewing the enclosed documents.

If you have any questions, please call me at your earliest convenience. My cell phone is (207) 441-1295 and has texting available. If I am unavailable to take your call, please indicate your name, town of project, the best phone number and time to return your call. I can also be reached by email at Stephanie.Rioux@maine.gov.

Sincerely,



Stephanie Rioux
Right-of-Way Agent
Maine DOT





Janet T. Mills
GOVERNOR

STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

Bruce A. Van Note
COMMISSIONER

County of Aroostook
PO Box 787
Houlton, ME 04730-787

WIN: 022216.00
Town/City: Houlton
Parcel No.: 5

Dear Property Owner:

Today, as the Maine Department of Transportation's (Department) representative, I have explained to you the proposed construction and the effect it will have on your property. I have attempted to answer any questions you had. I have also explained the methods used in preparing the Department's appraisal for the land and rights to be acquired. I have made you an offer in the amount of \$500.00, which represents the Department's determination of just compensation that is based on the appraisal completed by a qualified appraiser and approved by one of the Department's review appraisers.

The land and/or rights to be acquired from you for this project are as follows:

Valuation Type	Count	Area	Unit
Temp. Const. Rights	1	252.00	Sq. Feet

The following is a statement by the Department regarding the parcel or parcels of land above referenced:

- A. The highest and best use of the property at the date of taking.
Commercial
- B. The fair market value of the real property taken as of the date of taking.
\$100.00
- C. Offering price.
\$500.00

I have explained your recourse if the Department's offer is not acceptable. The booklet "MaineDOT Projects and Your Property" confirms the procedures available to you. If a copy of this booklet has not previously been given to you, please request one. I have also explained that the property owner or designated representative is responsible for informing any potential purchaser of the impending acquisition of land and/or rights as required by 23 M.R.S. § 153-B(4).

A great deal of time has been spent in the effort to design an attractive, safe highway; also to design it in the manner that will cause the least damage to adjoining property; and finally to determine by properly made and carefully reviewed appraisals the just compensation due to the owners. I hope that the Department has accomplished its objective.

Please be advised that if you have a mortgage, the mortgage company holds a recorded interest in your property. Under Maine law, your mortgage company may receive a copy of the condemnation documents and may be named on your just compensation check. If your mortgage company is named on your compensation check, your lender must endorse the check before you can cash it. Your mortgage document quite likely contains a provision that addresses eminent domain takings. If your lender is named on your check, you should review this language in your mortgage carefully and deal with your lender directly. The holders of tax liens or other recorded encumbrances on your property may also appear on your check. Again, their endorsement will be required, and you will need to deal with them directly.

PROPERTY MARKERS: Action taken by the 115th Maine Legislature has revised Maine's landmark location law (14 M.R.S. § 7554-A). Please be sure to inform me if your property markers do not appear on the Department's Right of Way Map(s). The Department does not set property pins, but will re-establish the point of former location of a disrupted pin on request from the owner.

Under certain conditions the Department can reimburse eligible property owners for reasonable cost associated with resetting a property pin on the new right of way line by a Licensed Professional Land Surveyor. If necessary, I will explain the eligibility criteria and application process.

Sincerely,

Stephanie Rioux
MaineDOT

Date: _____

STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
Owner's Offer-Assent

Property Owner(s):
County of Aroostook

WIN: 022216.00

Town/City: Houlton

Parcel No.: 5

BACKGROUND:

1. It has been determined that public exigency requires the construction or reconstruction by altering, widening, changing the grade of and/or changing the drainage of a portion of State Highway "Market Square/Water Street/Broadway/Main Street" in the Town/City of Houlton, County of Aroostook and State of Maine through a Maine Department of Transportation (the "Department") project identified by the WIN referenced above (the "Project").

2. In connection with the Project, the necessary real property rights (the "Property Rights") to be acquired have been assigned value, surveyed, and identified on a plan known as the Right of Way Map, State Highway "Market Square/Water Street/Broadway/Main Street", on file in the Augusta headquarters of the Department, File No. .

3. The Property Rights in and to a certain parcel of land identified on the Right of Way Map as Parcel No. 5 (the "Parcel"), owned by the above identified Property Owner(s) (the "Property Owner(s)") in said Houlton, are required for construction of the Project.

4. The Department intends to acquire the Property Rights by filing a Notice of Layout and Taking (the "Taking") in the Aroostook County Registry of Deeds on or about . At the Department's discretion, and with the Property Owner(s)' consent, the Property Rights may be transferred through the execution of a deed or other transactional instrument.

5. The Department has determined just compensation for acquisition of the Property Rights to be **\$500.00** (the "Payment"), and this amount will be paid to the Property Owner(s) upon filing of the Taking. The Property Owner(s) have the right to obtain their own appraisal of the value of the Property Rights as of the date of Taking listed above.

6. The Property Owner(s) does/do hereby acknowledge that Stephanie Rioux, representing the Department, met with or wrote to the Property Owner(s) and explained the Property Rights to be acquired, the just compensation Payment, and all construction impacts, changes of location, grade, drainage and slopes as they apply to the Parcel.

AGREEMENT

1. The Property Owner(s) accept the Payment as just compensation for all Property Rights taken in connection with the Project.

2. The Property Owner(s) release the Department from any further claims of just compensation arising from the Property Rights taken in connection with the Project; however, if any changes in design or construction occur after the date of this settlement and negatively impact the Parcel in an unanticipated manner, the Property Owner(s) shall have the right to request that this settlement be rescinded.

In witness of the above, the parties have executed this Agreement on the date herein indicated.

Dated: _____

Property Owner(s):

County of Aroostook

Acknowledgement of Explanations

Please initial the following statements in acknowledgment of their explanations.

- _____ a. The need for the project has been explained.
- _____ b. The general impact of the project (i.e. traffic pattern changes, vertical and horizontal alignment changes etc.) has been explained.
- _____ c. How the project affects my/our property (i.e. driveway grade changes, Land Taken, easements, landscape removal, etc.) has been explained.
- _____ d. The basis for the State's Offer has been explained.
- _____ e. My/Our rights and recourse have been explained.
- _____ f. The Right of Way process, the method of title transfer, who will be named as payees on the check, and the right to cash the check without relinquishing appeal rights has been explained.
- _____ g. The "MaineDOT Projects and Your Property" booklet has been received.

Please sign below acknowledging that the project details have been explained:

MaineDOT Representative

Property Owner

Property Owner

Ryan D. Pelletier

From: Jon Gulliver <jgulliver@nmdc.org>
Sent: Tuesday, May 13, 2025 11:21 AM
To: Jon Gulliver
Subject: CDBG Zero Funded

Dear NMDC Communities,

As you know, CDBG funding is crucial to many community development projects and investments here in Maine and across the Nation.

Since 1982 the CDBG Program has provided critical funding for projects in our own communities here in northern Maine. The loss of this funding would be devastating to our Region, State and Nation. We encourage you to click on the link below and add your name to this letter of support, urging the appropriation of funding and the continuation of this program.

\$128,680,561 has been invested in Aroostook County to help businesses expand, provide important infrastructure upgrades to water and sewer systems, and needed housing for low to moderate income individuals.

Aroostook County has been extremely successful in accessing CDBG funds compared to other areas of Maine.

Androscoggin County: \$15,174,568

Cumberland County: \$26,760,907

Hancock County: \$28,780,438

Kennebec County: \$48,800,856

Knox County: \$49,629,960

Lincoln County: \$8,189,858

Oxford County: \$26,242,355

Penobscot County: \$49,253,148

Piscataquis County: \$20,460,318

Sagadahoc County: \$22,911,129

Somerset County: \$35,763,377

Waldo County: \$21,626,469

Washington County: \$56,719,914

York County: \$47,992,194

Please see the request below from: Deborah Johnson, Director of Maine Office of Community Development

“As you may or may not know, the President’s FY 26 budget zeroed out the CDBG program. If you are able **please sign on to this letter and share with anyone you feel appropriate.**” [Link to letter of support](#)

Jon Gulliver
Dir. of Economic and Community Development
NMDC
(207) 493-5851

CDBG Coalition FY2025 CDBG Support Letter

We Call on Congress to Provide at least \$4.2 Billion for CDBG in FY 2026

We, the undersigned national, state, and local organizations urge Congress to provide at least \$4.2 billion for the CDBG program in FY 2026. For five decades, CDBG has been the most effective and flexible tool used by states and localities to support infrastructure, affordable housing, tackle economic distress, and address a wide array of community needs. The program's current funding level of \$3.3 billion is not sufficient to meet increased program needs and costs.

CDBG Impacts the Nation

CDBG reaches every corner of the country from urban cities to rural towns and populations in between. Nearly 1,250 state and local governments receive annual CDBG allocations to support housing rehabilitation programs, public infrastructure projects, small business assistance, and a broad range of public service programming.

From FY2005 to FY2024, CDBG facilitated the creation and retention of 581,495 economic development related jobs, contributed to infrastructure developments benefiting over 59 million persons, assisted over 204 million persons through public service activities, and met the housing needs of nearly 2.1 million households.[1]

CDBG Lowers Housing Costs

CDBG helps preserve affordable housing and expand the affordable housing stock. In FY24, CDBG grantees spent over \$453 million to rehabilitate single-family owner-occupied homes.[2] This activity preserves affordable housing, addresses unsafe living conditions, lowers housing costs through energy efficiency improvements, allows seniors to age in place, and provides accessibility improvements for people with disabilities. Likewise, CDBG grantees spent over \$101 million in FY24 to rehabilitate multifamily properties to provide decent, safe, decent affordable housing to a multitude of renters.[3]

CDBG Builds Critical Infrastructure



As the foundation for commerce, social, physical, and environmental activities, infrastructure maintains a prominent role in community well-being. CDBG contributes extensively to public facilities and improvements (infrastructure). Roads, streets, and other infrastructure improvements connect people to neighborhoods, businesses, parks, services, and jobs.

Communities use CDBG to provide greater accessibility, mobility, and connectivity by funding these improvements. One of the largest investments of CDBG is public utility development specifically for water and sewer improvements as well as stormwater drainage for low- and moderate-income communities.

CDBG Serves Local Communities

CDBG grantees can use up to 15% of their annual allocation for public services to address a wide range of community needs. These services include employment training, meals and other services for the elderly, services for abused and neglected children, aid to local food banks, homelessness prevention, and support for many other community services and agencies. Services are provided by large and small public and private organizations in diverse settings such as schools, community facilities and other venues.

CDBG Drives Economic Success

CDBG economic development activities help communities tackle economic distress, stimulate private investment, and spur business growth. Small businesses are the cornerstone of the American economy and CDBG helps socially and economically challenged small businesses start and grow. Likewise, CDBG investment in large-scale commercial projects leads to area renewal, job creation and retention, and retention or creation of important businesses that serve to anchor a community and provide important services. CDBG has a great return on investment with every dollar of 2022 CDBG funding leveraging an average of \$5.02 in local investment.[4]

The Need for Investment

With inflation and stagnant CDBG allocations, the program is not able to assist as many people as in the past. States and local communities often receive more CDBG funding requests than they can accommodate. The cost of materials and labor related to the program's two major activities, infrastructure and housing rehabilitation, has increased exponentially. And with rising inflation and housing costs, more people need assistance.

For example, seniors need assistance to make emergency improvements to their homes to age in place. With the acute shortage of affordable housing, preservation of affordable housing through single-family and multifamily rehabilitation is essential. Small and rural communities need assistance to install water and sewer upgrades and the rise in homelessness has increased demand for public services.

CDBG often serves as critical gap financing for a wide array of projects and services that are essential to local economies. In FY24 alone, CDBG funding created or retained 11,754



jobs, benefitted more than 7.2 million people through public services and provided public improvements and infrastructure projects for more than 1.8 million people.[5] Investments in CDBG provide support for locally driven projects that otherwise might not be feasible.

CDBG formula grants have never been adjusted for inflation causing diminished resources for communities. The program's latest appropriated level - \$3.3 billion in FY24 is \$150 million less than in FY21 and far less than its highest mark of \$4.5 billion in FY95. As a result, fewer funds are available to drive local solutions to varying affordable housing and community development challenges.

CDBG has a 50-year record of successful projects, and a broad network of state and local agencies trained to manage community development grants. We call on Congress to provide necessary funding for CDBG by providing at least \$4.2 billion for CDBG formula grants in FY 2026. Please feel free to contact Vicki Watson, National Community Development Association, vwatson@ncdaonline.org or Jenna Hampton, Council of State Community Development Agencies, jhampton@coscda.org with any questions.

1 U.S. Department of Housing and Urban Development, CDBG National Accomplishment Report.

2 U.S. Department of Housing and Urban Development, CDBG National Expenditure Report

3 Ibid

4 U.S. Department of Housing and Urban Development, FY25 Congressional Justification

5 U.S. Department of Housing and Urban Development, By the Numbers FY23

ryandanpelletier@gmail.com [Switch account](#)



Not shared

* Indicates required question



County of Aroostook

Quarterly Financial Summary

The purpose of this narrative is to provide a brief overview and highlights of the financials for the County of Aroostook's four funds. (General, ARPA, Jail and UT) This report is not meant to be all inclusive, however, it will highlight areas that management feels need to be noted and observed to give Department Heads and Elected Officials necessary information for the budget oversight process.

General Fund

Year-To-Date: FY 2024-2025 Budget | July 2024 - March 2025

Benchmark %: 75%

GF Revenue:

The Departmental Revenue section collected \$1,764,283 which equates to 80.1% collected as of March 2025. There are several line items, in departmental revenue, that will have quarter 3 revenue receipted in quarter 4 of the current fiscal year in the amount of \$167,267. If the additional revenue receipted in quarter 4 of \$167,267 is factored, the percentage of departmental revenue would calculate to 87.73%.

Below is the breakdown of \$167,267 by department.

- District Court Rent: \$19,992
- EMA: \$30,000
- District Attorney: \$14,741
- Registry Deeds & Probate: \$54,574
- Maine Drug Enforcement Agency: \$47,960

The General Fund tax revenue section reflects the County has collected 100% the County Tax revenue billed for 2024-2025 fiscal year as well as the overlay.

GF Expense:

The general fund 3rd quarter expense is currently reported at 68.9% of utilization which is slightly below the projected target of 75%. Most departments are trending at the 75% target or below.

Areas noted that are trending below 75% are:

- Heating Fuel throughout the general fund budget due to the County experiencing a below average winter.

- Law Enforcement patrol staff remains below budgeted levels due to a variety of factors affecting budgeted patrol salary expense line, patrol benefits and patrol fuel.
- Late start to the Law Enforcement Radio Tower Lease resulting in a current \$97,600 surplus as of March 2025.
- Tax Anticipation Note Interest has zero usage and will remain with a surplus of \$70,000.

Areas noted that are trending above 75% are:

- Department #1074 Maine Drug Enforcement Agency, trending at 83.5% however this department is 100% sponsored and reimbursed by the State of Maine and revenue can be found under the general fund revenue report account #161-21074.
- Capital Outlay line expensed at 100% of the budget and journaled to reserves for the year per the approved budget appropriations.
- Contingent Expense line expensed at 100% of the budget and journaled to reserves for the year per the approved budget appropriations.

ARPA Fund (American Rescue Plan Act 2021)

Year-To-Date: FY 2024-2025 Budget | July 2024 - March 2025

ARPA Revenue:

Interest revenue collected as of the 3rd quarter for the 2024-2025 fiscal year is reported at \$124,132.85.

ARPA Expense:

The County has expensed \$2,243,874 towards all awarded ARPA projects as of the 3rd quarter for the 2024-2025 fiscal year.

