

Minutes

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

The meeting was held via: Zoom

Franklin County Commissioners' Meeting
March 3, 2026

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

AUDIENCE: Mt. Blue T.V, Earl Martin, Nathan Hiltz, David Rackliffe, Hart Daley, Shawn O'Leary, Jake Nichols, Nancy Allen, Ken Charles, Robert Lightbody, Pamela Prodan, Thomas Dubois, Stacy Benjamin, Schott Nichols, Amanda Ricci, Richard Morton, Ben Godsoe, Emily Francis-Lamore, Bill Gilmore, Tom MartinAmy Bernard, and Jamie Sullivan.

ZOOM: Donna Perry, Deeds, Brad Timberlake, Katrina Gacki, Noelle Gange, Rebecca Gage, and Catherin Durost.

RECOGNITION: None

APPOINTMENTS: None

NEW BUSINESS:

- 1. Administrator's Report – Motion to accept the Administrator's Report: Tom Skolfield/Tom Saviello (5/0).**
- 2. Minutes – Motion to approve the February 24, 2026, Minutes as presented: Tom Skolfield/Jeff Gilbert (4/0/1) Commissioner Fowler abstained.**
- 3. Treasurer's Report – Motion to accept the Treasurer's Reports for February 24, 2026, and March 3, 2026: Tom Skolfield/Jeff Gilbert (5/0).**
- 4. LUPC Presentation –** Stacy Benjamin, Acting Planning Manager for the LUPC and Ben Godsoe, Acting Executive Director for the LUPC and Emily Francis-Lemore, Senior Planner for the LUPC spoke about the process to update the Comprehensive Land Use Plan, which is required by statute to guide the land use standards and zoning. It was last adopted in 2010. The Commission has divided this process into three phases. The Pre-Process Phase: what are major issues, how processes should unfold, outreach interviews, information sessions, surveys, and workshops. The Update Process Phase: Updating the goals and policies of the Comprehensive Land Use Plan and the Adoption Process: adoption of the plan through legislature. They also discussed the new rules for short-term rentals, which include short-term operators in the LUPC service area must file notice with the Commission. A short-term rental is a dwelling unit or single residential campsite that is rented for a fee to an individual or group of individuals for a period of 30 days or less. Filing a notice will allow the LUPC to collect data, to monitor the short-term rentals to potentially develop standards should issues or complaints arise. They also adopted rules

relating to solar development and battery energy storage system facility development. **No Action Required.**

5. **Jail – Mobile Kitchen Unit** – The Commissioners were presented with an Agreement for the rental of a mobile kitchen unit from Mobile Concepts to be used when the jail kitchen grease trap project is underway. Renting the mobile unit is the best way to run the facility during this time. The cost of the mobile unit is \$13,545. This does not include the cost of propane, water running to the unit, or the delivery cost. There is a cleaning fee which is refundable. Other options were to house the residents at other facilities which would cost over \$100,000, or to use a catering service, which would cost a significant amount of money. **Motion to authorize the use of funds out of the jail building reserve account in the amount of \$15,045 for the rental of 28-foot mobile unit: Tom Saviello/Tom Skolfield, Amend motion to \$18,045: Tom Saviello/Tom Skolfield, friendly amendment to include: before mobile kitchen unit arrives, the septic matter needs to be addressed, (5/0).**
6. **Jail – Board of Visitors Report** – Nancy Allen, Chair of the Franklin County Board of Visitors presented the Annual Board of Visitor’s Report for the Franklin County Detention Center. It was recommended that mental health counseling be added and an additional 10 hours per week for the nursing staff. The delegation of medication is being affected due to staffing. The Board indicated that they would support any additional changes that the Major recommended. They were pleased with the direction and forward progress the detention center is moving in. The lack of state funding was discussed. **No Action Required.**
7. **January Reconciliation Reports** – The January 2026 bank reconciliations for Franklin County and the UT were completed and ready for the Commissioners approval and signature, as are the monthly reports. Amy indicated that there were no variances. **Motion to sign the Bank Reconciliations for January 2026: Tom Skolfield/Fen Fowler (4/1) Commissioner Saviello Opposed. Monthly Reports for January: Motion to table: Tom Skolfield/Tom Saviello (5/0).**
8. **Pepins General Store Liquor License – Set Public Hearing** – Pepin’s General Store in Coburn Gore has applied for a renewal liquor license. **Motion to schedule and hold a public hearing on March 17, 2026, at 10:00 a.m. regarding the liquor license renewal application for Pepin’s General Store in Coburn Gore, Maine: Tom Skolfield/Tom Saviello (5/0).**

Recess at 11:51 p.m.

