

MINUTES

AROOSTOOK COUNTY COMMISSIONERS’ SPECIAL MEETING – DECEMBER 12, 2023  
ADMINISTRATIVE HEARING ROOM-CARIBOU COURTHOUSE

**Present:**

Paul J. Underwood, County Commissioner-Phone  
Norman L. Fournier, County Commissioner  
William T. Dobbins, County Commissioner  
Ryan D. Pelletier, County Administrator  
Tammy Pelletier, Operations Assistant

ART. 1. Chair Paul J. Underwood called the meeting to order at 11:04 a.m.

ART. 2. Pledge of Allegiance.

ART. 3. Mr. Ryan Pelletier presented for consideration an update regarding the electrical contract. The Commissioners’ had previously approved a contract with SunVest for a 15% credit on our electric bills through solar farms. Ampion has offered a 20% credit. A review of the SunVest contract language indicates that a termination of the contract would result in penalties, which is an unknown amount, as it is based on usage. Mr. Pelletier recommended staying with the SunVest contract at this time. The Commissioners agreed.

No motion necessary.

ART. 4. Adjournment.

**MOTION:**

A motion was made by William Dobbins and seconded by Norman Fournier to adjourn the meeting at 11:45 a.m.

**VOTE:**

Motion voted on and passed.

ATTEST: A True Copy

of Commissioners’ Meeting

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Ryan D. Pelletier  
County Administrator

AROOSTOOK COUNTY COMMISSIONERS  
DATE: January 2, 2024

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING – DECEMBER 20, 2023  
ADMINISTRATIVE HEARING ROOM-CARIBOU COURTHOUSE

**Present:**

Paul J. Underwood, County Commissioner-Zoom  
Norman L. Fournier, County Commissioner  
William T. Dobbins, County Commissioner  
Ryan D. Pelletier, County Administrator  
Steve Pelletier, ARPA Program Administrator  
Dana Gendreau, Finance Director  
Paul Bernier, Community Services Director  
Peter Johnson, Sheriff  
Erica Pelletier, Commander  
Joey Seeley, Chief Deputy  
Tammy Pelletier, Operations Assistant  
Darren Woods, EMA Director  
Melissa Lizotte, Bangor Daily News  
Christina Alley, Community member  
Naylea Beltran-Mendoza, Intern, EMA

ART. 1. Chair Paul J. Underwood called the meeting to order at 1:07 p.m.

ART. 2. Pledge of Allegiance.

ART. 3. No Public Comment.

ART. 4. **MOTION:**

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

**VOTE:**

Motion voted on and passed.

ART. 5. Chair Paul Underwood entertained a motion for approval of the November 15, 2023 County Commissioners' meeting minutes.

**MOTION:**

Motion by William Dobbins and seconded by Norman Fournier to approve the minutes of the November 15, 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 consideration a Local Food Sovereignty Ordinance for all Unorganized Territories in Aroostook County.

**MOTION:**

A motion was made by William Dobbins and seconded by Norman Fournier to approve the Local Food Sovereignty Ordinance for all Unorganized Territories.

**VOTE:**

Motion voted on and passed.

ART. 8. Mr. Steve Pelletier presented for consideration the 2024 ARPA Program Statement Summary. Mr. Pelletier recommended that we not include grants under the new category of Surface Transportation. A Public Hearing will be held on January 10th to inform the communities and organizations of the 2024 ARPA Program.

**Motion:**

A motion was made by William Dobbins and seconded by Norman Fournier to approve the 2024 ARPA Program Statement Summary, which includes not offering grants in the Surface Transportation category and amending the application deadline to be April 1, 2024.

**VOTE:**

Motion voted on and passed.

ART. 9 Mr. Paul Bernier presented for consideration the ambulance contract with Southern Aroostook EMS for services in Cary & 7 other townships.

**MOTION:**

A motion was made by Norman Fournier and seconded by William Dobbins to approve the ambulance contract with Southern Aroostook EMS for Cary & 7 other townships.

**VOTE:**

Motion voted on and passed.

ART. 10. Mr. Paul Bernier presented for consideration the ambulance contract with the Town of East Millinocket for services in Benedicta, Silver Ridge, T1R4-T3R4.

