

COUNTY COMMISSIONERS MEETING
WEDNESDAY, MARCH 18, 2026 1:00 PM
ADMINISTRATIVE HEARING ROOM – CARIBOU COURTHOUSE

Present:

Paul J. Underwood, County Commissioner -Zoom
William T. Dobbins, County Commissioner
Daniel V. Deveau, County Commissioner
Dana Gendreau, Interim County Administrator/Finance Director
Beth Hummel, HR Director
Roy Guidry, Facilities Director – Zoom
Nicole Erickson, Payroll/AP Specialist
Peter Johnson, Sheriff
Shawn Gillen, Chief Deputy
John Gibson, UT Director
Darren Woods, EMA Director
Craig Clossey, Jail Administrator
Steve Pelletier, ARPA Administrator
Jason Parent, ACAP
Brian Harris, Maine State Police
Luke Dyer, Town Manager-Van Buren
Megan Wacekan, WAGM – Zoom
Justin Tibbetts, Zoom
Metro Publishing, Zoom
Tammy Pelletier, Operations Assistant

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 that Article 20, Item A) County Administrator search be moved from Executive Session to Regular Session - Article 19: Other Business; and to also add B) To consider a letter of support for the proposed Limestone Regional EMS/Ambulance Corps.

MOTION:

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

VOTE:

Motion voted on and passed.

ART. 5. Commissioner William Dobbins entertained a motion to approve the minutes of February 18, 2026 and special meeting minutes of March 6, 2026.

MOTION:

Motion by Paul Underwood, seconded by Daniel Deveau to approve the meeting minutes of February 18, 2026 and March 6, 2026.

VOTE:

Motion voted on and passed.

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

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

ART. 7. Mr. Jason Parent, Executive Director of Community Action in Aroostook, Hancock and Washington County provided an update on the expansion of ACAP services in Hancock and Washington counties. The Board has amended the bylaws allowing for the Governance Body to include members from all 3 counties. The 3 county nominating committee has submitted the following recommendations for the Board of Directors: Jenney Dionne, Sheriff Peter Johnson, Ammie London, Nancy Troeger, Dan MacDonald, and Gary Sanfacon.

MOTION:

Motion by Daniel Deveau, seconded by Paul Underwood to approve the Board of Director recommendations as presented.

VOTE:

Motion voted on and passed.

ART. 8. Ms. Dana Gendreau provided an update on the establishment of a Charter Commission. The order was submitted to the Secretary of State's office in January and nomination papers are now available for interested parties. The Commission will be made up of 9 members, 2 elected from each Commissioner district and 3 appointed by the Commissioners. Advertisements will go out in the local paper and online to ensure community members are aware of the openings and the process required to become a member. Nomination papers are due to the Secretary of State by June 1 in order to be on the ballot for November 2026.

No motion necessary.

ART. 9. Ms. Dana Gendreau provided an update on the Finance Committee terms that will expire December 31, 2026, with 5 seats being up for election. All members with expiring terms have been provided the nomination paperwork needed should they wish to remain on the committee. Advertisements will go out in the local paper and online to ensure community members are aware of the new commission and the process required to become a member. Nomination papers are due to the Secretary of State by June 1 in order to be on the ballot for November 2026.

No motion necessary.

ART. 10. Sheriff Peter Johnson presented for consideration the 2025 Sheriff's Annual Report. Calls for service decreased slightly, salaries compared to other law enforcement agencies continues to affect staffing levels, calls from local departments has decreased mainly due to their own increased staffing levels, dispatch handled more than 400,000 calls and remains fully staffed, inmate counts did not require any outside boarding with an average population of 97.3 individuals.

No motion necessary.

ART. 11. Mr. Roy Guidry provided an update on the use of Brightly software for tracking supplies and maintenance projects. The program is not as beneficial as expected due to the delivery system being email alerts and the need to have additional users which each require a fee to use the system. While the initial cost was reasonable, adding the users needed to make the system more useful and including the features needed makes it not cost effective. The Commissioners asked Mr. Guidry to determine if there was an escape clause that would allow us to get out of the contract early.

No motion necessary.

- ART. 12. Mr. Roy Guidry presented for consideration a recommendation to hire Dirigo Engineering for the Houlton Courthouse step project. The Commissioners requested that the work be coordinated with MDOT, who will be redoing the sidewalk directly in front of the steps to ensure that the projects align before moving forward.

No motion necessary.

- ART. 13. Mr. Roy Guidry presented for consideration the recommendation to use Tempo Employment Services for the part-time custodian position at the Caribou Courthouse.