As of March 2025, a total of \$7,788,206 has been expended from the ARPA SLRF \$13 million dollar funding since the program's inception.

All awarded projects are to be completed by December 31, 2026.

Jail Fund

Year-To-Date: FY 2024-2025 Budget | July 2024 - March 2025

Benchmark %: 75%

Jail Revenue:

The Jail Fund departmental revenue is currently reporting below target at 58.7% collected. The contributing factors are:

- As discussed last quarter, the State of Maine final jail funding allocation resulted in a reduction of funding from the State of Maine to the County Jail. The revenue shortfall for the entire fiscal year totals \$348,074.
- The revenue line, *Transfer in from Surplus*, of \$200,000 is a budgetary entry only and will not be collected. Thus, there will be no activity in the current year, reducing the collecting percentage.

Jail Fund portion of the 2024-2025 County tax revenue appropriately reflects a collection percentage of 100% which corresponds with the percentage of the County Tax collected year-to-date.

Jail Expense:

The Jail Fund expense report for the 3rd quarter of the fiscal year is trending slightly below the benchmark target at 71.1%.

Below are some jail operational expense areas with reported decreases to note for the current fiscal year:

- Medical contract obligations: savings using MAT grant proceeds of \$80,000.
- Food contract obligations: savings of \$20,000 based on inmate population projection.
- The appropriated Capital Expense amount of \$80,000 was approved during a previous quarterly meeting to remain at zero to help mitigate the Jail revenue shortfall.

UT Fund

Year-To-Date: FY 2024-2025 Budget | July 2024 - March 2025

Benchmark %: 75%

UT Revenue:

The Unorganized Territory departmental revenue for the 3rd quarter of the fiscal year is trending at 79.1% which is above the current benchmark target of 75%. Contributing factors to the increased revenue collected are:

- UT Excise Tax and Interest Income together received \$115,671 above the 9 month budget target.
- 100% of Local Road Assistance funding payment was received for the year.

Tax revenue quarterly payment collected from the State of Maine is on target at 75%, as anticipated.

The revenue line, UT Surplus, of \$40,000 is a budgetary entry only thus no activity in the current year column.

UT Expense:

The Unorganized Territory is reporting 78.5% of its operational budget expensed as of March 2025. The major contributing factor for the percentage expensed over the target benchmark of 75% is the UT Capital, funded at 100% in the amount of \$708,750, per the approved FY 2024-2025 budget. If the capital expense line would be factored as a quarterly expense, the UT fund total expense percentage would decrease from 78.5% to 72.5%, resulting in true expenses below the 75% budgeted benchmark for the 3rd quarter of the fiscal year. Contracted ambulance service for the UT remains a challenge.

STATE OF MAINE

AROOSTOOK COUNTY, ss.

Court of County Commissioners

On the 21st day of May the term of this Court, in the year 2025 A.D., it is Ordered that the County Tax for 2025-2026, amounting to Fourteen Million Six Hundred Thirty-Eight Thousand Five Hundred and Ninety-Two Dollars and Zero Cents (\$14,638,592), the sum authorized by a resolve of the Aroostook County Finance Committee, and approved May 13, 2025, together with an overlay of Two Hundred Sixty-Eight Thousand Three Hundred Forty-One Dollars and Zero Cents (\$268,341), being a sum not exceeding two percent of said Fourteen Million Six Hundred Thirty-Eight Thousand Five Hundred and Ninety-Two Dollars and Zero Cents, be apportioned on the various Cities, Towns, Plantations and Unorganized Places within Aroostook County, according to the last State Valuation.

And said apportionment is hereby made as follows:

APPORTIONMENT ON CITIES, TOWNS AND PLANTATIONS	VALUATION	TAX	APPORTIONMENT ON CITIES AND TOWNS AND PLANTATIONS	VALUATION	TAX
Allagash	\$ 37,400,000	\$ 73,678	Hersey	\$ 12,100,000	\$ 23,837
Amity	\$ 19,200,000	\$ 37,824	Hodgdon	\$ 83,200,000	\$ 163,904
Ashland	\$ 104,850,000	\$ 206,555	Houlton	\$ 403,500,000	\$ 794,895
Blaine	\$ 57,250,000	\$ 112,783	Island Falls	\$ 112,400,000	\$ 221,428
Bridgewater	\$ 49,400,000	\$ 97,318	Limestone	\$ 134,950,000	\$ 265,852
Caribou	\$ 531,900,000	\$ 1,047,843	Linneus	\$ 105,100,000	\$ 207,047
Castle Hill	\$ 37,950,000	\$ 74,762	Littleton	\$ 78,150,000	\$ 153,956
Caswell	\$ 25,050,000	\$ 49,349	Ludlow	\$ 36,800,000	\$ 72,496
Chapman	\$ 42,300,000	\$ 83,331	Macwahoc Plantation	\$ 17,050,000	\$ 33,589
Crystal	\$ 23,950,000	\$ 47,182	Madawaska	\$ 446,050,000	\$ 878,719
Cyr Plantation	\$ 15,400,000	\$ 30,338	Mapleton	\$ 198,850,000	\$ 391,735
Dyer Brook	\$ 23,950,000	\$ 47,182	Mars Hill	\$ 169,600,000	\$ 334,112
Eagle Lake	\$ 128,900,000	\$ 253,933	Masardis	\$ 31,300,000	\$ 61,661
Easton	\$ 340,400,000	\$ 670,588	Merrill	\$ 19,050,000	\$ 37,529
Fort Fairfield	\$ 228,850,000	\$ 450,835	Monticello	\$ 69,700,000	\$ 137,309
Fort Kent	\$ 346,700,000	\$ 682,999	Moro Plantation	\$ 13,700,000	\$ 26,989
Frenchville	\$ 83,550,000	\$ 164,594	Nashville Plantation	\$ 61,250,000	\$ 120,663
Garfield Plantation	\$ 10,500,000	\$ 20,685	New Canada	\$ 34,650,000	\$ 68,261
Glenwood Plantation	\$ 17,550,000	\$ 34,574	New Limerick	\$ 275,000,000	\$ 541,750
Grand Isle	\$ 33,550,000	\$ 66,094	New Sweden	\$ 55,750,000	\$ 109,828
Hamlin	\$ 27,600,000	\$ 54,372	Oakfield	\$ 61,100,000	\$ 120,367
Hammond	\$ 10,500,000	\$ 20,685	Orient	\$ 56,150,000	\$ 110,616
Haynesville	\$ 15,400,000	\$ 30,338	Perham	\$ 31,600,000	\$ 62,252

STATE OF MAINE

APPORTIONMENT ON CITIES, TOWNS AND PLANTATIONS	VALUATION	TAX	APPORTIONMENT ON CITIES AND TOWNS AND PLANTATIONS	VALUATION	TAX
Portage Lake	\$ 106,450,000	\$ 209,707	Westfield	\$ 42,700,000	\$ 84,119
Presque Isle	\$ 773,850,000	\$ 1,524,485	Westmanland	\$ 22,100,000	\$ 43,537
Reed Plantation	\$ 19,950,000	\$ 39,302	Weston	\$ 77,950,000	\$ 153,562
Saint Agatha	\$ 98,100,000	\$ 193,257	Winterville Plantation	\$ 41,500,000	\$ 81,755
Saint Francis	\$ 35,900,000	\$ 70,723	Woodland	\$ 88,500,000	\$ 174,345
Saint John Plantation	\$ 25,550,000	\$ 50,334			
Sherman	\$ 68,200,000	\$ 134,354			
Smyrna	\$ 30,650,000	\$ 60,381			
Stockholm	\$ 21,500,000	\$ 42,355			
Van Buren	\$ 101,750,000	\$ 200,448	Total for Cities, Towns and Plantations	\$ 6,490,550,000	\$ 12,786,398
Wade	\$ 24,050,000	\$ 47,379			
Wallagrass	\$ 69,850,000	\$ 137,605	Total for Unorganized Places	\$ 940,200,000	\$ 1,852,194
Washburn	\$ 122,900,000	\$ 242,113			

TAX RATE: 0.0019700

SUMMARY

	VALUATION	TAX
TOTAL FOR CITIES, TOWNS AND PLANTATIONS	\$ 6,490,550,000	\$ 12,786,398
TOTAL FOR UNORGANIZED PLACES	\$ 940,200,000	\$ 1,852,194
TOTAL	\$ 7,430,750,000	\$ 14,638,592

We have on this day issued warrants to the assessors of the various cities, towns and plantations within Aroostook County requiring the assessment of the sums apportioned against their respective cities, towns or plantations, and the collection and payment thereof to the treasurers of said cities, towns or plantations, to be paid by them to the County Treasurer, on his warrants to be issued therefore on or before the first day of September 2025.

And the Clerk of this Court is hereby directed to certify a copy of the above apportionment to the County Treasurer of Aroostook County, and the County Treasurer is directed to certify a like copy to the State Tax Assessor as required by statute.

Dated at Caribou, Maine

May 21, 2025

Attest: _____
County Clerk

AROOSTOOK COUNTY COMMISSIONERS

Computation of 2025-2026 County Tax Mil Rate and Overlay

Amount to be Raised	\$	14,370,237.00	
X 2.00%	\$	0.02	
Maximum Overlay	\$	287,404.74	
Total Tax + 2.0%	\$	14,657,641.74	
Municipal Valuation	\$	6,490,550,000	
Unorganized	\$	940,200,000	
Total	\$	7,430,750,000	
Min Mil Rate		0.001933888	
Max Mil Rate		0.001972566	
Total Valuation	\$	7,430,750,000	
Suggested Mil Rate		0.00197000	
	\$	14,638,578.00	rounding of 50 cents
Valuation X Mil Rate	\$	14,638,578.00	
Tax	\$	14,370,237.00	
Overlay Tax	\$	268,341.00	← Does not exceed 2%
Tax	\$	14,370,237.00	
Overlay	\$	268,341.00	
	\$	14,638,578.00	



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

RIELEY BOSSIE
LIEUTENANT

LIEUTENANT

GARY LANGLEY
Safety Officer

TO: Ryan Pelletier, County Administrator
FROM: Darren R. Woods, Fire Chief
RE: North Lakes Fire Department
Date: 5 - 8 - 2025

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

- Ervin Levesque - Fort Kent
- Jacob McDougal - Caribou
- Austin Dibble - Fort Kent

Let me know if you have any questions.

After these three are added, our roster will have 34 firefighters, 2 communications people, 2 junior firefighters and 1 chaplain for a total of 39 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 Ervin John Applicant ID # _____

Address _____

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

Position(s) applied for _____ Date of application ____/____/____

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

If necessary, best time to call you is _____ : _____ AM/PM
 Home Cellular/Other

May we contact you at work? Yes No
If yes, work number and best time to call: _____ : _____ AM/PM

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 ____/____/____

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 JJ Theriault	Telephone # (207) 271 4980
Street address 226 Market St Fort Kent	City Fort Kent State Maine
Starting job title/final job title Mechanic	Dates employed Month / Year to Month / Year
Immediate supervisor and title (for most recent position held)	May we contact for reference? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later E-mail:
Why did you leave?	
Summarize the type of work performed and job responsibilities.	
What did you like most about your position?	
What were the things you liked least about the position?	

Employer	Telephone # ()
Street address	City State
Starting job title/final job title	Dates employed Month / Year to Month / Year
Immediate supervisor and title (for most recent position held)	May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later E-mail:
Why did you leave?	
Summarize the type of work performed and job responsibilities.	
What did you like most about your position?	
What were the things you liked least about the position?	

Employer	Telephone # ()
Street address	City State
Starting job title/final job title	Dates employed Month / Year to Month / Year
Immediate supervisor and title (for most recent position held)	May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later E-mail:
Why did you leave?	
Summarize the type of work performed and job responsibilities.	
What did you like most about your position?	
What were the things you liked least about the position?	

Employer	Telephone # ()
Street address	City State
Starting job title/final job title	Dates employed Month / Year to Month / Year
Immediate supervisor and title (for most recent position held)	May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later E-mail:
Why did you leave?	
Summarize the type of work performed and job responsibilities.	
What did you like most about your position?	
What were the things you liked least about the position?	

Employment History (continued)

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

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

If yes, please explain: _____

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:

Mechanic

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

- Word Processing _____ Level: _____ Internet _____ Level: _____
- Spreadsheet _____ Level: _____ Other _____ Level: _____
- Presentation _____ Level: _____ Other _____ Level: _____
- E-mail _____ Level: _____ Other _____ Level: _____

Educational Background

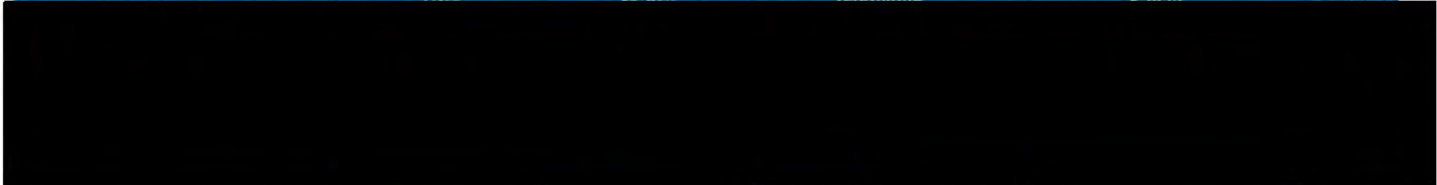
Starting with your most recent school attended, provide the following information.

School (include City and State)	# of Years Completed	Completed	GPA Class Rank	Major/Minor
Fort Kent Community High		<input checked="" 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 _____		
		<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	Telephone	E-mail	# of Years
------	-------	--------------	-----------	--------	------------



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? _____
diesel mechanic

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 Ervin Levesque Date 4/19/25



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This product is designed to provide accurate and authoritative information. However, it is not a substitute for legal advice and does not provide legal opinions on any specific facts or services. The information is provided with the understanding that any person or entity involved in creating, producing or distributing this product is not liable for any damages arising out of the use or inability to use this product. You are urged to consult an attorney concerning your particular situation and any specific questions or concerns you may have.

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



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 McDougal Jacob J Applicant ID # _____
Last First Middle

Address _____
Street City State ZIP Code

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

Position(s) applied for Any Date of application 4/20/25

Referral Source (e.g., Walk-in, Job Posting, Company's Website, etc.) Fire Science Class

If necessary, best time to call you is After 2:45 AM PM
 Home Cellular/Other
 May we contact you at work? N/A Yes No
 If yes, work number and best time to call:
 () : AM PM

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 4/20/25

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	Telephone # ()
Street address	City State
Starting job title/final job title	Dates employed Month / Year to Month / Year
Immediate supervisor and title (for most recent position held)	May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later E-mail:
Why did you leave?	
Summarize the type of work performed and job responsibilities.	
What did you like most about your position?	
What were the things you liked least about the position?	

Employer	Telephone # ()
Street address	City State
Starting job title/final job title	Dates employed Month / Year to Month / Year
Immediate supervisor and title (for most recent position held)	May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later E-mail:
Why did you leave?	
Summarize the type of work performed and job responsibilities.	
What did you like most about your position?	
What were the things you liked least about the position?	

Employer	Telephone # ()
Street address	City State
Starting job title/final job title	Dates employed Month / Year to Month / Year
Immediate supervisor and title (for most recent position held)	May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later E-mail:
Why did you leave?	
Summarize the type of work performed and job responsibilities.	
What did you like most about your position?	
What were the things you liked least about the position?	

Employer	Telephone # ()
Street address	City State
Starting job title/final job title	Dates employed Month / Year to Month / Year
Immediate supervisor and title (for most recent position held)	May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later E-mail:
Why did you leave?	
Summarize the type of work performed and job responsibilities.	
What did you like most about your position?	
What were the things you liked least about the position?	

