

**Minutes  
Town of Skowhegan  
Regular Selectmen's Meeting  
5:30 P.M.  
Tuesday, September 13, 2016  
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

Call Selectmen's Meeting to order.

Donald Skillings called the meeting to order.

The Pledge of Allegiance to the Flag of the United States of America was recited.

1. Town Manager's Report

The Board of Assessors set the mil rate at 19.04. The first half of taxes are due September 15<sup>th</sup>.

Now through September 15<sup>th</sup> taxpayers can sign up for the Tax Club, which allows nine tax payments on your primary residence if your taxes are current. For more information, contact the Clerk's Office.

August 10<sup>th</sup> – August 12<sup>th</sup> I attended the Maine Town, City and County Management Association's New England Management Institute. The focus was "Generation Next". It was a great training experience.

The revaluation fieldwork is continuing. Starting tomorrow, they will be working on tax map 30. For more detailed information, visit our website.

The Town has a 1990 Arial Fire Truck for sale. For more information, visit our website or contact Chief Howard.

The Last Rose of Summer Day is being held at the Margaret Chase Smith Library on September 14<sup>th</sup> from 1:30 – 3:00.

The Blue Star Memorial Highway Dedication is being held at the Kennebec Banks Rest Area on September 14<sup>th</sup> from 6:00 – 7:00.

A Harvest Heritage Tea is being held at the History House on September 17<sup>th</sup> from 1:00 – 3:00.

The 4<sup>th</sup> Annual Pancreatic Cancer Research 5K Walk/Run is on September 24<sup>th</sup>. The walk/run starts at 10:00 am in Coburn Park.

2. Items by the Public

Mike and Annette Kresge from the Kennebec Valley Inn raised \$365.00 on Saturday for the Town of Skowhegan's first responders in memory of September 11, 2001. They would like to split this between the Fire Department and the Police Department.

**A motion was made by Darla Pickett and seconded by Betty Austin to accept the donation of \$365.00 from Mike and Annette Kresge.**

Shawn Howard said that the donation to the Fire Department would be for the Firefighters Association, so would not need to be accepted by the Selectmen.

**Vote: 5/0**

Dana Cassidy said he bought the Springhouse Gardens and the Village Shopping Center here in town. Both require quite a bit of maintenance. He asked for a TIF or some kind of incentive that he could then pass on to his tenants. These projects usually take about three years. Eventually we could all enjoy the taxes from this.

Donald Skillings commended him on what he has done so far. It looks marvelous. He directed Dana Cassidy to talk with Jeff Hewett to see what might be available.

Dana Cassidy said that if we work together as a team, he can make that a very viable site.

Donald Skillings thanked him for investing in our town.

Jason Gayne said that the Somerset Public Health awards banquet is tomorrow night.

Jason Gayne said that as of Wednesday of last week, he is now the Full-Time Executive Director for the Skowhegan Area Chamber of Commerce. There will be a lot of changes coming.

3. Selectmen's Items

Betty Austin presented the Run of River Committee with a check in the amount of \$635.11 raised by the Concerts in the Park over the summer.

Betty Austin said that a friend of hers was visiting Hampden Beach. There was a program on the Boston channel (Chronicle Five)...there was a half hour show about Skowhegan. It made them want to come and visit Skowhegan.

She said that she is glad that the shopping center is going well, and that Dana Cassidy is trying to get more business there.

She went to the Artisan Brew Fest. There were over 840 people there. Everybody behaved really well. Some of the businesses there said that it was one of the best organized.

Betty Austin said that Amber Lambke, Pam Powers, Jim Kimball and Jean Shay were going on a food tour to Canada to explore developing tourism. Lots of good things happening in town.

Darla Pickett said that she went to the Brew Fest. It was really well handled. They all deserve a hand of applause.

Darla Pickett said that CMP is still working on the street lights on the bridge.

There will be a new show on Channel 11...Skowhegan Over the Decades. This will be taped once a month with different people.

Christine Almand said that the Streets that are being worked on for the revaluation are on Map 30: Elm Street, Coburn Avenue, Pleasant Street, Summer Street, Bennett Avenue, Madison Avenue, Spring Street, Russell Road and Whitten Court.

Betty Austin reminded people that at the first meeting each month there will be a Selectmen's Coffee at 5:00 p.m. and all are invited. We need people to come help us eat whoopie pies and donuts.

Soren Siren asked where we are at with the paving on Heselton Street. There is a drop from North Avenue to Heselton Street.

Greg Dore said that they filled it. The paving contractor should be here in the next week or two to finish it.

