

## **FRANKLIN COUNTY COMMISSIONERS MEETING AGENDA**

**LOCATION:** Franklin County Superior Courtroom

**DATE AND TIME:** April 15, 2025 @ 10:00 A.M.

**The Franklin County Commissioners' meetings are open to the public.** This meeting is also available virtually via Video Conferencing, Cloud Phone, Webinars, Chat, Virtual Events | Zoom. Here is the meeting ID# 492 510 0482 passcode 030621.

### **RECOGNITION: Communications**

**A. Employee of the Quarter**

**B. National Public Safety Telecommunicator's Week April 13, 2025 through April 19, 2025**

**APPOINTMENTS: None**

### **NEW BUSINESS:**

- 1. Administrator's Report**
- 2. Minutes**
- 3. Treasurer's Report**
- 4. Quick Stream Bridge, Reed Road, Salem Township Contract**
- 5. Oberton Stream Bridge, Reeds Mill Road, Madrid Township Contract**
- 6. UT – Finance Reserves**
- 7. Sheriff's Office –**
  - State of Maine Grant for XRB Shots**
  - Sheriff's Office – Firearms Trade-in**
- 8. Cochran Property - Sponsorship for Emergency Watershed Protection Program**
- 9. Legal RFP**
- 10. Maine Department of Agriculture, Conservation & Forestry – Letter of Support**

### **OLD BUSINESS:**

- 1. Budget Committee Mileage Reimbursement Policy**

### **MISCELLANEOUS:**

**WARRANTS: UT, County AP, and ARPA**

### **ADJOURNMENT:**



## Franklin County Regional Communications Center

124 County Way Farmington, Maine

Brad K. Timberlake – Director of Communications

April 15<sup>th</sup> 2025

We are proud to recognize Johanna Cullenberg as our very first 911 Dispatch Employee of the Quarter. Johanna is being honored for her outstanding professionalism, steady composure under pressure, and unwavering dedication to delivering exceptional service. Her contributions have had a lasting impact on both our team and the community we serve.

Johanna consistently goes above and beyond, approaching each call with care, efficiency, and a calm presence that exemplifies the highest standards of our profession. Her commitment to excellence sets a strong example for all of us, and we are truly grateful for the time we've had with her on our team.

As we celebrate this well-deserved recognition, we also want to share that Johanna has submitted her resignation, with her final day being April 30<sup>th</sup>, 2025. While we are sad to see her go, we extend our heartfelt congratulations and best wishes as she moves forward into the next chapter of her journey.

Thank you, Johanna, for your hard work, dedication, and the positive mark you've left on all of us.

**Empathy | Professionalism | Integrity | Compassion**





## Franklin County Regional Communications Center

124 County Way Farmington, Maine

Brad K. Timberlake – Director of Communications

### National Public Safety Telecommunicators Week

 April 13–19, 2025

This week, we proudly celebrate **National Public Safety Telecommunicators Week**, a time dedicated to honoring the incredible individuals who serve as the vital link between our community and emergency services.

Our Emergency Telecommunications Specialists (aka 911 dispatchers) are the calm voices in the chaos, working tirelessly behind the scenes to ensure that help is on the way when it's needed most. They provide critical support to first responders and compassionate reassurance to those in crisis—often without recognition or visibility. They are relied on heavily and often overlooked within the chain of first responders and critical care. I tell you today, you are NOT forgotten!

I want to take this opportunity to express my deepest appreciation for the dedication, professionalism, and strength of our dispatch team. Your hard work truly makes a difference, and I thank you for the essential role you play in keeping our community safe.

To all our telecommunicators: **thank you** for being a crucial piece to our other first responders. This week—and every week—I am grateful for you.

#### The Team

Michelle St. Clair, Supervisor	Jace Poulin, Supervisor
Dawn Tolman, Team Lead	Felicia Floyd, Team Lead
Diane Serino, Dispatcher	Hunter Lowell, Dispatcher
Jacob Hastings, Dispatcher	Dawson Tolman
Johanna Cullenberg, Dispatcher	Ashley McDowell, Dispatcher
Everett Spaulding, Dispatcher	Marin Hainley, Dispatcher
Kyle Ellis, Dispatcher	

**Empathy | Professionalism | Integrity | Compassion**



**County Commissioner's Meeting  
Agenda Discussion and Analysis  
April 15, 2025**

**Appointments: None**

**Agenda Item: Administrator's Report**

- We conducted interviews for the EMA Deputy Director position on March 28th and the panel unanimously selected Lexi Daggett from New Vineyard. She will start on May 5<sup>th</sup>. Lexi comes to us with a Bachelor's in Environmental Studies and double minor in Biology and GIS.
- We conducted interviews for the Jail Administrator on April 8<sup>th</sup>. Commissioner Carlton was on the panel. Hart Daley has been promoted to the Jail Administrator as of April 14<sup>th</sup>. He brings a wealth of experience and knowledge with his 40 years working in public service in a variety of roles.
- The ARPA CDARS mature on April 17<sup>th</sup>. Because they will earn the same interest in a CDAR as they will in the operating account, we have decided not to reinvest the funds.
- The County received the lead paint results from the recent window project at the courthouse. The results showed 2.0 and 5.0 micrograms per sq. ft. This is below the residential threshold of 20 micrograms per sq. ft. which is much more stringent than commercial at 200 micrograms per square foot.
- Commissioner Gilbert and I attended a closing conference with OSHA on Monday the 15<sup>th</sup>. You will be receiving a report.
- The DA's office has been very patient with us while we get their spaces configured to what they need. They began working in their space on the 15<sup>th</sup>.
- EOC update-Furniture will be assembled as of Friday, April 11<sup>th</sup>. They will be performing a final clean, punch list, and get an occupancy permit next week. The Commissioner's office staff are set to move in the week of the 21<sup>st</sup> following the holiday.
- The IT Director position will be posted both internally and externally for two weeks, in the coming days. We will be looking at mid-May to conduct interviews. This allows for the transition of the current IT Director.