**MOTION:**

A motion was made by William Dobbins and Norman Fournier to approve the ambulance contract with the Town of East Millinocket for services in Benedicta, Silver Ridge, T1R4-T3R4.

**VOTE:**

Motion voted on and passed.

ART. 11. Mr. Paul Bernier presented for consideration an update on the excise tax and voting services for Benedicta and Silver Ridge townships. The Town of Sherman will no longer

be able to provide these services as of January 1, 2024. The Town of Stacyville has agreed to take over these services at the same rates as were being paid to the Town of Sherman.

**MOTION:**

A motion was made by Norman Fournier and seconded by William Dobbins to approve the Town of Stacyville providing excise tax and voting services to Benedicta and Silver Ridge.

**VOTE:**

Motion voted on and passed.

- ART. 12. Mr. Darren Woods presented for consideration the EMA Extreme Temperature Plan. Once approved, the plan will be distributed online and directly to municipalities.

**MOTION:**

A motion was made by Norman Fournier and seconded by William Dobbins to accept the EMA Extreme Temperature Plan with updates to Page 4 to remove Eagle Lake Hospital and Page 14, under Extreme Heat, 7<sup>th</sup> bullet point, to update the power companies to be Eastern Maine Electric Cooperative, Houlton Water Company, Versant, and Van Buren Light & Power.

**VOTE:**

Motion voted on and passed.

- ART. 13. Mr. Darren Woods presented for consideration the hiring recommendation for two firefighters (Sean Cerveny/Robert Mockler).

**MOTION:**

A motion was made by Norman Fournier and William Dobbins to approve the hiring recommendations for Sean Cerveny and Robert Mockler as firefighters.

**VOTE:**

Motion voted on and passed.

- ART. 14. Mr. Peter Johnson presented for consideration the recommission of Deputy Sheriff for Ryan Rackliffe.

**MOTION:**

A motion was made by William Dobbins and seconded by Norman Fournier to approve the recommission of Deputy Sheriff to Ryan Rackliffe.

**VOTE:**

Motion voted on and passed.

ART. 15. Mr. Peter Johnson presented for consideration the hiring recommendations for 2 part-time correctional officers (Devon Orr/Daniel Bowman) and 1 full-time correctional officer (Jeremy Keating).

**MOTION:**

A motion was made by Norman Fournier and seconded by William Dobbins to approve the hiring recommendations of Devon Orr and Daniel Bowman as part-time correctional officers and Jeremy Keating as full-time correctional officer.

**VOTE:**

Motion voted on and passed.

ART. 16. Mr. Peter Johnson presented for consideration a contract addendum to the Alternative Correctional Healthcare, LLC contract to provide crisis mental health services in the jail January 1-June 20, 2024.

**MOTION:**

A motion was made by Norman Fournier and seconded by William Dobbins to approve the contract with Alternative Correctional Healthcare, LLC for crisis mental health services for January 1-June 30, 2024.

**VOTE:**

Motion voted on and passed.

ART. 17. Mr. Ryan Pelletier presented for consideration the appointment of the MCCA  
ART. 18. representative and proxy; and Article 18. the MCCA Risk Pool representative, proxy and primary contact.

**MOTION:**

A motion was made by Paul Underwood and seconded by Norman Fournier to appoint Norman Fournier as MCCA Representative and MCCA Risk Pool Representative; William Dobbins as MCCA Proxy and MCCA Risk Pool Proxy; and Ryan Pelletier as the MCCA Risk Pool primary contact.

**VOTE:**

Motion voted on and passed.

ART. 19. County Commissioner's Report

Commissioner Fournier provided an update on the MCCA Risk Pool. Reinsurance increased, in part due to all the building improvements made over the last year which saw an increase from \$431 million to \$450 million in building valuations. Estimated average increase is expected to be between 7-12% for each County. Aroostook County's increase was 8.2%. November was a high claim month with 26 new claims and \$185,000 put in reserves. The draft budget was approved with an increase of 4%.

