

COUNTY COMMISSIONERS MEETING  
WEDNESDAY, FEBRUARY 18, 2026 1:00 PM  
FORT KENT REGISTRY OF DEEDS – 1<sup>ST</sup> FL CONFERENCE ROOM

**Present:**

Paul J. Underwood, County Commissioner -Zoom  
William Dobbins, County Commissioner  
Daniel Deveau, County Commissioner  
Dana Gendreau, Interim County Administrator/Finance Director  
Roy Guidry, Facilities Director  
Beth Hummel, HR Director  
Steve Pelletier, ARPA Administrator - Zoom  
Tammy Pelletier, Operations Assistant  
Darren Woods, EMA Director - Zoom  
John Gibson, Community Services Director - Zoom  
Donald Tardie, LUPC Commissioner  
Nelson Jandreau, Finance Committee Member  
Craig Clossey, Chief Deputy/Jail Administrator – Zoom  
Stacy Benjamin, Acting Planning Manager, LUPC  
Megan Lamb, Senior Planner, LUPC  
Billie Theriault, Environmental Licensing Supervisor, LUPC  
Ben Godsoe, Acting Executive Director, LUPC  
Chris Bouchard, BDN – Zoom  
Metro Publishing - Zoom

ART. 1. Commissioner William Dobbins called the meeting to order at 1:00 pm.

ART. 2. Pledge of Allegiance.

ART. 3. Public Comment Period.

No public comment.

ART. 4. Ms. Dana Gendreau requested an addition to Article 20: Other Business – A) To consider the 2026 subsidy request from the Town of Ashland for Library, Recreation, and Ambulance services for Oxbow North and North Maine Woods.

**MOTION:**

Motion by Daniel Deveau, seconded by Paul Underwood to approve the agenda as amended.

**VOTE:**

Motion voted on and passed.

ART. 5. Commissioner William Dobbins requested a correction to the minutes of January 29, 2026, Article 2 – seconded by William Dobbins not Daniel Deveau.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the meeting minutes of January 6, 2026, February 5, 2026, and February 6, 2026, and the amended minutes of January 29, 2026.

**VOTE:**

Motion voted on and passed.

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

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

C) To consider the liquor license renewal for Martin's General Store - Sinclair.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the liquor license application for Martin's General Store – Sinclair.

**VOTE:**

Motion voted on and passed.

D) To consider the liquor license renewal for Long Lake Sporting Club – Sinclair.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the liquor license application for Long Lake Sporting Club – Sinclair.

**VOTE:**

Motion voted on and passed.

ART. 7.

Ms. Stacy Benjamin, Ms. Megan Lamb, Ms. Billie Theriault, and Mr. Ben Godsoe from the Land Use Planning Commission (LUPC) presented updates to the Commissioners regarding the Comprehensive Land Use Plan (CLUP) update that is in process, current and future steps involved. Information was also provided regarding the new requirement for short-term rentals in Unorganized Territories to submit a fee free notice to the LUPC.

The Commissioners provided feedback to the LUPC team on how Aroostook was not included in these discussions and information gathering sessions, how we need to be included to have a stronger voice, grandfather rights and property owner rights need to be restored, possibility to establish a planning board for Aroostook and designate Aroostook as its own development zone.

The LUPC team thanked the Commissioners for their comments and feedback.

No motion necessary.

ART. 8.

Following in-person interviews, the Jail Study Commission submitted a written recommendation identifying WBRC as the preferred jail design/architecture firm for Commissioner consideration. Additional outreach regarding the interviewed firms was subsequently conducted, including reference checks and a comparative analysis. This review resulted in a supplemental memorandum recommending SMRT Architects & Engineers for consideration. Based on the information presented, two firms were identified as the most qualified to advance for Board consideration. Both firms were determined to possess the technical capability and resources necessary to successfully deliver a project of this complexity. After discussion and consideration of the materials and feedback provided, the Commissioners selected SMRT Architects & Engineers as the jail design/architecture firm.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to authorize the Interim County Administrator to proceed with contracting with SMRT Architects & Engineers.

**VOTE:**

Motion voted on and passed.

ART. 9. The Board discussed an article recommended by the Jail Study Commission to place a referendum question on the June 2026 ballot to authorize consideration of potential new jail locations outside the County seat of Houlton, Maine, without identifying a specific site. The intent was to obtain voter authorization in advance in the event the most suitable location for a new jail facility proved to be outside of Houlton, thereby avoiding potential delays in the project timeline. The Board has since been advised that any referendum related to relocation of the new jail must be site-specific if outside of Houlton, Maine. As the County is in the very early stages of the jail project, having only recently selected a design firm, and no specific site has been identified or cost estimates developed, the Board determined it would not proceed with the proposed article.

No action taken on this article.

ART. 10. Ms. Dana Gendreau presented for consideration the 2026-2027 Dispatch contracts.

Towns	Contract Amount	Towns	Contract Amount
Allagash	101.02	Littleton	1077.49
Bridgewater	471.40	Madawaska	59696.69
CCAC	13603.36	Mars Hill	1717.26
Frenchville	774.45	Monticello	875.46
Grand Isle	505.08	St. Agatha	639.76
Haynesville	134.69	Sinclair/Cross Lake	942.81
Hodgdon	1313.20	SAEMS	22256.98
Linneus	673.43	Van Buren	25085.40

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the 2026-2027 Dispatch contracts as noted.

