

Minutes

PRESENT: Commissioner Carlton, Commissioner Fowler, Commissioner Gilbert, Commissioner Saviello, and Commissioner Skolfield

The meeting was held via: Zoom

Franklin County Commissioners' Meeting January 21, 2025

The meeting was called to order by Commissioner Carlton at 10:00 a.m.

Pledge of Allegiance

Audience (Present): Jake Nichols, Jim Desjardins, Susan Pratt, Nathan Hiltz, Nancy Allen, Scott Nichols, Steve Lowell, David St. Laurent, Ryan Close, Robert Lightbody, Charlie Woodworth, LeeAnna Lavoie, Heidi Jordan, Susan Black, David Rackliffe, Dale Bryant, Richard Morton, Joyce Morton, Sarah Caton, Jim Andrew, Pamela Prodan, Mt. Blue T.V., Donna Perry, Amy Bernard, Tiffany Baker, and Jamie Sullivan.

Audience (Zoom): Ralph Parker and Neil McLean

APPOINTMENTS:

1. **Vote on Vice Chair – Motion to nominate Commissioner Skolfield for Vice Chair of the Board of Commissioners: Tom Saviello/Fen Fowler (5/0).**
2. **Labor Negotiations Representative (FOP and Teamsters Union) - Motion to nominate Commissioner Gilbert as the FOP Union representative: Tom Saviello/Fen Fowler (5/0). Motion to nominate Commissioner Carlton as the Teamsters Union representative: Tom Saviello/Tom Skolfield (5/0).**
3. **Interview Board Representative – Motion to nominate Commissioner Saviello as the Interview Board Representative for the Deputy EMA position: Tom Skolfield/Jeff Gilbert (5/0).**

NEW BUSINESS:

1. **Administrator's Report - Motion to accept the Clerk's Report: Tom Saviello/Tom Skolfield (5/0)**
2. **Treasurer's Report – Motion to accept the Treasurer Report: Tom Skolfield/Tom Saviello (5/0)**
3. **Establishing Board Protocols and Meeting Standard –** Commissioner Saviello and Commissioner Skolfield requested this matter be on the agenda. The Board discussed setting goals/ground rules for the meetings and conducting business, including but not limited to, attire, length of meetings, questions going through the Chair, Chair responsible for reining in questioners, taking time at the end of each meeting to discuss agenda items for the next meeting, what went well and what did not. They indicated that they would each compile a list and provide it to the Commissioner's office to develop a document that would be brought forward as an Agenda item to be discussed. **No Motion Required.**