Soren Siren said he thought about the sidewalk work after the last meeting. He would like to know what our cost actually is, with equipment costs and how long it took us to complete it.

Greg Dore said that it took us seven working days to complete. Six of the guys were only on it for five days. He said that he does keep track of it. The only thing he doesn't really have is the equipment costs. He doesn't know how much to include for equipment costs for an eighteen year old truck.

Soren Siren said that no matter if the truck is eight years old or eighteen years old, a contractor would still charge the customer by the hour for the use of that equipment.

Greg Dore said that what a contractor would charge us to use a truck, is not what it is costing us to use our own truck.

Soren Siren said that that truck running up and down the road is costing us something.

Soren Siren said that the person he spoke with about this, said that a contractor that does that type of work could do this in a very short amount of time. If something goes wrong with the job that we do, we are going to be liable for that job. If we hire somebody to do that job, and it fails, we can go back to them and make them fix it.

Greg Dore said that he can put that information together. He isn't sure that they will agree on equipment costs.

Steve Govoni said that when the town is doing work, the work is subpar. Elm Street sidewalks are on his list as subpar. He asked the Selectmen and the Town Manager to hop in a wheelchair and go down the brand new sidewalk. If it cost an extra \$2,000.00 to have somebody do it right...when a contractor does it they have to do it responsible.

Someone is also fixing one of the bridges on the Philbrick Trail. They left all of the pressure treated wood with nails sticking out of it on the path. They left all of the trash and their water bottles there...and the work is subpar. If it's town employees doing this work...it is time to stop.

Donald Skillings said that they would find out who had done that work. Christine Almand said that she would check with Denise LeBlanc.

Donald Skillings said he actually walked the Elm Street sidewalk tonight. He agrees with Steve Govoni 100%. He talked with a resident that said that it took two weeks. If you look at the pitch of the sidewalk, from the boardwalk towards Coburn Avenue, it pitches into the river. Down by the History House it was just thrown in. It is evident. Where all of the grass and hay is, the dirt is higher than the tar. If there is runoff it will go down the sidewalk instead of into the grass section. This is exactly why Donald Skillings asked earlier...why are we doing this. There are things that are questionable. There are two concrete posts on the wooden railings. One of them is sticking up an inch and a half. The pavement doesn't go over the concrete post of that railing. There are multiple spots where the pitch of the sidewalk goes into the river, which cannot be environmentally sound to have runoff going down that bank and eroding it more.

Greg Dore said that he does not know that you can't do that. There is quite a distance from the edge of that sidewalk to the edge of the river. If the pitch is too much, then that would be his mistake. He doesn't believe it is you can go ¼ inch per foot.

Steve Govoni said that you cannot have ¼ inch per foot.

Donald Skillings said that it is pitched into the river instead of into the street. This is why we are doing all of the sewer work, to control that runoff.

Greg Dore said that the water that goes into the storm drain, goes directly into the river.

Recording Time: 28:18

Greg Dore said that he would take a look at it.

A resident on that road told Donald Skillings that they dug down 20 inches in some spots while working on the sidewalk.

Greg Dore said that there was some debris under there that had to be taken out. It was replaced with gravel.

Donald Skillings said that there is also a spot around the corner by Bloomfield's...it is all cracked and he does not believe that a wheelchair could get up there.

Soren Siren asked Steve Govoni about the towers that he had spoken about months ago.

Steve Govoni said that the power grid for that was changed, so it went through Guilford. It became their problem, not ours.

Paul York said that he thinks that the Selectmen need to start looking at what is construction and what is maintenance. Some of these jobs should be bid out.

He thanked all of the local businesses that have made improvements, and helped to make the town look better.

Donald Skillings said that he is not trying to micro-manage, he is trying to macro-manage. We need to make sure that we do what is best for the town and the taxpayers. The mil rate is up to 19.04.

Donald Skillings congratulated Greg Dore on the new truck being delivered.

#### 4. Department & Committee Reports

Jeff Hewett said that a lot of the business improvements are because of the façade program. He is having trouble getting local contractors to bid on these projects. We are trying to wrap this up, so we can apply for next year.

Jeff Hewett talked about the Somerset Public Health Adventure Guide. This was a joint effort with the Chamber and Main Street. It shows different trails and playgrounds in town for people to visit and answer a question about it. They then are turned in for a chance to win a \$150.00 gift certificate to New Balance. 250 were printed originally. The group is now looking for additional funding in order to print more. The response has been great.

Jeff Hewett said that he has been looking at rolling some energy efficiency into the program, so people are getting a bigger bang for their buck.

