

Minutes

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

The meeting was held via: Zoom

Franklin County Commissioners' Meeting
January 6, 2026

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

AUDIENCE: Mt. Blue T.V, Nathan Hiltz, Robert Lightbody, Jake Nichols, Jake Ducharme, Sue Pratt, Susan Black, David Rackliffe, Ryan Close, Earl Martin, Pam Prodan, Karen Rea, Tiffany Baker, and Jamie Sullivan.

ZOOM: Donna Perry, Brad Timberlake, Gene Libby, Esq., Michelle Whittier, Charlie Woodworth, Rebecca Gage, Rachel Richards, Jessica Savage and Noelle Coyne.

Executive Session 1 M.R.S. § 405(6)(F) – Discussion of Confidential Records – Poverty Abatement

Motion to enter Executive Session 1 M.R.S. § 405(6)(F) – Discussion of Confidential Records – Poverty Abatement at 10:01 a.m.: Tom Saviello/Tom Skolfield (5/0).

Motion to end Executive Session 1 M.R.S. § 405(6)(F) – Discussion of Confidential Records – Poverty Abatement at 10:44 a.m. Tom Skolfield/Tom Saviello (5/0).

Motion to move the abatement request based on the lack of income: Fen Fowler/Tom Skolfield (5/0).

Motion to ask the Chair to direct Attorney Libby to prepare the Findings of Facts for the Abatement Hearing based upon the motion: Tom Skolfield/Tom Saviello (5/0).

RECOGNITION: None

APPOINTMENTS:

1. **Appointment of Commissioner Chair - Motion to nominate Commissioner Carlton as the Chair and Commissioner Skolfield as the Vice Chair: Jeff Gilbert/Fen Fowler (5/0).**
2. **AVCOG Committee Representative – Motion to nominate Commissioner Skolfield: Tom Saviello/Jeff Gilbert (5/0).**
3. **Opioid Committee – Motion to nominate Commissioner Saviello for the Opioid Committee representative and Commissioner Skolfield as the alternate stand-in: Tom Skolfield/Fen Fowler (5/0).**

4. Central Western Maine Workforce Development Board Representative – Motion to nominate Commissioner Gilbert: Tom Saviello/Tom Skolfield (5/0)
5. Maine Health EMS – Franklin Advisory Board - Motion to nominate Commissioner Carlton: Tom Saviello/Tom Skolfield (5/0).
6. Legislative Policy Committee Representative - Motion to nominate Commissioner Gilbert: Tom Saviello/Tom Skolfield (5/0).

NEW BUSINESS:

1. **Legal Consult – Budget** – A discussion was had regarding Attorney Libby's legal opinion to the Commissioners dated July 28, 2025, and August 27, 2025, regarding the Budget Advisory Committee's reductions made to specific line items in the Commissioner's budget and the transfer of funds from other line items within the budget to restore what the Budget Committee cut. A discussion was also had regarding the Franklin County Personnel Policy pertaining to the 35% flex benefit which does not supersede the Budget Committee's final budget, the use of contingency of funds, and budgetary verses policy. Questions were made to Attorney Libby regarding the Budget Committee's ability to cut funds/wages to union contracts after they were negotiated and whether the Budget Committee can cut salaries of the nonunion employees. Attorney Libby indicated that he could look into those matters upon request of the Commissioners.

Motion to ask Attorney Libby to summarize today's conversation: Bob Carlton/Tom Skolfield: (4/1) Commissioner Saviello opposed.

Recess @ 11:49 a.m.

End Recess @ 11:55 a.m.

2. **Administrator's Report – Motion to accept the Administrator's Report:** Tom Skolfield/Jeff Gilbert (5/0).

Motion to approve the hiring of Tammy Thomas and Austin Gross: Tom Skolfield/Tom Saviello (5/0).

3. **Minutes – Motion to approve the Minutes of December 16, 2025, as presented:** Tom Saviello/Tom Skolfield (5/0).

4. **Treasurer's Report – Motion to accept the Treasurer's Report:** Tom Saviello/Tom Skolfield (5/0).

5. **Cleaning Services at the Courthouse** – Three bids were received for the courthouse cleaning services:

- A. Sandy Rivers Cleaners - \$1,000 per week.
- B. RCCM Cleaning Services - \$1,060 per week.
- C. The Home Team - \$1,275 per week.

The Commissioner motioned to have the HR Director and Administrator evaluate the bids and make a recommendation to the Commissioners. Based on comparison and rating analysis, Sandy River Cleaners was the lowest bidder. **Motion to award the cleaning services bid to Sandy River Cleaners:** Tom Saviello/Tom Skolfield

Tom Saviello rescinded his motion.

Tom Skolfield rescinded his second.

After further discussions, it was determined that RCCM's bid was the lowest bid. **Motion to award the cleaning services bid to RCCM Cleaning Services: Tom Saviello/Tom Skolfield (5/0).**

6. Madrid Pit Discussion – Light Pole and LUPC –

Light Pole - Commissioner Carlton received a concern from a citizen regarding a strobe light coming from Madrid gravel pit. After further investigation by IEC, it was determined that the control panel needs to be replaced and the romex needs to be upgraded. This work will most likely take place in the Spring.

