

**Minutes**  
**Franklin County Commissioner's Meeting**  
**July 15, 2025**

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

**AUDIENCE:** Mt. Blue T.V., Earl Martin, Jim Webster, Richard Morton, Scott Nichols, Brooklyn Brown, Donna Perry, Robert Lightbody, Susan Black, Nathan Hiltz, Louise Hiltz, Jake Nichols, Nick Palmer, Brad Timberlake, Pam Prodan, Amy Bernard, Tiffany Baker, Jamie Sullivan and Brenda Bitle.

Zoom: Tiffany Maiuri

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

**Pledge of Allegiance**

**Executive Session 1 MRSA 405 (6)(E) - Consultation with Legal Counsel: Legal Matter – Not needed due to conflict in Attorney's schedule.**

**RECOGNITION:** Bob thanked the Commissioner Office's staff for their organizing and coordination of the MCCA Meeting held at the Emergency Operations Center on July 9, 2025. He also recognized Dispatch and Technical Services for the smooth transmission to the new Pro-Sweep system being used at Dispatch.

**APPOINTMENTS: None**

**NEW BUSINESS:**

1. **Administrator's Report** – A discussion was had regarding the inspection of the 3<sup>rd</sup> floor space at the Courthouse. It was determined that the 3<sup>rd</sup> floor cannot be used for office or storage space. Discussion was also had regarding the recruitment of a Transport Officer and Corrections Officer at the Jail. **Motion to accept the Administrator's Report: Tom Skolfield/Jeff Gilbert (5/0).**
2. **Minutes – Motion to approve the July 1, 2025, Minutes: Tom Skolfield/Tom Saviello (5/0).**
3. **Treasurer's Report – Motion to accept the Treasurer's Report: Tom Skolfield/Fen Fowler (5/0).**
4. **AED for the Emergency Operations Center** – Commissioner Carlton is looking to purchase and AED for the Emergency Operations Center. Commissioner Saviello and

Commissioner Carlton will research the cost and potential grant options for this purchase.  
**No Action Taken.**

5. **Letters of Support for Resiliency Grant** – Tamra Benson from the Center for Ecology Based Economy discussed at the last Commissioner’s Meeting the benefit the Resiliency Grant could be for the Unorganized Territories. This is a two-part grant, one you must sign up, and two you must have a services contractor. By signing the letters of support, we agree to sign up for the grant and we would like to have a service contractor assigned to us. Funds would not be available until January 2026; however, this would allow time to come up with a project between now and January. **Motion to allow the Chair to sign the letters of support: Tom Saviello/Tom Skolfield (5/0).**
6. **Set Next Commissioner Meeting Date** – Due to two Commissioner’s not being available for the August 5, 2025, meeting, it was determined that that regular meeting should be changed. **Motion to schedule the next Commissioner’s Meeting for July 29, 2025, at 11:00 a.m.: Tom Saviello/Tom Skolfield (5/0).**
7. **Budget Committee Chair Request for Meeting** – Tiffany Maiuri, the Budget Advisory Committee Chair, would like to have a Budget Advisory Committee meeting to review and approve the final Minutes and a general discussion regarding administrative matters. She is looking for help with coordinating the meeting, sending out the agenda and for someone to take notes. **Motion to help coordinate a Budget Advisory Committee meeting and send out notification: Tom Saviello/Fen Fowler (5/0).**

**Recess at 11:38 a.m.**

**End Recess at 1:00 p.m.**

8. **Patrick Ibarra, Consultant, The Meiorando Group** – Patrick Ibarra, Consultant, from the Meiorando Group discussed the strategic planning process, how we got here, the past, where we are now and recommendations for the future. Phone conversations were had with elected officials, commissioners, department heads, and Town Managers. Meetings were also held to obtain public input. A steering committee was formed to review the input received and helped to develop the Vision and Mission Statement. It was discussed that some of the departments (Sheriff’s Department, EMA and Communications) already had their own Vision and Mission Statement. **Motion to approve as presented as the Franklin County Commissioners Vision, Mission and Priority Areas for Franklin: Tom Saviello/Jeff Gilbert, friendly amendment to consider having a large display of the Mission Statement that is signed by the Commissioners (5/0).**

## **OLD BUSINESS**

- A. **Inclement Weather Policy** – The current policy that was adopted in 2023 outlines the process for determining a county closure for non-essential employees. In the event of closure, the policy outlines how an employee can supplement their day off. They can flex their hours to make up for the time lost, use their vacation, sick or comp time, or they can work remotely. The new policy put forth by Commissioner Saviello indicates that if employees can work remotely, they are expected to continue to work their scheduled hours, and non-remote employees would have the time off which would be paid by the County. Commissioner Saviello indicated that it would be the discretion of the Commissioners to

close the government offices and that time would be paid time off. The employees would not need to use their benefit time to make up any lost hours. However, if the weather is just bad and the offices are open and an employee chooses not to come in, they would have to use their benefit time to make up for any time lost. **Motion for HR to revise the current policy to conform with what was discussed, including giving comp time to non-essential employees who are required to come in during a closure, and bring back to the Board for review and vote: Tom Skolfield/Tom Saviello (4/1) Jeff Gilbert opposed.**

- B. On Call for Exempt Employees** – This is a new policy that would establish guidelines for exempt salaried employees to accrue and use comp time who respond outside of normal business hours. Attorney Libby inquired about an on-call study to understand the rate of response for calls outside of normal business hours before a policy is developed. He indicated the need to establish criteria for an employee to be eligible for the on-call benefit and the approval process. Commissioner Saviello indicated that his intent was that if an exempt employee came in/responded to a call/event that they would be compensated for it. Commissioner Carlton indicated that salaried employees are paid at a higher rate than hourly employees to compensate for working over 40 hours. Motion to table: **Tom Saviello/Tom Skolfield (5/0).**
- C. Elected Officials Reporting Structure Question** – Waiting on response from County Attorney – **No Action Taken, pending matter.**
- D. Authority to Reallocate Funds after Budget Committee Process** – Waiting on response from County Attorney – **No Action Taken, pending matter.**

#### **MISCELLANEOUS:**

- A.** Amy discussed the construction of the two new bridges that are now being built in Salem Township and Madrid Township.
- B.** A discussion was held regarding the excess steel beams that were removed from the two bridges and what should be done with them. Suggestions were to put it out to bid for sale, however they would have to be moved to the County pit and there would be a cost associated with it. Another option would be to negotiate with the bridge contractor to purchase the steel beams to lower the cost of the construction of the new bridge. **Motion to have Commissioner Carlton negotiate with the construction contractor to purchase the steel beams to reduce the cost of the construction of the new bridge: Fen Fowler/Jeff Gilbert (4/1) Commissioner Saviello opposed.**
- C.** Each Commissioner received a free pass to ride along with Western Maine Transportation.
- D.** The Phillips Community Center is looking for a donation from the county in the amount of \$125.00 for the use of the building for the Sandy River Watershed Forum.

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

**ADJOURNMENT: Motion to Adjourn Commissioner's Meeting at 2:14 p.m.: Tom Skolfield/Jeff Gilbert (5/0).**

A recording is available for this meeting.

Bob Apple  
WBulla

Thomas H. Chapman

FRANKLIN COUNTY COMMISSIONERS

ATTEST: Chapman, CLERK