**Recommendation: Motion to accept and approve the Administrator's Report. (Note: because the report includes hiring/promoting you will need to approve AND accept the report)**

**Minutes:** Provided to you prior to the Commissioner's Meeting

**Recommendation: Motion to approve the April 1, 2025, Minutes.**

**Treasurer's Report:** Included in the packet

**Recommendation: Motion to accept the Treasurer's Report.**

### **Quick Stream Bridge, Reed Road, Salem Township – Contract**

**Comment:** Steve Govoni, President of Wentworth Partners & Association will present the Contract signed by Les Jordan, President of Jordan Excavation for signature by the Vice Chair, Tom Skolfield. A copy of the contract is provided in your flower folder.

**Recommendation: Motion for Vice Chair, Tom Skolfield, to sign Contract with Jordan Excavation.**

### **Oberton Stream Bridge, Reeds Mill Road, Madrid Township – Contract**

**Comment:** At the March 4, 2025, Commissioner Meeting, you motioned to award the bid based upon Calderwood Engineering's review. Calderwood Engineering's recommendation for this project is Wyman and Simpson, Inc. A copy of the Contract with Wyman and Simpson, Inc. is provided in your flower folder.

**Recommendation: Motion for Vice Chair, Tom Skolfield, to sign Contract with Wyman and Simpson, Inc.**

### **UT Finance Reserves**

**Comments:** Marc Roy, Blue Star Accounting and Advising, will guide the Board through consolidation of the UT Reserves into the Road and Bridges Account. This is necessary in order to properly fund the Quick Stream and Oberton Stream bridge projects in the UT for 2025.

**Recommendation: None at this time.**

### **Sheriff's Office – State of Maine Grant for XRB Shots**

**Comments:** At the March 18, 2025, Commissioners' Meeting, you authorized the Sheriff's Office to apply for the State of Maine Grant for XRB Shots. The Sheriff's Office was awarded the Grant and requests authorization to accept the grant.

**Recommendation: Motion to approve the acceptance of the State of Maine Grant for XRB Shots.**

### **Sheriff Office – Firearms Trade-In**

**Comments:** The Sheriff's Office is seeking permission to trade in five AR Rifles toward the purchase of five new Ruger AR-556 patrol rifles. Enclosed in your packet you will find a list of the rifles to be traded along with the trade in price.

**Recommendation: Motion to allow trade in five AR Rifles toward the purchase of five new Ruger AR-556 patrol rifles.**

### **Cochran Property – Sponsorship for Emergency Watershed Protections Program**

**Comments:** Sue Ann Cochran reached out to Commissioners Skolfield and Commissioner Carlton regarding applying for the Emergency Watershed Protection Program. We have asked Sue Ann to attend the meeting to discuss properties needs for this grant program. Pictures of her needs are provided in the packet.

**Recommendation: Next Steps**

### **Legal RFP**

**Comments:** As of the writing of this Report, we have not received any proposals. With that, we will need to repost the RFP for an attional two weeks.

**Recommendation: Motion to extend the Legal RFP for an additional two weeks.**

## **Maine Department of Agriculture, Conservation & Forestry – Letter of Support**

**Comments:** The Maine Department of Agriculture, Conservation & Forestry is applying for a grant to replace five bridges on the Caribou Pond Road that are in poor condition. William Patterson reached out to Commissioner Carlton and requested a letter in support from the Franklin County Commissioners. A copy of the Application and Letter of Support can be found in your packet.

**Recommendation: Motion for Vice Chair to sign letter in support of Maine Department of Agriculture, Conservation & Forestry's Catalyst Application.**

## **Old Business:**

### **Budget Committee Mileage Reimbursement**

**Comments:** Upon the request of the Commissioners, enclosed in your packet you will find a policy regarding providing mileage to the Budget Committee Members.

**Recommendation: Motion to accept the Budget Committee member Mileage Reimbursement Policy.**

**PAM PRODAN, TREASURER – Report for April 15, 2025, Franklin County Commissioners meeting**

**Current cash and investment (CDARS) balances from trio-web.com Ledger Detail Report**

**General Fund Operating Cash \$3,758,637.61**

**General Fund Payroll Cash \$769,316.80**

**General Fund CDARS \$0.00**

**ARPA Fund Cash \$647,697.42**

**ARPA Fund CDARS \$750,000.00**

**UT General Fund Cash \$1,970,765.61**

**UT General Fund CDARS \$0.00**

**UT TIF Fund Cash \$789,227.40**

**UT TIF CDARS: \$3,012,927.67**

**Interest rates**

General Fund Operating Cash 3.5% 2/28/2025 All invested w/Intrafi Cash Service at Androscoggin Savings

ARPA Fund Cash 3.0% 2/28/2025 All invested w/ Intrafi Cash Service at Franklin Savings

ARPA Fund CDARS 3.5% 3/20/2025 All invested at Franklin Savings

UT General Fund Cash 3.5% 2/28/2025 All invested w/Intrafi Cash Service at Androscoggin Savings

UT TIF Fund Cash 3.5% 2/28/2025 All invested w/Intrafi Cash Service at Androscoggin Savings

UT TIF CDARS: 4.4% 3/18/2025 26-week and 3.9% 3/18/2025 13-week at Androscoggin Savings

**Town Tax Payments**

All municipal county tax payments for the fiscal year ending June 30, 2025 were paid by April 1, 2025, so as of this report, the General Fund Taxes Receivable balance is \$0.00. See the next page for all the second tax payments received of municipalities.