Employment History (continued)

Explain any gaps in your employment, other than those due to personal illness, injury, or disability. I'm still in high school and have not been employed previously

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

If yes, please explain: _____

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: Currently taking fire Science in school. CPR Certified, OSHA Certified.

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

Word Processing _____ Level: _____ Internet _____ Level: basic
 Spreadsheet _____ Level: _____ Other _____ Level: _____
 Presentation _____ Level: _____ Other _____ Level: _____
 E-mail _____ 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
<u>Caribaru High School</u>	<u>3</u>	<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 _____		
		<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

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? none

List special accomplishments, publications, awards, etc. n/a

List any relevant volunteer work. n/a

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 Jacob McDouga

Date 4/28/25



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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 Dibble Austin Daniel Applicant ID # _____
Last First Middle

Address _____
Street City State ZIP Code

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

Position(s) applied for Volunteer Fire Fighter Date of application 5/18/25

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

If necessary, best time to call you is _____ : 6 AM
9 PM
 Home Cellular/Other

May we contact you at work? Yes No
If yes, work number and best time to call:
_____ : _____ AM
_____ PM

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 _____ 5/18/25

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

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:

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: HA Hood Telephone #: (603) 716-1283
 Street address: 331 N State St City: Concord State: NH
 Starting job title/final job title: Distribution driver Dates employed: 11/20 to 8/24
 Immediate supervisor and title (for most recent position held): Scott Brown, supervisor May we contact for reference? Yes No Later E-mail: 603-724-9920

Why did you leave? to get a second degree at college
 Summarize the type of work performed and job responsibilities. delivered milk products to grocery stores, etc. worked independently driving and unloading the truck
 What did you like most about your position? physical activity, operating heavy machinery, work ethic/responsibility
 What were the things you liked least about the position? 14+ hour days, repetitive work, 1st shift early morning hours

Employer: University of Maine at Fort Kent Telephone #: (207) 834 7500
 Street address: 23 University Dr City: Fort Kent State: ME
 Starting job title/final job title: Student driver Dates employed: 10/24 to 5/25 (present)
 Immediate supervisor and title (for most recent position held): Elysha Gagnon May we contact for reference? Yes No Later E-mail: elysha.gagnon@maine.edu

Why did you leave? still employed
 Summarize the type of work performed and job responsibilities. Shuttle students from campus to hospital, on-call basis
 What did you like most about your position? helping students, driving
 What were the things you liked least about the position? students cancelling last minute

Employer: Kennedy Rupert-Nason Telephone #: (207) 834 7500
 Street address: 23 University Dr City: Fort Kent State: ME
 Starting job title/final job title: Student researcher Dates employed: 5/25 to Present
 Immediate supervisor and title (for most recent position held): University of Maine at Fort Kent May we contact for reference? Yes No Later E-mail: Kennedy.rupertnason@maine.edu

Why did you leave? still employed
 Summarize the type of work performed and job responsibilities. Surveying forest stands across Arceuthobium county for Spruce Budworm
 What did you like most about your position? working outside
 What were the things you liked least about the position?

Employer: Goffstrom Truck Center Telephone #: (603) 668-6651
 Street address: S White ave City: Bedford State: NH
 Starting job title/final job title: School bus driver Dates employed: 12/18 to 3/20
 Immediate supervisor and title (for most recent position held): Brian Bedford May we contact for reference? Yes No Later E-mail:

Why did you leave? left to work for Hood
 Summarize the type of work performed and job responsibilities. transporting K-6 students to and from school safely and professionally.
 What did you like most about your position? driving regular schedule
 What were the things you liked least about the position? kids misbehaving

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: _____

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:

CDL-A license, defensive driving, S130/140 certificate, some Spanish and Japanese

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

Word Processing advanced Level: _____ Internet advanced Level: _____
 Spreadsheet advanced Level: _____ Other SIS, intermediate Level: _____
 Presentation intermediate Level: _____ Other _____ Level: _____
 E-mail advanced Level: _____ 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
University of Maine Fort Kent	1	<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____	4.0	Forestry, tourism/recreation
Keene State College	4	<input type="checkbox"/> Diploma <input checked="" type="checkbox"/> GED <input checked="" type="checkbox"/> Degree <u>BS geology</u> <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____	3.6	geology, math
Goffstown High School	4	<input checked="" type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____	3.4	
		<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

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? _____

5130/190 basic wildland firefighter certified

List special accomplishments, publications, awards, etc. 2025 Thomas Anukhan scholarship

for outstanding academic achievement in forestry

List any relevant volunteer work. 2025 Portage Can-Am

Is there any other job-related information you want us to know about you? I have a strong work ethic,

fast learner, and work well under pressure.

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 5/17/25



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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.



County of Aroostook

COMMISSIONERS' OFFICE

FACILITIES DIRECTOR

ROY GUIDRY



COUNTY COMMISSIONERS

**PAUL J. UNDERWOOD
PRESQUE ISLE**

**WILLIAM T. DOBBINS
HOULTON**

**DANIEL V. DEVEAU
CYR PLANTATION**

DT: May 13, 2025

TO: Ryan D. Pelletier, County Administrator

FR: Roy Guidry, Facilities Director

RE: Caribou Courthouse HVAC Replacement 2025

The County of Aroostook has received a final proposal to install Electric Heat Pumps in the Caribou District Courtroom and the District Attorney's Office's.

In light of the obstacles the County has faced to move forward with the proposed HVAC and air handler replacement project that was proposed in March 2025, and with the knowledge that a solution to the air condition in both the District Courthouse and the District Attorney's Offices need to be addressed, I have come to the decision that finding an alternate cooling source is a priority. After much research into alternate air conditioning systems such as standalone window vent units or floor units with window vents, I have come to the understanding that they will not be sufficient nor practical for this facility. This is due to the size of the window openings and the lack of efficiency of floor units paired with the amount of cooling capacity needed. Using several electric heat pump units with multizone splits will be the only viable option to provide the amount of air conditioning needed. These units are notoriously durable, reliable and cost effective.

This proposed project was submitted to longstanding local Installers who have the staffing available to service and repair the equipment they install as well as have the knowledge to properly calculate the BTU needs of a commercial building and its nuances.

Three companies came to the courthouse to survey the job. We received a quote from one company to date. Daves World of Presque Isle submitted a proposal of \$50,376.00. I have attached the equipment they will install. It will basically consist of 3- 36K BTU Outdoor Heat pumps and 7 interior multi zone units. This proposal includes will also service the units and provide a 12 year warranty to the County as part of this quote.

In the absence of a better quote, and with confidence that the proposed work will perform its intended purpose, it is my recommendation that we proceed with the project and accept Daves World's proposal.

Respectfully Submitted,

Roy Guidry

Hello, this is your estimate

Location: 144 Sweden Street, Caribou, ME, 04736

JOB ID
492765523

Model

Caribou District Court

Your Price

\$50,376.00

Or as low as \$644.89/mo

goodleap



[Apply For Financing >](#)

Accept Estimate

Summary

The quote is for whole phase one project at the courthouse in Caribou Maine. Courtroom and judge office hall section upper level offices and hall section. Requires seven indoor units and three outdoor units three 36,000 BTU units for exterior. Coring through exterior wall walls for electrical and plumbing. Lyft rental for upper section coring needed. Electrical run and surge protectors on...



Heating and Cooling

JXH Ported Multi-Zone Max Heat Heat Pump Outdoor Unit

JXH Ported Multi-Zone Max Heat Heat Pump Outdoor Unit



JXH36S4C(Qty: 3)

JXH36S4C Samsung Heat Pump Outdoor Unit 4-Port Max Heat FJM 36K BTU



RNS.WM.IDU

RNS Wall Mounted Multi-Zone Indoor Unit



RNS07AFC

RNS07AFC Samsung Indoor Unit WindFree 3.0 Hi Wall RAC/FJM 208/230 Volt 1 Phase 7K BTU



RNS.WM.IDU(Qty: 2)

RNS Wall Mounted Multi-Zone Indoor Unit



RNS12ABC(Qty: 2)

RNS12ABC Samsung Indoor Unit WindFree 3.0 Hi Wall RAC/FJM
208/230 Volt 1 Phase 12K BTU



RNS.WM.IDU

RNS Wall Mounted Multi-Zone Indoor Unit



RNS15ABC

RNS15ABC Samsung Indoor Unit WindFree 3.0 Hi Wall RAC/FJM
208/230 Volt 1 Phase 15K BTU



RNS.WM.IDU(Qty: 2)

RNS Wall Mounted Multi-Zone Indoor Unit



RNS18ABC(Qty: 2)

RNS18ABC Samsung Indoor Unit WindFree 3.0 Hi Wall RAC/FJM
208/230 Volt 1 Phase 18K BTU



RNS.WM.IDU

RNS Wall Mounted Multi-Zone Indoor Unit



RNS24ADC

RNS24ADC Samsung Indoor Unit WindFree 3.0 Hi Wall RAC/FJM
208/230 Volt 1 Phase 24K BTU



INS.AO.0470(Qty: 6)

Little Giant 230 Volt Standard



SRG-100(Qty: 3)

Install/Replace Whole home surge protector (primary)



INS.AO.0340

Aerial man lift to be provided Z- Lift 45 Footer

Subtotal	\$50,376.00
Tax	\$0.00
Total	\$50,376.00

County of Aroostook

COMMISSIONERS' OFFICE

FACILITIES DIRECTOR

ROY GUIDRY



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

WILLIAM T. DOBBINS
HOULTON

DANIEL V. DEVEAU
CYR PLANTATION

DT: May 15, 2025

TO: Ryan D. Pelletier, County Administrator

FR: Roy Guidry, Facilities Director
Peter Johnson, Sheriff

RE: Aroostook County Jail retrofit upgrade to existing Programmable Logic Controller.

The County of Aroostook has received a proposal to furnish, install, program and commission a full retrofit upgrade to the existing Programmable Logic Controller (PLC) in the county jail.

In July of 2024 Johnson Controls was awarded a contract to upgrade the existing and obsolete MTI lighting relay boards in the jails control room. This is of significant importance as correctional officers use the PCL to control the daytime and nighttime lighting throughout the jail from the control room. Parts such as relay switches stop working and occasionally need to be replaced throughout the system to control the lights. The MTI system is now considered obsolete, no working replacement parts can be obtained. Since proper control of lighting is essential to the operation of a jail the project was awarded. Johnson Controls has been working on this system for the jail for many years and has proprietary involvement as well as extensive knowledge of the system and they were awarded the project. The completion date for this project was to be late 2024. There are grant funds allotted to complete the job.

An unforeseen issue arose during the middle of this project where it was discovered that any new equipment would not be compatible with the existing and obsolete computer software running the PLC. MTI, the maker of the PLC would not assist Johnson Controls or County of Aroostook with a suitable fix to the problem other than recommending a complete replacement of the PLC system which would be extremely costly and not practical with a possible new jail on the horizon. This also left the jail with a new problem. The PCL also controls the door locks throughout the jail as well as the intercom system. No replacement parts are available for either of these two systems when they invariably have issues. This leads to a serious safety concern in the event of any issues that arise. Rapid locking and unlocking of doors from the control center as well as having a functional intercom system is vital to the safety of corrections staff, civilian workers, as well as inmates. These functions also allow for a smooth and efficient flow of staff and inmates throughout the jail.

Johnson Controls was able to engineer a workaround solution to this problem. This would be accomplished by installing a new operator workstation which includes new software, electronics and equipment to upgrade the PCL. This will allow it to be compatible with new relays and components as they are needed. Included in Johnson Controls proposal is the replacement of all the existing obsolete relays throughout the facility. The proposal is a turnkey project that would allow the completion of the initial lighting contract to be completed as well.

The funding for this project will cost \$253,802.00. This is in addition to the already committed funds for the lighting project. Johnson Controls also provides the opportunity to provide financing for projects up to 5 years. A complete breakdown of this project as well as the funding opportunity will be attached to this proposal and can be found in the Scope of Work portion of the contract.

The proposed project has already been approved for funding through Johnson Controls should we proceed forward.

It is the recommendation of Sheriff Peter Johnson and I, to move forward with Johnson Controls' proposal.

Respectfully submitted,

Roy Guidry
Facilities Director



Sheriff Peter Johnson

In correctional facilities, PLC (Programmable Logic Controller) systems form the backbone of various security and control functions. These systems manage a wide array of operations, including door control, intercom systems, lighting, and even utilities, providing real-time situational awareness and a unified platform for security personnel. [🔗](#)

PLC Infrastructure in a Jail:

Door Control:

PLCs are central to managing door locks, ensuring proper access control and security. They can respond to alarms, open or close doors in sequence (cascading), and even override programmed sequences when necessary. [🔗](#)

Intercom Systems:

PLCs integrate with intercom systems, allowing guards to communicate with inmates and manage calls. [🔗](#)

Lighting Control:

PLCs can control lighting throughout the facility, ensuring proper illumination and energy efficiency.



Johnson Controls Fire Protection LP
30 Thomas Drive
Westbrook, ME 4092
(207) 838-8513

Johnson Controls Fire Protection LP Quotation

To:
County of Aroostook
144 Sweden St Ste 1
Caribou, ME 04736

Project: Aroostook County Jail Electronic Infrastructure Full
Upgrade - CPQ-903852
Johnson Controls Reference: 650903852
Proposal #: 1
Date: 04/30/2025
Page: 1 of 19

Johnson Controls is pleased to offer for your consideration this quotation for the above project

Scope of Work

Per your request, JCI is pleased to provide this proposal to furnish, install, program, and commission a full retrofit upgrade to the existing PLC system infrastructure to Aroostook County Jail, 15 Broadway, Houlton, ME. Listed equipment to replace existing MTI relay boards and associated components which are obsolete (no longer available from manufacturer).

This proposal is to be considered as second phase of current project to update existing obsolete MTI lighting relay boards.

This project has been accepted and is in progress of installation by Underwood Electric. Work outlined below will provide a complete replacement of all obsolete components including intercom controller/stations, PLC system and operator workstation located in Central Control. This scope of work is an addendum to work completed as part of phase one, with intent focused on eliminating reliance on obsolete components and avoidance of system failure(s), as no replacement components are available.

This proposal and included system design is intended to ensure that all electronic infrastructure at ACJ operates reliably without downtime or need for contingency for the remaining time that the current location remains occupied.

Materials to be installed at central control include main operator workstation and GUI software (includes monitor, CPU, SCADA RT 4k tags and UPS). PLC equipment includes I/O components to be installed in all existing RP's as well as one UPS and door power supply to be installed in each RP. Intercom materials (controller and UPS) to be installed in central control and interface with two existing intercom equipment enclosures (field component wiring terminations) located above ceiling.

Existing rack in central control to house network switch and intercom controller with accompanying UPS.

Equipment also includes six (6) 8-port network switches, VPN, and Bacnet communications module with surge protection. Bacnet device to communicate to existing GE lighting control panel. Spare equipment includes CPU, monitor and PLC's to be used as a backup in case of system failure.

Locations of existing equipment enclosures and associated points which will be completely retrofitted as part of this project:

RP1- Basement Boiler Room (30 Aux points and Bacnet)

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RP2 - Main PLC and CPU Basement Booking Sargent Office (26 Door Relays, 1 Overhead Door, 12 Aux Points and Bacnet)

RP3 - Room 252 2nd Floor Mechanical Room (30 Door Relays, 30 Aux Points and Bacnet)

RP4 - Closet of Dorm 118 (Inmate) (15 Door relays,, 12 Aux points and Bacnet)

RP5 - Room 124 1st Floor (21 Door Relays, 12 Aux points and Bacnet)

Existing RS-232 connection to Simplex fire alarm control unit to remain in place and be terminated at appropriate point at new system location.