Legislatively, anxiously awaiting the special session in January to follow the request for additional jail funding; and the Rural Patrol bill which would allow funds allocated to the

State Police to be diverted to the County Sheriff's departments when the state is not able to cover an area and thus, the responsibility falls to the Counties.

ART. 20. Other Business.

Commissioner Dobbins introduced Christina Alley, who was attending the meeting to observe governmental process. She is a student interested in going into the public service field.

ART. 21. Adjournment.

**MOTION:**

A motion was made by William Dobbins and seconded by Norman Fournier to adjourn the meeting at 2:31 pm.

**VOTE:**

Motion voted on and passed.

ATTEST: A True Copy

of Commissioners' Meeting

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\_\_\_\_\_  
\_\_\_\_\_

Ryan D. Pelletier  
County Administrator

AROOSTOOK COUNTY COMMISSIONERS  
DATE: January 2, 2024



FOR OFFICE USE ONLY

Check # \_\_\_\_\_

Amount \$ \_\_\_\_\_

# Application to License Games of Chance

**MGCU - 5300**

**\*\*The application (to include the rules for the game(s)) and license fees must be received by the Gambling Control Unit at least ten business days prior to the Game(s) of Chance requested\*\***

**Games of Chance (I.E. Poker, Blackjack):** \$15 Calendar Week (Monday through Sunday); \$60 Calendar Month; \$700 Calendar Year

**Video Poker:** \$15 Calendar Week (Monday through Sunday) or \$60 Calendar Month

**Cards (Cribbage):** \$30 Calendar Year or Portion Thereof

**Super Cribbage Tournament Game:** \$75.00 Per Tournament

**Tournament Game (up to 50 players) (I.E. Texas Hold'em):** \$40.00 Per Tournament; \$100.00 Calendar Month (Two Tournaments Per Month); \$750.00 Calendar Year (Two Tournaments Per Month)

**Tournament Game (51 to 100 players) (I.E. Texas Hold'em):** \$75.00 Per Tournament; \$200.00 Calendar Month (Two Tournaments Per Month); \$1,500 Calendar Year (Two Tournaments Per Month)

**Tournament Game (101 to 150 players) (I.E. Texas Hold'em):** \$300.00 Per Tournament

**Tournament Game (151 to 200 players) (I.E. Texas Hold'em):** \$400.00 Per Tournament

**Tournament Game (201 to 250 players) (I.E. Texas Hold'em):** \$500.00 Per Tournament

**Tournament Game (251 to 300 players) (I.E. Texas Hold'em):** \$600.00 Per Tournament

Make check payable to Treasurer, State of Maine

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**Return the completed and signed application to:**

**Department of Public Safety  
Gambling Control Unit  
Central Maine Commerce Center  
87 State House Station  
45 Commerce Drive, Suite 3  
Augusta, Maine 04333-0087  
(207) 626-3900 – Office  
(207) 287-4356 – Fax**

1. For what game(s) are you licensing (please indicate number adjacent name and attach rules for the game(s)):

Tournament (Up to 50 Players) \_\_\_\_\_ Tournament (51 to 100 Players) \_\_\_\_\_

Video Poker \_\_\_\_\_ Cards (Cribbage) \_\_\_\_\_ Poker  Super Cribbage Tournament \_\_\_\_\_

Other \_\_\_\_\_ (Specify Name of Game) \_\_\_\_\_

2. Organization Name: Upper Valley Economic Corporation

Organization Number (NPO or NOC): \_\_\_\_\_ Federal Tax ID # (EIN): 01-0529561

Business Address: 36 School Street, Suite# 4

City: Sherman State: ME Zip Code: 04776

Mailing Address: 36 School Street, Suite# 4 Phone: (207) 365-7631

City: Sherman State: ME Zip Code: 04776

3. Current Officers:

NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
Chris Smith, Chairman	120 High Horse Hill	Stacyville, 04777	207 601-4801	03/31/2024

Alvin Theriault, Secretary	15 Lapidary Lane	Stacyville, 04777	(207) 365-4007	03/31/2024
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John Qualey, Treasurer	284 Silver Ridge Road	Sherman, 04776	(207) 731-7070	03/31/2024
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NAME & TITLE	ADDRESS	CITY/ZIP	PHONE	DATE TERM EXPIRES
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4. Location where Game of Chance is to be conducted:

