

**Minutes
Town of Skowhegan
Regular Selectmen's Meeting
5:30 P.M.
Tuesday, February 28, 2017
Municipal Building – Council Room**

Board of Selectmen:

Donald Skillings, Chairman
Paul York, Vice Chairman
Betty Austin
Darla Pickett
Soren Siren

Town Manager:

Christine Almand

Executive Secretary:

Cara L. Mason (Absent)

Call Selectmen's Meeting to order.

Donald Skillings called the meeting to order.

1. Town Manager's Report

Reminder: The second property tax payment is due on March 15th.

Reminder: There is a joint meeting with the Budget Committee tomorrow at 5:00 pm.

The revaluation fieldwork is continuing. They are currently doing commercial and exempt property data collection. For more detailed information, visit our website.

The next Business After Hours will be at The Old Mill Pub and co-sponsored by the Skowhegan Lions Club on Wednesday, March 1st from 5:30 to 7:00.

Bob Marley will be performing in the Opera House on Friday, March 3rd at 7:00 pm. Tickets are \$25 and are available in the Town Manager's Office.

2. Items by the Public

There were no Items by the Public.

3. Selectmen's Items

Betty Austin said it is nice to have so many things going on in town, and it is nice to see so many people here.

Darla Pickett asked if the issues with the revaluation fieldwork had been solved.

Christine Almand said that the Assistant Assessor had started to get some of the paperwork back, so that she could look at the specific complaints.

A motion was made by Soren Siren and seconded by Betty Austin to designate \$1.4 million of the Downtown TIF funds for the Run of River for two years.

Vote: 5/0

Soren Siren asked how many of our officers are carrying Narcan.

Chief Bolduc said that the entire department carries Narcan. All of the officers are also CPR and AED certified.

Paul York said he appreciates the work that the Highway Department has done all winter.

Donald Skillings said he also thanks them. It is not easy to clear that much snow in such a short period of time.

4. Department & Committee Reports

Greg Dore said that they still have a ways to go with the snow removal.

Chief Bolduc said that on the Agenda there are two new officers that will be sworn in. We need two more to be fully staffed.

We have a promotional process going on for Detective Sergeant and Detective positions.

Sergeant Cummings is at supervisor training this week. Officer Blakeney is in week one of drug recognition training. The new SUV is fully equipped and ready to go.

Jeff Hewett said that there is a grant request for Bigelow Brewing. This came in at the last minute. The deadline to submit is this Friday.

A motion was made by Betty Austin and seconded by Soren Siren to allow Jeff Hewett to apply for the Economic Development Program Grant in the amount of \$120,000.00 for Bigelow Brewing.

Bigelow Brewing is providing a one to one match for this grant.

Vote: 5/0

Chief Howard said he would like to remove Item 7 from the Agenda. The price within the last 24 hours is below the threshold to have to go out for bids.

Presentation:

1. Donald Skillings will present the Rapid Intervention Team with a Proclamation, recognizing them for actions taken saving the life of another.

The Rapid Response Team consists of the following: Josh Corson, Devin Provencal, Matthew Quinn, Ty Strout and Captain, Mike Savage.

Donald Skillings read the Proclamation and presented each of them with a framed copy.

Recording Time: 11:20

Chief Howard said that they would also be recognized by the Waterville Fire Department on April 15th.

Public Hearings:

1. Discussion and decision to approve the applications for Special Amusement Permits for the following:

KVI Group LLC d/b/a Kennebec Valley Inn	Term Expiring April 25, 2018
24 Court Street	

Donald Skillings opened the Public Hearing.

There was no discussion.

Donald Skillings closed the Public Hearing.

A motion was made by Betty Austin and seconded by Paul York to approve the application for Special Amusement Permit for the following KVI Group LLC d/b/a Kennebec Valley Inn with an expiration date of April 25, 2018.

Vote: 5/0

2. Discussion regarding the Island Avenue Park and Ride Lot.

Donald Skillings opened the Public Hearing.

Greg Dore said that we are working with the DOT and the Federal Highway to upgrade the Island Avenue Parking Lot. The parking lot will be over-laid, the parking spaces will be painted, some lighting will be installed, and there will be some additional signage so that people know where the Park and Ride is.