All wiring and installation of listed devices to be performed by Underwood Electric (included in this proposal). Underwood Electric to provide accessory materials as needed. Underwood Electric to perform work in conjunction with JCI project manager. JCI technical labor to support electrical contractor, as well as JCI CJOC design labor which covers entire system design is included in this proposal.

JCI Labor includes full project management and coordination with on-site staff and electrical contractor for scheduling.

JCI Labor includes a full 100% test of the existing system (pre-install test). This will ensure that if anything is not working properly, it has been identified upfront prior to any work being completed by JCI.

All installation and programming work is to be performed during normal hours of 7am to 4pm Monday through Friday, with the exception of company sponsored holidays. Customer to implement contingency plan to mitigate negative effects of system downtime as needed during installation process.

Exceptions and/or Clarifications:

-All associated electrical work to be performed IAW NEC 70 guidelines. JCI assumes no responsibility for project wiring performed by others.

-The equipment listed in this proposal is based solely on customer verbal request. No submittals/designs were created by customer or JCI for this project.

-Proposal assumes that existing enclosures can be reused. New enclosures to be added to existing enclosures at locations to be determined by installer/customer.

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-Customer to provide Electronic CAD floor plan files (if available) to JCI CJOC at no charge.

-Customer to provide rack and installation locations for included equipment as needed (can use existing).

-Any applicable existing wiring or equipment will be considered viable for reuse in this installation as needed. If, during the installation process, these items are identified as non-viable, replacement required will be proposed separately.

-Any existing equipment unrelated to direct replacement components listed in this scope of work is not included for troubleshooting or replacement by this proposal.

-After the project is awarded and the contract terms & conditions are agreed upon, as stated above, JCI will provide the engineering, design, and CAD for included systems, JCI CJOC to provide as-builts from CAD drawings upon completion of installation.

-Customer to provide access and escorts as needed during installation.

-Equipment lead times are variable per piece and per manufacturer. Customer to be kept apprised of current lead times after materials are ordered.

THIS PROPOSAL IS BASED UPON ONLY THOSE ITEMS DENOTED BY [X]:"

- Specification section: Design build
- Information from floor plans: Design build
- Up to and including addendum: N/A
- Customer provided bill of material
- Verbal request
- Value engineering
- Design Build

THIS QUOTATION INCLUDES ONLY THOSE ITEMS DENOTED BY "[X]":

- Equipment as listed
- Demolition of existing obsolete components
- ME State Sales Tax
- Freight (F.O.B. shipping point)
- Shop Drawings
- PE Sealed Drawings
- Panel terminations

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- Technical installation support including programming
- Permit
- Installation of listed devices.
- Payment/Performance Bonds
- 1 functional system certification test
- 1 AHJ test
- 1 10% Re-Test
- 1 Separate Elevator Test
- Operation and maintenance training performed with on-site staff
- Close out documentation
- Interface to non-SimplexGrinnell provided equipment i.e.: elevator
- One year standard warranty
- Monitoring

THIS QUOTATION DOES NOT INCLUDE THE FOLLOWING:

-Cutting, drilling, fire caulking outside normal electrical installation requirements. Painting & patching furnished by others (FBO).

-Permits (provided by Underwood Electric if required).

-Fire Watch

-Man Lift

-Troubleshooting of existing equipment

No asbestos abatement is identified, expected or included in this contract. All policies and procedures referenced in the specification will be followed as required.

No Lead paint abatement is identified, expected or included in this contract. All policies and procedures referenced in the specification will be followed as required.

ADDITIONAL NOTES:

If JCI Fire Protection is awarded this project we will need:

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Your P.O. or contract will need to reference this proposal # and amount. This proposal and its terms and condition shall take precedence. Your Purchase Order or contract is subject to review and must be mutually agreeable.

Quotation is valid for a period of 30 days ONLY unless modified in writing by Johnson Controls.

All work is to be performed during normal JCI hours of 7am to 4pm Monday through Friday with the exception of company sponsored holidays unless specifically noted otherwise.

We reserve the right to correct this quote for errors and omissions.

As stated above, JCI will perform the work pursuant to the attached Terms and Conditions. Should the parties fail to execute a mutually agreeable definitive agreement, all work performed by JCI on or related to the above captioned project (with the exception of any monitoring services anticipated, which will only be performed pursuant to the unaltered terms and conditions of JCI's standard Monitoring Agreement) will be performed pursuant to the attached Terms and Conditions.

Please indicate your approval of this quotation by signing the last page and returning to my attention as noted below.

John Linscott
Life Safety Systems Service Sales Representative
Cell: 207-838-8513
email: john.linscott@jci.com

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System

CJOC Estimate

QTY	MODEL NUMBER	DESCRIPTION
1	DPAC	CJOC Pricing per K Jones Quote

Installation Labor (Underwood Electric)

QTY	MODEL NUMBER	DESCRIPTION
	DPSUB	Installation Labor (Underwood Electric)

JCFP Technical/Project Management Labor

QTY	MODEL NUMBER	DESCRIPTION
	PM LAB	PROJECT/CONSTRUCTION MGMT
	TECH LAB	TECHNICAL LABOR

Total net selling price, FOB shipping point, \$253,802.00

Johnson Controls has not included an estimate for all state and local sales tax for this quote based on the understanding that a valid exemption and/or resale certificate is received by Johnson Controls from Purchaser. Otherwise, actual sales tax due will be calculated and billed. Any additional taxes, duties, tariffs or similar items imposed prior to shipment will be charged.

Payment Options:

Johnson Controls Capital Funding Solutions

Offering flexible solutions for your business needs! Allows for payment over time for products and installation costs with no down payment requirement. We offer a fast turnaround time with a simple web-based application and closing process.

For more information on JC Capital funding solutions, please forward this proposal along with any questions to your sales representative.



IMPORTANT NOTICE TO CUSTOMER

This Agreement is contingent on credit approval, which may be checked at JCI's discretion and requires final approval of a JCI authorized manager before any equipment/ services may be provided. Should credit and/or approval be declined, this Agreement will be terminated and JCI's only obligation to customer will be to notify Customer of such termination and refund any amounts paid in advance.

For Customers located in Canada, this Fire Domain Sale and Installation Agreement has been drawn up and executed in English at the request of and with the full concurrence of Customer. Ce contrat a été rédigé en anglais à la demande et avec l'assentiment du client.

CUSTOMER ACCEPTANCE:

In accepting this Agreement, Customer agrees to the terms and conditions contained herein including those on the following page(s) of this Proposal and any attachments or riders attached hereto that contain additional terms and conditions. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that Customer may issue. Any changes requested by Customer after the execution of this Agreement shall be paid for by the Customer and such changes shall be authorized by the parties in writing. **ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS CONTAINED IN THIS AGREEMENT.**

Customer agrees to pay Johnson Controls pursuant to the progress-based billing schedule of values set forth below. If the schedule of values includes an upfront deposit, it will be paid within 30 days of contract signing and Johnson Controls will not commence work until the upfront deposit is received. Customer agrees to pay for materials, goods, and equipment (ordered, delivered, or stored) pursuant to the schedule of values, prior to installation commencement. The remaining portion of the total price will be progress billed through completion of the work. Johnson Controls progress based billing can also include any services performed on-site or off-site. All invoices will be delivered via Email(), paid via Electronic Funds Transfer and are due Net 30 from the date of invoice. Electronic Funds Transfer details will be provided upon contract execution. The proposed total price is contingent upon Customer agreeing to these payment and invoicing terms.

Planned Monthly Progress Billing Schedule of Values

Item #	Description	%
1	Deposit	30%



This offer shall be void if not accepted in writing within thirty (30) days from the date first set forth above.

To ensure that JCI is compliant with your company's billing requirements, please provide the following information:

PO is required to facilitate billing: NO: This signed contract satisfies requirement
 YES: Please reference this PO Number: _____

Deposit Invoice accepted (___ %):
 No Yes



Project: Aroostook County Jail Electronic Infrastructure Full Upgrade -
CPQ-903852
Johnson Controls Reference: 650903852
Proposal #: 1
Date: 04/30/2025
Page: 9 of 19

<p>Offered By:</p> <p>Johnson Controls Fire Protection LP</p> <p>30 Thomas Drive</p> <p>Westbrook , ME 4092</p> <p>Telephone: (207) 838-8513</p> <p>Representative: <u>John P. Linscott</u></p> <p>Email: john.linscott@jci.com</p>	<p>Accepted By: (Customer)</p> <p>Company: _____</p> <p>Address: _____</p> <p>Signature: _____</p> <p>Title: _____</p> <p>Date: _____</p>
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TERMS AND CONDITIONS

(Rev. 12.12.24)

1. Deposit, Invoicing and Payments. Customer agrees to pay Company pursuant to the progress-based billing schedule of values set forth in Company's proposal. If the schedule of values includes an upfront deposit, it will be paid within 30 days of contract signing and Company will not commence work until the upfront deposit is received. Customer agrees to pay for materials, goods, and equipment (ordered, delivered, or stored) pursuant to the schedule of values, prior to installation commencement. The remaining portion of the total price will be progress billed through completion of the work. Company progress-based billing can also include any services performed on-site or off-site. Invoicing disputes must be identified in writing within 21 days of the invoice date. Payments of any disputed amounts are due and payable upon resolution. All invoices will be delivered via Email, paid via Electronic Funds Transfer and are due Net 30 days from the date of invoice. Electronic Funds Transfer details will be provided upon contract execution. The proposed total price is contingent on Customer agreeing to these payment and invoicing terms. In exchange for close-out documents to be provided by Company, Customer agrees to pay Company the remaining project balance when on-site labor is completed and prior to any final inspections. Customers without established satisfactory credit and Customers who fail to pay amounts when due may be required to make payments of cash in advance, upon delivery or as otherwise specified by Company. Company reserves the right to revoke or modify Customer's credit in its sole discretion. Customer acknowledges and agrees that timely payments of the full amounts listed on invoices is an essential term of this Agreement and that Customer's failure to make payment when due is a material breach of this Agreement. Customer further acknowledges that if there is any amount outstanding on an invoice, it is material to Company and will give Company, without prejudice to any other right or remedy, the right to, without notice: (i) suspend, discontinue or terminate performing any services and/or withhold further deliveries of equipment and other materials, terminate or suspend any unpaid software licenses, and/or suspend Company's obligations under or terminate this Agreement; (ii) charge Customer interest on the amounts unpaid at a rate equal to the lesser of one and one half (1.5) percent per month or the maximum rate permitted under applicable law, until payment is made in full; and (iii) pay all of JCI's costs of collection, including (1) actual out of pocket expenses and (2) charge Customer a collection fee of twenty-five percent (25%) of the past due amount if collected through a collection agency or attorney and thirty-five percent (35%) if litigation is commenced to collect such past due amount.

Company's election to continue providing future services does not, in any way diminish Company's right to terminate or suspend services or exercise any or all rights or remedies under this Agreement. Company shall not be liable for any damages, claims, expenses, or liabilities arising from or relating to suspension of services for non-payment. In the event that there are exigent circumstances requiring services or the Company otherwise performs services at the premises following suspension, those services shall be governed

by the terms of this Agreement unless a separate contract is executed. If Customer disputes any late payment notice or Company's efforts to collect payment, Customer shall immediately notify Company in writing and explain the basis of the dispute. Customer agrees to pay all of Company's reasonable collection costs, including legal fees and expenses.

2. Pricing. The pricing set forth in this Agreement is based on the number of devices to be installed and services to be performed as set forth in the Scope of Work ("Equipment" and "Services"). If the actual number of devices installed or services to be performed is greater than that set forth in the Scope of Work, the price will be increased accordingly. If this Agreement extends beyond one year, Company may increase prices upon notice to the Customer.

Prices in any quotation or proposal from Company are subject to change upon notice sent to Customer at any time before the quotation or proposal has been accepted. Prices do not include taxes, fees, duties, tariffs, false alarm assessments, permits and levies or other charges imposed and/or enacted by a government, however designated or imposed (collectively, "Taxes"). All Taxes are the responsibility of Customer, unless Customer presents an exemption certificate acceptable to Company and the applicable taxing authorities. If Company is required to pay any such Taxes or other charges, Customer shall reimburse Company on demand. If any such exemption certificate is invalid, then Customer will immediately pay Company the amount of the Taxes, plus penalties and interest. Prices in any quotation or proposal from Company are subject to change upon notice sent to Customer at any time before the quotation or proposal has been accepted. Prices may be adjusted by Company prior to shipment to take into account increases in the cost of raw materials, component parts, third party products or labor rates or taxes; Trade Restrictions (as defined below); government actions; or to cover any unforeseen or other extra cost elements. "Trade Restrictions" means any additional or new tariff/duty, quota, tariff-rate quota, or cost associated with the withdrawal of tariff/duty concessions pursuant to a trade agreement(s).

This Agreement is entered into with the understanding that the services to be provided by Company are not subject to any local, state, or federal prevailing wage statute. If it is later determined that local, state, or federal prevailing wage rates apply to the services to be provided by Company, Company reserves the right to issue a modification or change order to adjust the wage rates to the required prevailing wage rate. Customer agrees to pay for the applicable prevailing wage rates.

3. Alarm Monitoring Services. Any reference to alarm monitoring services in this Agreement is included for pricing purposes only. Alarm monitoring services are performed pursuant to the terms and conditions of Company's standard alarm monitoring services agreement.

4. Code Compliance. Company does not undertake an obligation to inspect for compliance with laws or regulations unless specifically stated in the Scope of Work. Customer acknowledges that the Authority Having Jurisdiction (e.g., Fire Marshal) may establish additional requirements for compliance with federal, state/ provincial, and local codes. Any additional services or



equipment required will be provided at an additional cost to Customer.

5. Limitation of Liability; Limitations of Remedy. It is understood and agreed by the Customer that Company is not an insurer and that insurance coverage shall be obtained by the Customer and that amounts payable to company hereunder are based upon the value of the services and the scope of liability set forth in this Agreement and are unrelated to the value of the Customer's property and the property of others located on the premises. Customer agrees to look exclusively to the Customer's insurer to recover for injuries or damage in the event of any loss or injury and that Customer releases and waives all right of recovery against Company arising by way of subrogation. Company makes no guaranty or Warranty, including any implied warranty of merchantability or fitness for a particular purpose that equipment or services supplied by Company will detect or avert occurrences or the consequences therefrom that the equipment or service was designed to detect or avert. It is impractical and extremely difficult to fix the actual damages, if any, which may proximately result from failure on the part of Company to perform any of its obligations under this Agreement. Accordingly, Customer agrees that, Company shall be exempt from liability for any loss, damage or injury arising directly or indirectly from occurrences, or the consequences therefrom, which the equipment or service was designed to detect or avert. Should Company be found liable for any loss, damage or injury arising from a failure of the equipment or service in any respect, Company's liability shall be limited to an amount equal to the Agreement price (as increased by the price for any additional work) or where the time and material payment term is selected, Customer's time and material payments to Company to be calculated with reference to payments made at the time the loss is sustained. Where this Agreement covers multiple sites, liability shall be limited to the amount of the payments allocable to the site where the incident occurred. Such sum shall be complete and exclusive. In no event shall Company be liable for any damage, loss, injury, or any other claim arising from any servicing, alterations, modifications, changes, or movements of the Covered System(s) or any of its component parts by Customer or any third party. To the maximum extent permitted by law, in no event shall Company and its affiliates and their respective personnel, suppliers and vendors be liable to Customer or any third party under any cause of action or theory of liability, even if advised of the possibility of such damages, for any (a) special, incidental, consequential, punitive or indirect damages of any kind; (b) loss of profits, revenues, data, customer opportunities, business, anticipated savings or goodwill; (c) business interruption; or (d) data loss or other losses arising from viruses, ransomware, cyber-attacks or failures or interruptions to network systems. The limitations of liability set forth in this Agreement shall inure to the benefit of all parents, subsidiaries and affiliates of Company, whether direct or indirect, Company's employees, agents, officers and directors.

