

MINUTES

AROOSTOOK COUNTY COMMISSIONERS' MEETING – WEDNESDAY, MAY 16, 2018 - 1:00 P.M. – REGISTRY OF DEEDS BUILDING – CONFERENCE ROOM (FIRST FLOOR) – FORT KENT

PRESENT

Paul J. Adams, Chair, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Ryan D. Pelletier, County Administrator
Paul Bernier, Unorganized Territories Services Director
Bryan Jandreau, Facilities and IT Director
Christina Theriault, Human Resources Director
Todd Collins, District Attorney
Chief Deputy Shawn Gillen
Captain Terry “Joe” McKenna
Captain Craig Clossey
Matt McKnight, RCM Inc.
Jessica Potila, Press
Sherrill Campbell, Executive Assistant

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

ART. 2. Public Comment Period.

None.

ART. 3. Chairperson Paul J. Adams entertained a motion for the approval of 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.

Chairperson Paul J. Adams entertained a motion to approve the minutes of the April 18, 2018 County Commissioners' meeting.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the April 18, 2018 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.

ART. 6. Approval of paid-call Volunteer Fire Fighter.

In the absence of Fire Chief Darren Woods, County Administrator Ryan D. Pelletier presented Frankie Talarico Jr. for the position of paid-call Volunteer Fire Fighter.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the recommendation of Fire Chief Darren Woods to hire Frankie Talarico Jr. for the position of paid-call Volunteer Fire Fighter.

VOTE:

Motion voted on and passed.

ART. 7. Approval of one (1) full-time and one (1) part-time Corrections Officer.

Chief Deputy Shawn Gillen presented Charles Heath of Littleton for the position of full-time Deputy Sheriff.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the recommendation to hire Charles Heath of Littleton for the position of full-time Deputy Sheriff as presented by Chief Deputy Shawn Gillen.

VOTE:

Motion voted on and passed.

Chief Deputy Shawn Gillen presented Cyr Martin Jr. of Eagle Lake for the position of part-time Deputy Sheriff.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the recommendation to hire Cyr Martin Jr. of Eagle Lake for the position of part-time Deputy Sheriff as presented by Chief Deputy Shawn Gillen.

VOTE:

Motion voted on and passed.

- ART. 8. County Administrator Ryan D. Pelletier and Chief Deputy Shawn Gillen explained that in the near future the possibility exists that multiple communities will request the Sheriffs' office to provide public safety communication services. The current communications system will need to be upgraded in order to support these mission critical communications. A plan for an upgrade to the dispatch center was presented by Matt McKnight of Radio Communications Management, Inc.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to accept the proposed improvements to the Public Safety Communications System including a voice recorder by RCM, Inc., with a 7 year lease for the first year and an option to be able to adjust the lease term after one year, and to authorize the County Administrator to execute all documents, pertaining thereto.

VOTE:

Motion voted on and passed.

- ART. 9. Approval for plan to move inmates to post-conviction supervision.

District Attorney Todd Collins and Chief Deputy Shawn Gillen presented a proposal to lessen the burden on the jail resulting in the reduction of population and transport costs. The suggestion was to hire a new Academy Advocate. This would help transfer some of the pre-trial population to post conviction more quickly with the possibility of that population not having to serve time at the jail. DA Collins proposed that the position be combined with the File Clerk position that was approved during last year's budget process. The goal is to get 30-40 people enrolled to alleviate burden on the jail. \$4,500.00 will be needed to fund this position through the end of the year. \$5,000.00 in funding will be needed to fund the Breaking Free program (currently funded through a grant with AMHC) as well, as this grant expires in June.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to approve the \$4,500.00 request for an Academy Advocate to be combined with the File Clerk position with the understanding that County Administrator Ryan D. Pelletier and DA Todd Collins explore the DA's budget capability to fund the salary cost, and that County Administrator Ryan D. Pelletier will contact AMHC staff for any available in-kind funds for the remainder of the year for the \$5,000.00 cost for AMHC for the Breaking Free Program.

VOTE:

Motion voted on and passed.

- ART. 10. Appointments to the Northern Maine Development Commission (NMDC) Board.

County Administrator Ryan D. Pelletier stated that Clarissa Sabattis Houlton Band of Maliseets Chief, and Martin Dionne, representative of the Unorganized Territories are willing to serve another year as representative to the NMDC Board. Commissioner Norman L. Fournier stated he is also willing to continue his service to the NMDC Board.

MOTION:

Motion by Paul J. Underwood and seconded by Paul J. Adams to approve the appointments of Clarissa Sabattis, Martin Dionne and Norman L. Fournier to the Northern Maine Development Commission Board, effective once the County Administrator has contacted the individuals to discuss NMDC's meeting schedule and expectations.

VOTE:

Motion voted on and passed.

ART. 11. County Commissioners' Report:

A) MCCA/Risk Pool update. Commissioner Norman L. Fournier reported attending the May, 2018 MCCA Risk Pool meeting. The following was discussed:

Risk Pool. A financial audit was conducted with a clean audit report; 6 claims were opened and 9 claims closed resulting in an increase in reserves of \$91,000.00; most new claims were vehicle accidents; clarification of the waiver of liability form is needed; there are still 4 counties that do not have ride along policies which could result in penalties for those counties.

MCCA. A committee was appointed to review the strategic plan; there will be a gubernatorial forum at the annual convention; in discussing the funding of the jail it was brought up that as of July 1, 2018 the jail shortfall for Aroostook County will be approximately \$864,000.00.

B) Legislative Update.

Commissioner Norman L. Fournier reported that approximately 100 bills are still awaiting approval including the cost component bill for the Unorganized Territories; there is bi-partisan support for jail funding.

C) There were no other items of interest to report.

ART. 12. County Administrator's report.

A) Bankcard and Authorize.net fees.

Louise Caron, Register of Deeds North, was present to discuss fees associated with online credit card use for the Deeds North office. More information regarding the yearly number of transactions, etc. and usage information from the Deeds South office is needed before a decision can be made on what action to take regarding this article.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to table this article to determine yearly transaction numbers and to request similar information from the Deeds South office.

VOTE:

Motion voted on and passed.

- B) Personnel Policy discussion regarding harassment and termination.

County Administrator Ryan D. Pelletier requested clarification on the appeal process of the Harassment and Termination Policies.

MOTION:

Motion by Paul J. Underwood and seconded by Norman L. Fournier to table this article until more information can be presented at the June County Commissioners' meeting.

VOTE:

Motion voted on and passed.

- C) There were no other items of interest.

ART. 13. There was no other business to discuss.

ART. 14. Executive Session.

MOTION:

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

"I move that we enter into Executive Session pursuant to Title 1, M.R.S.A., §405 (6) (C) to discuss consideration of acquisition of real estate, and pursuant to Title 1, M.R.S.A., §405 (6) (A) to discuss an update regarding the Deputy County Administrator search."

VOTE:

Motion voted on and passed.

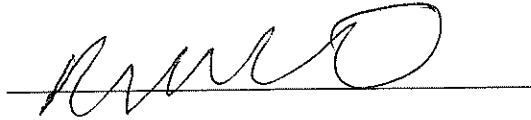
Upon return from Executive Session no action was warranted or taken.

ART. 15. Adjournment.




MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to adjourn the meeting.
Meeting adjourned at 3:20.

ATTEST: A True Copy
of Commissioners' Meeting



Ryan D. Pelletier
County Administrator

AROOSTOOK COUNTY COMMISSIONERS
DATE: May 16, 2018