

Minutes
SKOWHEGAN ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
October 12, 2016
7:00 AM
Renaissance Center – Conference Room

Members Present:

Jason Gayne, Chairman
Todd Smith, Treasurer
Betty Austin
Kristina Cannon
Matt Dubois
Billy Finley
Doreen Poulin

Members Absent:

Kurt Maynard, Vice Chairman
Sally Dwyer
Reid Gibson

Others Present:

Dena Rich, Recording Secretary
Jeff Hewett, Director of Economic & Community Dev.

1. Call regular meeting to order.

Jason Gayne called the meeting to order at 7:07 a.m., quorum was met.

2. Approve the Skowhegan Economic Development Corporation minutes the “regular” meeting September 14, 2016.

Motion by Matt Dubois, seconded by Todd Smith to approve the minutes from the “regular” meeting September 14, 2016 with correcting the spelling error; rode to road. Vote 5-0, motion carried.

3. Approve the Skowhegan Economic Development Corporation financials from September.

Motion by Matt Dubois, seconded by Todd Smith to approve the financials from September. Vote 6-0, motion carried.

4. Old Business

a. Update on Southgate.

Jeff Hewett updated the Board about how the purchase of lots 5 and 6 in Southgate with Civil Arms is going. Jeff Hewett said that Jason Gayne has signed the paperwork with our attorney office. The closing should be Friday, October 14, 2016.

Billy Finley asked what is SEDC's responsible for in the closing?

Jeff Hewett said the only thing we are responsible for is coordinating with Beeline to have the fiber run into Southgate for a high speed internet connection; which will be in the spring of 2017.

Matt Dubois asked what the cost will be to run this fiber?

Jeff Hewett said there is no cost; all we have to do is coordinate with Beeline when Civil Arms is looking to start construction in 2017.

Jeff Hewett said once we have closed on the sale he will send an email out to the Board.

5. New Business

a. Discussion and decision on Plowing and Sanding bids for the Renaissance Center parking lot and Northgate Parking lot. (See attached bids).

Jeff Hewett made the recommendation to the Board to go with York's Lawn Care for the plowing and sanding of Northgate and the Renaissance Center Parking lots. The Ashley & Sons property Care LLC when opening the bid the cost was so low that Jeff Hewett called him for clarification, and after the bids were open he sent in a corrected amount; which we could not accept. For the last three years York's Lawn Care has had the contract for both parking lots.

Matt Dubois asked if the tenants have been happy with how York's Lawn Care has been plowing for the last three years?

Jeff Hewett said they have been happy, but if there have been any issues they have contacted our office. We get in contact with Paul if there is an issue and he goes and takes right care of it.

Motion by Todd Smith, seconded by Doreen Poulin to accept York's Lawn Care bid of \$19,200.00 for plowing and sanding the Northgate and Renaissance Center Parking lots for plowing seasons 2016-2017, 2017-2018 and 2018-2019. Vote 7-0, motion carried.

Jeff Hewett will set up a date with both Genplex and New Balance to do a walk thru with the Board to tour the facilities in our Northgate Building.

b. Discussion on a shared maintenance plan for the Renaissance Center elevator and downstairs restrooms.

Jason Gayne asked to have this item added to the agenda as further discussion from our last meeting about a shared maintenance plan for the elevator. Jason Gayne had said he was astonished by the figures from Jeff Hewett on the cost to operate the restrooms on the first floor of the Renaissance Center, and wanted to bring this to the Board to see what other ideas could be brought up with how to continue funding the public bathrooms.

The cost to operate the public restrooms at the Renaissance Center for a year is \$11,334.77.

Kristina Cannon asked how often are the restrooms cleaned?

Jeff Hewett said they are cleaned five days a week Monday through Friday; the days that the restrooms are open. Jeff Hewett also said you really cannot do it less than that because of the damages and other things that may happen it is not viable to be cleaned less than once everyday

Billy Finley asked if the restrooms were open on the weekends?

Jeff Hewett said if the Police Department opens the gates than yes they are open. There is not a designated person coming in to open the gates on the weekends. The cleaning crew who comes in around 5:30 a.m. opens the gates Monday through Friday and opens the facility for the public.

