

MINUTES

Aroostook County Jail Study Commission
Monday, January 23, 2023 - 1:00pm
Administrative Hearing Room – Caribou Courthouse

Present:

Ryan D. Pelletier, County Administrator
Bryan Jandreau, Facilities & IT Director
Janet Bradbury, Committee Member-Southern
Kai Libby, Committee Member-Southern via Zoom
Brian Harris, Committee Member-Southern
Matthew Cummings, Committee Member-Central
Kevin Freeman, Committee Member-Central
Shawn Gillen, Sheriff, Committee Member-Central
Norman Fournier, County Commissioner, Committee Member-Northern
Carroll Theriault, Committee Member-Northern
Donald Guimond, Committee Member-Northern
Dana Gendreau, Finance Director via Zoom
Paul Underwood, County Commissioner via Zoom
Steve Pelletier, ARPA Program Administrator via Zoom
Craig Clossey, Jail Administrator via Zoom
Tammy Pelletier, Operations Assistant

1. County Administrator, Ryan Pelletier called the meeting to Order at 1:00pm. All attendees were welcomed and introduced. The Commission Member roster was reviewed noting the 3 regional areas being represented as Northern, Central and Southern.
2. Mr. Pelletier reviewed the history and the intent of the Jail Study Commission which was abruptly put on hold due to the Covid public health emergency. The mission/vision is to review & analyze needs and then provide recommendations to the County Commissioners on a proposal for a new County Jail facility. The current ACJ was built in 1859 and is the oldest in the state. Sheriff Shawn Gillen, Bryan Jandreau, IT & Facilities Director and Commander Craig Clossey, Jail Administrator, all gave an overview of the status of the jail operations and the physical building and needs to keep up with demand and maintenance with such an old facility.
3. The goal would be to have a new jail with the capacity of 300 beds. Costs could be upwards of \$80-100 million for a new facility. There is \$70,000 in reserve for the Jail and will be moving \$126,000 from the Jail ADA funds to the new jail reserve. Will need to appropriate each year into the reserve. Estimated time for a new facility would be 7-10 years.

4. A draft RFP was reviewed for a Jail Consultant position. Need to determine the proper order of actions to take before this can be brought to the Commissioners to approve.
5. Mr. Pelletier presented information regarding the National Institute of Corrections (NIC) and how they could be able to assist with planning and research. They will do an analysis of the justice system in Aroostook County and provide a needs assessment and feasibility study. Ryan will reach out to NIC for more information on the process and next steps to get started. Will also look into engaging our legislators and the State as we go through the process.
6. The commission discussed the best times to meet and it was agreed that meetings would take place on the 3rd Monday of each month. No meeting in February as additional information needs to be gathered. Next meeting will be March 20th at 12pm. All meetings are public and will also be available via Zoom. Meeting dates/times may change as field trips or other needs may be required.

MOTION:

Motion by Donald Guimond and seconded by Matthew Cummings to approve the meeting schedule.

VOTE:

Motion voted on and passed.

7. The commission opened the discussion for nominating a Chairperson.

MOTION:

Motion by Janet Bradbury and seconded by Carroll Theriault to approve the nomination of Sheriff Gillen as Chairperson.

VOTE:

Motion voted on and passed.

8. Mr. Pelletier adjourned the meeting at 2:23pm.

**Next meeting Aroostook County Jail Study Commission
Monday, March 20 - 12:00pm
Administrative Hearing Room – Caribou Courthouse**