**Warrants**

**AP Warrants expected for signatures at 4/15/2025 meeting**

AP County Warrant \$191,622.10

AP UT Warrant \$2,973.65

AP County Warrant \$270,044.51

AP ARPA Warrant \$13,416.77



**SECOND TAX PAYMENTS RECEIVED AS OF APRIL 1, 2025:**

AVON \$42,511.00

CARRABASSETT VALLEY \$802,937.00

CARTHAGE \$63,222.50

CHESTERVILLE \$117,493.50

COPLIN \$41,423.00

DALLAS PLANTATION \$137,503.00

EUSTIS \$180,260.00

FARMINGTON \$534,285.00

INDUSTRY \$105,698.50

JAY \$343,669.50

KINGFIELD \$138,766.50

NEW SHARON \$102,574.50

NEW VINEYARD \$87,479.50

PHILLIPS \$84,671.00

RANGELEY \$610,040.00

SANDY RIVER PLANTATION \$127,954.50

RANGELEY PLANTATION \$207,851.50

STRONG \$85,619.00

TEMPLE \$43,424.00

WELD \$125,006.00

WILTON \$283,290.50

**TOTALS:**

MUNICIPALITIES' TOTAL OF SECOND PAYMENTS: \$4,265,680.00

MUNICIPALITIES' TOTAL OF ENTIRE YEAR'S PAYMENTS: \$8,531,360.00

STATE OF MAINE'S ENTIRE YEAR'S PAYMENT FOR UNORGANIZED TOWNSHIPS: \$547,766.00



# Franklin County Sheriff's Office

Scott R. Nichols, Sheriff

Steven Lowell, Chief Deputy

Business Office: (207) 778-2680

Toll Free: (800) 773-2680

Fax: (207) 778-9064

123 County Way

Farmington, ME 04938

April 7, 2025

Franklin County Commissioners:

The Franklin County Sheriff's Office is seeking permission to trade five department owned AR-15 rifles toward the purchase of five new Ruger AR-556 patrol rifles. See the rifles to be traded below:

Brand	Model	Serial Number	Price
Lauer Custom Weaponry	LCW15	SML-4589	\$500
Bushmaster	XM15-E25	L548005	\$375
Bushmaster	XM15-E25	L547986	\$375
Bushmaster	XM15-E25	L547921	\$375
Windham Weaponry	WW-15	WW088962	\$375

# EMERGENCY WATERSHED PROTECTION PROGRAM

## Overview

The U.S. Department of Agriculture's Natural Resources Conservation Service (NRCS) administers the Emergency Watershed Protection Program (EWPP) which responds to emergencies created by natural disasters. It is not necessary for a national emergency to be declared for an area to be eligible for assistance.

The EWP Program is a recovery effort aimed at relieving imminent hazards to life and property caused by floods, fires, windstorms, and other natural disasters. All projects must have a project sponsor. NRCS may bear up to 75 percent of the eligible construction cost of emergency measures (90 percent within limited-resource areas as identified by the U.S. Census data). The remaining costs must come from local sources and can be in the form of cash or in-kind services.

## Type of Work Authorized

EWP is designed for installation of recovery measures to safeguard life and property as a result of a natural disaster. Threats that the EWP Program addresses are termed watershed impairments. These include, but are not limited to:

- debris-clogged waterways,
- unstable streambanks,
- severe erosion jeopardizing public infrastructure
- wind-borne debris removal, and
- damaged upland sites stripped of protective vegetation by fire or drought.

The program can include purchasing floodplain easements. These easements restore, protect, maintain, and enhance the functions and values of the floodplain, including associated wetlands and riparian areas. They also conserve natural values including fish and wildlife habitat, water quality, flood water retention and ground water recharge, as well as safeguard lives and property from floods, and the results of erosion.

EWP work is not limited to any one set of prescribed measures. NRCS completes a Damage Survey Report which provides a site-by-site investigation of the work and measures necessary to protect life and property from additional flooding and soil erosion. NRCS will only provide funding for work that is necessary to reduce applicable threats. Should sponsors want to increase the level of protection, the sponsor will be responsible for paying 100 percent of the costs of the upgrade and additional work.



