

Minutes

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

The meeting was held via: Zoom

Franklin County Commissioners' Meeting **December 16, 2025**

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

AUDIENCE: Mt. Blue T.V, Nathan Hiltz, Robert Lightbody, Scott Nichols, Jake Nichols, Jake Ducharme, Sue Pratt, Susan Black, David Rackliffe, Pam Prodan, Richard Morton, Earl Martin, Hart Daley, John Donald, David St. Laurent, Steve Lowell, Thomas Courtney, Felicia Courtney, Madilynn Courtney, Cecilia Courtney, Karen Rea, Tiffany Baker, and Jamie Sullivan.

ZOOM: Donna Perry, Brad Timberlake, Rebecca Gage, and Noelle Coyne.

RECOGNITION: Major Hart Daley, Franklin County Detention Center recognized Thomas Courtney as being promoted to the rank of Sergeant. Major Daley indicated that Mr. Courtney consistently demonstrates professionalism, leadership, a strong work ethic, dedication and commitment to the Franklin County Detention Center's mission. Congratulations to Sergeant Courtney.

Commissioner Skolfield recognized Commissioner Saviello as being selected as Maine County Commissioner of December in honor of his community service by Spirit of America Foundation's Maine Chapter. Congratulations to Commissioner Saviello.

APPOINTMENTS:

1. **MCCA Representative and Alternate – Motion to nominate Commissioner Carlton as the MCCA representative: Fen Fowler/Tom Skolfield (5/0).**

Motion to nominate Commissioner Saviello as the alternate MCCA representative: Tom Skolfield/

Commissioner Fowler indicated he would like to be nominated as the alternate, as he served as the alternate last year. Commissioner Saviello removed his name and Commissioner Skolfield withdrew his Motion.

Motion to nominate Commissioner Fowler as the alternate MCCA representative: Tom Skolfield/Tom Saviello (5/0).

2. **Risk Pool Representative and Alternate - Motion to nominate Commissioner Carlton as the Risk Pool representative: Fen Fowler/Tom Skolfield (5/0).**

Motion to nominate Commissioner Fowler as the alternate Risk Pool representative: Bob Carlton/Jeff Gilbert (5/0).

NEW BUSINESS:

1. **Administrator's Report – Motion to approve the Administrator's Report: Tom Skolfield/Jeff Gilbert (5/0).**
2. **Minutes – Motion to approve the Minutes of November 18, 2025, as presented: Tom Skolfield/Jeff Gilbert (5/1) Commissioner Saviello opposed.**
Motion to approve the Minutes of December 11, 2025, as presented: Fen Fowler/Jeff Gilbert (5/0)
3. **Treasurer's Report** – The Treasurer stated that an email was received from the accountant indicating that money in the UT was tight due to the building of the two bridges. Second, the quarterly payment that was due from the State was late and was received in two separate payments.

Commissioner Saviello questioned the Treasurer, as to why we do not have a Deputy Treasurer.

Commissioner Saviello also discussed Statute 922 which discusses transferring money from the contingency fund. He indicated the request must first be made in writing. He questioned if the agenda was considered the written request or does it need to be a letter. He also indicated that there needs to be a record of the transfer, and the record needs to be certified by the Commissioners 30 days after the transfer. Pam indicated that the Minutes which are signed by the Commissioners would suffice as certification of the record of the transfer.

A discussion regarding the Commissioners stipend was also had.

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

4. **Sheriff's Office – Laptop Purchase** – The Sheriff's office previously requested to purchase six (6) mobile laptops out of the capital equipment reserve account from Telrepco. Since that purchase, additional mobile laptops were found to not be working or are on the verge of no longer working. The IT department found that when trying to update the software on the remaining laptops, they are unable to be updated causing a security threat to the laptops and the network. The Sheriff's office is requesting to purchase ten (10) additional laptops to replace the remaining laptops through Telrepco in the amount of \$37,915.00 out of the Capital Reserve Account. **Motion to permit the purchase of the laptops as outlined: Tom Skolfield/Tom Saviello**

Amend motion to purchase ten (10) mobile laptops from Telrepco in the amount of \$37,915.00: Tom Skolfield/Tom Saviello (5/0).

5. **Sheriff's Office – MainePERS Study** – In 2006 the County joined MainePERS for their retirement account. Prior to that, the negotiations had been with the Patrol Union. The Commissioners tentatively agreed to put law enforcement into the Special Plan 3C, which is specifically for law enforcement. Due to the cost, the Commissioners decided to offer all county employees the AC Plan. In 2013 the Union negotiated to move back to the Special 3C Plan for law enforcement. There was a 7 ½ year gap whereby Union members were not receiving the Special 3C Plan. Due to that deviation from the Special 3C Plan, three Sheriff Office Administrators, who are nearing retirement, may not be eligible for retirement under the Special 3C Plan. They are requesting an actuary study for the three employees, for the 7 ½ year period to see what the cost would be to purchase the difference between the two plans. They are requesting this to be broken out by employee, the County's portions of the buyback, and the employee's portion of the buyback. **Motion to authorize**

Tiffany to reach out to MainePERS to find out if there is a cost involved for the study and move forward assuming no cost. If there is a cost for the study, come back to the Commissioners for approval: Tom Skolfield/Tom Saviello (5/0).