LUPC – The Commissioners received notice that we were in violation of the setbacks at the gravel pit and that we did not have a permit and needed to apply for a permit explaining how we will meet LUPC Standards. Commissioner Carlton explained that when approximately five-acre pit was purchased in 2000 the setbacks were 150 feet. The LUPC changed the setbacks to 250 after we had made the purchase. Commissioner Carlton is hopeful that that the County will be grandfathered with respect to the setback. **Motion to direct the staff to start the permit process for the gravel pit in Madrid: Tom Skolfield/Bob Carlton (4/0) Commissioner Saviello was not present for the vote.**

7. Inclement Weather – Public Notice – The procedure was discussed as to how the staff and public were notified of a cancellation. It was requested that we add cancellations due to inclement weather be placed on the daily bulldog, WKTJ, Channel 6 New and Facebook in the policy. **No Action Required.**

8. Treasurer Position – Commissioner Saviello indicated that a discussion needed to be had regarding the Treasurer's position and whether it should be an appointed position or elected position. It had been discussed at a prior Commissioner's meeting to include the Budget Committee in this process. The discussion regarding this matter will be added to the work session for January 20, 2026. **Motion to give Commissioner Saviello authority to contact the Secretary of State regarding the Treasurer position: Fen Fowler/Tom Skolfield (5/0).**

9. Set Date to Prepare the County Administrator Objectives, Evaluation and Contract Review – The Administrator's contract ends June 30, 2026. As part of that contract, an annual evaluation is to be completed. Commissioner Fowler is looking to have work session to go over the Administrator's evaluation process, review the job classification and wage structure, review and revise the goals set last year. **Motion to schedule a work session to prepare for the County Administrator's evaluation, review the job classification and wage structure and review and adjust goals made last year: Fen Fowler/Tom Skolfield.**

Motion to hold an open session discussion after the abatement hearing on January 13, 2026, regarding the Administrator's evaluation process: Tom Saviello/Fen Fowler (5/0).

Motion to hold Commissioner Meeting on January 20, 2026, at 1:00 p.m. and hold a workshop at 3:00 p.m. to discuss the salary structure: Fen Fowler/Tom Saviello (5/0).

OLD BUSINESS:

1. In November the Sheriff's office requested permission to apply for the Byrne State Crisis Intervention Program Grant that would allow the Sheriff's office to convert and rehab an area that they currently have to store firearms that they are mandated to seize based upon

the yellow and red flag laws that have passed. The Sheriff's office was awarded the grant in the amount of \$23,896.34 and is asking for permission to accept the grant. **Motion to accept the grant and work with Administration: Tom Skolfield/Tom Saviello: (5/0).**

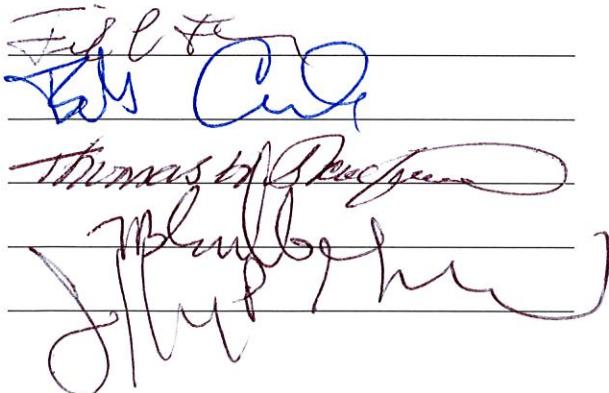
MISCELLANEOUS:

1. Robert Lightbody indicated that he would be meeting with the electrician regarding the Madrid pit this Friday.
2. Robert would like to discuss the Quick Stream Bridge contract with Wentworth Partners & Associates on the next agenda.
3. Jake Nichols requested that we donate the cruiser laptops that are being replaced to the Foster Tech Law Enforcement Program at Mt. Blue High School. **Motion to donate cruiser laptops with recognition to the county to the Foster Tech Law Enforcement Program at Mt. Blue High School: Tom Saviello/Tom Skolfield (5/0).**
4. Commissioner Skolfield indicated that he contacted the Secretary of State to inform them that the Secretary of State Election Division website does not have the districts separated.
5. Commissioner Skolfield would like to start the dialog for the County to become a Charter.

WARRANTS: Motion to sign Warrants: Tom Skolfield/Jeff Gilbert (5/0).

ADJOURNMENT: Motion to adjourn at 2:36 p.m.: Jeff Gilbert/Tom Skolfield (5/0).

A recording is available for this meeting.



Handwritten signatures of Franklin County Commissioners, including Jeff Gilbert, Tom Skolfield, and others, in blue and black ink on three separate lines.

FRANKLIN COUNTY COMMISSIONERS

ATTEST,  CLERK