

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, OCTOBER 12, 2017  
– 1:00 P.M. – SINCLAIR SANITARY DISTRICT – SINCLAIR FIRE STATION – SINCLAIR**

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  
Darren Woods, EMA Director  
Jesse Belanger, EMA Deputy Director  
Christina Theriault, Human Resources Manager  
Anne-Marie Marquis, Financial Analyst  
Darrell Crandall, Sheriff  
Shawn Gillen, Chief Deputy  
Sherrill Campbell, Administrative Assistant

Before the County Commissioners' Meeting, an election was held to choose Trustees for the Sinclair Sanitary District.

ART. 1. Chair Paul J. Adams called the meeting to order at 1:30 p.m.

ART. 2. Public Comment Period.

None

ART. 3. Agenda.

Chair Paul J. Adams entertained a motion to approve the agenda.

**MOTION:**

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

**VOTE:**

Motion voted on and passed.

ART. 4. Minutes.

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

**MOTION:**

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

**VOTE:**

Motion voted on and passed.

ART. 5. The County Commissioners approved and signed the following:

- A) Attendance Record.
- B) Bills and Warrants.
- C) Long Lake Sporting Club Liquor License.
- D) Three Brooks Bridge Agreement.

ART. 6. Approval of the Public Sector seats on the ACAP Board of Directors.

Jason Parent, Executive Director/CEO of Aroostook County Action Program, presented six (6) public sector nominees for the ACAP Board of Directors. Mr. Parent requested that two members of the Aroostook County Legislative Delegation be seated with special consideration for the remaining seventh seat.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the Public Sector seats for the ACAP Board of Directors as presented by Jason Parent.

**VOTE:**

Motion voted on and passed.

ART. 7. Approval of EMA Assistant Planner.

Chief Darren Woods, EMA Director, presented Shawn Merrill of Fort Kent for the position of Emergency Management Agency Assistant Planner.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve Chief Woods' recommendation of Shawn Merrill for the position of EMA Assistant Planner.

**VOTE:**

Motion voted on and passed.

ART. 8. Approval of Deputy Register of Probate.

In the absence of Darleen Guy, Register of Probate, Christina Theriault, Human Resources Director, presented Jenna Swallow of Hodgdon for the position of Deputy Register of Probate.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the recommendation of the Register of Probate that Jenna Swallow of Hodgdon be hired for the position of Deputy Register of Probate.

**VOTE:**

Motion voted on and passed.

ART. 9. Renewal of two (2) Full-time Deputy Sheriffs.

Sheriff Darrell Crandall presented Jesse Belanger of Caribou and Jonathan Desmarais of Irwin Tennessee for full-time Deputy Sherriff positions.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve Sheriff Darrell Crandall's recommendation of Jesse Belanger of Caribou and Jonathan Desmarais of Irwin Tennessee for Full-time Deputy Sherriff positions.

**VOTE:**

Motion voted on and passed.

ART. 10 Approval of two part-time Dispatchers.

Sheriff Darrell Crandall presented Shannon Hubacher of Presque Isle and Kaitlin Hannigan of Houlton for the positions of Part-time Dispatcher.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve Sheriff Crandall's recommendation of Shannon Hubacher of Presque Isle and Kaitlin Hannigan of Houlton for the positions of Part-time Dispatcher.

**VOTE:**

Motion voted on and passed.

ART. 11. Approval of Part-time Corrections Officer/Cook.

Sheriff Darrell Crandall presented Joshua Capozzi of Houlton for the position of Part-time Corrections Officer/cook.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve Sheriff Crandall's recommendation of Joshua Capozzi of Houlton for the position of Part-time Corrections Officer/cook.

**VOTE:**

Motion voted on and passed.

ART. 12. County Commissioners' Report:

A) MCCA/Risk Pool.

Risk Pool Meeting. Commissioner Norman L. Fournier reported that at the October 11, 2017 meeting: a review of the fund balance showed adequate reserves to cover any of the open claims; 17 claims were opened and 9 claims were closed; Franklin County has put out an RFP and may be leaving the pool; individual County cyber liability insurance policy options have been researched and will be available with the full coverage County insurance policy options as well.

MCCA Meeting. Commissioner Norman L. Fournier reported that at the annual MCCA Board of Directors' meeting it was announced that County day at the Legislature will be on April 12<sup>th</sup>; the Executive Director of the MCCA will be in contact with the Executive Director of the Maine Sheriffs' Association to see if the two groups can combine their annual breakfast; there may be a change in the 90% fee rate that Registry of Deeds pays to the state in the future; NACC will provide assistance with the concern of the Governor refusing to accept WIA funds; Executive Director Charlie Pray plans to meet with representatives monthly; it was determined County Commissioners would be responsible for any marijuana regulations for their Unorganized Territories; there will be a forum with the legislators, Sheriffs and County Commissioners participating to ensure everyone is on the same page with regard to the jail fund; the annual MCCA convention was well attended; next year's annual convention will be in South Portland.

B) Other Items of Interest.

None.

ART. 13. County Administrator's Report.

A) Proposed 2018 County Commissioners' meeting schedule.

County Administrator Ryan D. Pelletier presented the proposed 2018 County Commissioners' meeting schedule. The schedule was reviewed and finalized.

B) Other items of interest.

County Administrator Ryan D. Pelletier stated that Community Development Block Grant funds earmarked for the removal or upgrade of underground fuel tanks are available for communities to apply for. Mr. Pelletier reported Aroostook County has been selected to be the grant administrator for the State with the approval of the County Commissioners.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve that state wide CDBG funds earmarked for removal or upgrade of underground fuel tanks be administered by Aroostook County.

**VOTE:**

Motion voted on and passed.

Art. 14. Other Business.

None.

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 to update negotiations with the Teamsters pursuant to Title 1, M.R.S.A., §405, sub-section 6, paragraph (D).”

**VOTE:**

Motion voted on and passed.

Upon returning to open session no action was taken.

ART. 16. Adjournment.

**MOTION:**


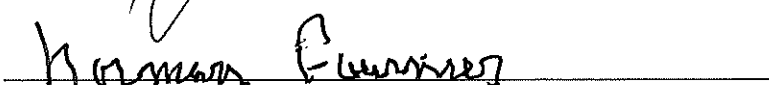
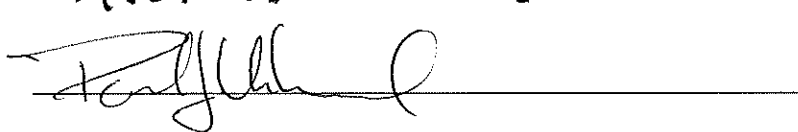
Motion by Paul J. Underwood and seconded by Norman L. Fournier to adjourn the meeting.

Meeting adjourned at 2:35 p.m.

ATTEST: A True Copy  
of Commissioners' Meeting

  
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Ryan D. Pelletier  
County Administrator

  
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AROOSTOOK COUNTY COMMISSIONERS  
DATE: October 12, 2017