Benedicta Parish Hall

BUILDING

ADDRESS

CITY/ZIP

5. Person responsible for the conduct of the Game(s) of Chance:

Chris Smith

(207) 610-4801

NAME

DAYTIME PHONE & EVENING PHONE

E-Mail Address: chrisatsmithscarpentry@gmail.com

6. Circle the day(s) of the week you will be conducting Game of Chance:

Mon  Tue  Wed  Thu  Fri  Sat  Sun

7. What time do the doors open? \_\_\_\_\_ What time does the game start? \_\_\_\_\_

8. Dates – Please specify weeks (Monday through Sunday), full calendar months or calendar year.

<u>February</u>	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

9. Does the organization own all the equipment used in operating the Game of Chance? Yes  No

If "NO", Attach a sheet of paper to this application explaining the circumstances under which the equipment was acquired. Please write your organization name and number on the sheet.

10. Has any current officer of this organization or association ever been convicted of or have any charges currently pending for violating the gambling or lottery laws of the United States or the State of Maine?

Yes  No

If "YES" attach a sheet of paper to this application providing the person's name, address, and date and place of conviction or date and location of pending charge. Please write your organization name and number on the sheet.

11. Does the organization have any delinquent / outstanding Disposition of Funds Reports? Yes  No

If "YES" include all reports with this application. If the reports are not included, this application is considered incomplete.

12. **Fair Association Only:** Attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

13. **Tournament Game Only:** Specify the name(s) of the charitable organization(s) that the proceeds of the tournament will benefit.

The Shriners

14. The following consent must be completed by the municipal officers of the city or town where the Game(s) of Chance will take place unless a separate "Letter of Approval" is attached to this application.

Check here if you have attached a "Letter of Approval". Letters that have an expiration date of greater than five years from the issue date will not be accepted by this office

### Municipal Consent to License

The undersigned being municipal officers of the City/Town of \_\_\_\_\_ hereby certify that we consent to the application for licensure by \_\_\_\_\_ to operate Games of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 62 and in accordance with the Rules promulgated by the State of Maine, Department of Public Safety, Gambling Control Unit governing the conduct of Games of Chance.

Name: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_

15. The applicant agrees to obey Federal, State of Maine laws, and rules governing Games of Chance promulgated by the Department of Public Safety, Gambling Control Unit. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Age 18 or older: Yes  No

11. Does the organization have any delinquent / outstanding Disposition of Funds Reports? Yes  No

If "YES" include all reports with this application. If the reports are not included, this application is considered incomplete.

12. Fair Association Only: Attach a list of the names and home addresses of the persons operating or assisting in the licensed activity. Please write your organization name and number on the list.

13. Tournament Game Only: Specify the name(s) of the charitable organization(s) that the proceeds of the tournament will benefit.

The Shriners

14. The following consent must be completed by the municipal officers of the city or town where the Game(s) of Chance will take place unless a separate "Letter of Approval" is attached to this application.

Check here if you have attached a "Letter of Approval". Letters that have an expiration date of greater than five years from the issue date will not be accepted by this office

### Municipal Consent to License

The undersigned being municipal officers of the City/Town of Benedicta hereby certify that we consent to the application for licensure by Upper Valley Economic Corporation to operate Games of Chance in accordance with the provisions of 17 M.R.S.A. Chapter 62 and in accordance with the Rules promulgated by the State of Maine, Department of Public Safety, Gambling Control Unit governing the conduct of Games of Chance.

Name: Paul Underwood -

Date: Jan 2, 2024 Title: County Commissioner

Name: Norman Fournier -

Date: Jan 2, 2024 Title: County Commissioner

Name: William Robbins -

Date: Jan 2, 2024 Title: County Commissioner

Name: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_

15. The applicant agrees to obey Federal, State of Maine laws, and rules governing Games of Chance promulgated by the Department of Public Safety, Gambling Control Unit. The applicant warrants the truth of the foregoing statements on penalty of perjury.

