

## **Minutes**

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

The meeting was held via: Zoom

**Franklin County Commissioners' Meeting**

**November 4, 2025**

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

**AUDIENCE:** Mt. Blue T.V, Jordan Plog, Raymond Plog, Naomi Henderson, Earl Martin, Nathan Hiltz, Robert Lightbody, Scott Nichols, Jake Nichols, Jake Ducharme, Susan Black, Heidi Jordan, Margot Joly, Hart Daley, David Rackliffe, Pam Prodan, Ericka Buote, Bonita Tompkins, Jeff Brann, David St. Laurent, Jesse Clement, Steven Lowell, Isaac Wacome, Sue Pratt, Amy Bernard, Tiffany Baker and Jamie Sullivan.

**ZOOM:** Donna Perry

**RECOGNITION:** None

**APPOINTMENTS:** None

### **NEW BUSINESS:**

1. **Administrator's Report – Motion to approve the Administrator's Report: Tom Skolfield/Tom Saviello (5/0).**  
**Motion to approve the hiring of Lucas Fitch for the Facilities Manager position and Paul Holley for the full-time corrections officer position: Tom Skolfield/Tom Saviello (5/0).**
2. **Minutes – Motion to approve the Minutes of October 20, 2025, and October 21, 2025, as presented: Tom Skolfield/Jeff Gilbert (5/0).**
3. **Treasurer's Report – Motion to accept the Treasurer's Report: Tom Skolfield/Jeff Gilbert (5/0).**
4. **Opioid Settlement Committee – Application Approval –** The Opioid Settlement Committee met and considered five applications for funding. The committee recommended four applications for funding.
  - A. **The Center for Entrepreneurial Studies – Motion to recommend funding in the amount of \$30,000: Fen Fowler/Tom Skolfield (4/1) Commissioner Carlton opposed.**
  - B. **Western Maine Community Action – Motion to recommend funding in the amount of \$30,000: Tom Saviello/Tom Skolfield (5/0).**
  - C. **Family Focused Yoga – Motion to recommend funding for one (1) year in the amount of \$3,080: Tom Saviello/Tom Skolfield (5/0).**

- D. Healthy Community Coalition – Motion to recommend funding in the amount of \$49,998: Tom Saviello/Tom Skolfield (5/0).**
- 5. Probate Court – Catalis Contract –** Back in 2005, the State was acting as the purchasing agent for the Probate Court to move forward with e-filing by purchasing ICON software. Probate Court, as part of the budget process have asked for approval from the Commissioners, MOUs, extensions, and subscriptions and fees. The last Extension of the MOU was signed in 2020, which expires December 31, 2025, unless the Service Agreement is renewed. This extension will expire in three years. ICON was purchased by Catalis. **Motion to approve the contract with Catalyst: Fen Fowler/Tom Saviello (5/0).**
  - 6. Sheriff's Office – Position Reclassification –** Sheriff Nichols requested the Commissioners approve the reclassification of the Patrol Lieutenant to Major. He indicated that the position currently provides direct supervision to the patrol division and is responsible for implementing department policy, grant management and personnel management. This position has evolved over the years, to include administrative, fiscal and strategic functions. These additional roles align more with that of a Major. **Motion to move Lieutenant Rackliffe to the rank of Major: Tom Skolfield/Tom Saviello (5/0).**
  - 7. ACO Betterment Grant –** Each municipality is responsible for managing their own animal control officer, and handling issues within their own municipality. Due to inconsistencies and limited response capacity the towns are facing, a unified county managed system was discussed. This grant will provide seed funding to hire a countywide animal control officer and work to draft a memorandum of understanding with the interested towns. **Motion to authorize the Sheriff to submit the Betterment Grant Application for a Regional Animal Control Officer: Tom Skolfield/Tom Saviello (5/0).**
  - 8. Security Camera & Badge-Reader Usage Policy –** This policy would establish clear rules for the placement, access and retention of the indoor and outdoor security cameras and badge readers at the Franklin County properties. This does not include cameras at the detention center or dash cams. Commissioner Saviello requested that a copy of this policy is forwarded to the staff at the Courthouse for their review and approval before we send it to the attorney for review. **No Action Taken.**

#### **OLD BUSINESS:**

- 1. HR Consulting – Motion to grant HR Consulting Contract to Steven V. Franceck: Tom Skolfield/Fen Fowler (3/2) Bob Carlton and Jeff Gilbert opposed.**
- 2. Plog Project Bid – Motion to award the Sandy Riverbank Stabilization project to CCC Construction, LLC in the amount of \$124,950: Tom Saviello/Tom Skolfield (5/0).** Commissioner Fowler asked the Plog family if they would be interested in giving the County a Right of First Refusal should they decide to sell their property, in which they agreed. **Motion to work with the Plog family to prepare a Right of First Refusal: Fen Fowler/Tom Saviello (5/0).**

#### **MISCELLANEOUS:**

- 1. Commissioner Carlton informed the Commissioners that they had been invited by the United Methodist Economic Ministry for the blessing of their wood bank on November 5, 2025, at 2:00 p.m.**

2. Commissioner Fowler indicated that they had received a letter from the Attorney Marchese that had requested one of the Commissioners to join him in the process of Discovery: Motion to authorize the Chair as appointee for the Discovery process: Fen Fowler/Jeff Gilbert (3/2) Tom Saviello and Tom Skolfield opposed.
3. Commissioner Gilbert confirmed that Michael Carroll from JayCo will be available for the November 18, 2025, Commissioner Meeting for a presentation.
4. Commissioner Gilbert indicated that John Godfrey from Godfrey Forest Products will be available to attend a Commissioners meeting in December for a presentation.
5. Commissioner Gilbert indicated that Rick Howatt from Next Era Energy, the owner of a Solar Power Farm, would like to come and give the Commissioners a tour of its facility.

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

**Executive Session 1 M.R.S. § 405(6)(5) – Personnel Matter – Union Matter**

**Motion to enter Executive Session 1 M.R.S. § 405(6)(5) – Personnel Matter – Union Matter at 11:44 a.m.: Fen Fowler/Tom Skolfield (5/0).**

**Motion to exit Executive Session 1 M.R.S. § 405(6)(5) – Personnel Matter – Union Matter at 12:08 p.m.: Fen Fowler/Tom Skolfield (5/0).**

**Motion to terminate Correction's Officer Thomas St. Pierre effective November 7, 2025: Fen Fowler/Tom Saviello (5/0)**

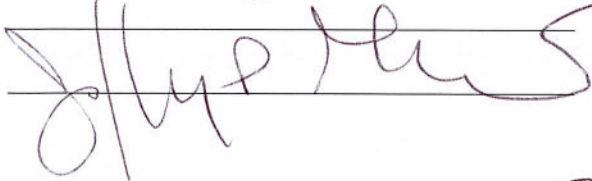
**ADJOURNMENT: Motion to adjourn at 12:09 p.m.: Tom Saviello/Tom Skolfield (5/0).**

**A recording is available for this meeting.**









FRANKLIN COUNTY COMMISSIONERS

ATTEST:  CLERK