

## **Minutes**

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

The meeting was held via: Zoom

**Franklin County Commissioners' Meeting**

**May 20, 2025**

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

Pledge of Allegiance

**Audience (Present):** Scott Nichols, Ryan Close, David Rackliffe, Susan Pratt, Doug Hiltz, Donna Perry, Nathan Hiltz, Susan Black, Jim Desjardins, Jake Ducharme, Robert Lightbody, Pamela Prodan, Susan Black, Mt. Blue T.V., Amy Bernard, Jamie Sullivan, and Brenda Bitle.

**Audience (Zoom):** Ralph Parker, Rebecca Gage, RHR Smith -- Cathy Markavich and Michelle McMahan.

**RECOGNITION:** None

**APPOINTMENTS:** None

**NEW BUSINESS:**

1. **Administrator's Report – Motion to approve the use of ARPA interest to pay Central Maine Power for the cost of the transformer and new pole: Tom Saviello/Tom Skolfield (5/0).**  
**Motion to accept the Administrator's Report: Tom Skolfield/Tom Saviello (5/0).**
2. **Minutes – Motion to approve the Minutes of May 6, 2025, as presented: Tom Skolfield/Jeff Gilbert (5/0).**
3. **Treasurer's Report – Motion to accept the Treasurer's Report: Tom Saviello/Tom Skolfield (5/0).**
4. **FOP Union Contract for Approval and Signature – Motion to approve and sign the FOP Union Contract effective July 1, 2025: Fen Fowler/Tom Saviello (5/0).**
5. **Letter of Engagement from Curtis Thaxter, Attorney at Law -** At the request of the Commissioners, Amy reached out to seek legal representation regarding the tax abatement appeal filed by Leland Buzzell against the Town of New Sharon. David Silk, Esq. from Curtis Thaxter, Attorneys at Law, was recommended by Allyssa Tibbett. Attorney Silk provided the County with a letter of engagement. **Motion to sign the Letter of Engagement with Curtis Thaxter: Tom Saviello/Tom Skolfield (5/0).**
6. **RHR Smith to Review FY2024 Audit –** Cathy Markavich from RHR Smith discussed and answered questions regarding the FY2024 Audit. **No Action Required.**

7. **Orbeton Stream Bridge Change Order** – The County received notification from Calderwood Engineering that a Change Order was necessary for the addition of a waterproofing membrane to the concrete deck to be placed prior to the asphalt that was not estimated or included in the RFP. Commissioner Carlton indicated that this was the second Change Order received with respect to this project. **Motion to authorize Chair to negotiate the Change Order with Calderwood Engineering for up to, but not to exceed \$12,862.50 and sign the Change Order: Fen Fowler/Tom Saviello (5/0).**
8. **IT Specialist Job Posting** – Jim Desjardins, IT Director is retiring in August and Jake Nichols, the current IT Specialist was recently promoted to the new IT Director, beginning July 1, 2025, leaving an opening within the department. The position will be posted for two weeks in hopes to bring someone on for training mid-June. Commissioner Saviello requested to be on the interview committee. **No Action Taken.**
9. **Legal RFP Review** – The County received two proposals for legal services: Burnstein Shur and Libby O'Brien Kingsley & Champion, LLC. During the May 6, 2025, Commissioner's meeting, the Commissioners motioned to refer the proposals back to the County Administrator for her review and assessment. Amy indicated that both were very reputable firms. Amy recommended that the County engage in the legal services of Libby O'Brien Kingsley & Champion, LLC due to the costs. **Motion to accept the Administrator's recommendation to engage in the legal services of Libby O'Brien Kingsley & Champion, LLC: Tom Saviello/Tom Skolfield (5/0).**
10. **Strategic Planning** – The Commissioner's discussed the strategic planning process and where we were at in the process. They reviewed and discussed the Vision and Mission Statement. It was indicated that to move forward with the culture study, the strategic planning process should be revisited first. Commissioner Saviello indicated that the employees had to be committed to the strategic plan and believe in the Vision and Mission Statement. Commissioner Skolfield indicated that they had not got that far into the process. The Vision and Mission Statement had not yet been adopted. The Vision and Mission Statement are in draft form only. The Commissioners requested to meet with the Mejorando Group to discuss the strategic planning process and plan moving forward.
11. **HR Consulting Interview Process** – Commissioner Skolfield read his and Commissioner Saviello's goals they set when they became Commissioners. Commissioner Skolfield indicated that the culture study needed to be done on a personal basis with every employee. He indicated that in person. Reports so go directly to the Board. Commissioner Saviello agreed with Commissioner Skolfield's points but also indicated that the Commissioners should be responsible for coming up with the questions to be asked when interviewing the Consulting firm, along with the help from Tiffany. He also indicated that he would like Tiffany to develop the questions to be asked when interviewing the Consulting firm. The Commissioners discussed meeting for a public work session regarding strategic planning in hopes to better prepare them for the scheduling and interviewing the potential IIR Consultants for the culture study.
12. **Future Meeting Dates** – Next meeting June 5, 2025, at 10:00 a.m., the following June 17, 2025, meeting is to be offsite to visit the Madrid properties requesting help from the NRCS and the two bridges (Orbeton Stream Bridge and Quick Stream Bridge) that are being rebuilt this Summer. The meeting will reconvene at the Emergency Operations Center.
13. **Authorization to Apply for the State of Maine Funding for Medical Assisted Treatment** – The Sheriff's Department is looking to apply for funding for the Medication