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Age 18 or older: Yes  No

# County of Aroostook

COMMISSIONERS' OFFICE

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**FINANCE DIRECTOR / DEPUTY TREASURER**  
Dana L. Gendreau



**COUNTY COMMISSIONERS**

**PAUL J. UNDERWOOD**  
PRESQUE ISLE

**NORMAN L. FOURNIER**  
WALLAGRASS

**WILLIAM T. DOBBINS**  
HOULTON

December 19, 2023

**Subject: IRS Mileage Rate 2024**

The County of Aroostook current mileage reimbursement is 62.5 cents per mile.  
The IRS 2024 mileage reimbursement has been set at 67 cents per mile.  
It is my recommendation that we move the mileage rate to the 2024 IRS limit.

Regards,

*Dana Gendreau*

Dana Gendreau  
Finance Director

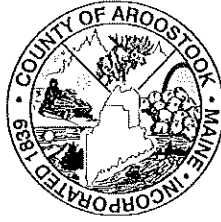
# County of Aroostook

## COMMISSIONERS' OFFICE

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### COUNTY ADMINISTRATOR

RYAN D. PELLETIER



### COUNTY COMMISSIONERS

PAUL J. UNDERWOOD  
PRESQUE ISLE

NORMAN L. FOURNIER  
WALLAGRASS

WILLIAM T. DOBBINS  
HOULTON

December 22, 2023

Heather Dumais  
State Hazard Mitigation Officer  
Maine Emergency Management Agency  
45 Commerce Drive, Suite 2  
72 State House Station  
Augusta, ME 04333-0072

Dear Heather:

The County of Aroostook is pleased to support the Maine Emergency Management Agency (MEMA) and Kennebec Valley Council of Governments (KVCOG) application to develop a pilot creating a regional code enforcement officer (CEO) position in the state's regional councils. Code enforcement has been problematic in many of the County's communities and this program will provide consistent and qualified services to those in need. The County of Aroostook has a strong working relationship with Northern Maine Development Commission (NMDC) who has been working for many years to help recruit, train, and support the code officers in the region.

A significant number of Aroostook County's municipalities do not have the financial ability to support a full-time Code Enforcement Officer and have a difficult time scheduling services on an effective basis. In many cases, municipalities contract with individuals that have full-time employment elsewhere and must schedule visits to individual towns around their work schedules.

Municipalities in northern Maine are having a difficult, if not impossible, time finding qualified people to serve as their CEO. The problem is exacerbated by two issues. First, there are very few people currently certified as CEOs. Secondly, there is the issue of compensation. CEOs receive reimbursement for local mileage and in some cases a percentage of permit fees. In many cases, travel to required training is not paid for and many part time CEO do not receive any form of benefits.

We certainly hope for a favorable FEMA decision, and we support this application.

Sincerely,

Ryan D. Pelletier  
County Administrator



Aroostook County  
Sheriff's Office

Peter A. Johnson, Sheriff  
Joey D. Seeley, Chief Deputy

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Patrol

Transportation

Corrections

Civil Process

To: County Commissioners

From: Sergeant Kenneth Spittle

cc: Sheriff Peter Johnson

Date: December 22, 2023

Reference: Full Time Dispatcher

The Aroostook County Sheriff's Office recently advertised for fulltime Communications Dispatcher position and Sean Montpetit submitted an application. Mr. Montpetit had worked for the Aroostook County Sheriff's Office from October 2021 to May of 2022 as a Communications Dispatcher. Mr. Montpetit then transferred to the Corrections Division of the Sheriff's Office and remained as a Correctional Officer until September of 2023. Mr. Montpetit has over 2 combined years of experience as Correctional Officer and a Communications Dispatcher for the Sheriff's Office.

In addition, Mr. Montpetit has worked previous customer service jobs such as a grocery store associate. He has achieved his automotive degree and used it satisfactorily at Carroll's Auto Sales in Presque Isle. Sean has had significant time dealing with the public in customer service-oriented situations throughout his career and is no stranger to hard work. Sean is expected to be a great addition to the Communications Dispatch Center in Houlton.

It is my recommendation that Sean Montpetit be hired with a start date of January 06, 2024, to fill the open full time Communications Dispatcher position that was recently advertised for.