## Eligibility

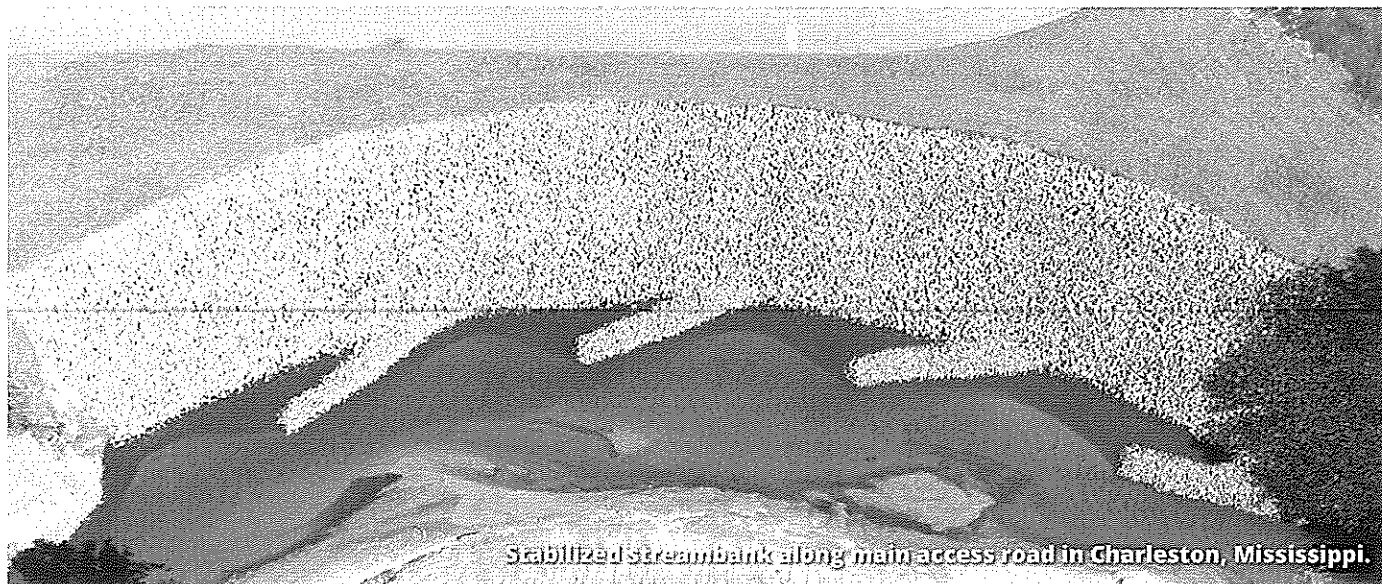
Public and private landowners are eligible for assistance but must be represented by a project sponsor.

Sponsors include legal subdivisions of the State, such as a city, county, general improvement district, conservation district, or any Native American tribe or tribal organization.

## Sponsor's Obligations

Sponsors are responsible for:

- providing land rights to implement repair work,
- securing all necessary permits,
- furnishing the local cost share,
- accomplishing required works of improvement to remove the imminent threat to life and property,
- performing any necessary operation and maintenance.



**Stabilized streambank along main access road in Charleston, Mississippi.**

*Due to extreme rainfall on December 28, 2019, Tillatoba Creek in the Town of Charleston, Tallahatchie County, Mississippi, had extensive flood flows which caused bank sloughing that endangered the main access road to the local hospital and other associated infrastructure. After EWP repairs, the road shoulder was restored and the streambank stabilized to prevent further sloughing and danger to the traveling public on the hospital road.*

### Criteria for Assistance

All EWP works of improvement must reduce threat to life and property; be economically, environmentally, and socially defensible; and be technically sound.

### How Do I Obtain Assistance?

If your land has suffered severe damage that may qualify for the EWP Program, you should contact your local NRCS office and request assistance. City, county, state governments, flood and water control districts, and soil and water conservation districts are the most common sponsors of EWP projects. More information is available from NRCS offices throughout the United States and the Caribbean and Pacific Islands areas.

### Emergency Watershed Protection Cost Share

The NRCS contribution toward the implementation of emergency measures may not exceed 75 percent of the construction cost, including work done to offset or mitigate adverse impacts as a result of the emergency measures.

However, if NRCS determines that an area qualifies as a limited resource area, the Federal contribution toward the implementation of emergency measures may not exceed 90 percent of the construction cost of such emergency measures.

NRCS may provide technical assistance as services and/or funds to plan, design, and contract the emergency measures, subject to an agreement between NRCS and the Sponsor.

Purpose	Installation / Construction	Engineering / Technical Assistance	Real Property Rights
Emergency Watershed Protection	Not to exceed 75 percent, or 90 percent for limited resource areas	Not to exceed 100 percent	\$0

### More Information

This fact sheet is for informational purposes only; other restrictions may apply. For more information about or find your local USDA Service Center, visit [farmers.gov](https://www.farmers.gov).









[Date]

Matt Walker  
Natural Resources Conservation Service  
967 Illinois Ave.  
Bangor ME, 04401

Dear Mr. Walker:

We request Federal assistance under the provisions of section 216 of the Flood Control Act of 1950, Public Law 81-516 or section 403 of the Agricultural Credit Act of 1978, Public Law 95-334, to restore damages sustained in [County name] County by [Enter name and/or type of disaster that occurred] on [Enter date disaster occurred]. This work is needed to safeguard lives and property from an imminent hazard of [scope of the problems]. [Explain the assistance needed].

We are a [State, political subdivision of a State, qualified Indian tribe or tribal organization, or unit of local government] with a legal interest in or responsibility for the values threatened by the watershed emergency. We understand, as sponsors of emergency watershed protection measures, that our responsibilities will include:

- Contributing a share of the project costs, as determined by NRCS, by providing funds or eligible services necessary to undertake the activity.
- Obtaining any necessary real property rights, water rights, and regulatory permits.
- Agreeing to provide for any required operation and maintenance of the completed emergency measures.

We have exhausted or have insufficient funding or other resources available to provide adequate relief from applicable hazards. We acknowledge that NRCS will not provide funding for activities undertaken by a sponsor prior to the signing of an agreement between NRCS and the sponsor.