**VOTE:**

Motion voted on and passed.

ART. 11. Ms. Dana Gendreau presented for consideration the financial reports ending December 31, 2025.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to accept the quarterly financial reports for period ending December 31, 2025.

**VOTE:**

Motion voted on and passed.

ART. 12. Ms. Dana Gendreau presented for consideration the adoption of the Aroostook County Federal Procurement policy. This will establish standardized procurement requirements for purchases and contracts funded, in whole or in part with federal grant funds.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the adoption of the Aroostook County Federal Procurement policy as written.

**VOTE:**

Motion voted on and passed.

ART. 13. Ms. Dana Gendreau presented for consideration the adoption of an Aroostook County Federal Grant Subrecipient Monitoring policy. This will establish standardized procedures for administering and overseeing federal funds passed through to subrecipients.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the adoption of the Aroostook County Federal Subrecipient Monitoring policy as written.

**VOTE:**

Motion voted on and passed.

ART. 14. Ms. Beth Hummel presented for consideration personnel policy updates regarding telecommuting, storm day provisions, retirement and re-employment and earned paid leave.

**MOTION:**

Motion by Daniel Deveau, seconded by Paul Underwood to table the personnel policy updates.

**VOTE:**

Motion voted on and passed.

ART. 15. Mr. Craig Clossey, on behalf of Sheriff Peter Johnson, presented for consideration the recommission of Deputy Ryan Johnston.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the recommission of Deputy Ryan Johnston.

**VOTE:**

Motion voted on and passed.

ART. 16. Mr. John Gibson presented for consideration the 1-year (July 2026-June 2027) ambulance agreement with the Town of Madawaska for services in Baie Creuse.

**MOTION:**

Motion by Daniel Deveau, seconded by Paul Underwood to approve the 1-year (July 2026-June 2027) ambulance agreement with the Town of Madawaska for services in Baie Creuse.

**VOTE:**

Motion voted on and passed.

ART. 17. Mr. Darren Woods presented for consideration the hiring recommendation of Troy Heald as North Lakes Firefighter/Chaplain and Antonio Ramelli as North Lakes Firefighter.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the hiring recommendation of Troy Heald and Antonio Ramelli as North Lakes Firefighters.

**VOTE:**

Motion voted on and passed.

ART. 18. Ms. Tammy Pelletier presented for consideration the 2025 Spirit of America celebration proposal. Aroostook had 8 nominees across all 3 districts. Nominees

will be invited to the next meeting within their district for public recognition and a gift.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the recommendation for the 2025 Spirit of America celebration.

**VOTE:**

Motion voted on and passed.

**ART. 19. County Commissioner's Report**

Commissioner William Dobbins reported that the Risk Pool is in good standing. November had 21 new claims and 20 closed. Majority of claims were vehicle related.

Commissioner Daniel Deveau reported that the MCCA meeting included a tour of Two Bridges jail facility which displayed efficiency and cost effectiveness of a newer jail facility. The legislature is having a jail funding work session next week. A work session will also be held regarding the real estate transfer tax. The tree growth bill for the UT which was submitted by Senator Sue Bernard did not go anywhere. May be reintroduced in December.

**ART. 20. Other Business**

- A) Mr. John Gibson presented for consideration the 2026 subsidy request from the Town of Ashland for Library, Recreation, and Ambulance services for Oxbow North and North Maine Woods.

**MOTION:**

Motion by Paul Underwood, seconded by Daniel Deveau to approve the 2026 subsidy request from the Town of Ashland for library, recreation and ambulance services for Oxbow North and North Maine Woods.

**VOTE:**

Motion voted on and passed.

**ART. 21. At 2:54 pm, the following motion was made by Paul Underwood and seconded by Daniel Deveau:**

"I move that we enter into Executive Session, pursuant to Title 1 MRSA 405(6)(A)."

The Board of Commissioners returned to open session at 3:46 pm.

Article #14 was previously tabled earlier in the meeting. Following Executive Session (no action taken), Commissioner Paul Underwood moved to remove Article #14 from the table. Motion seconded by Commissioner Daniel Deveau. Motion voted and passed.

**MOTION:**

A motion was made by Paul Underwood, seconded by Daniel Deveau to approve the personnel policy updates as written.

**VOTE:**

Motion voted on and passed.

ART. 22. Adjournment.

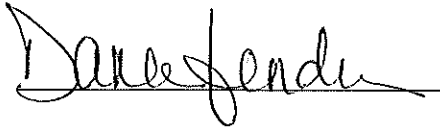
**MOTION:**

A motion was made by Paul Underwood, seconded by Daniel Deveau to adjourn the meeting at 3:47 pm.

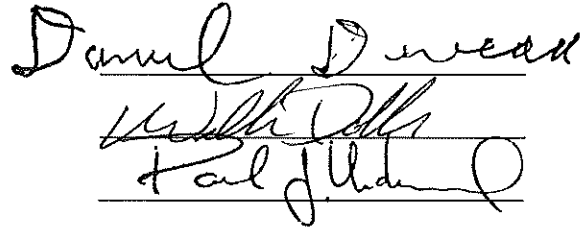
**VOTE:**

Motion voted on and passed.

ATTEST: A True Copy  
of Commissioners' Meeting



Dana L. Gendreau  
Interim County Administrator



AROOSTOOK COUNTY COMMISSIONERS  
DATE: March 18, 2026