

**TOWN OF SKOWHEGAN  
PLANNING BOARD  
MEETING MINUTES**

April 18, 2023

6:00 P.M.

Municipal Building, Council Room

**PRESENT:**

Steve Conley, Chairman  
Harvey Austin  
Dan Luce  
Andrew Thorpe  
Anjanette McFarlin, Alternate  
Adrian Sincyr, Alternate  
Joel Greenwood, Planner  
Cynthia Kirk, Recording Secretary

**ABSENT:** Derek Chretien, Vice Chairman, Jeff McCabe, Secretary, Randall Franck

**PUBLIC PRESENT:** See attendance sheet.

**Public hearing opened at 6:00 PM, to hear any comments on the following project:**

**Major Site Plan application submitted by Sappi North America for the property located on the Varney Road (Assessor's Map 17, Lot 35). The proposed development is an 11-acre clay borrow pit expansion and will also include three exterior draining sedimentation pond outlet structures.**

Lisa Turner from Sevee & Mahar gave a brief presentation of the proposed project.

Steve Conley asked if anybody had any questions or comments from the public.

No questions from the public.

recording time 05:43

**Major Site Plan submitted by Sappi North America for the property located at 1329 Waterville Rd. (Assessor's Map 18, Lot 12) for the proposed "Project Elevate" which includes an expansion of the Pulp Makedown Building, a warehouse addition at the Finishing and Shipping Building, the rebuild of the No. 2 Paper Machine, and rail line extensions to connect into the new Finishing and Shipping Building.**

Jenna Gilbert from Sevee & Mahar gave a brief presentation of the proposed project.

Steve Conley asked if anybody had any questions or comments from the public.

No questions from the public.

Public hearing closed at 06:09pm

recording time 08:45

1) **QUORUM:**

Planning Board Meeting called to order at 6:07 P.M. Quorum was present.

2) **MINUTES OF THE April 4, 2023 PLANNING BOARD MEETING TO BE APPROVED:**

Motion by Andrew Thorpe to approve the April 4, 2023 Planning Board meeting minutes, as written. Seconded by Dan Luce. Motion passed 5-0.

Recording Time: 28:26

3) **SITE PLAN / SUBDIVISION:**

**A) Discussion and decision on the Major Site Plan application submitted by Sappi North America for the property located on the Varney Road (Assessor's Map 17, Lot 35). The proposed development is an 11-acre clay borrow pit expansion and will also include three exterior draining sedimentation pond outlet structures.**

Steve Conley asked if any Planning Board members had questions.

Harvey Austin asked what the total acreage is of Sappi's landfill. Lisa Turner said approximately 60 acres for the whole thing. She said these 2 new cells will be approximately less than 15 acres. Harvey also stated that the Varney Road is posted in the spring for heavy equipment. Lisa said they will only be accessing this site between May 30 and September 30 so that shouldn't be a problem. It is a summer only operation.

Steve Conley asked if they pull the clay out of the borrow pit and stockpile it at the landfill site. Lisa said there may be some extra kept on site at the landfill but they typically pull it from the borrow pit, take it to the landfill and place it where it's needed and flatten out right then.

Joel Greenwood asked about the new access road and if it will be able to meet all of the required standards. Lisa said they have staked out the new entrance and it will meet the standards. She has emailed that information to Bryan Belliveau.

Motion by Dan Luce to approve the Site Plan application as submitted by Sappi North America for the property located on the Varney Road (Assessor's Map 17, Lot 35) for a new clay borrow pit with the condition that the Town of Skowhegan receives a copy of all necessary DEP permits for this project. Seconded by Adrian Sincyr. Motion passed 4-0-1. (Andrew Thorpe abstained).

Joel Greenwood said that they checked to see if it is necessary to read out loud the Findings of Facts and Conclusions of Law when a project is reviewed. He said there is nothing within the laws or the town's ordinances that state that they have to do that. He believes that this was a tradition that was done by previous planning boards. So, they no longer have to vote to forego reading them.

Recording time 15:25

**B) Discussion and decision on the Major Site Plan application submitted by Sappi North America for the property located at 1329 Waterville Rd. (Assessor's Map 18, Lot 12) for the proposed "Project Elevate" which includes an expansion of the Pulp Makedown Building, a warehouse addition at the Finishing and Shipping Building, the rebuild of the No. 2 Paper Machine, and rail line extensions to connect into the new Finishing and Shipping Building.**

Steve Conley asked if any Planning Board members had any questions.