6. **Cleaning Services at the Courthouse – Open Bids** – Three bids were received for courthouse cleaning services:
 - A. **Sandy Rivers Cleaners - \$1,000 per week;**
 - B. **RCCM \$1,060 per week; and**
 - C. **The Home Team - \$1,275**

Motion to have the HR Director and Administrator evaluate the bids and make a recommendation to the Commissioners: Tom Saviello/Tom Skolfield (5/0).
7. **Flex Benefit Reconciliation Document** – Commissioner Fowler drafted a Vote of Reconciliation on December 16, 2025, document concerning the Commissioner's Flex Benefits. **Motion to accept the document as amended: Fen Fowler/Tom Skolfield (4/1)** **Commissioner Carlton opposed.** Commissioners then proceeded to go through the document line by line and discussed, reviewed and revised this document.
Motion to ask Attorney Libby to come to discuss the letter he wrote and any questions the board has in relation to the Budget Committee: Tom Saviello/Tom Skolfield (5/0).
8. **Special Meeting Date for Abatements** – At this time, the County has received 3 requests for Abatement Appeals. An Executive Session for a poverty abatement is scheduled for January 6, 2026, at 10:00 a.m. The remaining Abatement Appeal Hearings will be scheduled for January 13th or January 15th, depending upon availability of the parties and the county attorney.

Donna Perry apologized in public, clarifying that she knew the Commissioners had the right to go into executive session to go over their rights and duties, however, she didn't think it was necessary as they were explained to the Commissioners when they went into office.

Recess @12:03 p.m.
End Recess @ 12:16 p.m.

OLD BUSINESS:

1. **Plog Property – Right of First Refusal** – The Right of First Refusal for the Plog property located at 2571 Rangeley Road, Madrid Township, Maine has been approved by the County Attorney and is ready to be sent to the Plogs. **Motion to authorize staff to send the Right of First Refusal to the Plog family: Tom Saviello/Tom Skolfield (5/0).**
2. **Security Camera & Badge Reader Usage Policy** – Jake revised the policy based upon the feedback that was given to him. The DA and Probate Judge requested more time to review the policy. **Motion to table: Tom Saviello/Tom Skolfield (4/1) Bob Carlton opposed.** Jake indicated that some of the requested changes were not applicable, which was why they were not included in the revision. He indicated at this time, there is zero policy regarding this matter in terms of the footage, therefore, until told otherwise, he is going to act as if this policy was in place.

3. **Spirit of America** – The Commissioners were provided with additional information regarding the Spirit of America Award prior to making nominations. Spirit of America award presentations will be scheduled for the first meeting in February.
4. **Inclement Weather Policy – Revision** – **Motion to accept the language as proposed Tom Saviello/Tom Skolfield (5/0).**
Motion to pay part-time employees for the last storm closure: Bob Carlton/Tom Skolfield (5/0).
5. **Treasurer Process to Appointed** – Commissioner Fowler would like the Budget Committee to be involved with this process. **Motion to work with the Budget Committee regarding the Treasurer position being appointed verses elected: Tom Saviello/Fen Fowler (5/0).**

MISCELLANEOUS:

1. Richard Morton asked if the results of the conversation held with legal counsel in executive session regarding the rights and duties of the Commissioners would be made public or is it attorney/client privilege.
2. Commissioner Saviello would like an understanding that engaging the attorney needs to come from the Chair after a vote from the board. He would like this as a future agenda item.
3. HR Consulting – The County received the revised contract from the Attorney, which was shared with Mr. Francek. A response was received from Mr. Francek with a list of changes, and the County was informed that he did not carry professional liability insurance. **Motion to ask Commissioner Skolfield to sit down with the contractor and administration to see if we can work out a contract. If not, help define what needs to be done as a board to be able to move forward: Fen Fowler/Tom Saviello (4/1) Commissioner Gilbert opposed.**

WARRANTS: Motion to sign Warrants: Tom Skolfield/Fen Fowler (4/1) Commissioner Saviello opposed.

ADJOURNMENT: Motion to adjourn at 12:58 p.m.: Jeff Gilbert/Tom Skolfield (5/0).

A recording is available for this meeting.

Jeff Gilbert
Bob Carlton
Tom Skolfield

Thomas D. Springer
John P. Thigpen

FRANKLIN COUNTY COMMISSIONERS

ATTEST: John P. Thigpen, CLERK