The names, addresses, and telephone numbers of the administrative and technical contact persons in our organization are as follows:

[Enter name, title, address, email, and telephone of sponsor's representatives]

Please contact them for any additional information that you might need in assessing our request.

Sincerely,





Northern Border  
Regional Commission

## Application - Catalyst Program Spring 2025

EGMS ID	Status	Application Due Date
AP-NBRC-308	Created	04/18/2025 5:00 PM

### Overview

#### Information

Applicant Organization	Address	EIN
Agriculture, Conservation & Forestry, Maine Department of	18 Elkins Ln Harlow Bldg Augusta ME 04333 USA	016000001
UEI	SAM Expiration Date	Organization Type
HWK9GECMCWE5		State governments of Maine, New Hampshire, Vermont, and New York

#### Opportunity Overview

Opportunity ID	Opportunity Title	Funding Organization	Estimated Project Period Start Date
AN-NBRC-012	Catalyst Program Spring 2025	Northern Border Regional Commission	07/01/2025
Estimated Project Period End Date	Match Required?	Revisions Allowed?	
09/30/2028	Yes	Yes	

#### Application Overview

Application Title	Funds Requested	Total Project Amount
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## Northern Border Regional Commission

Catalyst Program Spring 2025

\$416,706.00

\$520,884.00

Does this application have a co-applicant?

No

### Project Information

#### Project Abstract

- Provide a description of the proposed project.

The Crocker Mountain Public Lands Unit was acquired by the Bureau of Parks (BPL) and Lands in 2013 and has exceptionally high conservation and recreational values. The economy of Carrabassett Valley in western Maine relies heavily on outdoor recreation in the form of skiing, snowmobiling, biking, hiking, hunting, fishing, and more. The area hosts year-round outdoor activity and Sugarloaf ski resort and motorized trails are major draws. Access via roads and trails to surrounding lands in the area is essential to attracting and retaining tourists. In recent years, several major landowners in the area have limited or closed public access to their lands, making the Crocker Mountain Public Lands a vital outlet for recreational use.

The Caribou Pond Road system is the main access to the Crocker Mountain Unit and lands beyond. The road enables forest management activities to occur and public access to multiple summits including Crocker Mountain on the Appalachian Trail. The road also serves as a vital link in Maine's snowmobile Integrated Trail System (ITS) in the winter, maps are available on request. The JV Wing Snowmobile Club (Carrabassett Valley) and North Franklin Snowmobile Club (Phillips) are working regionally to make a very important connection between Kingfield, Carrabassett Valley, and Rangeley / Phillips using this road to access hundreds of miles of trail. Finally, restoration of access along the Caribou Pond Road will provide critical emergency access to thousands of acres of heavily used forest where fire control and rescue operations are important factors.

Even prior to public ownership, the road system had deteriorated to the point where it now poses public safety and environmental hazards. This project proposes to rebuild five bridges on Caribou Pond Road, all located on land that the State of Maine, BPL, either owns or has a legal Right of Way.

#### Project Goals & Outcomes

- What are the project goals and expected project outcomes and outputs? Explain the anticipated economic outcomes and outputs of the project. See Program User Manual for additional instructions on completing this section.





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The Bureau of Parks and Lands is committed to providing public access to Maine's unique natural landscapes, which contribute heavily to the state's overall economy and are extremely important to the more rural parts of the state. Forest management is an equally important economic driver of Maine's economy, and the combined importance of these specific segments of Franklin County's economic viability is a unifying goal of this project. The Town of Carrabassett Valley, Franklin County, Sugarloaf USA, and local snowmobile clubs have all identified this project to restore the Caribou Pond Road as vital to the economy of the area.

The proposed project will remove and then rebuild five bridges ranging in size from 45' in length to 16' in length. The bridges that currently exist were constructed prior to BPL acquiring the parcel that is now the Crocker Mountain Unit. The current crossing structures have not only deteriorated to the point of not being safe for public travel but are also undersized, posing a threat to aquatic organisms that inhabit the streams. The undersized crossings increase the velocity of water within the stream channel, which also increases the likelihood of soil erosion or catastrophic failure. The Maine Department of Inland Fisheries & Wildlife has identified the streams in this area as priority brook trout conservation habitat; it has also noted the presence of the Roaring Brook Mayfly, an endangered species. The completion of this project would remove the risk to public safety and remove potential barriers to aquatic organisms.

### Project Beneficiaries & Community Context

- Describe the project beneficiaries including the service area and demographic data. See Program User Manual for additional instructions on completing this section.

The proposed project will benefit the town of Carrabassett Valley and Franklin County by maintaining connectivity with Maine's ITS trails system and offering businesses that rely on winter snowmobile tourism dollars more stability. The connection between the rural communities of Maine with the ITS trail system is a vital link in the outdoor recreation market. The ITS systems rely on state and privately-owned forest management roads and bridges to operate the over 4,000 miles of main snowmobile trails. The Caribou Pond Road system serves as the connection between Carrabassett Valley and the town of Rangely in the winter season. This not only allows the residents of Franklin County to access the ITS system but also brings vital tourism dollars to the many small businesses that rely on the snowmobile industry.