Joel Greenwood said that in their motion to approve they should put the same condition of approval that a copy of all DEP permit shall be given to the town.

Motion by Adrian Sincyr to approve the Site Plan application as submitted by Sappi North America for the property located at 1329 Waterville Rd. (Assessor's Map 18, Lot 12) for the proposed "Project Elevate" which includes an expansion of the Pulp Makedown Building, a warehouse addition at the Finishing and Shipping Building, the rebuild of the No. 2 Paper Machine, and rail line extensions to connect into the new Finishing and Shipping Building. with the condition that a copy of all DEP required permits is sent to the town. Seconded by Anjanette McFarlin. Motion passed 4-0-1. (Andrew Thorpe abstained).

Recording time 17:58

**C) Discussion and decision on the proposed amended Site Plan submitted by Wentworth Partners & Associates, Inc. on behalf of Spinning Mill LLC for the redevelopment of the former Solon Manufacturing Mill. (Original Site Plan was approved by the Planning Board on February 21, 2023).**

Steve Govoni from Wentworth Partners & Associates presented and reviewed the proposed amended Site Plan for the Spinning Mill project. He stated that they have worked with the other 2 entities involved, which are the Federated Church and Mark & Debbie Tanner, to come to an agreement that all everyone involved is satisfied with. He said that the agreement that was reached is printed on the site plan that he is presenting to the Planning Board tonight as well as the signatures from all parties that are involved. Steve also said that they have already started the process up updating the deeds of all of the property owners involved. Those deeds will clearly state all of the easements that they have worked out. He said the only thing holding them up on the deeds is the fact that Weston Street is not clearly defined by the town. That is being worked on now and he is hoping that will be completed within a couple weeks so they will know exactly where the easement for the Tanners begins.

Harvey Austin asked Mark Tanner how he felt about this agreement. Steve Conley told Harvey that if he has a question for someone in the audience then he needs to address the chairman to have that person step up to the microphone. Harvey said he has no problem with that as long as everyone on the Board has to follow the same procedure of going through the chairman. Steve Conley said they will.

Andrew Thorpe asked about the turning radius near the church. Steve Govoni said the trucks would be about 6 feet from the church when they turn in.

Joel Greenwood asked about any changes in the parking spot amounts. Steve Govoni said that they currently have 86 parking spots onsite. The hotel and apartments require 82 and then they have reserved 4 spots for the Tanner's apartment building occupants.

Harvey Austin asked Mark Tanner feels about the agreement and if he is comfortable having the Planning Board approve and sign this Site Plan. Mark said they had a very good meeting with the developers and he is happy with the agreement.

Joel Greenwood said he would like to make sure that the town receives a copy of the formal agreement that the parties have come up with once it is available.

Stephen Noble from the Federated Church also said they had a great meeting with the Spinning Mill owners and is happy with the agreement that they all came up with. He stated that the finance board of the church met yesterday and also took a vote on the proposed agreement and it was passed by them unanimously.

Motion by Anjanette McFarlin to approve the proposed amended Site Plan submitted by Wentworth Partners & Associates, Inc. on behalf of Spinning Mill LLC for the redevelopment of the former Solon Manufacturing Mill. with the condition that a copy of the final written

agreement between Spinning Mill LLC, the Federated Church and Mark & Debbie Tanner is received by the town when it is available. Seconded by Andrew Thorpe. Motion passed 5-0.

Recording time 50:28

**4) ITEMS BY THE PUBLIC:**

None

**5) COMMUNICATIONS:**

None

**6) UNFINISHED BUSINESS:**

None

**7) NEW BUSINESS:**

None

**8) COMPREHENSIVE PLAN UPDATE:**

None

**9) ITEMS BY:**

**• SELECTMEN:**

Steve Govoni said we are starting to see the spring/summer events happening in town so make sure you check the town calendar online and get out and enjoy them.

**• DEPARTMENT HEADS:**

Nothing

**• MEMBERS:**

**• CHAIRMAN:**

Nothing

**• STAFF:**

Nothing

**ADJOURNMENT:**

Motion by Dan Luce to adjourn at 6:53 p.m., Seconded by Andrew Thorpe. Motion passed 5-0.

**Minutes approved on May 2, 2023**

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**Chairman**

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