6. Reciprocal Waiver of Claims (SAFETY Act).

Certain of Company's systems and services have received Certification and/or Designation as Qualified Anti-Terrorism Technologies ("QATT") under the Support Anti-terrorism by Fostering Effective Technologies Act of 2002, 6 U.S.C. §§ 441-444 (the "SAFETY Act"). As required under 6 C.F.R. 25.5 (e), to the maximum extent permitted by law, Company and Customer hereby agree to waive their right to make any claims against the other for any losses, including business interruption losses, sustained by either party or their respective employees, resulting from an activity resulting from an "Act of Terrorism" as defined in 6 C.F.R. 25.2, when QATT have been deployed in defense against, response to, or recovery from such Act of Terrorism.

7. General Provisions. Customer has selected the service level desired after considering and balancing various levels of protection afforded, and their related costs. All work to be performed by Company will be performed during normal working hours of normal working days (8:00 a.m. – 5:00 p.m., Monday through Friday, excluding Company holidays), as defined by Company, unless additional times are specifically described in this Agreement. Company will perform the services described in the Scope of Work section ("Services") for one or more system(s) or equipment as described in the Scope of Work section or the listed attachments ("Covered System(s)"). The Customer shall promptly notify Company of any malfunction in the Covered System(s) which comes to Customer's attention. This Agreement assumes the Covered System(s) are in operational and maintainable condition as of the Agreement date. If, upon initial inspection, Company determines that repairs are recommended, repair charges will be submitted for approval prior to any work. Should such repair work be declined Company shall be relieved from any and all liability arising therefrom. Unless otherwise specified in this Agreement, any inspection (and, if specified, testing) provided under this Agreement does not include any maintenance, repairs, alterations, replacement of parts, or any field adjustments whatsoever, nor does it include the correction of any deficiencies identified by Company to Customer. Company shall not be responsible for equipment failure occurring while Company is in the process of following its inspection techniques, where the failure also results from the age or obsolescence of the item or due to normal wear and tear. This Agreement does not cover systems, equipment, components or PARTS THAT are below grade, behind walls or other obstructions or exterior to the building, electrical wiring, and piping.

8. Customer Responsibilities. Customer shall furnish all necessary facilities for performance of its work by Company, adequate space for storage and handling of materials, light, water, heat, heat tracing, electrical service, local telephone, watchman, and crane and elevator service and necessary permits. Where wet pipe system is installed, Customer shall supply and maintain sufficient heat to prevent freezing of the system. Customer shall promptly notify Company of any malfunction in the Covered System(s) which comes to Customer's attention. This Agreement assumes any existing system(s) are in operational and maintainable condition as of the Agreement date. If, upon initial inspection, Company determines that repairs are

recommended, repair charges will be submitted for approval prior to any work. Should such repair work be declined Company shall be relieved from any and all liability arising therefrom. Customer shall further:

- supply required schematics and drawings unless they are to be supplied by Company in accordance with this Agreement;
- Provide a safe work environment, in the event of an emergency or Covered System(s) failure, take reasonable safety precautions to protect against personal injury, death, and property damage, continue such measures until the Covered System(s) are operational, and notify Company as soon as possible under the circumstances.
- Provide Company access to any system(s) to be serviced,
- Comply with all laws, codes, and regulations pertaining to the equipment and/or services provided under this Agreement.

Customer is solely responsible for the establishment, operation, maintenance, access, security and other aspects of its computer network ("Network") and shall supply Company secure Network access for providing its services. Products networked, connected to the internet, or otherwise connected to computers or other devices must be appropriately protected by Customer and/or end user against unauthorized access. Customer is responsible to take appropriate measures, including performing back-ups, to protect information, including without limit data, software, or files (collectively "Data") prior to receiving the service or products.

9. Excavation. In the event the Work includes excavation, Customer shall pay, as an extra to the contract price, the cost of any additional work performed by Company dues to water, quicksand, rock or other unforeseen condition or obstruction encountered or shoring required.

10. Structure and Site Conditions. While employees of Company will exercise reasonable care in this respect, Company shall be under not responsibility for loss or damage due to the character, condition or use of foundations, walls, or other structures not erected by Company or resulting from the excavation in proximity thereto, or for damage resulting from concealed piping, wiring, fixtures, or other equipment or condition of water pressure. All shoring or protection of foundation, walls or other structures subject to being disturbed by any excavation required hereunder shall be the responsibility of Customer. Customer shall have all things in readiness for installation including, without limitation, structure to support the sprinkler system and related equipment (including tanks), other materials, floor or suitable working base, connections and facilities for erection at the time the materials are delivered. In the event Customer fails to have all things in readiness at the time scheduled for receipt of materials, Customer shall reimburse Company for all expenses caused by such failure. Failure to make areas available to Company during performance in accordance with schedules that are the basis for Company's proposal shall be considered a failure to have things in readiness in accordance with the terms of this Agreement.

11. Confined Space. If access to confined space by Company is required for the performance of Services,

Services shall be scheduled and performed in accordance with Company's then-current hourly rate.

12. Hazardous Materials. Customer represents that, except to the extent that Company has been given written notice of the following hazards prior to the execution of this Agreement, to the best of Customer's knowledge there is no:

- Space in which work must be performed that, because of its construction, location, contents or work activity therein, accumulation of a hazardous gas, vapor, dust or fume or the creation of an oxygen-deficient atmosphere may occur,
- "permit confined space," as defined by OSHA for work performed by Company in the United States,
- risk of infectious disease,
- need for air monitoring, respiratory protection, or other medical risk,
- asbestos, asbestos-containing material, formaldehyde or other potentially toxic or otherwise hazardous material contained in or on the surface of the floors, walls, ceilings, insulation or other structural components of the area of any building where work is required to be performed under this Agreement.

All of the above are hereinafter referred to as "Hazardous Conditions". Company shall have the right to rely on the representations listed above. If hazardous conditions are encountered by Company during the course of Company's work, the discovery of such materials shall constitute an event beyond Company's control and Company shall have no obligation to further perform in the area where the hazardous conditions exist until the area has been made safe by Customer as certified in writing by an independent testing agency, and Customer shall pay disruption expenses and mobilization expenses as determined by Company. This Agreement does not provide for the cost of testing involving a discharge or release, capture, containment, transport, removal, or disposal (collectively, the "Discharge Services") of any hazardous waste materials, hazardous materials, or firefighting materials including without limitation firefighting foam encountered in and/or discharged from any of the Covered System(s) and/or during performance of the Services. Said materials shall at all times remain the responsibility and property of Customer. Customer shall be responsible for any Discharge Services associated with such materials, including all discharged firefighting foam in accordance with all applicable law. Company shall not be responsible for the testing, removal or disposal of such hazardous materials. Customer shall indemnify and hold Company harmless from and against any and all claims, demands and/or damages arising in whole or in part from the use of or any Discharge Services associated with any hazardous waste, hazardous materials, or firefighting materials including without limitation firefighting foam encountered or discharged from any of the Covered System(s) and/or during performance of the Services.

13. Occupational Health and Safety/OSHA Compliance. Customer shall indemnify and hold Company harmless from and against any and all claims, demands and/or damages arising in whole or in part from the enforcement of applicable laws regarding occupational health and safety for work performed in

Canada or the Occupational Safety Health Act for work performed by Company in the United States. (and any amendments or changes thereto) unless said claims, demands or damages are a direct result of causes within the exclusive control of Company.

14. Interferences. Customer shall be responsible to coordinate the work of other trades (including but not limited to ducting, piping, and electrical) and for and additional costs incurred by Company arising out of interferences to Company's work caused by other trades.

15. Modifications and Substitutions. Company reserves the right to modify materials, including substituting materials of later design, providing that such modifications or substitutions will not materially affect the performance of the Covered System(s).

16. Changes, Alterations, Additions. Changes, alterations and additions to the Scope of Work, plans, specifications or construction schedule shall be invalid unless approved in writing by Company. Should changes be approved by Company, that increase or decrease the cost of the work to Company, the parties shall agree, in writing, to the change in price prior to performance of any work. However, if no agreement is reached prior to the time for performance of said work, and Company elects to perform said work so as to avoid delays, then Company's estimate as to the value of said work shall be deemed accepted by Customer. In addition, Customer shall pay for all extra work requested by Customer or made necessary because of incompleteness or inaccuracy of plans or other information submitted by Customer with respect to the location, type of occupancy, or other details of the work to be performed. In the event the layout of Customer's facilities has been altered, or is altered by Customer prior to the completion of the Work, Customer shall advise Company, and prices, delivery and completion dates shall be changed by Company as may be required.

17. Commodities Availability. Company shall not be responsible for failure to provide services, deliver products, or otherwise perform work required by this Agreement due to lack of available steel products or products made from plastics or other commodities. In the event Company is unable, after reasonable commercial efforts, to acquire and provide steel products, or products made from plastics or other commodities, if required to perform work required by this Agreement, Customer hereby agrees that Company may terminate the Agreement, or the relevant portion of the Agreement, at no additional cost and without penalty. Customer agrees to pay Company in full for all work performed up to the time of any such termination.

18. Project Claims. Any claim of failure to perform against Company arising hereunder shall be deemed waived unless received by Company, in writing specifically setting forth the basis for such claim, within ten (10) days after such claims arises.

19. Back charges. No charges shall be levied against Company unless seventy-two (72) hours prior written notice is given to Company to correct any alleged deficiencies which are alleged to necessitate such charges and unless such alleged deficiencies are solely and directly caused by Company.

20. System Equipment. The purchase of equipment or peripheral devices (including but not limited to smoke detectors, passive infrared detectors, card readers, sprinkler system components, extinguishers and hoses) from Company shall be subject to the terms and conditions of this Agreement. If, in Company's sole judgment, any peripheral device or other system equipment, which is attached to the Covered System(s), whether provided by Company or a third party, interferes with the proper operation of the Covered System(s), Customer shall remove or replace such device or equipment promptly upon notice from Company. Failure of Customer to remove or replace the device shall constitute a material breach of this Agreement. If Customer adds any third party device or equipment to the Covered System(s), Company shall not be responsible for any damage to or failure of the Covered System(s) caused in whole or in part by such device or equipment.

21. Reports. Where inspection and/or test services are selected, such inspection and/or test shall be completed on Company's then current Report form, which shall be given to Customer, and, where applicable, Company may submit a copy thereof to the local authority having jurisdiction. The Report and recommendations by Company are only advisory in nature and are intended to assist Customer in reducing the risk of loss to property by indicating obvious defects or impairments noted to the system and equipment inspected and/or tested. They are not intended to imply that no other defects or hazards exist or that all aspects of the Covered System(s), equipment, and components are under control at the time of inspection. Final responsibility for the condition and operation of the Covered System(s) and equipment and components lies with Customer.

22. Limited Warranty. Subject to the limitations below, Company warrants any equipment (as distinguished from the Software) installed pursuant to this Agreement to be free from defects in material and workmanship under normal use for a period of one (1) year from the date of first beneficial use or all or any part of the Covered System(s) or 18 months after Equipment shipments, whichever is earlier, provided however, that Company's sole liability, and Customer's sole remedy, under this limited warranty shall be limited to the repair or replacement of the Equipment or any part thereof, which Company determines is defective, at Company's sole option and subject to the availability of service personnel and parts, as determined by Company. Company warrants expendable items, including, but not limited to, video and print heads, television camera tubes, video monitor displays tubes, batteries and certain other products in accordance with the applicable manufacturer's warranty. Company does not warrant devices designed to fail in protecting the System, such as, but not limited to, fuses and circuit breakers. Company warrants that any Company software described in this Agreement, as well as software contained in or sold as part of any Equipment described in this Agreement, will reasonably conform to its published specifications in effect at the time of delivery and for ninety (90) days after delivery. However, Customer agrees and acknowledges that the software may have inherent defects because of its complexity. Company's sole obligation with respect to software, and



Customer's sole remedy, shall be to make available published modifications, designed to correct inherent defects, which become available during the warranty period. If Repair Services are included in this Agreement, Company warrants that its workmanship and material for repairs made pursuant to this Agreement will be free from defects for a period of ninety (90) days from the date of furnishing.

EXCEPT AS EXPRESSLY SET FORTH HEREIN, COMPANY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO THE SERVICES PERFORMED OR THE PRODUCTS, SYSTEMS OR EQUIPMENT, IF ANY, SUPPORTED HEREUNDER.

Warranty service will be performed during Company's normal working hours. If Customer requests warranty service at other than normal working hours, service will be performed at Company's then current rates for after hours services. All repairs or adjustments that are or may become necessary shall be performed by and authorized representative of Company. Any repairs, adjustments or interconnections performed by Customer or any third party shall void all warranties. Company makes no and specifically disclaims all representations or warranties that the services, products, software or third party product or software will be secure from cyber threats, hacking or other similar malicious activity, or will detect the presence of, or eliminate, treat, or mitigate the spread transmission, or outbreak of any pathogen, disease, virus or other contagion, including but not limited to COVID-19. Unless agreed to in writing by the parties, any technical support, assistance, or advice ("Technical Support") provided by Company, such as suggestions as to design use and suitability of the products for the customer's application, is provided in good faith, but Customer acknowledges and agrees that Company is not the designer, engineer, or installer of record. Any Technical Support is provided for informational purposes only and shall not be construed as a representation or warranty, express or implied, concerning the proper selection, use, and/or application of products. Customer assumes exclusive responsibility for determining if the equipment and products supplied by Company are suitable for its intended application and all risk and liability, whether based in contract, tort or otherwise, in connection with its application and use of the products.

23 . Indemnity. Customer agrees to indemnify, hold harmless and defend Company against any and all losses, damages, costs, including expert fees and costs, and expenses including reasonable defense costs, arising from any and all third party claims for personal injury, death, property damage or economic loss, including specifically any damages resulting from the exposure of workers to Hazardous Conditions whether or not Customer pre-notifies Company of the existence of said hazardous conditions, arising in any way from any act or omission of Customer or Company relating in any way to this Agreement, including but not limited to the Services under this Agreement, whether such claims are based upon contract, warranty, tort (including but not limited to active or passive negligence), strict liability or

otherwise. Company reserves the right to select counsel to represent it in any such action.

24. Insurance. Customer shall name Company, its officers, employees, agents, subcontractors, suppliers, and representatives as additional insureds on Customer's general liability and auto liability policies.

25. Termination. Any termination under the terms of this Agreement shall be made in writing. In the event Customer terminates this Agreement prior to completion for any reason not arising solely from Company's performance or failure to perform, Customer understands and agrees that Company will incur costs of administration and preparation that are difficult to estimate or determine. Accordingly, should Customer terminate this Agreement as described above, Customer agrees to pay all charges incurred for products and equipment installed and services performed, and in addition pay an amount equal to twenty (20%) percent of the price of products and equipment not yet delivered and Services not yet performed, return all products and equipment delivered and pay a restocking fee of twenty (20%) percent the price of products or equipment returned. Company may terminate this Agreement immediately at its sole discretion upon the occurrence of any Event of Default as hereinafter defined.

If Company's performance of its obligations becomes impracticable due to obsolescence or unavailability of systems, equipment, or products (including component parts and/or materials) or because the Company or its supplier(s) has discontinued the manufacture or the sale of the equipment and/or products or is no longer in the business of providing the Services, Company may terminate this Agreement, or the affected portions, at its sole discretion upon notice to Customer. Company may terminate this Agreement, or the affected portions, at its sole discretion upon notice to the Customer if Company's performance of its obligations are prohibited because of changes in applicable laws, regulations or codes.