This is an opportunity for this parking lot to be upgraded at a minimal cost to the Town. Our portion of this project is being paid from the Downtown TIF. Sackett & Brake did the survey and Dirgo Engineering did the layout. There will be 44 parking spaces there.

Donald Skillings asked what our share of this will be.

Greg Dore said we expect it to be \$15,000.00.

Darla Pickett asked if we own it.

Greg Dore said that we definitely own it. Weston Avenue was accepted in 1841, and later the Town took over the school that used to be there.

Donald Skillings said that Reverend Tanner from the Federated Church is in favor of this.

Greg Dore said that Mr. Snow had some concerns about additional people parking there. When there are funerals or other events at the church people park and block him in his driveway.

John Richardson asked about the separation of Weston Street from the Parking Lot.

Greg Dore said that this is something that the Town needs to recognize as an issue and work towards fixing it.

Donald Skillings closed the Public Hearing.

Recording Time: 19:02

3. Discussion regarding the 2017 Micro-Enterprise Assistance Program (Façade) Grant.

Donald Skillings opened the Public Hearing.

Jeff Hewett said that the letter of intent has been submitted. This Public Hearing is to get the word out there that we are looking for businesses that are interested in being involved with this. We will be making this available town-wide.

Some non-profits may be eligible, but it is primarily for, for-profit businesses located in Skowhegan. Businesses may be eligible for up to \$10,000.00 to update the outside of their business. How much match is required depends on the project.

We currently have 17 businesses that have expressed interest. Each business has to go through the individual slum and blight eligibility process. There is no longer a blanket slum and blight for the downtown. Qualifying for slum and blight does not guarantee that they qualify for the funds, just that they are eligible.

In March we will be submitting the final application. If anybody would like to make comments, either written or verbal, they should contact Jeff Hewett. Any comments received will be included in the application packet to the State.

Jeff Hewett said that this year the Revolving Loan Funds for energy efficiency can now be used as match funds. Potentially a business could borrow at 0% interest to improve energy efficiency or replace a furnace and use that as match funds.

Donald Skillings closed the Public Hearing.

Consent Agenda:

1. Approve the Minutes for the following:

Regular Selectmen's Meeting February 14, 2017

A motion was made by Paul York and seconded by Betty Austin to approve the Consent Agenda as written.

Vote: 4/0/1 (Donald Skillings abstained)

Regular Agenda:

1. Discussion and decision to approve the application for Malt, Spirituous, Vinous License for:

KVI Group LLC d/b/a Kennebec Valley Inn
24 Court Street

A motion was made by Paul York and seconded by Soren Siren to approve the application for Malt, Spirituous, Vinous License for KVI Group LLC d/b/a Kennebec Valley Inn.

Vote: 5/0

2. Discussion and decision to appoint Tifani Warren and David Bucknam as Police Officers with terms expiring June 30, 2017.

A motion was made by Paul York and seconded by Betty Austin to appoint Tifani Warren and David Bucknam as Police Officers with terms expiring June 30, 2017.

Vote: 5/0

Gail Pelotte swore in Tifani Warren and David Bucknam as police officers.

3. Discussion and decision to approve the Application for Parades and Processions to allow Jobs for Maine Graduates to hold a 5K on March 25, 2017 at 11:00 a.m., and to waive the insurance requirement.

A motion was made by Soren Siren and seconded by Betty Austin to approve the Application for Parades and Processions to allow Jobs for Maine Graduates to hold a 5K on March 25, 2017 at 11:00 a.m., and to waive the insurance requirement.

Vote: 5/0

4. Discussion and decision to approve the Application for Parades and Processions to allow Main Street Skowhegan to hold Maple Fest in the Municipal Parking Lot on March 25, 2017 from 8:00 a.m. until 2:00 p.m., and to waive the insurance requirement.

A motion was made by Betty Austin and seconded by Soren Siren to approve the Application for Parades and Processions to allow Main Street Skowhegan to hold Maple Fest in the Municipal Parking Lot on March 25, 2017 from 8:00 a.m. until 2:00 p.m., and to waive the insurance requirement.