MOTION:

Motion by Daniel Deveau, seconded by Paul Underwood to approve using Tempo Employment Services for the part-time custodian position at the Caribou Courthouse.

VOTE:

Motion voted on and passed.

- ART. 14. Mr. John Gibson presented for consideration the January- December 2026 fire protection agreement with the Town of Houlton for services in Cary Plantation.

MOTION:

Motion by Paul Underwood, seconded by Daniel Deveau to approve the January - December 2026 fire protection agreement with the Town of Houlton for services in Cary Plantation.

VOTE:

Motion voted on and passed.

- ART. 15. Mr. Darren Woods presented for consideration the hiring recommendation of Scott McDonald and Richard Higley as North Lakes Firefighters.

MOTION:

Motion by Paul Underwood, seconded by Daniel Deveau to approve the hiring recommendation of Scott McDonald and Richard Higley as North Lakes Firefighters.

VOTE:

Motion voted on and passed.

- ART. 16. Ms. Dana Gendreau presented on behalf of Melissa Richardson and Amy Ouellette a request to increase the flat rate postage for the Registry of Deeds.

MOTION:

Motion by Paul Underwood, seconded by Daniel Deveau to approve the flat rate postage increase for the Registry of Deeds.

VOTE:

Motion voted on and passed.

- ART. 17. Ms. Tammy Pelletier presented for consideration a proclamation to honor Dick Palm as one of Spirit of America's 2026 Top Ten Terrific Broadcasters.

MOTION:

Motion by Paul Underwood, seconded by Daniel Deveau to approve the proclamation for Dick Palm as one of Spirit of America's 2026 Top Ten Terrific Broadcasters.

VOTE:

Motion voted on and passed.

ART. 18. County Commissioner's Report

Commissioner Daniel Deveau reported that proposed change in the portion of Real Estate Transfer Tax retained by the Counties did not pass and the funds will come from somewhere else. MCCA is working with the appropriation committee to increase jail funding via the supplemental budget. The Legislative Policy Committee is considering putting together a Jail Study Commission with other states to study funding and costs. Results would be expected December 2027. Unorganized Territory Tree Growth bill will be considered for sponsorship to be submitted again for next year. Commissioner Deveau also noted that several County's proposed budgets are up about 13% over last year.

Commissioner William Dobbins reported that the MCCA convention will occur September 22-25 at Sunday River. County Government Day is set for April 10, 2026.

Commissioner Dobbins provided updates on the Risk Pool indicating there is 4.5 million in reserves, with 12 new claims and 13 closed during the last period. Most claims are vehicle accidents within the Sheriff's departments throughout the state.

ART. 19. Other Business

- A) Commissioner William Dobbins presented for consideration the hiring recommendation of Justin Tibbetts as County Administrator.

MOTION:

Motion by Paul Underwood, seconded by Daniel Deveau to approve the hiring recommendation of Justin Tibbetts as County Administrator.

VOTE:

Motion voted on and passed.

- B) Commissioner William Dobbins presented for consideration a letter of support for the Limestone Regional EMS/Ambulance Corps initiative.

MOTION:

Motion by Daniel Deveau, seconded by Paul Underwood to approve a letter of support for the Limestone Regional EMS/Ambulance Corps initiative.

VOTE:

Motion voted on and passed. Commissioner Dobbins abstained.

ART. 20. At 2:05 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) to consider the FY27 proposed salary scales"

The Board of Commissioners returned to open session at 2:53 pm.

No action was taken.

ART. 22. Adjournment.

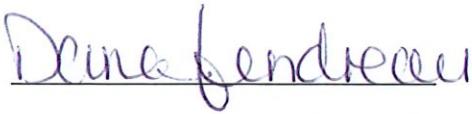
MOTION:

A motion was made by Paul Underwood, seconded by Daniel Deveau to adjourn the meeting at 2:54 pm.

VOTE:

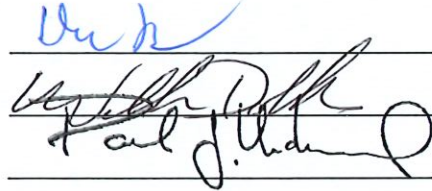
Motion voted on and passed.

ATTEST: A True Copy
of Commissioners' Meeting



Dana L. Gendreau

Dana L. Gendreau
Interim County Administrator



Paul Underwood
Daniel Deveau

AROOSTOOK COUNTY COMMISSIONERS
DATE: April 15, 2026