26. Default. An Event of Default shall be (a) failure of Customer to pay any amount when due and payable, (b) abuse of the System or the Equipment, (c) dissolution, termination, discontinuance, insolvency or business failure of Customer. Upon the occurrence of an Event of Default, Company may pursue one or more of the following remedies: (i) discontinue furnishing Services and delivering Equipment, (ii) by written notice to Customer declare the balance of unpaid amounts due and to become due under this Agreement to be immediately due and payable; (iii) receive immediate possession of any Equipment for which Customer has not paid; (iv) proceed at law or equity to enforce performance by Customer or recover damages for breach of this Agreement, and (v) recover all costs and expenses, including without limitation reasonable attorneys' fees, in connection with enforcing or attempting to enforce this Agreement.

27. Exclusions. Unless expressly included in the Scope of Work, this Agreement expressly excludes, without limitation, testing inspection and repair of duct detectors, beam detectors, and UV/IR equipment; provision of fire watches; clearing of ice blockage; draining of improperly pitched piping; replacement of batteries; recharging of chemical suppression systems; reloading of, upgrading, and maintaining computer software; system upgrades and the replacement of obsolete systems, equipment,

components or parts; making repairs or replacements necessitated by reason of negligence or misuse of components or equipment or changes to Customer's premises, vandalism, corrosion (including but not limited to micro-bacterially induced corrosion ("MIC")), power failure, current fluctuation, failure due to non-Company installation, lightning, electrical storm, or other severe weather, water, accident, fire, acts of God or any other cause external to the Covered System(s). Repair Services provided pursuant to this Agreement do not cover and specifically excludes system upgrades and the replacement of obsolete systems, equipment, components or parts. All such services may be provided by Company at Company's sole discretion at an additional charge. If Emergency Services are expressly included in the scope of work section, the Agreement price does not include travel expenses.

28. No Option to Solicit. Customer shall not, directly or indirectly, on its own behalf or on behalf of any other person, business, corporation or entity, solicit or employ any Company employee, or induce any Company employee to leave his or her employment, for a period of two years after termination of this Agreement.

29. Force Majeure; Delays. Company shall not be liable, nor in breach or default of its obligations under this Agreement, for delays, interruption, failure to render services, or any other failure by Company to perform an obligation under this Agreement, where such delay, interruption or failure is caused, in whole or in part, directly or indirectly, by a Force Majeure Event. A "Force Majeure Event" is a condition or event that is beyond the reasonable control of Company, whether foreseeable or unforeseeable, including, without limitation, acts of God, severe weather (including but not limited to hurricanes, tornados, severe snowstorms or severe rainstorms), wildfires, floods, earthquakes, seismic disturbances, or other natural disasters, acts or omissions of any governmental authority (including change of any applicable law or regulation), epidemics, pandemics, disease, viruses, quarantines, or other public health risks and/or responses thereto, condemnation, strikes, lock-outs, labor disputes, an increase of 5% or more in tariffs or other excise taxes for materials to be used on the project, fires, explosions or other casualties, thefts, vandalism, civil disturbances, insurrection, mob violence, riots, war or other armed conflict (or the serious threat of same), acts of terrorism, electrical power outages, interruptions or degradations in telecommunications, computer, network, or electronic communications systems, data breach, cyber-attacks, ransomware, unavailability or shortage of parts, materials, supplies, or transportation, or any other cause or casualty beyond the reasonable control of Company. If Company's performance of the work is delayed, impacted, or prevented by a Force Majeure Event or its continued effects, Company shall be excused from performance under the Agreement. Without limiting the generality of the foregoing, if Company is delayed in achieving one or more of the scheduled milestones set forth in the Agreement due to a Force Majeure Event, Company will be entitled to extend the relevant completion date by the amount of time that Company was delayed as a result of the Force Majeure Event, plus such additional time as may be reasonably necessary to overcome the effect of the delay. To the extent that the Force Majeure Event directly or indirectly

increases Company's cost to perform the services, Customer is obligated to reimburse Company for such increased costs, including, without limitation, costs incurred by Company for additional labor, inventory storage, expedited shipping fees, trailer and equipment rental fees, subcontractor fees, compliance with vaccination requirements, or other costs and expenses incurred by Company in connection with the Force Majeure Event.

30. One-Year Claims Limitation; Forum; Choice of Law. Company shall have the sole and exclusive right to determine whether any dispute, controversy or claim arising out of or relating to the Agreement, or the breach thereof, shall be submitted to a court of law or arbitrated. For Customers located in the United States, the laws of Delaware shall govern the validity, enforceability, and interpretation of this Agreement, without regard to conflicts of law principles thereof, and the exclusive venue for any such litigation or arbitration shall be in Milwaukee, Wisconsin. For customers located in Canada, this agreement shall be governed by and be construed in accordance with the laws of Ontario, without regard to conflicts of law principles thereof, and the exclusive venue for any such litigation or arbitration shall be in Ontario, Canada. The parties waive any objection to the exclusive jurisdiction of the specified forums, including any objection based on forum non conveniens. In the event the matter is submitted to a court, Company and Customer hereby agree to waive their right to trial by jury. In the event the matter is submitted to arbitration by Company, the costs of arbitration shall be borne equally by the parties, and the arbitrator's award may be confirmed and reduced to judgment in any court of competent jurisdiction. Except as provided below, no claim or cause of action, whether known or unknown, shall be brought by either party against the other more than one year after the claim first arose. Claims not subject to the one-year limitation include claims for unpaid: (1) contract amounts, (2) change order amounts (approved or requested) and (3) delays and/or work inefficiencies. Customer will pay all of Company's reasonable collection costs (including legal fees and expenses).

31. Assignment. This Agreement is not assignable by the Customer except upon written consent of Company first being obtained. Company shall have the right to assign this Agreement, in whole or in part, or to subcontract any of its obligations under this Agreement without notice to Customer.

32. Entire Agreement. The parties intend this Agreement, together with any attachments or Riders (collectively the "Agreement") to be the final, complete and exclusive expression of their Agreement and the terms and conditions thereof. This Agreement supersedes all prior representations, understandings or agreements between the parties, written or oral, and shall constitute the sole terms and conditions of sale for all equipment and services. No waiver, change, or modification of any terms or conditions of this Agreement shall be binding on Company unless made in writing and signed by an Authorized Representative of Company.

33. Severability. If any provision of this Agreement is held by any court or other competent authority to be void or unenforceable in whole or in part, this



Agreement will continue to be valid as to the other provisions and the remainder of the affected provision.

34. Legal Fees. Company shall be entitled to recover from the customer all reasonable legal fees incurred in connection with Company enforcing the terms and conditions of this Agreement.

35. Software and Digital Services.

Digital Enabled Services. Data. If Company provides Digital Enabled Services under this Agreement, these Digital Enabled Services require the collection, transfer and ingestion of building, equipment, system time series, and other data to Company's cloud-hosted software applications. Customer consents to and grants Company the right to collect, transfer, ingest and use such data to enable Company and its affiliates and agents to provide, maintain, protect, develop and improve the Digital Enabled Services and Company products and services. Customer acknowledges that, while Digital Enabled Services generally improve equipment performance and services, Digital Enabled Services do not prevent all potential malfunction, insure against all loss, or guarantee a certain level of performance. Customer shall be solely responsible for the establishment, operation, maintenance, access, security and other aspects of its computer network ("Network"), shall appropriately protect hardware and products connected to the Network and will supply Company secure Network access for providing its Digital Enabled Services. As used herein, "Digital Enabled Services" mean services provided hereunder that employ Company software and related equipment installed at Customer facilities and Company cloud-hosted software offerings and tools to improve, develop, and enable such services. Digital Enabled Service may include, but are not limited to, (a) remote servicing and inspection, (b) advanced equipment fault detection and diagnostics, and (c) data dashboarding and health reporting. If Customer accesses and uses Software that is used to provide the Digital Enabled Services, the Software Terms (defined below) will govern such access and use.

Digital Solutions. Use, implementation, and deployment of the software and hosted software products ("Software") offered under these terms shall be subject to, and governed by, Company's standard terms for such Software and Software related professional services in effect from time to time at www.johnsoncontrols.com/techterms (collectively, the "Software Terms"). Specifically, the Company General EULA set forth at www.johnsoncontrols.com/buildings/legal/digital/general_eula governs access to and use of software installed on Customer's premises or systems and the Company Terms of Service set forth at www.johnsoncontrols.com/buildings/legal/digital/general_tos govern access to and use of hosted software products. The applicable Software Terms are incorporated herein by this reference. Other than the right to use the Software as set forth in the Software Terms, Company and its licensors reserve all right, title, and interest (including all intellectual property rights) in and to the Software and improvements to the Software. The Software that is licensed hereunder is licensed subject to the Software Terms and not sold. If there is a conflict between the other terms herein and the Software Terms, the Software Terms shall take precedence and govern

with respect to rights and responsibilities relating to the Software, its implementation and deployment and any improvements thereto.

Notwithstanding any other provisions of this Agreement and unless otherwise agreed to by the parties in writing, the following terms apply to Software that is provided to Customer on a subscription basis (i.e., a time limited license or use right), (each a "Software Subscription"): Each Software Subscription provided hereunder will commence on the date the initial credentials for the Software are made available (the "Subscription Start Date") and will continue in effect until the expiration of the subscription term noted herein. At the expiration of the Software Subscription, such Software Subscription will automatically renew for consecutive one (1) year terms (each a "Renewal Subscription Term"), unless either party provides the other party with a notice of non-renewal at least ninety (90) days prior to the expiration of the then-current term. To the extent permitted by applicable law, Software Subscriptions purchases are non-cancelable and the sums paid nonrefundable. Fees for Software Subscriptions shall be paid annually in advance, invoiced on the Subscription Start Date and each subsequent anniversary thereof. Unless otherwise agreed by the parties in writing, the subscription fee for each Renewal Subscription Term will be priced at Company's then-applicable list price for that Software offering. Any use of Software that exceeds the scope, metrics or volume set forth in this Agreement will be subject to additional fees based on the date such excess use began.

36. Electronic Media. Electronic Media. Either party may scan, fax, email, image, or otherwise convert this Agreement into an electronic format of any type or form, now known or developed in the future. Any unaltered or unadulterated copy of this Agreement produced from such an electronic format will be legally binding upon the parties and equivalent to the original for all purposes, including litigation. Company may rely upon Customer's assent to the terms and conditions of this Agreement, if Customer has signed this Agreement or demonstrated its intent to be bound whether by electronic signature or otherwise.

37. Lien Legislation. Notwithstanding anything to the contrary contained herein, the terms of this Agreement shall be subject to the lien legislation applicable to the location where the work will be performed, and, in the event of conflict, the applicable lien legislation shall prevail.

38. Privacy. Company as Processor : Where Company factually acts as Processor of Personal Data on behalf of Customer (as such terms are defined in the DPA) the terms at www.johnsoncontrols.com/dpa ("DPA") shall apply. **Company as Controller :** Company will collect, process and transfer certain personal data of Customer and its personnel related to the business relationship between it and Customer (for example names, email addresses, telephone numbers) as controller and in accordance with Company's Privacy Notice at <https://www.johnsoncontrols.com/privacy>. Customer acknowledges Company's Privacy Notice and strictly to the extent consent is mandatorily required under applicable law, Customer consents to such collection, processing and transfer. To the extent consent to such collection, processing and transfer by Company is mandatorily required from Customer's



personnel under applicable law, Customer warrants and represents that it has obtained such consent.

39. FAR. Company supplies "commercial items" within the meaning of the Federal Acquisition Regulations (FAR), 48 CFR Parts 1-53. As to any customer order for a U.S. Government contract, Company will comply only with those mandatory flow-downs for commercial item and commercial services subcontracts listed either at FAR 52.244-6, or 52.212-5(e)(1), as applicable.

40. LICENSE INFORMATION (US SECURITY SYSTEM CUSTOMERS): AL Alabama Electronic Security Board of Licensure 7956 Vaughn Road, Pmb 392, Montgomery, Alabama 36116 (334) 264-9388: AR Regulated by: Arkansas Board of Private Investigators And Private Security Agencies, #1 State Police Plaza Drive, Little Rock 72209 (501) 618-8600: CA Alarm company operators are licensed and regulated by the Bureau of Security and Investigative Services, Department of Consumer Affairs, Sacramento, CA, 95814. Upon completion of the installation of the alarm system, the alarm company shall thoroughly instruct the purchaser in the proper use of the alarm system. Failure by the licensee, without legal excuse, to substantially commence work within 20 days from the approximate date specified in the agreement when the work will begin is a violation of the Alarm Company Act: NY Licensed by N.Y.S. Department of the State: TX Texas Commission on Private Security, 5805 N. Lamar Blvd., Austin, 78752-4422, 512-424-7710. License numbers available at www.johnsoncontrols.com or contact your local Johnson Controls office.

IMPORTANT NOTICE TO CUSTOMER

This Agreement is contingent on credit approval, which may be checked at JCI's discretion and requires final approval of a JCI authorized manager before any equipment/services may be provided. Should credit and/or approval be declined, this Agreement will be terminated and JCI's only obligation to customer will be to notify Customer of such termination and refund any amounts paid in advance. In accepting this Proposal, Customer agrees to the terms and conditions contained herein and any attachments or riders attached hereto that contain additional terms and conditions. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that the Customer may issue. Any changes in the system requested by the Customer after the execution of this Agreement shall be paid for by Customer and such changes shall be authorized in writing. **ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS ON THE PRECEDING PAGES.** This proposal shall be void if not accepted in writing within 30 days from the date of the Proposal.

For Customers located in Canada, this Fire Domain Sale and Installation Agreement has been drawn up and executed in English at the request of and with the full concurrence of Customer. Ce contrat a été rédigé en anglais à la demande et avec l'assentiment du client.

JC Capital Loans

Get the latest technology with affordable monthly payments

Classic funding for Johnson Controls customers make it easier to afford up-to-date technology.



Increase purchasing power with flexible funding options



Gain efficiencies and enhance sustainability



Redirect your capital budget into the core business



Options for projects of all sizes

JC Capital funding is traditionally structured. You buy the asset and pay over time.

- Loan covers products and installation
- Optional deferral period with \$99 monthly payments before full payments commence
- Typical payment terms of 3-5 years
- No further obligation after final payment
- No prepayment penalty

Equipment funding is available for Johnson Controls HVAC, security, fire and life safety solutions. There's no maximum amount.

Easier than working with a bank

Our turnkey process is smart and streamlined, with quick turnaround.

- No down payment
- Short web-based application
- Competitive rates

You enjoy single-source convenience for purchase, installation and funding—all from Johnson Controls.

Access to the latest technology

Gain the efficiencies of the latest equipment and technology, including our powerful OpenBlue digital solutions, to support business and sustainability goals.

- Upgrade building systems to enhance occupant health and safety
- Increase your team's efficiency and productivity
- Break the deferred maintenance cycle
- Better manage operating costs

Partner with a leader

JC Capital has funded more than \$4B in the last 10 years. Our consultative approach blends financial expertise with a clear understanding of your building and your business. Talk with us today about your needs and goals.

