

TOWN OF SKOWHEGAN
**PLANNING BOARD
MEETING MINUTES**

July 20, 2021

6:00 P.M.

Council Room, Municipal Building

PRESENT:

Steve Conley, Chairman
Steve St. Pierre, Vice Chairman
Stephen Gould, Secretary
Harvey Austin
Matt Smith
Jeff McCabe
Joel Greenwood, Planner
Cynthia Kirk, Recording Secretary

ABSENT:

PUBLIC PRESENT:

Jason Gayne

The Board shall organize at its first regular meeting after the annual Town Meeting, a Chairman, a Vice-Chairman, and a Secretary each shall be elected by a majority vote, who shall serve until the next annual meeting.

Steve Conley opened the discussion on the nominations.

Harvey Austin nominated Steve St. Pierre. Steve St. Pierre said unfortunately he does not have the time to be Chairman. No second. Motion failed.

Steve St. Pierre nominated Steve Conley for Chairman, seconded by Stephen Gould.

Motion passed 4-0.

Stephen Gould nominated Steve St. Pierre as Vice-Chairman, seconded by Harvey Austin.

Motion passed 4-0.

Stephen Gould nominated Jeff McCabe as Secretary, seconded by Harvey Austin.

Motion passed 4-0.

1) QUORUM:

Planning Board Meeting called to order at 6:02 P.M. Quorum was present.

2) MINUTES OF THE June 15, 2021 PLANNING BOARD MEETING TO BE APPROVED:

Motion by Stephen Gould to approve the June 15, 2021 Planning Board meeting minutes, as written. Seconded by Harvey Austin. Motion passed 5-0.

3) SITE PLAN / SUBDIVISION

4) ITEMS BY THE PUBLIC:

Jason Gayne mentioned that at the last Selectmen's meeting they were discussing their goals. The Chamber has mentioned for awhile now making the town more business friendly. The Selectmen have agreed to hold a meeting right before the joint Planning Board /Selectmen meeting and invite people from the business community to come in and have a

general conversation about any changes they would like to see in town or ordinances that need to be updated to make Skowhegan more business friendly. Steve St. Pierre asked if letters will be sent out to the businesses regarding this meeting. Jason said the Chamber will be sending out letters once the date is set for the joint meeting. Harvey asked about getting the word out to businesses that might not belong to the Chamber or Main Street. Jason said it will also be pushed out to social media as well as putting it in the newspaper. He said they will also be doing mailings as well. The meeting will be at 7:30 am.

5) COMMUNICATIONS:

Cynthia said that she received an email from the town manager mentioning 2 possible dates for the joint meeting. Either September 21st or October 19th. The Planning Board chose October 19th.

6) NEW BUSINESS:

A) Discussion and decision on the Shoreland Zoning Application submitted by Michael Merrill on behalf of Harry Richter for the property located at 232 West Shore Road (Assessor's Map 11, Lot 20).

Cynthia said that Bryan Belliveau has been able to already review this application and saw no issues with it. Joel said that he also has reviewed it and saw no issues.

Motion by Harvey Austin to approve the Shoreland Zoning Permit submitted by Michael Merrill. Seconded by Jeff McCabe. Motion passed 5-0.

7) UNFINISHED BUSINESS:

8) COMPREHENSIVE PLAN UPDATE:

A) Historic Resources Section

Joel presented the draft of this section he has come up with. He used a lot of information from the previous plan. He also forwarded it to the Chairman at the History House as well as the members of the Heritage Council. No responses were received as of yet. Steve St. Pierre asked if any properties had been added or removed from the historic registry. Joel said he didn't really see any that were listed on the State's website. He said there was one area located in the river on what's called Oak Island that was added to the map under old manufacturing/ archeological sites. Other than that, he found a lot of buildings that are eligible to be on the historic registry but aren't. Jeff McCabe asked if we include the eligible properties on the list in the Comprehensive Plan. Joel said they can look into that. Jeff said they really don't want to add these properties until they maybe discuss it with the property owners to make sure they want to be listed. He said they don't want to add people without their permission.

Jason Gayne asked if the current Fire Station is listed as a historic property. Joel said that it is. Jason also asked if some other houses were listed that are located on Madison Avenue. Stephen Gould also said that the Coburn house on Main Street should also be on the list. Joel said it is. There was further discussion on other historic buildings within the town and if they should be checking on the state of these buildings. Joel said he will put in a separate list within the comprehensive plan of other buildings that should be added to the historic registry if the owners would like to.

Cynthia also mentioned a couple things that the Heritage Council has started such as the Boston Post Cane and Abner Coburn Day. She said that Joel might want to touch base with Rob Washburn.

Joel said the next section that they will be working on is housing.

9) ITEMS BY:

a) SELECTMEN:

None

b) DEPARTMENT HEADS:

None

c) MEMBERS:

Jeff McCabe said he has heard that some people would like to talk about the idea of having non-residents be able to serve on the Planning Board since they are able to serve on other committees like the budget committee. Steve St. Pierre said he thinks other towns have different criteria for the members of their committees such as if they have a vested interest or business in the town then they can serve. Jeff said he is curious about other towns as well. Harvey said that back when Pat Dickey was town manager all of the boards and committees were full. He wonders how much solicitation is being done to recruit new members. Steve St. Pierre said he thinks that mentorship is losing in all aspects of the world.

Stephen Gould said that the Planning Board needs to allow for alternate members so people can learn the ropes and get interested in what is happening in town. Steve Conley agreed that is a great idea and then if one of the regular members is unavailable then the alternates have voting powers to fill in. He said if they vote on this tonight then Joel can make that change in the bylaws and it can be brought to the special town meeting next month for a vote.

Motion by Harvey Austin to amend the bylaws to allow for alternate members. Seconded by Steve St. Pierre. Motion passed 5-0.

Steve St. Pierre said it is sad that they never have any other department heads or Selectmen attend the Planning Board meetings anymore. He said maybe they should discuss this at the joint meeting. Everyone agreed.

Harvey mentioned that we need to somehow get the ATV riders to stop here in town instead of just driving right through. He thinks we are missing the boat on this. Stephen Gould said they are working on it with the new ATV Club but it's not as easy as it seems it should be. There are challenges coming into Skowhegan. He said a lot of it is getting property owners to agree to it. Steve Conley said it would be neat to get an ATV Parade in town to get people here from out of state. They could use the fairgrounds and have vendors and some sort of show for them.

Stephen Gould asked if Burger King has gotten their permits. Cynthia said they have. It is mainly updating the existing parking and walkways and a few things inside.

d) CHAIRMAN:

e) STAFF:

ADJOURNMENT:

Motion by Harvey Austin to adjourn at 7:01 p.m., Seconded by Stephen Gould. Motion passed 5-0.

Minutes approved on August 3, 2021.

Chairman