While winter recreation and tourism are vitally important to the rural parts of the Franklin County economy, the summer and fall months are just as important. The Crocker Mountain unit hosts several outdoor recreation activities, all of which benefit the community. The Caribou Pond Road system





## Northern Border Regional Commission

provides popular day-use access to a 12-mile section of the Appalachian Trail and also provides numerous other hiking and mountain biking opportunities associated with Crocker Mountain and surrounding lands. By providing outdoor recreation access for Franklin County residents and recruiting tourism dollars into the sensitive economy of the Carrabassett Valley, the proposed bridge reconstruction project on the Caribou Pond Road system is a direct benefit to the community.

### Statement of Need

- What is the challenge or problem the project seeks to address? See Program User Manual for additional instructions on completing this section.

The serious deterioration of the existing bridges and the recreational benefits of replacing them have been described above. However, the main revenue source for the Bureau of Park and Lands to conduct its work, including the management of roads and trails, is from the sale of timber. Recently, Maine's timber economy has experienced a precipitous decline, as has the Public Lands Budget, and this work will not occur without significant grant funding. While much of the forest land accessed via the Caribou Pond Road was harvested by the prior owner and will not soon generate much revenue through harvest, there are much-needed forest thinning operations that can provide immediate work for area loggers if access is restored.

### Program Investment Priorities

- Explain how your project aligns with Program Investment Priorities. See Program User Manual for additional instructions on completing this section.

The scope of this project aligns with the core priorities of the NBRC program. The Bureau of Parks and Lands seeks to use the investment to improve access and maintain connectivity to the outdoor recreation businesses and services the town of Carrabassett Valley depends on. This project serves not only to directly support the broader economy of Franklin County but will also correct environmental issues with the Caribou Pond Road system.

In the past, forest management roads and water crossings were constructed for 25-year weather events. The evolving climate of Maine has shown in recent years that major 100-year storm events are becoming more frequent. Reconstruction of the five bridges will remove constrictions in the stream channel, improving the streams' ability to handle heavy storm flows more effectively. By expanding the size of the crossings, the desired outcome is to



## Northern Border Regional Commission

greatly reduce the chances of future storm-related damage to the Caribou Pond Road system. The project will largely source local labor and materials with abutments for the five bridge locations sourced from a Maine company-based company, and what cannot be sourced from local vendors will come from other domestic manufacturers.

Have you previously received NBRC funds?

- If yes, please provide NBRC grant number.

Currently NBRC grant NBRC22GUSDAME02 is open

Does this project serve a rural community with a population of less than 5,000?

Yes

Does this project benefit an underserved community?

The population of Franklin County Maine is an underserved population. The town of Carrabassett Valley where this project will take place has a population of 673. Franklin County has poverty rate 11.8% according to the United States Census Bureau.

[https://data.census.gov/profile/Carrabassett\\_Valley\\_town,\\_Franklin\\_County,\\_Maine?g=060XX00US2300710740](https://data.census.gov/profile/Carrabassett_Valley_town,_Franklin_County,_Maine?g=060XX00US2300710740)

Which of these is most applicable to the applicant organization?

Has applied in the past and been awarded NBRC funds

### Contacts

Project Role	Name	Email	Is Key Contact	Is User
Project Director/Manager	Aimee Carlton	aimee.m.carlton@maine.gov	true	true
	Janet Johnson	janet.johnson@maine.gov	false	false
	Clint DeMusz	clint.demus@maine.gov	true	true

### Acknowledgement





## Northern Border Regional Commission

I hereby certify that the information  
provided above is accurate and  
complete.

Acknowledgement

Submitted By

Submitted On

### System Information

Created By  
Clint DeMusz

Created Date  
04/04/2025 1:40 PM

Last Modified By  
Clint DeMusz

Last Modified Date  
04/04/2025 1:40 PM

### Locations

#### Application Match

State  
ME

County  
ME - Franklin

Match %  
20%

#### Investment Locations

Street	City	State	Zip Code	Status
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#### Key Performance Indicators

EGMS ID	Domain	Title	Unit of Measurement	Measure	Orientation	Target
	Economic			Businesses created and/or retained, jobs created and/or retained, private investment leveraged, specific community		





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KPI-0003	Development	Businesses Created	Number(#)	Improvements, non-export (tourism) revenues as a result of an NBRC project.	Increase
KPI-0004	Economic Development	Communities Improved	Number(#)	The number of communities with a measurable improvement as a result of NBRC funding. Examples: projects that improve planning, civic participation, infrastructure, and educational opportunities and consolidated technical assistance grants.	Increase
KPI-0005	Economic Development	Costs Reduced	Dollar (\$)	Costs reduced as a result of project activities, within one year of project implementation. For example, funded activities may help a business streamline and cut costs.	Decrease
KPI-0006	Economic Development	Households Improved	Number(#)	The number of households with measurable improvement as a result of an NBRC project.	Increase
KPI-0007	Economic Development	Jobs Created	Number(#)	The number of jobs (direct hires, excluding construction jobs) resulting from NBRC project, measured from the project period and up to three years after the project end date. Part-time and seasonal jobs are converted to FTEs and reported as whole numbers.	Increase
KPI-0008	Economic Development	Jobs Retained	Number(#)	The number of jobs that would be lost or relocated without the NBRC project, measured during the project period and up to three years after the project end date.	Decrease
KPI-0009	Economic Development	Leveraged Private Investment (LPI)	Dollar (\$)	The dollar amount of private sector financial commitments, outside of project costs, that result from a project, measured during the project period and up to three years after the project end date.	Increase
KPI-0010	Economic Development	Organizations Improved	Number(#)	The number of organizations with a measurable improvement as a result of an NBRC project.	Increase
KPI-0011	Citizen	Participants Improved	Number(#)	The number of participants with a measurable improvement as a result of the project (use when patients, students, or	Increase