Gail Pelotte said that she received her recertification for Maine Town and City Clerks...she can now work towards her lifetime certification. There will possibly be a school referendum vote in November.

Darla Pickett asked when people can get absentee ballots.

Gail Pelotte said that people can apply online or by phone and the ballots will be mailed when they are available.

Chief Bolduc said that Jacob Boudreau is in week five of the academy. They call week five hell week.

William Kulakowski turned in his resignation. His last day will be September 18<sup>th</sup>.

We have oral boards for an applicant tomorrow.

The Brew Fest was a huge success.

Donald Skillings thanked Officer Bachelder. His daughter drove off without her wallet from Tractor Supply. Officer Bachelder stayed late to make sure it got back to her.

Greg Dore said that the new traffic speed signs are great. They give him how many vehicles, times of day, the speed of traffic. It gives a good idea of the importance of a road when he is making projections for paving.

Chief Bolduc said he uses that information when he is writing speed grants, and helps them to coordinate efforts to control it.

Greg Dore said that the Department of Labor visited the Highway Department. There were 29 items that need to be corrected. A lot of these were corrected the same day.

Christine Almand said that there were two items; each held a \$700.00 fine. We will be asking them to waive the fines. They are really good about working with us on that.

Greg Dore said that in the past, whatever we spent to correct the issues was deducted from the fine. Fixing the trench box cost \$1,400.00, so that should cover the fines.

Denise LeBlanc said that two of her employees were working on Philbrick Trail today, repairing bridges. They will be back there tomorrow, because they were not finished. She will make sure that it is all picked up.

Great Maine Outdoor Weekend is this weekend at Lake George on Sunday from 1:00 to 3:00 p.m. Free event for families.

The new football field was mowed for the first time last week. We will not be playing on it this fall. With the weather it just needs a little more TLC before use.

Fall programs are all underway at the Community Center.

Randy Gray said that Household Hazardous Waste Day is October 1<sup>st</sup> from 9:00 to Noon.

The Planning Board will be reviewing a fairly substantial subdivision.

Chief Howard said that there are several businesses in our strip malls that don't know what their addresses are. Randy Gray, Jeff Hewett have been working with him to try to figure out the issue. We are looking to standardize this.

No fire permits are being issued right now, and will not be until we get some substantial rain.

Residents are having issues with their wells with the draught, and coming to the Fire Department for help. The Fire Department cannot just fill up a 250 gallon tank for a resident. The water used in the fire trucks is not metered water...we pay a separate bill for that. Their best course of action is for them to call a water delivery company. Or the fire department could fill their tank, but they would be billed by Maine Water for that. The Town of Skowhegan does not own that water.

Recording Time: 56:58

The State has reconvened their draught task force.

September 22<sup>nd</sup> there will be a Hazard Mitigation Plan meeting. It is important to get our issues on that plan for future funding. The Selectmen should be involved with the local portion of this plan.

The final inspection on the new ladder truck was completed last week. It is in route to Massachusetts. It will be lettered there and then on its way here.

Chief Howard went over an email that had been sent to the Selectmen about a shared fire station in Hinckley. He talked about live in programs at some of the colleges. There are many layers and many benefits to this. University of Southern Maine works with 17 separate community fire departments. Six departments work with Eastern Maine Community College in Bangor.

There is a shortage of firefighters in Maine right now. We do have a long term plan and we are moving in the right direction.

Steve Govoni thanked the Fire Department for putting out a fire on Philbrick Trail.

**Consent Agenda:**

1. Approve and sign Minutes for the following:  
Regular Selectmen's Meeting August 23, 2016
2. Approve and sign a Quit Claim Deed for Yankee Realty (Map 9, Lot 45-2-5).

**A motion was made by Betty Austin and seconded by Soren Siren to approve the Consent Agenda as written.**

**Vote: 5/0**

**Regular Agenda:**

1. Discussion and decision to approve the Request for Funding letters.

**A motion was made by Soren Siren and seconded by Paul York to approve the Request for Funding letters.**

**Vote: 5/0**

2. Discussion and decision to schedule a joint meeting with the Planning Board on October 4, 2016 @ 7:00 p.m.

**A motion was made by Betty Austin and seconded by Soren Siren to schedule a joint meeting with the Planning Board on October 4, 2016 @ 7:00 p.m.**

**Vote: 5/0**

3. Discussion and decision to appoint a Voting Delegate and an Alternate Voting Delegate for the MMA Annual Business Meeting.

