

Minutes

PRESENT: Commissioner Carlton, Commissioner Skolfield, Commissioner Saviello, Commissioner Gilbert, and Commissioner Fowler (absent)

The meeting was held via: Zoom

Franklin County Commissioners' Meeting September 1, 2026

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

AUDIENCE: Mt. Blue T.V, Bill Gilmore, Susan Cochran, Tammie Tripp, Laureen Pratt, Del Reed, Nathan Hiltz, Morgan Dunham, Robert Lightbody, Harold Jones, Jake Nichols, Steven Lowell, Hunter Lowell, Ryan Close, Andrew Morgan, Amanda Morgan, Isaac Wacome, Shawn O'Leary, Karen Rea, Susan Pratt and Jamie Sullivan.

ZOOM: Adam Gartner and Ryan Close

RECOGNITION Chief Lowell presented the promotions of Andrew Morgan and Isaac Wacome to the rank of Sergeant. He recognized the responsibilities associated with the rank, including leadership, accountability, service, sound decision-making and what it takes to be a successful Sergeant. Congratulations Sergeant Morgan and Sergeant Wacome on your well-deserved promotion!

Commissioner Saviello recognized Commissioner Carlton for being awarded the Spirit of America - County Commissioner for the month of July/August. Congratulations Commissioner Carlton!

PUBLIC COMMENTS: None

APPOINTMENTS: None

NEW BUSINESS:

- 1. Administrator's Report – Motion to Accept the Administrator's Report: Tom Skolfield/Tom Saviello (4/0).**

Motion to approve the hiring of Gage Broadway for the full-time Corrections Officer position with the Franklin County Detention Center: Tom Skolfield/Tom Saviello (4/0).

Motion to approve the hiring of Trent Tibbetts for the part-time Corrections Officer position with the Franklin County Detention Center: Tom Skolfield/Tom Saviello (4/0).

2. **Minutes – Motion to accept the minutes as provided: Tom Saviello/Tom Skolfield (4/0).**
3. **Treasurer’s Report – Motion to accept the Treasurer’s Report: Tom Saviello/Tom Skolfield (4/0).**
4. **Harold Jones – Financial Administrator of the UT – Discussion -** Harold Jones, Fiscal Administrator for the Unorganized Territories (UT), attended the Commissioners’ meeting to provide an overview of the Unorganized Territories and the County’s role in their administration. Mr. Jones reviewed the process for developing the annual Unorganized Territories budget, including how anticipated revenues and expenditures are identified and incorporated into the annual budget. He also explained the process used to determine tax assessments within the Unorganized Territories. Mr. Jones discussed the County’s responsibilities related to the administration and funding of services provided within the Unorganized Territories. The Commissioners received an overview of the County’s role in coordinating and supporting these services and the associated financial responsibilities. The Commissioners thanked Mr. Jones for the presentation and discussion regarding the administration, budgeting, taxation, and delivery of services within the Unorganized Territories. **No Action Required.**
5. **David B. Turetsky, Founder, Author, Host & Managing Consultant, HR Data Labs, LLC – Salary Survey/Structure –** David B. Turetsky, Author, Host, and Managing Consultant with HR Data Labs, LLC, attended the Commissioners’ meeting to discuss the development of a statewide county salary survey and compensation structure. Mr. Turetsky provided an overview of the proposed process for collecting and analyzing salary and compensation information from counties throughout Maine. The discussion included potential methods for gathering comparable positions and wage data and evaluating compensation among participating counties. Mr. Turetsky explained how a statewide salary survey could provide counties with useful information for assessing their existing wage structures and identifying areas where adjustments may be appropriate. The information could also assist counties in maintaining competitive, consistent, and equitable compensation practices. He indicated that once the data was input, we could compare our county wages against other like counties that participate in the survey. The program assists with FOAAs, updates continuously, and we have unlimited access to the data. He also indicated that this process would be free until the MCCA Conference held on September 22, 2026, after that, there will be a small fee, based upon the size of the County, which could potentially be paid through the MCCA dues. He indicated that 3 Counties (Somerset, Kennebec and Hancock) are already participating and 4 or 5 Counties were in the process of gathering their data. **Motion to participate: Tom Saviello/Tom Skolfield (4/0).**
6. **Department Presentation – Registry of Deeds –** Susan Black, Register of Deeds provided an update on ongoing projects and operations within the Register of Deeds Department. She indicated that the department's operations are largely governed and controlled by state statute, which limits the department's flexibility in how certain functions are administered. She reported that recording fees have increased, resulting in an increase in departmental revenue. The department continues to work on the scanning of older plans to preserve and improve access to historical records. Susan stated that the indexing of records from 1983 to the present has been completed, and the records dating from 1982 back through 1838 still need to be indexed. Susan indicated that the cost of storing microfilm records is increasing, however, she reached out the Maine State Archives, and they are willing to

store the microfilm at no cost, which will provide savings to the county. We will need to transport the microfilms to Augusta. **No Action Required.**