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				worker/trainee measures do not apply)	
KPI-0012	Economic Development	Programs Implemented	Number(#)	The number of new programs, or the number of ongoing activities related to a defined goal, that are implemented as a result of an NBRC project.	Increase
KPI-0013	Economic Development	Revenues Increased - Export Sales	Dollar (\$)	The increase in revenue in export sales that a business or businesses realize as a result of an NBRC project, within three years of the project end date.	Increase
KPI-0014	Economic Development	Revenues Increased - Non-Export Sales	Dollar (\$)	The increase in revenue in domestic (non-export) sales that a business or businesses realize as a result of an NBRC project, within three years of the project end date.	Increase
KPI-0016	Information Technology	Telecom Sites	Number(#)	New telecom services installed as a result of an NBRC project. Includes, but not limited to new: telemedicine sites, Wi-fi hotspots, wireless router or computer lab, fiber run to an industrial site, antenna used to provide broadband service, etc.	Increase
KPI-0015	Education	Workers/Trainees/Students Improved	Number(#)	The # of students who obtain a job in the field they were trained in; receive a diploma, certificate, or career credential; or who successfully complete a course/unit of study and/or graduate to the next grade/level necessary to continue their education.	Increase

**Budget**

**Budget Summary**

Award Floor	Award Ceiling	Funds Requested	Total Project Amount
\$1.00	\$3,000,000.00	\$416,706.00	\$520,884.00





Northern Border  
Regional Commission

Budget Periods

Budget Period #	Start Date	End Date
BP01	07/01/2025	09/30/2028

Budget Categories

Category Name	NBRC Share	Other Federal Share	Applicant Match	Other	Total Project Cost
Construction	\$416,706.00	\$0.00	\$104,178.00	\$0.00	\$520,884.00
Consultants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contracts and Sub-Grantees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Direct Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Personnel (Direct Labor)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total	\$416,706.00	\$0.00	\$104,178.00	\$0.00	\$520,884.00

Budget Narrative

Justification for Project Cost

- Include a cost-justification for each expense over \$5,000 included in the budget table above, otherwise add N/A.



## Northern Border Regional Commission

The budget for this project represents the removal and reconstruction of five bridges. The Bureau of Park and Lands is responsible for budgeting and management of the nearly 2,000 miles of roads and numerous bridges across Maine's state parks and forest preserves. BPL has expertise to estimate and oversee construction of the five Bridges involved in this project. We have consulted with three companies capable of providing superstructures that meet the requirements of these installations. The work will be performed by contractors capable of the work under the supervision of the Bureau of Parks and Lands staff to ensure that work is completed to specifications. The estimated labor and equipment costs are through contract services. BPL bids for 5-year term service contracts for forest management road construction and maintenance. The awardee of this contract will be performing the work to complete this project.

### Funding Sources and Commitments

Funding Source	Type of Funding	Amount	Date of Commitment, Secured/Pending	Status
BPL operating budget	State Funding	\$104,178.00	07/01/2025	
		\$104,178.00		

## Proposal

### Technical Proposal

#### Approach & Methodology

- Provide an explanation of the approach and methodology that will be used to meet the project goals and the expected outcomes and outputs.  
See Program User Manual for additional instructions on completing this section.

#### Economic Impacts

- Economic Impacts include but are not limited to impacts on: jobs, employment, entrepreneurial activity, and wage growth. Economic impacts should be consistent and, where possible, supported by feasibility studies, and/or local, state, or regional data.



## Northern Border Regional Commission

### Project Readiness

- Describe if the project is ready for implementation or will require additional planning tasks to begin. Provide a detailed milestone schedule for completion of the project, along with an explanation of the applicant's ability to complete the proposed work within the 3 year period of performance. See Program User Manual for additional instructions on completing this section.

### Capacity & Qualifications

- Provide an explanation of the capacity of the organization to meet the project objectives, including any partnerships with other entities to support project. Provide an explanation of the qualifications of the personnel as they relate to project objectives. See Program User Manual for additional instructions on completing this section.

### LDD Support

#### Local Development District Support

#	Reviewer Name	Organization	Description	Due Date	Allow Record Editing	Status
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### Forms and Files

#### Application Files

Title	Classification	File Extension	Description	Created Date
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#### Supporting Documents Checklist

Description	Required	Template Link	Grantee Document Link
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## Northern Border Regional Commission

Authorized Official Resolution	Mandatory	<a href="#">View</a>	Not Applicable
Certificate of Good Standing	Optional	<a href="#">Not Applicable</a>	Not Applicable
Debarment Suspension Cert - Form 1001	Mandatory	<a href="#">View</a>	Not Applicable
Indirect Cost Rate Letter	Optional	<a href="#">Not Applicable</a>	Not Applicable
IRS Determination or Affirmation Letter	Optional	<a href="#">Not Applicable</a>	Not Applicable
Letters of Support	Optional	<a href="#">Not Applicable</a>	Not Applicable
NEPA Intake Form	Mandatory	<a href="#">View</a>	Not Applicable
Project Maps	Mandatory	<a href="#">Not Applicable</a>	Not Applicable
RLF Documentation	Optional	<a href="#">View</a>	Not Applicable
SF424-cbw	Mandatory	<a href="#">View</a>	Not Applicable