FAITHFULLY SERVING OUR NEIGHBORS SINCE 1839

25 School St., Suite 216, Houlton, ME 04730

Tel: 207-532-3471

Fax: 207-532-7319

**SEAN MICHAEL MONTPETIT**



**OBJECTIVE**

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills

**EDUCATION**

· Certificate in Automotive Technology

Northern Maine Community College

May 2022

· BCTP Corrections Officer Certification

Maine Criminal Justice Academy

February 2023

· High School Diploma

Ashland District School



**SUMMARY**

· Dedicated, reliable employee with good judgment skills and the ability to make decisions quickly.

**SKILLS**

· Dedicated employee with demonstrated strengths in customer service, time management, and meeting goals/deadlines.

· Good at troubleshooting problems and building successful solutions.

· Excellent verbal and written communicator with strong background cultivating positive relationships and exceeding goals.

## **PROFESSIONAL EXPERIENCE**

### **Automotive Technician**

Presque Isle, ME

Carroll's Auto Sales

September 2023 to Current

- Perform minor maintenance services, including gasket replacements, coolant flushes and tune-ups.
- Remove, replace, balance and rotate new or used tires to maintain on-road safety.
- Complete repairs and maintenance to major vehicle models to meet safety specifications.
- Evaluate, repair, and align vehicle suspensions.
- Maintain certifications and complete in-depth training on commonly-serviced equipment, systems and components.
- Keep detailed records of repairs, labor involved and parts used.
- Weld, solder, and fabricate parts to complete skilled services.
- Develop in-depth understanding of automotive systems and components to complete fast and accurate repairs.

### **Corrections Officer**

Houlton, ME

County of Aroostook/Sheriff's Department

MAY 2022-September 2023

- Enforced jail rules
- Supervised activities of inmates
- Inspected facilities to ensure they met security standards
- Searched inmates for contraband items
- Broke up physical altercations
- Monitored and reported on inmate conduct
- Booked in new inmates
- Logged information in to records systems

### **Emergency Communications Specialist**

Houlton, ME

County of Aroostook/Sheriff's Department

Oct 2021 to May 2022

- Monitored dispatch board and adjusted call priorities regularly based on caller needs.
- Kept detailed and updated records of calls in physical and electronic databases.
- Communicated with individuals within inbound call center setting to complete dispatch support for emergency calls

### **Automotive Technician**

Presque Isle, ME

Carroll's Auto Sales

Jun 2021 to May 2022

- Performed minor maintenance services, including gasket replacements, coolant flushes and tune-ups.
- Removed, replaced, balanced and rotated new or used tires to maintain on-road safety Completed repairs and maintenance to major vehicle models to meet safety specifications. Evaluated, repaired and aligned vehicle suspensions.
- Maintained certifications and completed in-depth training on commonly-serviced equipment, systems and components.
- Kept detailed records of repairs, labor involved and parts used.
- Welded, soldered and fabricated parts to complete skilled services.
- Developed in-depth understanding of automotive systems and components to complete fast and accurate repairs.

### **Emergency Vehicle Operator**

Ashland, ME Town of Ashland

May 2021 to May 2022

- Sanitized medical equipment and inside of vehicle after each transport to avoid spread of germs.

- Checked vehicle fluid levels before and after each shift, topping off coolant, gasoline and oil. Responded to dispatch calls promptly.
- Replaced supplies and disposable items to maintain inventory after each run.

### **Laborer/Lead Poly-Machine Operator**

Ashland, ME Northeast Pellets LLC

Feb 2019 to Jun 2021

- Shift leader Large/Heavy equipment operator
- Production line tasks
- Quality control
- Maintained a clean, safe working environment by removing waste from the job site prior to shift completion.
- Loaded and unloaded daily material shipments, keeping products organized and secure to prevent damage and optimize handling.

