

Minutes
SKOWHEGAN ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
March 6, 2019
7:00 AM
Renaissance Center – Conference Room

Members Present:

Jason Gayne, Chairman
Todd Smith, Treasurer
Doreen Poulin, Vice-Chairman
Betty Austin (arrived 7:04 a.m.)
Matt Dubois
Sally Dwyer
Reid Gibson
Kurt Maynard

Members Absent:

Kristina Cannon
Billy Finley

Others Present:

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

1. Call regular meeting to order.

Jason Gayne called meeting to order at 7:02 a.m., quorum was met.

2. Approve the Skowhegan Economic Development Corporation minutes the “regular” meetings February 6, 2019.

Motion by Matt Dubois seconded by Sally Dwyer to approve the minutes from the “regular” meeting February 6, 2019 as written. Vote 7-0, motion carried.

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

Motion by Todd Smith, seconded by Kurt Maynard to approve the financials from January. Vote 7-0, motion carried.

4. Old Business

- a. Discussion and decision on information received per SEDC’s request.**

Jason Gayne asked for clarification if this was Amber Lambke' s information.

Jeff Hewett said yes this is the information that the Board asked Amber to provide; it was sent to all the Board members via email and was in your agenda packet.

Matt Dubois asked if we had received an official proposal from the housing group?

Jeff Hewett said we had not.

Jason Gayne let the Board know they are looking at another location in Town now.

There was a brief discussion of Amber Lambke' s proposal of \$50,000 but the money would not be available till July since it was a grant.

The Board asked if Jeff Hewett could contact Amber Lambke and see if she could do a presentation on her ideas for the property in more detail; this would be a special meeting.

5. New Business

a. Executive Session in accordance with M.R.S.A. Title 1 s405 (6)(F) to discuss loans.

Motion made by Todd Smith, seconded by Matt Dubois to go into Executive Session at 7:19 a.m. to discuss in accordance with M.R.S. A Title 1 s405 (6)(F), to discuss loans and for Dena Rich as the Recording Secretary to stay in the room. Vote 8-0, motion carried.

Motion made by Matt Dubois, seconded by Sally Dwyer to come out of Executive Session at 7:24 a.m. Vote 8-0, motion carried.

Motion by Todd Smith, seconded by Doreen Poulin to honor the request made by Curtis and Kianna Miller owners of Miller Fitness and extend their loan with the Town of Skowhegan by two (2) months. Vote 8-0, motion carried.

b. Discussion on bidding out the plowing for the RC and Northgate, and lawncare for North and Southgate.

Jason Gayne asked since New Balance has their company plowing at Northgate and we have York Lawn Care plowing it is creating a mess.

Jeff Hewett said plowing is a big headache in our office.

Sally Dwyer asked why we have two companies plowing the same property?

Jeff Hewett said we don't, we have a contract with York Lawn Care. In our contract we don't state that the plowing company has to go in and clean out the door ways. New Balance wants that done along with a few other things, so they use the same company for their other facilities to do these extra jobs.

Jeff Hewett said to the Board that in the past we have gone with low bid, he recommended to the Board that we don't do that for the new contract. This is a pass-through cost that the tenants pay for.

Reid Gibson suggested that we go to our tenants and says that what we have paid our current plow company we would subsidize for whoever they want to have as a plowing company up to a certain amount of money.

Jeff Hewett said that is why we have this on the agenda to see what the Board would like to do going forward.

Reid Gibson said if we are going to be the middle man and pay for it, then just give them the money and have them pay for it giving them control and deal with the plowing companies directly.

Jeff Hewett said he will sit down with both Genplex and New Balance and discuss this and see if they are ok with this idea.

Jeff Hewett let the Board know that the mowing contract expires this year as well and he recommends to not use the current Contractor for the next contract.

Reid Gibson suggested that we do only one-year agreements for mowing contracts, since the current contractor was a problem, we could fire them year one instead of having them for three years.

Jeff Hewett said it was from year one we had problems with the current contractor.

Sally Dwyer suggested when sitting down talking about plowing with the Northgate Tenants to also talk with them about mowing.

Jeff Hewett said he didn't think that was as big of an issue to them but he would discuss it with them as well and see what they say.

c. Discussion and decision on repairs needed at the Northgate facility.

Jeff Hewett let the Board know some of the projects that need to bid out this spring at Northgate which we talked about a little last fall.

