

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY AUGUST 16, 2023
1:00 PM REGISTRY OF DEEDS FIRST FLOOR CONFERENCE ROOM – FORT KENT

PRESENT

Paul J. Underwood, Chair, County Commissioners
Norman L. Fournier, County Commissioner
William T. Dobbins, County Commissioner
Ryan D. Pelletier, County Administrator
Bryan Jandreau, Facilities & IT Director
Dana Jandreau, Finance Director
Joey Seeley, Deputy Sheriff
Peter Johnson, Commander
Tammy Pelletier, Operations Assistant
Darren Woods, Director of EMA-Zoom
Steve Pelletier, ARPA Program Administrator-Zoom
Stephen Wagner, Attorney - Rudman Winchell-Zoom

ART. 1. Chair Paul J. Underwood called the meeting to order at 1:02 pm.

ART. 2. Pledge of Allegiance.

ART. 3. No public comments.

ART. 4. Mr. Ryan Pelletier requested that 2 items be added under Other Business; 1) To consider the reallocation of unspent ARPA funds previously awarded to Fort Kent Registry of Deeds to the Dispatch office upgrade; 2) To consider an update on the Local Road Assistance Program.

MOTION:

Motion by Norman Fournier and seconded by William Dobbins to approve the agenda as amended.

VOTE:

Motion voted on and passed.

ART. 5. Chair Paul J. Underwood entertained a motion for approval of the July 19, 2023, County Commissioners' meeting minutes.

MOTION:

Motion by Norman Fournier and seconded by William Dobbins to approve the minutes of the July 19, 2023 County Commissioners' meeting.

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. Ryan Pelletier presented for ratification the catering permit for The Par & Grill Inc for an event at Madawaska Lake.

MOTION:

Motion by Norman Fournier and seconded by William Dobbins to ratify the catering permit for The Par & Grill Inc.

VOTE:

Motion voted on and passed.

ART. 8. Mr. Ryan Pelletier presented for consideration a hearing date for a road closure appeal in the matter of Wynes v. The Town of Hodgdon.

MOTION:

Motion by William Dobbins and seconded by Norman Fournier to set the hearing date and location as Friday, September 8th at 1:00 pm at the Sheriff's Office in Houlton.

VOTE:

Motion voted on and passed.

ART. 9. Ms. Dana Gendreau presented for consideration a correction to the personnel policy for vacation accrual amounts.

MOTION:

Motion by Norman Fournier and seconded by William Dobbins to approve the corrected vacation accrual policy.

VOTE:

Motion voted on and passed.

ART. 10. Ms. Dana Gendreau presented for consideration the UT & Jail fiscal year-end vacation and sick accrual expense recommendation. Sick accrual funding is needed for Jail (\$7309.10) and UT (830.97) and vacation accrual funding is needed for Jail (\$177268.62) and UT (\$609.45).

MOTION:

Motion by Norman Fournier and seconded by William Dobbins to approve the expensing of the sick and vacation accrual amounts for the Jail Fund and the UT Fund.

VOTE:

Motion voted on and passed.

ART. 11. Ms. Dana Gendreau presented for consideration the Quarterly financial reports ending June 30, 2023. General Fund revenue is under target mostly due to the timing of the year. Jail Fund ended the fiscal year with a deficit of \$267,270. UT Fund ended the fiscal year with a surplus of \$16,378.

MOTION:

Motion by William Dobbins and seconded by Norman Fournier to accept the quarterly financial reports.

VOTE:

Motion voted on and passed.

ART. 12. Mr. Ryan Pelletier presented for consideration the hiring recommendation of Carrigan Levesque as District Attorney Support Supervisor.

MOTION:

Motion by Norman Fournier and seconded by William Dobbins to accept the hiring recommendation of Carrigan Levesque.

VOTE:

Motion voted on and passed.

ART. 13. Mr. Bryan Jandreau presented for consideration the hiring recommendation of Lindsey Cross as full-time custodian in Houlton.

MOTION:

Motion by Norman Fournier and seconded by William Dobbins to approve the hiring recommendation of Lindsey Cross.

VOTE:

Motion voted on and passed.

ART. 14. Mr. Darren Woods presented for consideration the hiring recommendation of Noah Oakes as Junior Firefighter at North Lakes Fire & Rescue.

MOTION:

Motion by Norman Fournier and seconded by William Dobbins to approve the hiring of Noah Oakes.

VOTE:

Motion voted on and passed.

ART. 15. Mr. Darren Woods presented for consideration the hiring recommendation of Kimberly Champagne as full-time EMA Finance/Planning Associate.

MOTION:

Motion by William Dobbins and seconded by Norman Fournier to approve the hiring recommendation of Kimberly Champagne.

VOTE:

Motion voted on and passed.

ART. 16. Mr. Darren Woods presented for considering the hiring recommendation of Derrick Ouellette as full-time Deputy EMA Director.

MOTION:

A motion was made by William Dobbins and seconded by Norman Fournier to accept the hiring of Derrick Ouellette as Deputy EMA Director.

VOTE:

Motion voted on and passed.

ART. 17. Mr. Darren Woods presented for consideration the bid recommendation for North Lakes Fire's self-contained breathing apparatus (SCBA). 2 bids were received. Industrial Protection Svc.'s bid (\$53,454) includes the same type of packs already being used. Funding is made possible by grants already awarded.

MOTION:

A motion was made by William Dobbins and seconded by Norman Fournier to accept the bid from Industrial Protection Svc.

VOTE:

Motion voted on and passed.

