

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, JULY 19, 2017 –
1:00 P.M. – SHERIFF'S OFFICE BUILDING – CONFERENCE ROOM (SECOND FLOOR)**

PRESENT

Paul J. Adams, Chair, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Ryan D. Pelletier, County Administrator
Paul Bernier, Public Works Director
Jesse Belanger, EMA Deputy Director
Christina Theriault, Human Resources Manager
Melissa Richardson, Register of Deeds, South
Darleen Guy, Register of Probate
Darrell Crandall, Sheriff
Shawn Gillen, Chief Deputy
Craig Clossey, Jail Administrator
Joe McKenna, Law Enforcement Captain
Joseph Cyr, Houlton Pioneer Times
Richard Rhoda, Esq., Houlton
Sherrill Campbell, Administrative Assistant

ART. 1. Chair Paul J. Adams called the meeting to order at 1:05 p.m.

ART. 2. Public Comment Period.

Richard Rhoda, Esq., Houlton, updated the County Commissioners on progress of the citizen funded gold leaf project for the Houlton Bell/Clock Tower and Dome. Mr. Rhoda also asked the County Commissioners to consider painting two vent cupulas that are in disrepair. County Administrator Pelletier stated that both he and Facilities Manager Bryan Jandreau are aware of the state of the cupulas and are taking into consideration making the repair. The County Commissioners thanked Mr. Rhoda for his efforts in obtaining funding for the gold leaf for the Dome.

ART. 3. Approval of Agenda.

County Administrator Ryan D. Pelletier asked that the following two items be added to Art. 15. Other Business:

- 1) Boiler Repair, Jail
- 2) Discussion of a personnel issue related to an employee in the Probate Office pursuant to Title 1 M.R.S.A. § 405(6A).

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the agenda as amended.

VOTE:

Motion voted on and passed.

ART. 4. Minutes.

Chair Paul J. Adams entertained a motion to approve the minutes of the June 20, 2017 County Commissioners' Meeting.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the June 20, 2017 County Commissioners' Meeting.

VOTE:

Motion voted on and passed.

ART. 5. Approval of Minutes of the July 10, 2017 Special Tax Abatement Hearings.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the July 10, 2017 Special Tax Abatement Hearings.

VOTE:

Motion voted on and passed.

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

- A) Attendance Record.
- B) Bills and Warrants.
- C) Approval of EMA Public Giveaway. (Jesse Belanger)

EMA Deputy Director Jesse Belanger asked that the County Commissioners consider a proposal to implement giveaways in order to encourage public participation in surveys, etc. Mr. Belanger stated that he wanted to be sure that legalities were respected, as well as the wishes of the County Commissioners. Mr. Belanger estimated that at this time, there would be 1-2 giveaways per year, not to exceed \$20.00 for each. The County Commissioners stated their approval.

- D) Probate Court Publication Fee Increase.

Darleen Guy, Register of Probate was present to discuss new rates for publication fees in the Bangor Daily News. Rates will be increased by \$1.15 per column inch. An affidavit or tear sheet request will result in a \$15.00 charge. The current amount the Office of the Registry of Probate charges for publication (\$30.00) has been in effect since 2004. Ms. Guy's recommendation was to raise the publication fee to \$40.00 to allow for the increase in costs of publication services.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve an increase in rate to \$40.00 for Probate Court publication fees.

VOTE:

Motion voted on and passed.

ART. 7. Approval of two part-time Corrections Officers.

Sheriff Darrell Crandall recommended approval of Timothy Ivey of Houlton and Caitlin Miles of Houlton to fill the open positions of part-time Corrections Officers.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the two Applicants as presented by Sheriff Crandall, for the positions of part-time Corrections Officers.

ART. 8. Approval of full-time Corrections Officer.

Sheriff Darrell Crandall recommended the approval of Randy Foster of Blaine for the position of full-time Corrections Officer.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve Sheriff Crandall's recommendation of Randy Foster of Blaine for the position of full-time Corrections Officer.

VOTE:

Motion voted on and passed.

ART. 9. Approval of Sheriff Commission Renewal.

Sheriff Darrell Crandall recommended the renewal of Deputy Sheriff Commission for Lieutenant Lawrence Goff of Monticello.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the renewal of Deputy Sheriff Commission for Lieutenant Lawrence Goff of Monticello.

VOTE:

Motion voted on and passed.

ART. 10. Consideration of copy fee increase for Registry of Deeds.

Melissa Richardson, Register of Deeds South, was present to discuss an in-office copy fee increase. Ms. Richardson's recommendation is to increase the in-office copy charge from fifty (50) cents to one (1) dollar with a January 1, 2018 effective date to allow for notification of the increase.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve an increase for copies made in-house to one (1) dollar/copy for the Registry of Deeds offices.

VOTE:

Motion voted on and passed.

ART. 11. Exit interview process.

Human Resources Manager Christina Theriault asked for consideration to begin providing employees with an exit questionnaire upon their departure. County Commissioner Norman L. Fournier remarked that he would like to see this questionnaire completed in person with the County Administrator.

MOTION:

Motion made by Paul J. Underwood and seconded by Norman L. Fournier to approve the proposed exit interview process.

VOTE:

Motion voted on and passed.