### All Forms

Form Name	Mandatory	Percentage	Last Modified By	Last Modified Date
Application for Federal Assistance (SF-424)	true	0.00%	Clint DeMusz	04/04/2025 1:40 PM
Assurances for Construction Programs (SF-424D)	false	0.00%	Clint DeMusz	04/04/2025 1:40 PM
Assurances for Non-Construction Programs (SF-424B)	false	0.00%	Clint DeMusz	04/04/2025 1:40 PM
Disclosure of Lobbying Activities (SF-LLL)	true	0.00%	Clint DeMusz	04/04/2025 1:40 PM

### Notes

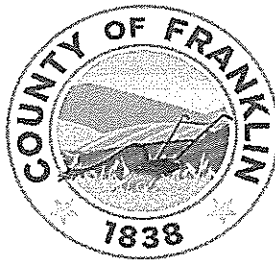
Title	Description	Created Date	Created By
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Northern Border  
Regional Commission





## Franklin County, Maine

April 15, 2025

Northern Boarder Regional Commission  
53 Pleasant Street, Suite 3602  
Concord, New Hampshire 03301

RE: Maine Department of Agriculture, Conservation & Forestry

Dear NBRC Catalyst Program Review Committee,

On behalf of the Franklin County Commissioners, we are writing to express our full support for the Maine Department of Agriculture, Conservation & Forestry application for a grant for the replacement of five bridges on the Caribou Pond Road that are in poor condition and currently present safety and environmental issues through the Catalyst Program. As local government representatives, we are deeply invested in the health and vitality of our community, and we believe this project will have significant benefits for our residents, visitors, and local economy. This project is vital not only for ensuring public safety and environmental protection, but also for restoring access to a key recreational and economic resource in our region.

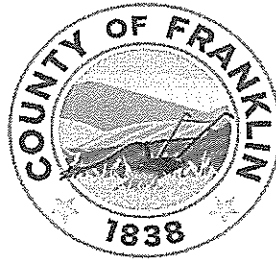
The Caribou Pond Road provides access to a high-value recreation area that is heavily utilized by hikers, snowmobilers, anglers, mountain bikers, and wildlife enthusiasts throughout the year. Unfortunately, the current condition of the bridges severely limits this access, posing safety hazards and causing environmental degradation. Without immediate investment, these conditions will only worsen, further impacting both the landscape and the many individuals who rely on this area for recreation and livelihood.

Beyond its recreational importance, this roadway is also essential for forest management activities. These activities are currently restricted due to the deteriorating infrastructure, impeding responsible forest stewardship and disrupting an important component of our local economy.

140 Main Street, Suite 3, Farmington, Maine 04938. (207) 778-6614

Tom Saviello	Fen Fowler	Tom Skolfield	Bob Carlton	Jeff Gilbert
District #1	District #2	District #3	District #4	District #5

Amy Bernard  
County Administrator  
abernard@franklincountymaine.gov



## Franklin County, Maine

Timely replacement of these bridges will directly support sustainable forestry operations and associated jobs that are crucial to the economic vitality of Northern Franklin County.

This grant funding represents a unique opportunity to invest in infrastructure that directly supports environmental stewardship, public safety, and economic resilience. We fully support this grant application and encourage your consideration of this project.

Thank you for considering the Maine Department of Agriculture, Conservation & Forestry grant application.

Sincerely,

Thomas Skolfield,  
Franklin County Commissioner, Vice Chair

TS/js

140 Main Street, Suite 3, Farmington, Maine 04938. (207) 778-6614

Tom Saviello	Fen Fowler	Tom Skolfield	Bob Carlton	Jeff Gilbert
District #1	District #2	District #3	District #4	District #5

Amy Bernard  
County Administrator  
[abernard@franklincountymaine.gov](mailto:abernard@franklincountymaine.gov)

# **Franklin Count Budget Committee Mileage Reimbursement Policy**

**Policy Title:** Mileage Reimbursement for Budget Committee Members

**Effective Date:**

**Approved By:** Franklin County Commissioners

**Review Date:**

## **1. Purpose**

The purpose of this policy is to provide fair and consistent reimbursement for travel expenses incurred by members of the Franklin County Budget Committee who are required to travel significant distances, to attend official budget meetings in Farmington, Maine, the County Seat.

## **2. Policy Statement**

Franklin County will reimburse Budget Committee members for mileage expenses incurred when traveling to and from official budget meetings held in Farmington, Maine, provided the member's one-way travel distance exceeds ten (10) miles.

## **3. Eligibility**

To be eligible for reimbursement:

- The committee member must reside more than ten (10) miles one way from Farmington, Maine.
- The travel must be for the purpose of attending an officially scheduled and publicly posted Franklin County Budget Committee meeting.

## **4. Reimbursement Rate**

Mileage will be reimbursed at the current **IRS standard mileage rate** in effect at the time of travel. The rate will be updated annually, or as changes are made by the IRS.



## **5. Reimbursement Procedure**

1. Eligible members must submit a completed mileage reimbursement form to the County Administrator's Office within **30 days** of the meeting date.
2. The form must include:
  - Date(s) of travel
  - Address of departure
  - Total round-trip mileage
  - Meeting(s) attended
3. Reimbursement will be processed through the County's Accounts Payable system and paid according to the regular county disbursement schedule.

## **6. Exceptions**

Any exceptions to this policy must be reviewed and approved by the Franklin County Commissioners.

## **7. Authority**

This policy is enacted under the authority of the Franklin County Commissioners and shall remain in effect until amended or rescinded by formal vote.