7. **Franklin County Procurement Policy** – Sue Pratt indicated that we have been unable to locate a signed copy of the policy, which has been in place and utilized by the County for several years. To ensure the County's records are complete and that the policy is formally documented, the Procurement Policy was presented to the Commissioners for review, approval, and signature. **Motion to sign the Procurement Policy: Tom Saviello/Tom Skolfield (4/0).**
8. **Snow Contracts – Review and Sign** - The snowplow contracts for FY2026–FY2027 were prepared and presented to the Commissioners for review, approval, and signature. **Motion for the Administrator to sign the Snowplow Contracts: Tom Saviello/Tom Skolfield (4/0).**
9. **MMA Worker's Comp Incentive** – The County receives its workers' compensation coverage through MMA. MMA offers a three-tiered plan, and Jim Tolman, MMA's Loss Control Consultant, has recommended that the County participate in Tier One, the entry-level tier. Shawn indicated that the County is already meeting the requirements for Tier One by ensuring employees receive appropriate training and by submitting workers' compensation First Reports of Injury as required. Once the County is awarded Tier One status, it will receive a 5% reduction in its workers' compensation premium. **Motion to sign the agreement: Tom Saviello/Tom Skolfield (4/0).**
10. **Radio Infrastructure Committee Update and RFP Request** – Amanda and Kyle, Co-Chairs of the Radio Infrastructure Committee, requested permission to issue a Request for Proposals (RFP) for a review of the County's radio infrastructure. The review will be conducted in two phases. At this time, the anticipated cost of the study is unknown. The Committee hopes the information gathered through the review will assist with the grant application the Sheriff's Office has requested permission to pursue. The Committee has also contacted other counties to obtain sample RFPs for reference. **Motion to send out the RFP: Tom Savillo/Tom Skolfield (4/0).**
11. **Monthly Financial Review** – **Motion to sign the monthly financial review: Tom Saviello/Tom Skolfield (4/0).**

OLD BUSINESS: None

MISCELLANEOUS:

1. One of the Franklin County Detention Center's Corrections Officers is being called up for deployment. He is being deployed in October.
2. One of the Franklin County Sheriff's Office Patrol Deputies has enlisted in the National Guard and will be leaving for basic training in January.
3. The Sheriff's Office received a letter from the Department of Bureau of Highway Safety regarding their grant compliance review of indicating that we are 100% in compliance.
4. Commissioner Skolfield thanked the Sheriff's Office for their work and dedication over the past week and weekend, noting that he understood it had been a particularly busy period.

5. Sue informed the Commissioners that we were awarded the Watershed program through Community Action Grant through the Community Resilience Program.
6. Sue reminded the Board of the LUPC updates meeting to be held on September 9, 2026.

WARRANTS: County AP, UT & Payroll - Motion to sign Warrants: Tom Saviello/Tom Skolfield (4/0).

Executive Session in accordance with 1 M.R.S. § 405(6)(E): Consultation with Legal Counsel.

Motion to enter Executive Session in accordance with 1 M.R.S. § 405(6)(E): Consultation with Legal Counsel at 1:19 p.m.: Tom Saviello/Tom Skolfield (4/0).

Motion to exit Executive Session in accordance with 1 M.R.S. § 405(6)(E): Consultation with Legal Counsel at 1:33 p.m.: Tom Saviello/Tom Skolfield (4/0).

No Action Taken

Executive Session: 1 M.R.S. § 405(6)(A) – Personnel Matter – County Administrator Discussion.

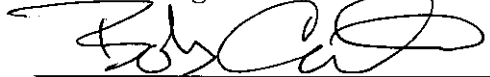
Motion to enter Executive Session in accordance with 1 M.R.S. § 405(6)(A) – Personnel Matter – County Administrator Discussion at 1:37 p.m.: Bob Carlton/Tom Skolfield (4/0).

Motion to exit Executive Session in accordance with 1 M.R.S. § 405(6)(A) – Personnel Matter – County Administrator Discussion at 2:40 p.m.: Tom Saviello/Tom Skolfield (4/0).

Motion to allow Sue to negotiate with the candidate and report back to the Commissioners to make a written offer: Tom Saviello/Tom Skolfield (4/0).

ADJOURNMENT: Motion to adjourn at 2:55 p.m.: Tom Saviello/Tom Skolfield (4/0).

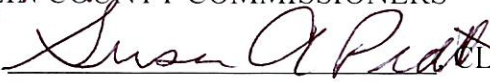
A recording is available for this meeting.








FRANKLIN COUNTY COMMISSIONERS

ATTEST:  CLERK