ART. 18. Mr. Darren Woods presented for consideration the bid recommendation for North Lakes Fire Station addition at 1636 New Sweden Rd, Stockholm. 2 bids were received with the lowest bid being A.M. Construction & Roofing (\$143,323.00). Funding is made possible by grants already awarded and \$3,323 from the building capital account.

MOTION:

A motion was made by Norman Fournier and seconded by William Dobbins to accept the bid from A.M. Construction & Roofing.

VOTE:

Motion voted on and passed.

ART. 19. Chief Deputy Joey Seeley presented for consideration the recommission of Deputy Sheriff Lawrence Goff.

MOTION:

A motion was made by William Dobbins and seconded by Norman Fournier to accept the recommission of Deputy Sheriff Lawrence Goff.

VOTE:

Motion voted on and passed.

ART. 20. Chief Deputy Joey Seeley presented for consideration the hiring recommendation of Melissa Hogan as a full-time ACCCP Caseworker.

MOTION:

A motion was made by Norman Fournier and seconded by William Dobbins to accept the hiring of Melissa Hogan as ACCCP Caseworker.

VOTE:

Motion voted on and passed.

ART. 21 Chief Deputy Joey Seeley presented for consideration the hiring recommendation of Benjamin Wipperman as a part-time corrections officer.

MOTION:

A motion was made by Norman Fournier and seconded by William Dobbins to accept the hiring of Benjamin Wipperman as Corrections Officer.

VOTE:

Motion voted on and passed.

ART. 22. Chief Deputy Joey Seeley presented for consideration the bid recommendation for the sale of a surplus 2016 Ford Explorer. Bids included Douglas Sahl (\$1200); Ringwood Motors (\$880); Embelton Auto (\$500).

MOTION:

A motion was made by Norman Fournier and seconded by William Dobbins to accept the highest bid of \$1200 from Douglas Sahl with the understanding that if the sale does not become finalized, that the next highest bidder will be offered the surplus vehicle.

VOTE:

Motion voted on and passed.

ART. 23. Chief Deputy Joey Seeley presented for consideration the bid recommendation for the sale of a surplus 2018 Ford Explorer. There were nine (9) bids received for two (2) 2018 Ford Explorers. Bids included: 1) Jason Smith (\$6,000); 2) Embelton Auto (\$4690); 3) Embelton Auto (\$4650). The highest bidder, Mr. Smith, was unresponsive. Recommend accepting the next highest bid from Embelton Auto.

MOTION:

A motion was made by William Dobbins and seconded by Norman Fournier to accept the bid from Embelton Auto (\$4690).

VOTE:

Motion voted on and passed.

ART. 24. Chief Deputy Joey Seeley presented for consideration the bid recommendation for the sale of a surplus 2018 Ford Explorer with damage. Embelton Auto had the next highest bid (\$4650).

MOTION:

A motion was made by Norman Fournier and seconded by William Dobbins to accept the bid from Embelton Auto (\$4650).

VOTE:

Motion voted on and passed.

ART. 25. Chief Deputy Joey Seeley presented for consideration the dispatch contract for the Town of Madawaska (7/2023-6/2024).

MOTION:

A motion was made by Norman Fournier and seconded by William Dobbins to accept the dispatch contract for the Town of Madawaska.

VOTE:

Motion voted on and passed.

ART. 26. County Commissioner's Report

Commissioner Fournier reported on the Risk Pool where we are expecting to see a 4-7% increase in our insurance rates for 2024. Counties are adding value to their properties, which is adding to the increase. 8 claims were opened and 8 were closed for the month, all were auto claims. 158 outstanding claims with the oldest being 3-4 years.

Legislatively, September 30th is the cloture date. Jail funding will be prioritized during special session. Requesting 20% jail funding from the State. The Governor's office wants to see data and efficiencies that are being implemented before any additional funding is allocated. All counties participated in the gathering of data to support the funding request. The Appropriations Committee advised the Maine State Police that they must continue to honor their rural patrol coverage until 2025.

ART. 27. Other Business

Commissioner Dobbins provided an update regarding the Loring Development Authority (LDA) which is seeing some positive movement with the Governor's office assisting.

Commissioner Dobbins inquired about being on the NMDC board and when meetings were being held. Ms. Tammy Pelletier will follow up with NMDC to ensure Commissioner Dobbins is on the mailing list.

Mr. Paul Bernier presented an update on the Local Road Assistance Program (LRAP) which will be allocating \$113,320 to Aroostook County for FY24.

Mr. Ryan Pelletier presented for consideration the reallocation of unspent ARPA funds (\$9575) previously awarded to the Fort Kent Registry of Deeds to the Dispatch upgrade project.

MOTION:

A motion was made by William Dobbins and seconded by Norman Fournier to reallocate unspent ARPA funds in the amount of \$9575 from the Fort Kent Registry of Deeds to the Dispatch upgrade project.

VOTE:

Motion voted and passed.

ART. 28. Adjournment.

MOTION:

A motion was made by William Dobbins and seconded by Norman Fournier to adjourn the meeting at 3:17 pm.

VOTE:

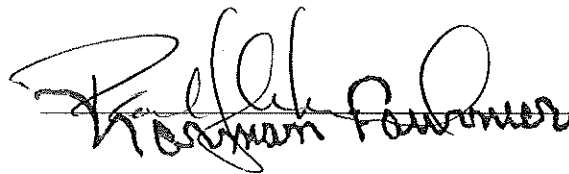
Motion voted and passed.

ATTEST: A True Copy

of Commissioners' Meeting



Ryan D. Pelletier
County Administrator



AROOSTOOK COUNTY COMMISSIONERS

DATE: September 20, 2023