

MINUTES

**AROOSTOOK COUNTY COMMISSIONERS' ORGANIZATIONAL MEETING – TUESDAY,  
JANUARY 8, 2019 – 1:00 P.M. - SHERIFF'S OFFICE BUILDING – CONFERENCE ROOM  
(SECOND FLOOR), HOULTON**

PRESENT

Paul J. Adams, Chair, County Commissioners  
Norman L. Fournier, County Commissioner  
Paul J. Underwood, County Commissioner  
Ryan D. Pelletier, County Administrator  
Sandra Fournier, Deputy County Administrator of Finance  
Shawn Gillen, Sheriff  
Leigh Smith, Aroostook County Treasurer  
Melissa Richardson, Register of Deeds South  
Todd Collins, District Attorney  
Sherrill Campbell, Executive Assistant  
Joseph Cyr, Houlton Pioneer Times

ART. 1. Chair Paul J. Adams called the meeting to order at 1:04 p.m.

ART. 2. Public Comment Period.

There was no public comment.

ART. 3. Election of Officers for 2019.

A) Chair, Board of County Commissioners.

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Underwood to elect Paul J. Adams as the Chair of the Aroostook Board of County Commissioners for 2019.

VOTE:

Motion voted on and passed.

B) Chief Elected Official, Workforce Innovation and Opportunity Act (WIOA).

MOTION:

Motion by Norman L. Fournier and seconded by Paul J. Adams to elect Paul J. Underwood as the Chief Elected Official of the Workforce Innovation and Opportunity Act Program for Aroostook County.

**VOTE:**

Motion voted on and passed.

ART. 4. Approval of agenda.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the agenda with the addition of 6. C) Ratification of Deputy Register of Probate.

**VOTE:**

Motion voted on and passed.

ART. 5. Minutes.

Chair Paul J. Adams entertained a motion to approve the minutes of the December 19, 2018 County Commissioners' Meeting.

Commissioner Norman L. Fournier asked that the minutes be amended. ART. 12. A) should read: "the reinsurance rate was assessed and the County of Aroostook rate will increase by 3.4%; and, 9 claims were opened and 2 were closed resulting in an increase in reserves of \$161,000.00.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve the minutes of the December 19, 2018 County Commissioners' Meeting as amended.

**VOTE:**

Motion voted on and passed.

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

- A) Attendance Record.
- B) Bills and Warrants.
- C) Ratification of Deputy Register of Probate.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to ratify the appointment of Heather R. Beaulieu as Deputy Register of Probate.

**VOTE:**

Motion voted on and passed.

ART. 7. Swearing in of elected officials.

The following elected officials were sworn in by County Administrator/Dedimus Justice Ryan D. Pelletier:  
County Commissioner Paul Adams, County Treasurer Leigh Smith, District Attorney Todd Collins, and Register of Deeds South Melissa Richardson.

ART. 8. Positions in the Sheriff's office.

- A) Sheriff Shawn Gillen recommended approval of Jamie Pelletier from Madawaska Police Department for a Deputy Sheriff Commission.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve Jamie Pelletier of the Madawaska Police Department for a Deputy Sheriff Commission.

**VOTE:**

Motion voted on and passed.

- B) Sheriff Shawn Gillen recommended approval of Alex McNally of Houlton for the position of full-time Corrections Officer.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to approve Alex McNally of Houlton for the position of full-time Corrections Officer.

**VOTE:**

Motion voted on and passed.

- C) Sheriff Shawn Gillen recommended approval of Joseph Tompkins Jr. of Houlton for the position of Sergeant.

**MOTION:**

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve Joseph Tompkins Jr. of Houlton for the position of Sergeant.

**VOTE:**

Motion voted on and passed.

ART. 9. Appointment of Finance Committee Members.

County Administrator Ryan D. Pelletier stated that January 7<sup>th</sup> was the deadline for names to be submitted to him for the position of Finance Committee Member. Mr. Pelletier has been in contact with Finance Committee Chairman Reynold Raymond. Chairman Raymond requested that this item be tabled so that the suggested members' names be submitted to the Finance Committee Members for consideration.