**A motion was made by Darla Picket and seconded by Paul York to appoint Betty Austin as Voting Delegate and Christine Almand as Alternate Voting Delegate for the MMA Annual Business Meeting.**

**Vote: 5/0**

4. Discussion and decision to approve a partial Release Deed for Lots 5 and 6 in the Southgate Industrial Park.

**A motion was made by Darla Pickett and seconded by Betty Austin to approve a partial Release Deed for Lots 5 and 6 in the Southgate Industrial Park.**

Jeff Hewett said that when the land for the park was purchased the Town came up with the money. There is a mortgage for that. SEDC is getting ready to sell two lots. In order to do that we have to release them from the mortgage deed. The money will come to the Town and then be dedicated to Southgate.

**Vote: 5/0**

5. Discussion and decision to expend an amount not to exceed \$600.00 from the Planning Reserve Account, Conservation Commission Designation to purchase refreshments for Fall Foliage Trail Day (\$100.00) and reusable message board signs (\$500.00).

**A motion was made by Darla Pickett and seconded by Paul York to expend an amount not to exceed \$600.00 from the Planning Reserve Account, Conservation Commission Designation to purchase refreshments for Fall Foliage Trail Day (\$100.00) and reusable message board signs (\$500.00).**

**Vote: 5/0**

6. Discussion and decision to expend an amount not to exceed \$6,038.59 from the Pollution Control Reserve Account, Equipment Repair & Maintenance Designation to repair the fence at the Elm Street Pump Station (\$1,100.00) and to repair the flushing system on the CSO tank (\$4,938.59).

**A motion was made by Soren Siren and seconded by Betty Austin to expend an amount not to exceed \$6,038.59 from the Pollution Control Reserve Account, Equipment Repair & Maintenance Designation to repair the fence at the Elm Street Pump Station (\$1,100.00) and to repair the flushing system on the CSO tank (\$4,938.59).**

**Vote: 5/0**

7. Discussion and decision to expend an amount not to exceed \$4,250.00 from the Municipal Building Reserve Account, Repairs Designation to replace the voice evacuation control panel in the alarm system (\$3,350.00) and to have the basement windows painted (\$900.00).

**A motion was made by Darla Pickett and seconded by Soren Siren to expend an amount not to exceed \$4,250.00 from the Municipal Building Reserve Account, Repairs Designation to replace the voice evacuation control panel in the alarm system (\$3,350.00) and to have the basement windows painted (\$900.00).**

Donald Skillings asked if this would solve the issues with the alarm system.

Christine Almand said that this is for the voice evacuation system. She had already approved and emergency expenditure for work on the system. We have not received that bill yet.

Randy Gray said that because we have a place of assembly upstairs that accommodates more than 350 people, when the fire department comes in they can help evacuate people by microphone. There are speakers throughout the assembly area.

The motherboard is what was already replaced and we do not have the bill for yet. Luckily they were able to find a motherboard for that system. It would have cost thousands more to replace the system.

The Town of Skowhegan has a nuisance fire call ordinance in place. We have abused that system. If it was not our own building we would have paid several fines for this.

**Vote: 5/0**

Recording Time: 01:12:35

8. Discussion and decision to award the Entry Doors Bid to American Glass with a total bid amount of \$5,200.00 and expend that amount from the Highway Department Building Reserve Account, Repairs and Maintenance Designation.

**A motion was made by Darla Pickett and seconded by Betty Austin to award the Entry Doors Bid to American Glass with a total bid amount of \$5,200.00 and expend that amount from the Highway Department Building Reserve Account, Repairs and Maintenance Designation.**

**Vote: 5/0**

9. Discussion and decision to award the Municipal Building Lot Paving Bid to Wellman Paving with a total bid price of \$14,284.00 and expend that amount from the Highway Department Summer Roads Account, Repairs and Maintenance/Road Maintenance Designation.

**A motion was made by Betty Austin and seconded by Darla Pickett to award the Municipal Building Lot Paving Bid to Wellman Paving with a total bid price of \$14,284.00 and expend that amount from the Highway Department Summer Roads Account, Repairs and Maintenance/Road Maintenance Designation.**

Paul York said he thought that for the same money or a little more we would be able to do the whole thing. This is double what the original figure was.

Greg Dore said that the person he had spoken to, did not put in a bid. He got the dates mixed up.

Paul York said that we are spending \$14,000.00 on the parking lot and it isn't terrible. We have streets in town that need to be paved. He isn't sure where our thought process is.

Greg Dore said that it is not to the pointer where it needs to be reconstructed. An overlay is the right thing to do at this time.