Contact JC Capital for more information:

JCCapitalNA@jcl.com

The power behind your mission



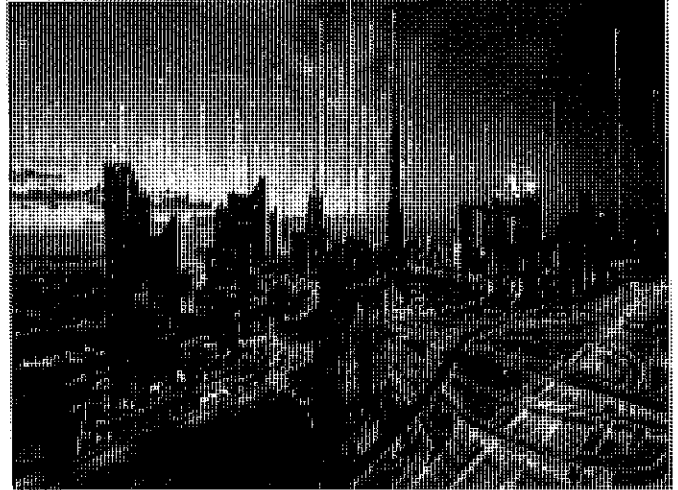
JC Capital Loan Payment Plans

Monthly Payment Estimate for County of Aroostook

With financing provided by Johnson Controls, you can preserve valuable cash AND obtain industry-leading equipment from Johnson Controls. It's a win-win solution! All Johnson Controls products are eligible for the program. In addition, the total project can be funded, including all materials, warranty, taxes and labor.

Benefits of Payment Plans Offered Through Johnson Controls

- Customer owns the equipment
- Covers full install including equipment, labor, materials, and all applicable taxes
- No down payment requirement
- No prepayment penalty
- Optional deferral period- \$ 99.00 USD per month
- Automated bank transfer for easy payment processing



Monthly payments based on:

JCI Sales Amount
\$ 253,802.00 USD

Monthly Payment Options			
Term:	36 months	48 months	60 months
Payment:	\$ 8,143.68 USD	\$ 6,332.96 USD	\$ 5,250.67 USD

All terms subject to change based on credit review. Payment estimate does not represent an offer to finance. There is a \$ 99.00 USD closing fee once a finance contract has been signed and completed. All payments are subject to applicable taxes.

Click [HERE](#) to fill out the JC Capital credit application to move forward with financing.

CONTACT US

Contact your Johnson Controls
Sales Representative for more
information:

John Linscott
1-207-838-8513
john.linscott@jci.com





Aroostook County
Sheriff's Office

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

Patrol

Transportation

Corrections

Civil Process

Memorandum

To: Peter A. Johnson, Sheriff
From: Commander Craig L. Clossey,
cc:
Date: October 29, 2024
Re: New Full-Time Officer(s)

Sheriff,

Two people have applied for the open full-time positions. Samatha Sakcriska of Caribou and Hunter Tabb-Muncey have passed all applicable testing and background checks.

I recommend hiring Ms. Sakcriska with a start date of May 12, 2025, at 0800.

Due to his military obligation, I recommend that Mr. Tabb Muncey be hired with a start date of May 27, 2025, at 0800.

Thanks in advance for your consideration.

Cmdr.

FAITHFULLY SERVING OUR NEIGHBORS SINCE 1839

Samantha Sakcriska

Professional Summary

Accomplished educator with four years of experience in teaching and marketing roles. Proven track record in classroom instruction, student evaluation, and marketing initiatives. Skilled in illustration, digital art, and customer service. Seeking a role that leverages my teaching and computer program expertise to drive educational success.

Authorized to work in the US for any employer

Work Experience

Career Transitions Readiness instructor

Loring Job Corps Center-Limestone, ME
September 2023 to Present

- o Follows all integrity guidelines and procedures and ensures no manipulation of student data.
- o Conducts effective classroom instruction and evaluates student performance.
- o Ensures Center meets or exceeds DOL/Company performance goals.
- o Provides remedial support and guidance for students to successfully complete the CPP requirements.
- o Evaluates and assesses students readiness to transition to CDP.

Author & Illustrator

Samantha Lee Fine Art-Calera, OK
March 2019 to Present

- write children's books
- illustrate children's books digitally and with painting processes
- illustrate other authors books
- create paintings and prints
- promotion and marketing
- sales and service

Pre-K Teacher

The Creative Learning Center-Starkville, MS
June 2022 to February 2023

- Monitored children's social activities.
- Taught children letters, numbers, and about various subjects.
- Provided quality care and classroom management.
- Created and implemented art activities.

- Provided a positive and caring environment.

3 yr old Kindergarten teacher

Morrison Heights Child Development Center-Clinton, MS

June 2021 to May 2022

- Monitored children's social activities.
- Taught children letters, numbers, and about various subjects.
- Provided quality care and classroom management.
- Created and implemented art activities.
- Provided a positive and caring environment.

Player Development Marketing Representative

Choctaw Casino and Resort-Durant, OK

September 2018 to March 2019

- signed up new members
- aided in promotions
- provided customer service to existing members
- informed Player's Club members of benefits, contests, and promotions
- provided support services

Soft Count Clerk

Choctaw Casino & Resort-Durant, OK

March 2018 to July 2018

Customer Service Department, and Home design center

Sutherland's Lumber Co-Pearl, MS

March 2014 to April 2018

- created tags and promotional designs
- made furniture sales
- ordered new furniture
- returns
- service rebates
- ran cash register
- created displays

Cashier/ Waitress

Los Molcajetes Mexican Restaurant-Flora, MS

September 2009 to December 2013

- Greeted patrons, correctly received meal orders
- Efficiently operated the cash register

Intern

Prime Time Graphics-Sherman, TX

June 2008 to August 2008

- Designed posters, banners, logos, and print materials.
- Made phone calls and sent e-mails regarding bill methods

Resident Assistant

Delta State Housing
2007 to 2008

- Checked students in and out of residence
- Maintained an orderly residence hall
- Effectively implemented safety drills

Residence Hall Hostess

Holmes Community College-Goodman, MS
2003 to 2006

- Organized mail for the residence hall
- Answered phones and provided messages to residents
- Actively maintained a orderly environment

Education

Master of Arts in Two Dimensional Art

Mississippi College - Clinton, MS
[REDACTED]

Bachelor of Fine Arts in Fine Arts

Delta State University - Cleveland, MS
[REDACTED]

Associate Degree in Visual Arts

Holmes Community College - Goodman, MS
[REDACTED]

Skills

- Excel (Less than 1 year)
- Adobe Illustrator (10+ years)
- Illustrator (10+ years)
- ILLUSTRATION (10+ years)
- Adobe Photoshop (Less than 1 year)

Links

<http://thesamanthalee.com>

Publications

My First Choctaw Animal Book

<https://www.amazon.com/dp/B083XTG62Z>

January 2020

My First Choctaw Animal Book introduces children to the Choctaw language. It is written in Choctaw and English. Children will learn one word per page. This accomplishment builds confidence and motivates them to continue learning the Choctaw language.

The Witch of Yazoo

<https://www.amazon.com/dp/1655591126>

January 2020

In Yazoo City, Mississippi, The Witch of Yazoo, is a legend that has been passed down from generation to generation. It is a mysterious tale of a lady that lived in a cypress stump on the edge of the Yazoo River. Accused of capturing fishermen, and later, of being a witch, she reportedly left a curse upon the city. Find out what that dreaded curse was.

Tales of a Chahta Girl: Growing Up in Indian Territory

<https://www.amazon.com/dp/1670460819>

December 2019

Tales of a Chahta Girl: Growing Up in Indian Territory is based on the true memories of a little girl named Annie that grew up in the late 1800's in Indian Territory. The west was still wild and the territory was young. It was not an easy place to grow up in. Her tales are that of sickness, war, and the cultural events that surrounded her. Based on actual events.

Lucky the Cat

<https://www.amazon.com/dp/1984055828>

February 2018

A childrens book about a cat that survives incredible odds. Based on a true story.

Additional Information

Computer Proficiencies:

Adobe Illustrator, Adobe Photoshop, In Design, Microsoft Word, Excel, Publisher, & Powerpoint

Artist Website: TheSamanthaLee.com

Hunter C. Tabb-Muncey



Skill

- Attention to Detail
- Adaptable
- Diagnose Technical Issues
- Problem Solving
- Trainable / Fast learner
- Can Train Others
- Critical Thinking
- Leadership Skills
- Conflict Resolution
- Punctual
- Communication

Experience

Diesel mechanic, Calibration Coordinator - US Army Reserves

Aug 2019 - PRESENT

- Maintained basic maintenance on a large fleet of military vehicles and trailers.
- Logged over three thousand Class B miles.

- Achieved the rank of Specialist early in military career.
- Spent time active-duty in Europe to conduct linehaul mission maintenance.
- Calibration updates on diagnostic tools and equipment.
- Operated through heavy stress and unfavorable environments.
- Held accountability for the wellbeing of myself and teammates

NEMT Driver, Trainer, Field Agent - L&L Transportation LLC

Mar 2023 - PRESENT

- Time management performance to adhere to Modivcare's policies for 1.5 years.
- Maintained basic maintenance on privately owned sedans and vans.
- Remaining patient during times of crisis or medical emergencies and responding accordingly.
- PASS training for NEMT driving to ensure knowledge on HIPPA laws and clientele comfort.
- Train and inspect newly hired and long-term employees to uphold company standards.
- Responsible for passing or failing other employees during performance inspections.
- Held a management position through L&L's Taxi service.
- Handled a 24 hour phone line for customer service.

Team Lead at Tractor Supply Co.

- Opening/closing of the store
- Arming/disarming security alarms
- Handling customer concerns accordingly
- Signage management
- Organizing inventory
- Operating forklift
- Dispensing propane

Education

- High School Diploma (Hodgdon Middle-High School)
- ASE Student Qualification

- OSHA 10
- Refrigerant Recovery/Recycle Qualification

Awards, Honors, and Achievements

- Army CoA (Certificate of Achievement)
- AAM (Army Achievement Medal)
- Presidential Recognition Award from elementary school

References:



County of Aroostook

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: April 23, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Fire Protection Molunkus - Medway

Attached is a copy of the proposed Fire Service Contract between the County of Aroostook (Molunkus Twp) and the town of Medway. This contract is for the town of Medway to provide fire protection services to Molunkus Twp.

This agreement is for a three-year term from July 1, 2025 through June 30, 2028.

The cost are:

July 01, 2025 to June 30, 2026 - \$5,964.84

July 01, 2026 to June 30, 2027 - \$6,442.03

July 01, 2027 to June 30, 2028 - \$6,957.39

These proposed cost represent an 8% increase per year set by Medway

Based on the above information, it is my recommendation that the contract is presented to the County Commissioners for approval.

FIRE PROTECTION INTERLOCAL COOPERATION

TOWNSHIP

TAR5 (Molunkus)

The Aroostook County Administrator acting in his capacity as Municipal Official for **Township A Range 5 (Molunkus)**, hereinafter referred to as the "County", enters into an agreement with the **Municipality of Medway** in accordance with the vote of said Municipal Officials at a regular meeting held on April 14th, 2025, hereinafter referred to as the "Municipality" for fire protection to the residents of the above Townships, hereinafter described and designated under the following terms and pursuant to 30-A M.R.S.A., Section 2203.

1. The Municipality agrees to provide auxiliary or supplemental fire protection to the residents of the Unorganized Territory of **TAR5 (Molunkus)**.
2. When a call for aid or assistance from any person in the Unorganized Territory of **TAR5 (Molunkus)** is received at the Municipal Fire Station, the following procedures will be followed:
 - A. When the Municipal Fire Department is not preparing to attend or attending a fire or engaged in rescue or life-saving, the dispatcher shall immediately notify his superior and dispatch such force to respond to such call as he may deem necessary and proper under the circumstances, but in no case leaving the Municipality without any fire protection.
 - B. When the Municipal Fire Department is preparing to attend or attending a fire or engaged in rescue or life-saving, the dispatcher shall immediately notify the available ranking officer who shall decide what force, if any, can be sent to answer such call and shall issue his orders accordingly. The dispatcher answering the call for aid shall then inform any County Officers of the action taken.
3. A force sent to aid and assist shall at all times be directly under the order and control of the Municipal Fire Department officers in charge of the forces; however, while within the limits of the Unorganized Territory, the force is acting in behalf of and as an agent of the County.
4. When in the opinion of the officer in charge the services of the Department are no longer needed, he shall order the force to return to the station. The officer may, however, leave such equipment as he deems advisable for use by the men on standby, if there is a danger of the fire breaking out again.
5. The ranking officer shall have the power to order the return of a force at any time when in his opinion the services of, or the presence of such forces is required within the Municipality.

6. The Maine Forest Service has the responsibility to handle suppression of all grass or brush fires but will reimburse any Municipality that fights a grass or brush fire that is a threat to the forest in the Unorganized Territory. They will also respond to structural fires when and only when personnel and equipment are nearby and available and will do so in recognition of lack of other readily available sources of help or a potential hazard to the forest.
7. The Contractor shall not commence work under this contract until all insurance required has been obtained. The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from snow removal and sanding operations under this contract. The Contractor shall have and maintain Workers' Compensation Insurance for his employees, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts as required by State Law.

Compensation Insurance:	As required by State Law	
General Liability Insurance:	Bodily Injury	\$1,000,000
	Property Damage	\$1,000,000
Vehicle Liability Insurance:	Single Occurrence	\$1,000,000
<ul style="list-style-type: none"> ➤ Workers' Compensation: Each Accident \$500,000.00 (or) ➤ Workers' Compensation State of Maine Approval Predetermination Status 		

The Contractor shall furnish the Aroostook County Commissioners with the required Certificates of Insurance, with a minimum of that amount stated above. **SAID CERTIFICATES OF INSURANCE, IN ADDITION TO THE AMOUNT OF COVERAGE, SHALL CARRY A STATEMENT WORDED AS FOLLOWS:** In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the Aroostook County Commissioners. Annual renewals of the insurance policies during the life of the Contract shall be furnished to the Owner.

The Insurance Requirements for the Contractor shall also apply to any and all Subcontractors hired by the Contractor.

The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this Contract.

8. The County shall compensate the Municipality for providing this service in the amounts referenced below per year. This agreement shall be in effect for a period of three (3) years from:


July 01, 2025 to June 30, 2026 - \$5,964.84
July 01, 2026 to June 30, 2027 - \$6,442.03
July 01, 2027 to June 30, 2028 - \$6,957.39

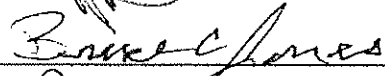
The County and Municipality shall review this agreement at the end of each anniversary date and either the County or the Municipality, by vote of their respective officials, can terminate this contract upon ninety (90) days written notice to the other party.


The County and Municipality shall review this agreement at the end of each anniversary date and either the County or the Municipality, by vote of their respective officials, can terminate this contract upon ninety (90) days written notice to the other party.

9. Payment for this agreement shall be made quarterly upon receipt of invoice. Failure to pay such invoices within sixty (60) days from the date of invoice shall be deemed sufficient cause for the cancellation of this contract at the discretion of the Municipality.

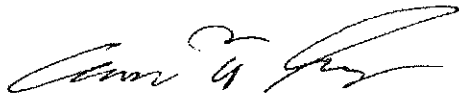
IN WITNESS WHEREOF, the parties to this present have executed this contract each of which will be deemed an original on the 14th day of April, 2025.



James Michaud


Bruce Jones


Donald P. Demers



WITNESS

OFFICIALS OF MEDWAY

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

County of Aroostook

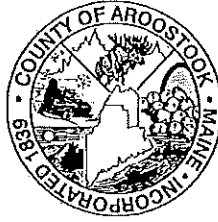
COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: April 30, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Solid Waste Agreement for Benedicta and Silver Ridge.

Attached is the proposed Solid Waste Interlocal Cooperation Agreement with the **Town of Sherman** for the Unorganized Townships of Benedicta and Silver Ridge. This contract is for the one (1) year period of July 01, 2025 to June 30, 2026, and represents a 6% increase above last year's agreement.