Assisted Treatment program through the State of Maine Department of Health and Human Services, office of Behavioral Health. This is not a grant, it is a revolving pot of money that is available. The average funding is between \$80,000 and \$100,000. **Motion to authorize the Sheriff's Department to apply for the State of Maine Funding for Medical Assisted Treatment: Tom Saviello/Tom Skolfield (5/0).**

**OLD BUSINESS:**

**MISCELLANEOUS:**

**WARRANTS: Payroll, County AP, UT, and ARPA: Motion to sign Warrants: Tom Saviello/Tom Skolfield (5/0).**

**Recess at 11:28 a.m.**

**Motion to reopen Commissioner's Meeting at 1:02 p.m.: Tom Skolfield/Jeff Gilbert (3/0).**

**Executive Session 1 MRSA § 405(6)(A) Personnel Matter: NCEU Grievance Hearing –**

**Motion to enter Executive Session 1 MRSA § 405(6)(A) Personnel Matter: NCEU Grievance Hearing at 1:03 p.m.: Tom Skolfield/Jeff Gilbert (5/0).**

**Motion to exit Executive Session 1 MRSA § 405(6)(A) Personnel Matter: NCEU Grievance Hearing at 1:17 p.m.: Bob Carlton/Tom Skolfield (3/0).**

**No Action Taken**

**Executive Session 1 MRSA § 405(6)(A) Personnel Matter: Employee Matter**

**Motion to enter Executive Session 1 MRSA § 405(6)(A) Personnel Matter: Employee Matter at 1:19 p.m.: Tom Skolfield/Jeff Gilbert (3/0).**

**Motion to exit Executive Session 1 MRSA § 405(6)(A) Personnel Matter: Employee Matter at 1:56 p.m.: Tom Skolfield/Jeff Gilbert (3/0).**

**Motion to enter regular session at 1:56 p.m.: Tom Skolfield/Jeff Gilbert (3/0).**

**Motion to uphold the Sheriff's March 27, 2025, disciplinary decision to demote Sergeant Thomas St.Pierre to Corrections Officer and to suspend him without pay for one (1) week, and to modify the Sheriff's March 27, 2025, disciplinary decision to require St.Pierre to attend anti-harassment training within thirty (30) days after the decision: Tom Skolfield/Jeff Gilbert (3/0).**

**ADJOURNMENT: Motion to adjourn at 1:58 p.m.: Tom Skolfield/Jeff Gilbert (3/0).**

A recording is available for this meeting.

Bob [Signature]

Thomas N. [Signature]

[Signature]

For [Signature]

[Signature]

FRANKLIN COUNTY COMMISSIONERS

ATTEST:

[Signature], CLERK