End Recess at 12:00 noon

OLD BUSINESS:

1. **Commissioners Meeting Ground Rules** – Commissioner Saviello requested that this matter be added to the agenda as it should be reviewed annually. Commissioner Saviello has made some suggested changes to the meeting ground rules that were provided in the packet and were highlighted. The Commissioners discussed changes to be made regarding the Administrator contacting the Attorney without prior approval from the Board. Amy indicated that there are some instances that the Commissioners did not need to be involved in, including, but not limited to: FOAAs, abatements, grievances, and HR. Amy and Shawn were requested to draft language revising the Commissioner Meeting Ground Rules,

pursuant to the discussion had. It was also requested that notification be provided in the Administrator's Report when the Attorney was contacted. **No Action Required.**

2. **UT Bridges and Roads Reserve Authorization** – At the April 15, 2025, Commissioner's Meeting, the Commissioners were not clear in their motion to authorize the use of the reserve funds transferred to pay for the cost of the bridges. The Commissioners authorized the consolidation of funds to the Roads and Bridges Reserve Account. **Motion to authorize the use of \$2,014,161.32 from the Road and Bridges Reserve Account for the construction of the two bridges: Fen Fowler/Tom Saviello (5/0).**
3. **Franklin County Budget Committee Statute** – The Commissioner's requested Amy provide the Commissioners with a memo outlining the discussion regarding the Budget Committee Statute. This memo outlined what the Commissioner's agreed on, had concerns about and/or disagreed on. Nathan Hiltz provided a very informative slide show. A discussion was held regarding the one-person one-vote being established. Commissioner Saviello will draft a letter to the legislature delegation to pose the one-person one-vote question.
4. **Budget Request for Funds for Consultant and a Finance Director** – Commissioner Saviello requested these matters be placed on the agenda. He indicated that the Board needed to decide whether to have a vote in November to go from an elected Treasurer to an appointed Treasurer. Transition funds would be required to be placed in the Budget if they were to do so. He also indicated that if the Board implemented going to an appointed position, this would not be able to occur for 4 years, unless that elected person resigned from the position or was no longer able to serve. This matter will be included on the next agenda: A vote to move forward with an appointed verses elected Treasurer position.
5. **Salary Structure – Set the COLA** – A discussion was had regarding the salaries, the salary structure and COLA. The CPI for the New England region as of December 31, 2025, is 3.3%. Commissioner Saviello suggested an increase of 2.85%. Commissioner Fowler suggested a \$.45 increase, similar to what the Town of Farmington has done. Commissioner Carlton reminded the Commissioners that they were only discussing 21 employees' salaries. The remaining employees were covered under union contracts. Commissioner Skolfield indicated that it comes down to retention and recruitment and requested additional data regarding retention and recruitment of Franklin County employees. Susan Black requested clarification of the salary structure for the elected positions. Amy indicated that last year, the Board voted to remove the elected offices to their own salary structure based on their terms. Commissioner Saviello liked Commissioner Fowler's suggestion and would like to look further into it. It was discussed that the County needed to better explain to the Budget Committee, so they understand what, where and why funds are needed and/or used. Commissioner Fowler requested that the data Commissioner Skolfield asked for is created. He also requested what the total would be if the Commissioners gave a 3.3% increase to the 24 employees. He then asked if we took that total increase and divided it by the 24 employees what would that be for an hourly rate for those 24 employees.

MISCELLANEOUS: None

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

**Executive Session 1 M.R.S. § 405(6)(A) – Personnel Matter with Hart Daley
Motion to enter into Executive Session 1 M.R.S. § 405(6)(A) at 1:52 p.m.: Tom Skolfield/Fen Fowler (5/0).**

Motion to exit Executive Session 1 M.R.S. § 405(6)(A) – Personnel Matter with Hart Daley at 2:15: Tom Skolfield/Tom Saviello (5/0).



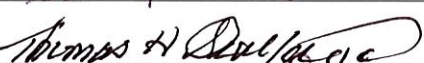
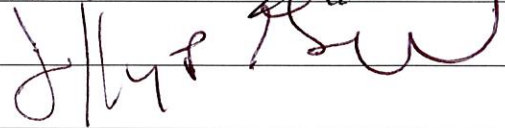
Motion to hire Hart Daley as the interim Communication’s Director for a stipend of \$6,000 per month: Tom Saviello/Tom Skolfield (5/0).

**Executive Session 1M.R.S. § 405(6)(F) – Confidential Records – IT Cyber Security
Motion to enter into Executive Session 1 M.R.S. § 405(6)(F) – Confidential Records – IT Cyber Security at 2:16 p.m.: Tom Skolfield/Tom Saviello (5/0).**

Motion to exit Executive Session 1 M.R.S. § 405(6)(F) – Confidential Records – IT Cyber Security at 2:32 p.m.: Jeff Gilbert/Tom Saviello (5/0).

ADJOURNMENT: Motion to adjourn at 2:32 p.m.: Jeff Gilbert/Tom Saviello (5/0).

A recording is available for this meeting.

FRANKLIN COUNTY COMMISSIONERS

ATTEST:  CLERK