ART. 12. County Commissioners' Report:

A) MCCA/Risk Pool.

Risk Pool Meeting. Commissioner Norman L. Fournier stated that at the July 17th Risk Pool meeting: ten (10) claims were closed; there were ten (10) new claims opened, resulting in an increase in revenue of \$354,000.00; \$10,000.00 was approved to present Counties with safe driving awards; the Risk Pool will be reviewing ride-along policy and will be making suggestions to Counties that don't have one; the Risk Pool is currently sending out equipment surveys for reinsurance purposes; Franklin County has recently expressed that they will be going out to private bid for their insurance needs.

MCCA. Commissioner Norman L. Fournier stated that discussion at the MCCA meeting revolved around the announcement of Charlie Pray as the new Executive Director of the MCCA. Commissioner Fournier reported that Mr. Pray was the unanimous choice of both the hiring committee and the board, and his start date was July 17, 2017.

B) Legislative Update.

Commissioner Norman L. Fournier reported that the budget has been approved. He reported that the jails were allocated 12.2 million dollars for the July 1, 2017 through

June 30, 2018 year. Commissioner Fournier also reported that although an increase in the first year of \$3,000,000.00 was approved to cover jail deficits, an increase of \$3,800,000.00 was the approximate amount needed. Commissioner Fournier reported that estimates of County deficits and inmate counts will be taken into consideration as to distribution of the Jail funds. The Jail cap was raised to 4%.

ART. 13. County Administrator's Report.

A) Bid awards.

County Administrator Ryan D. Pelletier thanked Sheriff Crandall and Facility Manager Jandreau for their assistance in the awarding of bids for their respective departments. County Administrator Pelletier asked Public Works Director Paul Bernier to inform the Commissioners of the results of the bid opening for the Benedicta Paving Project. Mr. Bernier provided information on bids received and reported that the bid was granted to Steelstone Industries.

B) County Administrator Ryan D. Pelletier reported that the reclassification of several accounts, as suggested by Tim Poitras of Chester M. Kearney and approved by the County Commissioners at the June, 2017 meeting, has been completed.

ART. 14. Other Business.

A) County Administrator Ryan D. Pelletier reported that he received a memo from Facilities Manager Bryan Jandreau regarding failed breeching of the boiler at the Jail. Mr. Pelletier reported that there are no capital funds available for this repair and requested that the County Commissioners approve the amount of \$14,985.00 be taken from the contingency fund.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to use contingency funds in the amount of \$14,985.00 to complete the needed repairs on the boiler at the Jail.

VOTE:

Motion voted on and passed.

ART. 15. Executive Session.

MOTION:

The following motion was made by Norman L. Fournier and seconded by Paul J. Underwood:

"I move we go into executive session pursuant to Title 1, M.R.S., §405, paragraph 6 (A) to discuss a personnel issue related to an employee in the Sheriff's Office and to discuss a personnel issue related to an employee in the Registry of Probate Office."

VOTE:

Motion voted on and passed.

Upon returning to open session the following motions were made by Norman L. Fournier and seconded by Paul J. Underwood:

MOTION:

"I move that the County of Aroostook accept the recommendation of Sheriff Darrell Crandall regarding the non-punitive dismissal of an employee in the Sheriff's Office".

VOTE:

Motion voted on and passed.

MOTION:

"I move that the County of Aroostook approve leave without pay status for 30 days for an employee in the Registry of Probate Office and that the County of Aroostook continue to pay normal share of medical insurance costs for this employee".

VOTE:

Motion voted on and passed.

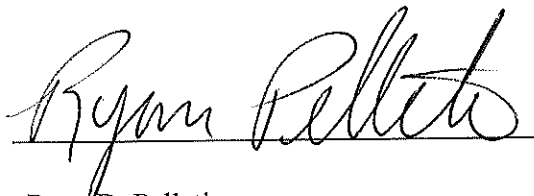
ART. 16. Adjournment.

MOTION:

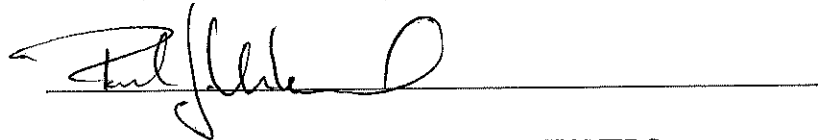
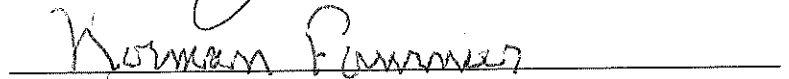
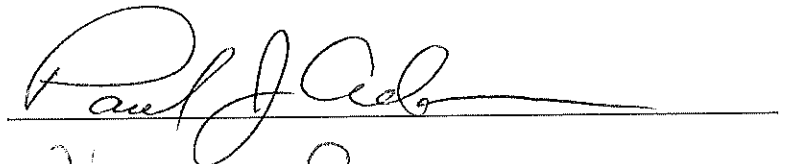
Motion by Paul J. Underwood and seconded by Norman L. Fournier to adjourn the meeting.

Meeting adjourned at 2:33 p.m.

ATTEST: A True Copy
of Commissioners' Meeting



Ryan D. Pelletier
County Administrator



AROOSTOOK COUNTY COMMISSIONERS
DATE: July 19, 2017