4. **Board of Visitors – Franklin County Detention Center** – Nancy Allen, Chair of the Board of Visitor, Franklin County Detention Center, presented the 2024 Annual Report. Current Members of the Board include, Nancy Allan, Kenneth Charles, Jan Collins, Jeffrey Kerr, LeeAnna Lavioe, Ashley Perry and Amanda Ricci. The Board members are appointed by the Sheriff and are responsible for reporting annually on the status of the mental and medical services at the detention center, however, the Sheriff allows the Board full reign for reporting. The Board also strives to provide recommendations and suggestions for improvements to be made. Relative to Jail improvements the Sherriff and Nancy Allen agreed the following were priorities for the next year: Review of all policies, adding 8 hours per week of mental health counseling, and creating a long-term plan for improvements to the jail. **Motion to accept the Board of Visitors Report: Tom Saviello/Tom Skolfield (5/0)**
5. **Benefits for Part-time elected** – The part-time elected positions are not currently offered health, dental or vision insurance. They currently receive a stipend in lieu of benefits. One of the Commissioners would like the option of purchasing insurance, even if it is paid out of pocket, which is allowed under the Health Trust, however, it must be authorized by the Commissioners. This has no financial burden on the County. **Motion to authorize all part-time elected officials to enroll in the health insurance at their own cost above and beyond the stipend amount in the personnel policy: Fen Fowler/Tom Skolfield (5/0).**
6. **EMA Director Job Description** – In November 2024 it was discovered that the Deputy and Director of EMA Job Descriptions were combined. In December, the prior Board approved a new Deputy EMA Job Description. Both Tiffany and Amanda, the current Director of EMA, worked closely to develop a new Director of EMA job description. **Motion to approve the revised EMA Job Description: Tom Saviello/Tom Skolfield (5/0).**
7. **Civil Service – Treasurer Fee Increase** - In 2022, per Title 30A MRSA §421, 4th, the Commissions may increase the Treasurer’s Civil Service processing fee to \$25.00. The purpose of this is to ensure that the county is not losing money and pays the staff for processing the civil service documents. **Motion to approve the Treasurer Fee be increased from \$12.00 to \$25.00: Tom Saviello/Tom Skolfield (5/0).**
8. **Compliance with Title 30-A 123** – To be in compliance with Title 30-A 123, the Commissioners were provided a list of all property currently owned by the County, including buildings, vehicles, trailers, snowmobiles, and ATVs. **Motion to accept the 2024 County Property List in compliance with Title 30-A 123: Tom Saviello/Tom Skolfield (5/0).**
9. **Lease Agreement – 124 Main Street, Farmington, Maine** - A letter was sent to Craig Jordan to indicate that the County was not interested in renewing the Lease, which is to expire on March 31, 2025, for the property located at 124 Main Street, Farmington due to the new EOC building being built. The County was, however, looking for a month-to-month lease with the understanding that the premises would be vacated on or before August 31, 2025. A letter was received from Attorney Paul Mills on behalf of Craig Jordan indicating that he was not interested in entertaining a month-to-month lease but would entertain a one-year extension, terms to be negotiated. The DA’s Office is to move back to the County Courthouse, once IT, EMA and the Commissioner’s Office move to the new

EOC Building which is expected to be completed in the Spring, however, renovations need to be made to the County Courthouse in order to accommodate the DA's office. The DA's office was concerned with moving before the renovations were completed and did not want to move twice. The Commissioners indicated that they needed more information before making a decision and requested that research be done so that they could make an informed decision. **Motion to table the matter: Tom Skolfield/Tom Saviello (5/0)**

10. **Complaints for the Last 2 Years** – Commissioner Saviello requested this matter to be on the Agenda. It was discussed that the County has received only one formal complaint by citizens in the last two years, and it was forwarded to the proper authorities and there is no public record. **No Motion Required.**

OLD BUSINESS: None

RECOGNITION:

1. Commissioner Saviello thanked Amy and Tiffany for their time working on the Budget. He thanked Jamie for helping him with the FOAAs and providing him with the audit information that he had requested. He also thanked Brenda for answering some of the questions he has had.

MISCELLANEOUS:

1. Commissioner Saviello indicated that he recalled that there is no residency requirement with respect to the Budget Committee, as Amy had pointed out, there could be 5 people from Farmington on the Budget Committee this year.
2. Commissioner Saviello will be sending in something to discuss Title 30A § 82, and it can be decided if it needs to be set as an executive session or public matter.
3. Commissioner Saviello indicated that the bill sent to Legislation regarding the Bryon Road, may need to be amended to indicate that the County's portion of the Byron Road is 2.53.
4. Commissioner Saviello encouraged the other County Commissioners to review the FOAAs that we have received.
5. Commissioner Saviello indicated that the MCCA workshop was one of the best he had ever been to.
6. Commissioner Saviello discussed transparency and indicated that we needed to do something with the Website.
7. Commissioner Saviello indicated that two Commissioners can meet together but it was suggested by the Attorney General that it be mentioned that you met. He stated that he and Commissioner Skolfield had breakfast together and they discussed a bunch of things including workplace harmony. He encouraged others to do the same.
8. Commissioner Skolfield also encouraged others to report if they have met together to keep everyone transparent.
9. Commissioner Carlton requested a copy of the Bill that was sent to Legislature regarding the Byron Road.
10. Commissioner Fowler questioned holding workshops in the event, a matter was not resolved and needed more discussion, so that as long as it was made public that they were

ATTEST: Ray L. B..., CLERK