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier that Article 9 be tabled so that the names suggested for new Finance Committee Members can be submitted to the Finance Committee for consideration.

**VOTE:**

Motion voted on and passed.

ART. 10. Vehicle bid openings.

A) Two (2) 2019 Ford Interceptors.

Bids were received as follows:

Quirk Auto	\$29,535.00 each
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B) One (1) 2019 Chevrolet Tahoe.

Quirk Auto	\$37,766.00
Carroll's Auto	\$38,200.00

**MOTION:**

Motion by Paul J. Underwood and seconded by Norman L. Fournier to table the bid award for two (2) 2019 Ford Interceptors and one (1) Chevrolet Tahoe pending review by the County Administrator with authorization to award the bid to the lowest bidder provided the bid specifications are met.

**VOTE:**

Motion voted on and passed.

ART. 11. County Commissioners' Report.

A) MCCA/Risk Pool.

Commissioner Norman L. Fournier reported that the next meeting of the MCCA will be the annual meeting held on January 9, 2019 in Augusta with Representative Sara Gideon, Speaker of the House, and Representative Senator Troy Jackson, Senate President, as the featured speakers.

B) Legislative Update.

Commissioner Norman L. Fournier stated that legislation has been submitted containing bills for the continuation of \$18.3 million in funding for the jails and for a bond authorization for capital improvements to the jails.

C) Other items of interest.

Commissioner Paul J. Underwood reported that he attended the Newly Elected Officials Training in Augusta, along with County Treasurer Leigh Smith and Executive Assistant Sherrill Campbell last month. Commissioner Underwood stated that during the training he learned that Counties can be electrical aggregators. Commissioner Underwood will explore this prospect with County Administrator Ryan D. Pelletier.

ART. 12. County Administrator's Report.

- A) County Administrator Ryan D. Pelletier reported that he and Facilities and IT Director Bryan Jandreau will meet on January 10, 2019 with the engineering firm to review work necessary to bring the jail into compliance with the 2016 inspection. It is estimated that the work will be completed within a 6-9 month time frame.

ART. 13. Other business.

None.

ART. 14. Executive Session.

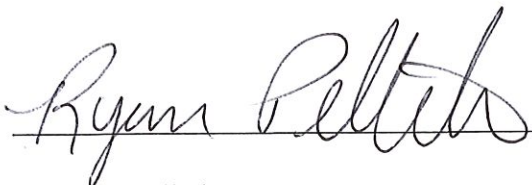
None.

ART. 15. Adjournment.

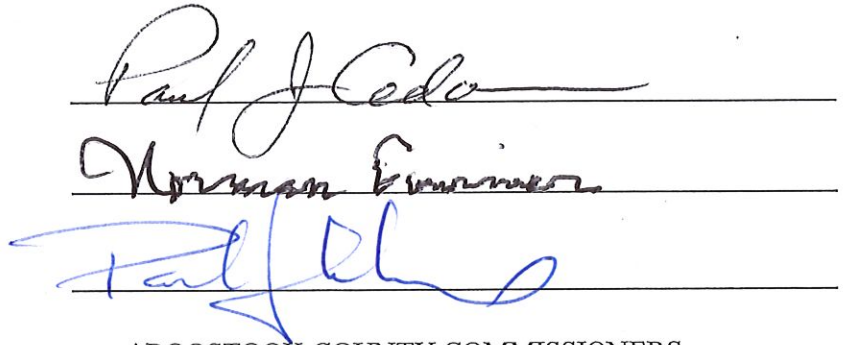
Motion by Paul J. Underwood and seconded by Norman L. Fournier to adjourn the meeting.

Meeting adjourned at 1:33 p.m.

ATTEST: A True Copy  
of Commissioners' Meeting



Ryan D. Pelletier  
County Administrator



AROOSTOOK COUNTY COMMISSIONERS  
DATE: January 8, 2019