

**Aroostook County Jail Advisory Committee Agenda**

**November 18, 2025**

**10:00 AM**

**Caribou Courthouse – Administrative Hearing Room and via Zoom**

Zoom Meeting ID: 858 5903 9339      Passcode: 261414

**AGENDA**

1. Call to order.
2. Review of minutes from October 21, 2025.
3. Update on Jail RFP.
4. Review of ZenCity Survey platform.
5. Other business.
6. Adjournment.

**NOTE: We anticipate a short meeting where participation via Zoom may be more convenient for participants. In person participation is always welcome if you prefer.**

## MINUTES

Aroostook County Jail Advisory Committee  
Tuesday, October 21, 2025 10:00 am  
Administrative Hearing Room – Caribou Courthouse

### Present:

Ryan D. Pelletier, County Administrator-Zoom  
Dan Hiebert – Committee Member  
Ed Pocock – Committee Member  
John Sutherland – Committee Member  
Renee Deschaine – Committee Member-Zoom  
Harold Hull -Committee Member - Zoom  
Tammy Pelletier, Operations Assistant  
Gail Isabel, Resident of Limestone

1. Mr. Ryan Pelletier called the meeting to order at 10:01 am.
2. Mr. Ed Pocock moved to approve the minutes of July 15, 2015, seconded by Mr. John Sutherland. Motion passed.
3. Mr. Pelletier provided an update on the Jail RFP that is due November 3. The RFP included 3 phases; 1) Location; 2) Bond; 3) Design. The expectation is to vote at the December Commissioner meeting on a recommendation on which bid to move forward with.
4. Ms. Tammy Pelletier presented for consideration a sample survey to be put out using the ZenCity platform to get some initial feedback from the communities regarding our existing jail and needs. Ms. Pelletier will present the ZenCity survey at the next meeting before it goes live.
5. Mr. Ryan Pelletier advised that the County would be advertising for a Jail Project Manager as a full-time temp position. This role will oversee the direction and management of implementing a new jail.  
The committee determined that the next meeting would be November 18, 2025 at 10:00 am.
6. Mr. Dan Heibert moved to adjourn the meeting at 10:16 am, seconded by Mr. Ed Pocock.

**Next Jail Advisory Committee – November 18, 2025 @ 10 AM**  
**Administrative Hearing Room - Caribou**