Matt Dubois asked if we have looked at other Towns like Bar Harbor to see how they have funded their restrooms such as, do they build it into their taxes, or is it part of a payment schedule?

Jeff Hewett said that the restrooms in Bar Harbor are Town controlled. Most of the public restrooms' in other Town's are Town, Chamber or Main Street controlled.

Billy Finley asked if there was any way we could get information on if there could be a skilled worker who gets tips to have the restrooms open at least in the summer time like there are in the restrooms during the fair?

Jeff Hewett said he would have to ask Walter Hight to see how it is handled at the fair, and will get back to the Board with this information.

Todd Smith asked if the restrooms could be funded from the Downtown TIF?

Jeff Hewett said that it could possibly be funded from the Downtown TIF but is not something that is very high in the rankings that the TIF Committee is looking at to do for projects.

Kristina Cannon also said that the Committee is looking at taking huge amounts of money to potential leverage other huge pots of money to do some bigger picture projects.

The Board felt that having the public restrooms are very beneficial to our Town; and for our growing tourism.

Motion by Billy Finley, seconded by Matt Dubois to ask to meet with the Skowhegan Selectmen and to be put on the next Selectmen meeting agenda on October 25, 2016 to discuss the importance of the bathrooms in the Renaissance Center and to assist the

Skowhegan Economic Development Corp with the annual cost to operate at \$11, 334.77 by creating a new budget line item for the FY 2018. Vote 7-0, motion carried.

The Board agreed that if the Selectmen do not agree to add this to the budget as a new line item, SEDC would continue to fund the whole annual costs for the restrooms at the Renaissance Center.

*Economic & Community Development Office will bring information on the elevator costs/ maintenance and the Incentive Energy Efficiency Program to the Board at the next SEDC Meeting in November for further discussion.

c. Discussion and decision on the closing hour of the Renaissance Center to be 6:00 p.m.

The Board decided to not change the closing hour of 9:00 p.m. at the Renaissance Center and felt the Skowhegan Police Department is doing a great job at closing the gates during the week and to continue with their service.

6. Member Topics

Broadband- Jeff Hewett said that there are three proposals that are in discussion from the Planning Grant at this time. One is to run fiber from the Northside of Skowhegan across the river attaching to business along the way. As the fiber reaches the Southside to go over into Norridgewock connecting to the New Balance facility and Health Center and then out to the airport. Then taking the line from the airport and going to Starks and connecting back to the 3 ring binder making a secondary loop in this area. The second is running fiber from Skowhegan to the West Forks then having wireless come off that fiber to reach all the hunting camps, and rafting camps in that area. The third is how to use wireless in some of the Town's like Starks, Cornville and certain parts of Skowhegan such as around Lake George. The issues that need to be resolved are how to do these projects in a fashion that is open to everyone meaning not restricting it to one provider. So can we create an open system and how to make that work for everyone in all the Town's involved in this grant.

Jeff Hewett also let the Board know there a Broadband Conference on October 25, 2016 in Hallowell that he will be attending.

Natural Gas- Jeff Hewett said he was in a meeting yesterday and Natural Gas expansion is totally shut down for the foreseeable future.

Acquisition/Development- None at this time.

Marketing-Kristina Cannon let the Board know that there are new sections added to the visitskowhegan.org website. There is an updated section on Run of River, with some new photos and the Economic Impact Study. Maria at Main Street is

also working on Outdoor Adventures, Things To Do these new sections will be added in the next couple of weeks.

Run of River-Kristina Cannon let the Board know that the Economic Study round two has gone in front of the Selectmen back in September. The Selectmen had no concerns or questions, so the Economic Impact Study is now finalized. She is working on the Business plan now.

7. Items by the Members

Todd Smith asked Jason Gayne to bring in the Passport Trail Books that at last meeting the Board agreed to fund the reprint of 250 booklets. Todd Smith passed some booklets around the table to Board members.

The Board agreed that all the trails need to have better signage for the trail heads.

8. Economic & Community Development office Items

Jeff Hewett said there was nothing more to add from the topics discussed during the meeting other than we are very busy with all projects going on in our office.