### **Grocery Store Associate**

Ashland, ME Ashland Food Mart

Oct 2018 to Feb 2019

- Kept work areas clean, neat and organized for optimal productivity and worker safety.
- Read orders to obtain item numbers and locate merchandise in bins or on shelves.
- Carried out duties within a fast-paced retail environment, providing organized stocking methods and plans.
- Stocked and rotated products, supplies and paper goods to optimize freshness.
- Maintained clear aisles during restocking to avoid hazards and promote guest convenience. Organized storage of articles in bins, floor, shelves and assigned areas according to product categories.
- Replenished inventory with focus on addressing customer needs.



Aroostook County  
Sheriff's Office

Peter A. Johnson, Sheriff  
Joey D. Seeley, Chief Deputy

Patrol

Transportation

Corrections

Civil Process

To: County Commissioners

From: Peter A. Johnson, Sheriff

Date: December 26, 2023

Reference: Full Time Patrol Sergeant

The Aroostook County Sheriff's Office recently advertised for fulltime Patrol Sergeant position and William Janakis submitted an application. William has worked for the Aroostook County Sheriff's Office since November 2022 as a Patrol Deputy. William has 8 combined years of experience in Law Enforcement as a patrol officer, patrol Corporal and patrol Sergeant for Houlton Police Department, and as a Patrol Deputy for the Aroostook County Sheriff's Office.

In addition, William is also a certified firearms instructor in the pistol and rifle, and an active shooter instructor.

It is my recommendation that William Janakis be hired with a start date of January 06, 2024, to fill the open full time Patrol Sergeant position that was recently advertised for.

FAITHFULLY SERVING OUR NEIGHBORS SINCE 1839

25 School St., Suite 216, Houlton, ME 04730

Tel: 207-532-3471

Fax: 207-532-7319



Aroostook County  
Sheriff's Office

Peter A. Johnson, Sheriff  
Joey D. Seeley, Chief Deputy

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Patrol

Transportation

Corrections

Civil Process

Commander Pelletier,

This letter is my intent to apply for the position of patrol sergeant. I have previously attended the FBI Leeda Supervisor School. I have served as a Police Training Officer the past six years, and a pistol and rifle instructor the past two years. I am also an active shooter instructor as well as hold a MOI certificate along with a CIT certificate.

I previously worked at the Houlton Police Department when I was hired on full time in December of 2015. In March of 2018 I was promoted to the rank of Corporal. In October of 2021 I was promoted to Sergeant. While in those positions I trained many new officers, ran the department fire arm program, was the direct contact with the DA's office, put on several hiring boards as well as responded to routine calls.

I believe my previous training, work experience, and proven work ethic make me an excellent candidate for the position. Please except this letter and the attached documents as my application for the position.

Respectfully William Janakis

FAITHFULLY SERVING OUR NEIGHBORS SINCE 1839

25 School St., Suite 216, Houlton, ME 04730

Tel: 207-532-3471

Fax: 207-532-7319

# William Matthew Janakis

## SUMMARY

I graduated Thomas College with high honors with a Bachelor's Degree in Criminal Justice. I graduated from the 29<sup>th</sup> BLETP in December of 2015. I spend my free time coaching track and cross-country as a volunteer assistant at Houlton High School. I currently serve as a patrol deputy and firearms instructor at the Aroostook County SO

## EDUCATION AND HONORS

Thomas College, Waterville, ME

- Bachelor of Science in Criminal Justice
- All Conference Academic team 2014, 2015

Maine Criminal Justice Academy, Vassalboro Maine

- Member of the 29<sup>th</sup> BLETP

## Additional Training

- Critical Incident Training
- Methods of instruction
- Fire Arms instructor pistol/rifle
- Police Training Officer
- ALERT active shooter instructor

## EXPERIENCE

Aroostook County Sheriffs Department

November 2022-Present

### Patrol Deputy

- Duties include: traffic enforcement, responding to complaints, Community policing, instructing in fire arms, attending camp POST CARD.

Houlton Police Department

December 2015-November 2022

### Patrol Sergeant

- Duties include: traffic enforcement, responding to complaints, Community policing, correcting reports, running the PTO program, running the firearms program, running the hiring process, mentoring the other officers and helping to maintain the day-to-day operations.

Houlton High School

August 2017-Present

### Assistant running coach

- Mentored and coach high schoolers in the sport of running.  
**Reference available upon request**