	<u>Benedicta</u>	<u>Silver Ridge</u>
• July 01, 2025 to June 30, 2026	\$ 35,300.00	\$ 17,106.00
		Total: \$52,406

At their April 29, 2025 meeting, Sherman Town Officials unanimously agreed to, and signed the proposed agreement. It is my recommendation that the contract be reviewed and signed by the County Administrator on behalf of the County of Aroostook.

SOLID WASTE INTERLOCAL COOPERATION

Townships	Residential Structures	Population
BENEDICTA	_____	227
SILVER RIDGE	_____	110

The Aroostook County Administrator acting in his capacity as Municipal Official for the Townships of **Benedicta** and **Silver Ridge**, hereinafter referred to as the "County", enters into an agreement with the **Municipality of Sherman** in accordance with the vote of said Municipal Officials at a regular meeting held on April 29, 2025, hereinafter referred to as the "Municipality" for solid waste disposal privileges to the residents of the above Townships, hereinafter described and designated under the following terms and pursuant to 30-A M.R.S.A., Section 2203.

1. The Municipality agrees to provide a solid waste disposal site to the residents of the above-mentioned Townships.
2. The Municipality agrees to provide the residents:
 - A. Notice of the hours of operation.
 - B. Access stickers for each household (if utilized).
 - C. Municipal solid waste rules and regulations.
3. The County and the Municipality have mutually agreed to the compensation, as specified in paragraph 4, which shall be paid by the County for solid waste disposal privileges. In reaching this agreement, both parties have considered the following conditions and factors, among others:
 - A. The fee is fair and equitable based on the prorated share of actual operation costs.
 - B. Non-residents (summer homes) have been treated as one quarter (1/4) residency.
 - C. Commercial/Industrial establishments have been treated separately.
 - D. Transients are not encompassed in this agreement, because their population is unmeasurable.
 - E. State parks and picnic areas are not part of the Unorganized Territories, and therefore, have not been included.

4. The Contractor shall have and maintain Compensation Insurance, General Liability Insurance, and Vehicle Liability Insurance during the life of the Contract in the following amounts:

Compensation Insurance:		As required by law
General Liability:	Bodily Injury	\$1,000,000.00
	Property Damage	\$1,000,000.00
Vehicle Liability:	Single Occurrence	\$1,000,000.00
➤ Workers' Compensation:	Each Accident	\$500,000.00 (or)
➤ Workers' Compensation State of Maine Approval Predetermination Status		

The Contractor shall furnish the Aroostook County Commissioners with the required Certificates of Insurance, with a minimum of that amount stated above. **SAID CERTIFICATES OF INSURANCE, IN ADDITION TO THE AMOUNT OF COVERAGE, SHALL CARRY A STATEMENT WORDED AS FOLLOWS:** In the event of Cancellation or Expiration of any of the foregoing policies, ten (10) days written notice by the Insurance Company shall be mailed to the Aroostook County Commissioners.

The Insurance Requirements for the Contractor shall also apply to any and all subcontractors hired by the Contractor.

The Contractor agrees to maintain liability insurance to protect it from personal injury, death or property damage claims which may arise from service operations under this contract. The Contractor further agrees to indemnify, assume the defense of, and save harmless the County, its agents and employees from liability, actions claims or damage for wrongful death, personal injury or property damage suffered by any person or association, which results from the willful or negligent action or inaction of the Contractor in the performance of duties, and the work performed under this contract.

5. If the Contractor is in violation of any of the terms of this contract, or if the County or its representative is of the opinion that work described in this contract is being performed unsatisfactorily, the County shall notify the Contractor by certified mail setting forth the basis for the County's complaint. Upon receipt of such notice, the Contractor shall have ten (10) days to comply with the terms and conditions of this contract or rectify the unsatisfactory work. If at the expiration of the ten (10) day period, the County's representative is dissatisfied with the Contractor's performance, or the Contractor is not in compliance with the terms of this contract, the County will, by certified mail, notify the Contractor to discontinue all work to be performed under this contract. The County may thereupon, by contract, or otherwise complete the work, and the Contractor or its surety shall be liable for costs that exceed the rate provided in this contract. Such charges shall be deemed liquidated damages.

6. The County shall compensate the Municipality for providing this service in the following annual amount:

	<u>Benedicta</u>	<u>Silver Ridge</u>	<u>Total</u>
July 01, 2025 to June 30, 2026	\$35,300.00	\$17,106.00	\$52,406.00

7. Payment for this agreement shall be made quarterly upon receipt of invoice from the Municipality pursuant to the Agreement. Failure to pay such invoice within sixty (60) days from date of invoice shall be deemed sufficient cause for cancellation of this Agreement at the discretion of the Municipality.

8. This Agreement shall be in effect for a period of one (1) year from **July 01, 2025 to June 30, 2026**. The County and Municipality shall review this Agreement approximately three (3) months prior to the end of this period, at which time negotiations will commence for a new Cooperation Agreement. At any time, during the term of this Agreement, either the County or the Municipality, by vote of their respected officials, can terminate this Agreement **without penalty**, upon ninety (90) days written notice to the other party. This Agreement can be amended only by written agreement of the parties and shall not be changed or amended orally.

IN WITNESS WHEREOF, the parties to these present have executed this contract each of which will be deemed an original on the 29th day of April 2025.

Jeffrey Ham Jr
WITNESS

[Signature]
Paul E. Woods
Bonnie Marie Bingham
[Signature]
[Signature]
OFFICIALS OF SHERMAN

WITNESS

Ryan D. Pelletier, County Administrator

Filed with Fiscal Administrator _____, 2025

County of Aroostook

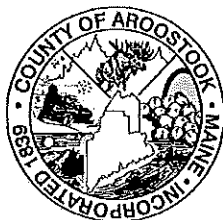
COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

RYAN D. PELLETIER

COMMUNITY SERVICES DIRECTOR

JOHN W. GIBSON



COUNTY COMMISSIONERS

PAUL J. UNDERWOOD
PRESQUE ISLE

DANIEL V. DEVEAU
CYR PLANTATION

WILLIAM T. DOBBINS
HOULTON

MEMORANDUM

DATE: April 23, 2025
TO: Ryan D. Pelletier, County Administrator
FROM: John Gibson, Community Services Director
RE: Dispatch Services for Sinclair/Cross Lake

Attached is a copy of the Dispatch Service Contract between the County of Aroostook and the towns of Sinclair and Cross Lake. This contract is for the Aroostook County Sheriffs Dispatch Department to provide the towns with fire department emergency dispatching services.

This agreement is for the term of July 1, 2025 through June 30, 2026.

The cost is \$700.05

Based on the above information, it is my recommendation that the contract is presented to the County Commissioners for approval.

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 \$700.05, to be paid in advance before July 31, 2025. 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 July 1, 2025, and end June 30, 2026. 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 June 30, 2026. 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 _____ day of _____, 2025.

COUNTY ADMINISTRATOR

WITNESS

SHERIFF

WITNESS

SELECTMEN

TODD R. COLLINS
District Attorney

STATE OF MAINE

144 Sweden Street
Caribou, ME 04736-2353
207-498-2557
FAX 207-493-3493

KARI WELLS-PUCKETT
Deputy District Attorney



27 Riverside Drive
Presque Isle, ME 04769-2730
207-764-0504
FAX 207-764-2046

CHRISTIANA REIN
MATTHEW HUNTER
AMANDA BRIDGES
IAN M. ANDERSON
Assistant District Attorneys

26 Court Street, Suite 101
Houlton, ME 04730
207-532-4294
FAX 207-532-1504

OFFICE OF THE DISTRICT ATTORNEY
AROOSTOOK COUNTY
PROSECUTORIAL DISTRICT NUMBER 8

May 1, 2025

To: County Commissioners
Re: Permission to Hire

Gentlemen,

I am requesting that the County approve the hiring of Casey Malone as a Legal Assistant in Houlton.

I appreciate you giving us the opportunity to discuss this matter at your May 21, 2025, meeting.

Until then,

Be Well and Stay Safe,

Todd R. Collins
District Attorney, Aroostook County

Letter of Interest

March 31, 2025

Attn: Joyce Findlen, Interim HR Manager
144 Sweden Street, Suite 1
Caribou, ME 04736
(207) 493-3318
joyce.findlen@aroostook.me.us

Dear Ms. Findlen ,

I recently found your job opening for a Legal Assistant who is responsible for performing a variety of administrative support services. In reviewing this opening and its qualifications I was inspired to reach out about applying for a position within your company. I am confident that my skills and experiences would positively contribute to your company.

I have two and a half years of experience in various accounting services and customer service which has allowed me to develop strong communication and organization skills. While in my current role my strong time management skills have allowed me to keep up with all the various tasks to be completed on the team ensuring that all of our customers' needs are met in a timely manner.

I would appreciate the opportunity to speak with you about the expertise I could bring to your company. I am available to meet at your convenience, and can be reached at caseymalone2009@gmail.com or (207) 521-1475.

I look forward to hearing from you.

Sincerely,

Casey Malone

Casey Malone



Professional skills

- Reliable
- Work well independently or in a group
- Excellent Communication skills
- Computer skills to include Outlook, Excel, Word and Access
- Organized and pay attention to fine details
- Reporting and elevating to senior leaders in situations where awareness is needed
- Recognizing and coordinating efforts on behalf of customers/clients. Providing follow up through resolution
- Guide, coach and mentor to help build a stronger team atmosphere
- Can utilize new technology such as live chat rooms to host meetings, trainings and information sharing
- Team building skills
- Skilled leader who trains, empowers, and motivates staff to achieve performance goals
- Problem solver and utilize a think outside the box method

EXPERIENCE

Accounting Technician- Defense Finance and Accounting Services

August August 2023- Present

As an accounting technician I am responsible for managing financial records such as accounts payable, receivables, reconciliations, balancing and audits. I am also responsible for following up and communicating with my customers by phone and/or email. I also complete year end financial documents to close out the fiscal year, ensuring that all proper files are submitted timely and accurately. I work on closing/balancing standard accounts as well as analyzing/researching error listings/account documents to correct errors.

My strong communication and organization skills help ensure that my customers are always satisfied. I am able to promote strong teamwork with my supervisors, lead technicians and co-workers. I strongly promote active information sharing, teaching and/or learning new skills to expand the team's ability to support our customers' needs and assure that all actions are consistent with team priorities. I provide training and guidance to my team to get them to be more self-reliant and better-rounded technicians. My strong time management skills keep me on task with what is needed to be accomplished on the team.

Small Business Owner- Beachbody Coach

September 2019- August 2024

As a small business owner on a daily basis I was responsible for managing the financial records such as accounts payable, receivables, reconciliations, balancing and audits. I also completed year end financial documents and taxes to close out the fiscal year, ensuring all proper files are submitted timely and accurately. Due to the pandemic my business could not always sustain in person events or meetings, so I found new ways to utilize technology for meetings, training sessions and coaching/mentoring events by hosting in Live Chat Rooms. This allowed me to grow my customer base, have face to face communication and formulate a stronger support system for my customers. It also allowed me to provide extended hours to better suit their needs.

My strong communication and organization skill sets help me to ensure that my business was successful and that my customers were happy, and that they gained all they could from my programs. I am able to lead a team or work one-on- one to provide tools and skill sets needed for my customers. I am a high energy, optimistic and out-going person who enjoys encouraging and helping people to find the best in themselves. I often collaborated with other coaches, sharing new goals and ideas to challenge, empower and motivate my teams to be the best they can be.

Houlton Regional Hospital

October 2016- September 2021

As a CNA I was responsible for daily routine care of patients to include assistance with personal care, feeding, ambulating, monitoring vitals, gathering basic medical products and preparing charts. Each shift I would make several rounds to assist my patients, always documenting in charts in detail on routine vitals, any changes in behavior or appearance or notes that I thought may be pertinent for the Charge Nurse or attending physician. Keeping daily records, being very detail oriented, monitoring and reporting anything I thought may be out of the ordinary to my senior nurse or lead on the floor, following all safety procedures and SOP's, documenting and assisting my other teammates when I had extra time were all part of my daily duties. I took great pride in the care I was able to provide to the patients, paying attention to fine detail, following direction and training new employees as they joined our team. Regardless of the task I could complete it independently, asking for help if needed.

Madigan Estates Nursing Facility

November 2006-January 2015

As a Floor Aide, then a CNA and a CNA-M I was responsible for daily routine care of patients to include assistance with personal care, feeding, ambulating, monitoring vitals, gathering basic medical products and preparing charts. Each shift I would make several rounds to assist my patients, always documenting in charts in detail on routine vitals, any changes in behavior or appearance or notes that I thought may be pertinent for the Charge Nurse or attending physician. Keeping daily records, being very detail oriented, monitoring and reporting anything I thought may be out of the ordinary to my senior nurse or lead on the floor, following all safety procedures, documenting and assisting my other teammates when I had extra time were all part of my daily duties. As a CAN-M I was responsible for handing out MEDS to patients, maintaining records of those medicine's, performing nightly audits of inventory and working directly with the pharmacy and physician when questions arose. I took great pride in the care I was able to provide to the patients, paying attention to fine detail, following direction and training new employees as they joined our team. Regardless of the task I could complete it independently, asking for help if needed.

EDUCATION

Houlton High School — High School Diploma [REDACTED]

Northern Maine Community College—Nursing [REDACTED]

University of Maine at Presque Isle- Nursing/Business [REDACTED]



AROOSTOOK COUNTY EMERGENCY MANAGEMENT AGENCY
158 SWEDEN STREET • CARIBOU, MAINE 04736
PH: 207-493-4328 • FX: 207-493-4357

MEMO

DARREN R. WOODS
DIRECTOR
darren@aroostookema.com

DERRICK OUELLETTE
DEPUTY DIRECTOR
derrick@aroostookema.com

KIM CHAMPAGNE
FINANCE & PLANNING
ASSOCIATE
kim@aroostookema.com

BRIAN GOFF
COMMUNITY OUTREACH
PLANNER
brian@aroostookema.com

TO: Ryan Pelletier, County Administrator

FROM: Darren R. Woods, EMA

RE: Contingency Fund Request

Date: 5 - 13 - 2025

Ryan – I would like to request the use of contingency funds to replace a sink that was broken at the EMA office. The attached invoice is what it cost to replace the sink which had to be a specific type in order to meet the ADA requirements.

County Plumbing and Heating, LLC

6 Tracy Lane
 Caribou, ME 04736
 Phone # 2074980607

Invoice Date 5/13/2025 **Invoice #** 9214

INVOICE

Job At:

Bill To:

EMS

PLEASE PAY THIS AMOUNT

\$1,700.00

Make checks payable to:

Nicholas Gagnon

Please check box if address is incorrect or has changed, and indicate change(s) on reverse side.

Have E-Mail? Please write it here: _____

County Plumbing and Heating, LLC

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

6 Tracy Lane
 Caribou, ME 04736

Due on Receipt

5/13/2025

Item	Service Date	Description	Qty	Rate	Amount
Per Esti...	5/7/2025	Per estimate to install countertop/sink to be Ada compliant		1,700.00	1,700.00

[Handwritten Signature]
 5-13-25

Subtotal	\$1,700.00
Sales Tax (5.5%)	\$0.00
Total	\$1,700.00
Payments/Credits	\$0.00
Balance Due	\$1,700.00

THERE WILL BE A \$35 CHARGE FOR ALL RETURNED CHECKS
 10% INTEREST WILL BE ASSESSED ON ALL UNPAID BALANCES
 AFTER 30 DAYS

Billing Inquiries? Call 2074980607