Soren Siren said that the original plan was to do a patch and a shim. That was significantly lower.

Greg Dore said we would have paid \$120.00 per ton for the patch. This is a good price at \$92.00 per ton for the overlay. An overlay is the best way to fix this.

Darla Pickett said we missed a chance to save money by waiving the bid process.

Donald Skillings said that we did not miss the opportunity...the guy did not put in a bid. He said that we have gone back and forth about the bid process and the integrity of that process.

He doesn't know if a \$14,284.00 paving job is justified when there are people complaining about their streets.

Do we have the highway department do this repair, do we put it back out to bid?

He does not feel that these options were discussed...instead it was brought to the Selectmen with a \$14,284.00 bid.

Greg Dore said it was going to happen this way. We put it out to bid. This is how the bid came back. This is where we discuss it. Maybe we throw the bid out if it is more than we want to spend. He feels that we should do the overlay.

This parking lot has had this issue since the sewer work on Water Street. We had it fixed by a contractor, but it only made it worse.

Christine Almand said that she and Greg Dore have discussed this. The parking lot needs to be fixed. She said that Greg Dore knows a lot more about paving than she does. If he says that an overlay is a much better fix, she has to defer to him.

Donald Skillings said that a month ago we were looking to cut it in for \$7,000.00. It was then brought back that we could get a better deal if we over-laid the whole thing. That is how we got here. Now we have nearly doubled the cost. Maybe we go back to the original plan of patching it.

Greg Dore said an overlay is a better fix, and we will probably get 10 to 12 years out of it. The entrances will be taken out because they are too high.

**Vote: 2/3 (Motion Failed)**

10. Discussion and decision to award the Winter Sand Bid to Laney's Construction with a total bid price of \$7.75 per yard loaded in Skowhegan and expend an amount not to exceed \$15,500.00 from the Highway Department Winter Roads Account.

**A motion was made by Betty Austin and seconded by Soren Siren to award the Winter Sand Bid to Laney's Construction with a total bid price of \$7.75 per yard loaded in Skowhegan and expend an amount not to exceed \$15,500.00 from the Highway Department Winter Roads Account.**

**Vote: 5/0**

11. Discussion and decision to allow Denise LeBlanc to go out to bid to replace the boilers at the Community Center.

**A motion was made by Betty Austin and seconded by Darla Pickett to allow Denise LeBlanc to go out to bid to replace the boilers at the Community Center.**

Paul York wanted to know why we asked for conversion prices in the bid. The prices are not going to be true prices...it could be years from now that we would convert.

Christine Almand said that we could possibly take out the conversion costs. We do want the option of converting if natural gas becomes available.

Randy Gray said that we would be remiss if we did not put in a boiler that is capable of conversion.

Christine Almand said that she can take out the portion that asks for a conversion price. However, she would like that information. If two boilers are close in price, but the conversion costs are different...that may help to make a decision.

Shawn Howard said that we could call to ask the questions after the bids are received, if necessary.

Paul York said he doesn't want more information to cloud the issue.

Soren Siren said he doesn't know why we would need the conversion prices right now. It may not even be the same company converting it.

Christine Almand said she like to look to the future.

**An amended motion was made by Betty Austin and seconded by Darla Pickett to allow Denise LeBlanc to go out to bid to replace the boilers at the Community Center, with one change to the bid specs...no estimate for the conversion.**

**Vote: 5/0**

12. Discussion and decision to allow Gail Pelotte to go out to bid to reconstruct a vault at the North Cemetery.

**A motion was made by Soren Siren and seconded by Betty Austin to allow Gail Pelotte to go out to bid to reconstruct a vault at the North Cemetery.**

**Vote: 5/0**

13. Treasurer's Warrants to be approved:

#115	\$	951.91 (FY 2016 Accounts Payables)
#18	\$	39,019.21 (Payroll #34)
#19	\$	35,785.03 (Payroll #35)
#20	\$	5,926.50 (FY 2017 State Payables)
#21	\$	33,557.19 (Payroll #36)
#22	\$	6,408.25 (FY 2017 State Payables)
#23	\$	3,206,781.00 (FY 2017 Accounts Payables)
<b>Total</b>	<b>\$</b>	<b>3,328,429.09</b>

**A motion was made by Darla Pickett and seconded by Betty Austin to approve the Treasurer's Warrants as written.**

**Vote: 5/0**

14. Other Business

There was no Other Business.

15. Unfinished Business

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

No discussion.

16. Sign Documents

The Selectmen signed documents.

**Adjourn Selectmen's Meeting.**

Approved and signed on September 27, 2016.

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