Jeff Hewett said that the original 18,000 space ridge cap of the building needs to be replaced. We have been battling with leaks in the middle of the roof, so we need to replace the original with a wider ridge cap.

Jeff Hewett said the small roofs over the entrances on the east side of the building, two will need to be replaced and the other just some touch up.

Jeff Hewett said the loading docks; at least two if not three where the trailer tires sit, have to have a three foot by ten-foot area of current material taken out and put a cement pad in its place. There has been a lot of settling going on over the years so the trucks are not lining up with the loading dock doors.

Jeff Hewett said those are the projects we need to do this year later on we will need to look at doing something with the east wall of the building. There has been damage done where snow has come off the building and bounced back and ruined some of the metal siding.

The Board agreed to allow Jeff Hewett to go out and get bids for these projects and bring back the information to them at a later meeting.

Matt Dubois made a suggestion that if some of the awnings over the doors need to be removed and that affects the vertical wall panels that are done at the same time. To possibly get quotes to do the damaged section of panels at that same time as the awnings and panels around them because it may be cheaper.

d. Discussion on Planning Meeting for April 2019.

Jeff Hewett said this is the Boards Planning Meeting, we need to know if you want to do it as at our next regular meeting or a special meeting on a different day and time.

The Board agreed to have it at our next regular meeting for April.

Jeff Hewett did say we may need to move location due to the school comes in around 8:30 a.m. on Wednesdays. We will let the Board know in the agenda where we will be holding the meeting.

6. Member Topics

Broadband- Jeff Hewett let the Board know there is money out there if we could come up with the best way to move forward at this time there isn't a solid plan to do that.

Natural Gas- Jeff Hewett did let the Board know that with the Energy Project we are converting the Municipal Building and the Rec Center over to propane.

Acquisition/Development- Jeff Hewett did let the Board know that the building next to the Renaissance Center owned by the Salisbury's is up for sale. He said he didn't know what the long-term plans were for the Board if they wanted to keep the Renaissance Center as a separate facility, or if we wanted to see if there is a marketing potential between the two buildings. This would be a big project for someone looking to do a big project that would tie an elevator to their facility. The only thing is that new owners wouldn't keep the public bathrooms open in the building.

Reid Gibson asked what the asking price is for the Salisbury building?

Jeff Hewett said \$370-379,00 he believed.

Jason Gayne said it is just over 14,000 sq. ft per floor.

Jeff Hewett said that there is a total of three floors in that building.

Jeff Hewett clarified that he had not said anything to Greg Salisbury, he just wanted to put it out to the Board and see how they felt.

Jason Gayne asked what the Renaissance Center is valued at by the Town?

Jeff Hewett said while Dena was looking up the value that the Renaissance Center is getting a lot of use; between different groups like the Adult Ed, Tech Spot and some AARP elder programs will be starting here soon.

Doreen Poulin said the building then pays for itself since we have the three office spaces filled.

Jeff Hewett said the building really doesn't pay for itself we are close but if you look at the community and how it helps is a better way of looking at the facility.

Matt Dubois said if someone buys and develops that space we can always talk with them about elevator access and shared maintenance.

Jeff Hewett said that is always negotiable.

Sally Dwyer asked if there had been any interest in the building?

Jeff Hewett said the only discussion he had heard was that Bloomfield was looking at potentially buying a portion of the building.

Jason Gayne said that the Bloomfield owners are looking at the upper part of Lynnette's on Madison Avenue side, to expand out and build a kitchen.

Jeff Hewett said he is not even sure if by code they are going to be able to do what they are talking about in that space.

Jason Gayne said there have been some medical issues come up and they haven't been able to move forward on this idea yet.

Dena Rich looked up the information on the Town's website and found the value to be \$133,600.00.

The Board asked to have Jeff Hewett look into the agreement between the Salisbury's and SEDC on the elevator.

Marketing- Jeff Hewett let the Board know that on Monday there is a Recruitment Meeting for New Businesses with Main Street, Somerset Economic Development Corp, and the Chamber.

Run of River- Matt Dubois let the Board know that they are working on some new grants. There will also be a press release about a \$31,000 anonymous donation.

7. Items by the Members

There were no items by Members at this meeting.

8. Economic & Community Development Office Items

Jeff Hewett let the Board know the Town Audit is going on along with SEDC's Audit at this time. We will get the information that comes from the audit out to the Board once they are finished.

Motion to adjourn by Matt Dubois, seconded by Reid Gibson.