Vote: 5/0

Recording Time: 27:27

5. Discussion and decision to approve the Application for Pawn Broker License for:

Casino Hill Trading Post
432 Canaan Road

A motion was made by Paul York and seconded by Soren Siren to approve the Application for Pawn Broker License for Casino Hill Trading Post.

Vote: 5/0

6. Discussion and decision to expend an amount not to exceed \$300.00 from the Sappi TIF, Marketing and Website Designation to print the Run of River brochure.

A motion was made by Soren Siren and seconded by Betty Austin to expend an amount not to exceed \$300.00 from the Sappi TIF, Marketing and Website Designation to print the Run of River brochure.

Vote: 5/0

7. Discussion and decision to allow Chief Howard to go out to bid for three Thermal Imaging Cameras.

Removed from Agenda.

8. Discussion and decision to allow Jeff Hewett to request RFPs for Phones and Phone Service.

A motion was made by Paul York and seconded by Soren Siren to allow Jeff Hewett to request RFPs for Phones and Phone Service.

Betty Austin asked about going out to bid for cell phones.

Christine Almand said that the Police Department has several cell phones on a plan.

Jeff Hewett said that is separate from this.

Betty Austin said that sometimes those cell phone bills seem high.

Christine Almand said that the cell phone bills also include the mobile data plans for the cruisers. So, it is not just cell phones. Voice over internet is a totally separate thing from cell service. You wouldn't be able to combine those into a bid package.

Vote: 5/0

9. Discussion and decision to award the Foreclosure Sale Bid (104 North Avenue – Map 33, Lot 65-2) to Richard LaCasse with a total bid price of \$25,100.00. The other two properties' taxes were paid in full.

A motion was made by Paul York and seconded by Soren Siren to award the Foreclosure Sale Bid (104 North Avenue – Map 33, Lot 65-2) to Richard LaCasse with a total bid price of \$25,100.00.

Vote: 5/0

10. Discussion and decision regarding Moody Street.

A motion was made by Soren Siren and seconded by Betty Austin to keep Moody Street a private way and that the Town will continue to plow through April 30, 2017.

Charles Bolstridge said he brought a request and that request needs to be voted up or down.

Donald Skillings said that is what we are doing. He said he would provide his reasoning for voting this way.

Donald Skillings said he received a call from a land owner that was absolutely against the Town accepting this as a public way. He said he is not in the position to take property from a taxpayer.

Charles Bolstridge said that the Town Manager has all of the deeds. That person's property May already have been taken from them in their deed.

Darla Pickett said she did a lot of research on this. She would like to see these folks have a town way there. However, we have exhausted all of our legal resources. We cannot do this without going against the law.

Betty Austin said the same. She really wished that we could; but we have looked at everything and there isn't anything that can be done. At least this way you will have the summer to get together with your neighbors and work on that.

Doug Harlow asked if this will now be up to the people who live on Moody Street to take care of it.

Donald Skillings said that the Town will continue to plow through April 30, 2017. After that it will be up to the property owners.

Vote: 5/0

11. Economic and Community Development Warrant to be approved:

#113	\$	<u>2,623.29</u>
Total		2,623.29

A motion was made by Paul York and seconded by Soren Siren to approve the Economic and Community Development Warrant as written.

Vote: 5/0

12. Treasurer's Warrants to be approved:

#68	\$	41,065.35 (Payroll #7)
#69	\$	41,862.74 (Payroll #8)
#70	\$	3,401.31 (State Payables)
#71	\$	<u>102,805.37 (FY 2017 Accounts Payables)</u>
Total	\$	189,134.77

A motion was made by Darla Pickett and seconded by Paul York to approve the Treasurer's Warrants as written.

Vote: 5/0

13. Other Business

There was no Other Business.

14. Unfinished Business

- Review Policies and Ordinances
- Job Classes/Pay Scale
- Run of River/Economic Development
- Utilizing Outside Services
- Town Charter

There was no discussion.

15. Sign Documents

The Selectmen signed documents.

Adjourn Selectmen's Meeting.

Approved and signed on March 14, 2017.

A True Copy Attest: _____
Cara L. Mason, Executive Secretary