

**Minutes  
Town of Skowhegan  
Regular Selectmen's Meeting  
5:30 P.M.  
Tuesday, April 28, 2020**

**\*\*This meeting took place via conference call. Public wishing to listen to this meeting may do so from the Town of Skowhegan Facebook page\*\***

**Board of Selectmen:**

Paul York, Chairman  
Gene Rouse, Vice Chairman  
Betty Austin  
Roger Staples  
Dennis Willette

**Town Manager:**

Christine Almand

**Executive Secretary:**

Cara L. Mason

Call Selectmen's Meeting to order.

Paul York called the meeting to order.

1. Town Manager's Report

Earlier today Governor Mills extended the Stay at Home Order until May 31<sup>st</sup>. All Town buildings will continue to be closed to the public throughout this Stay at Home Order. This will be updated on our website tomorrow.

The Sludge Conveyor Bid closes on May 6<sup>th</sup> at 1:00 pm. For more information, visit our website or contact Brent Dickey.

The Paving Bid closes on May 7<sup>th</sup> at 11:00 am. For more information, visit our website or contact Greg Dore.

The Cemetery Reconstruction Bid closes on June 4<sup>th</sup> at 9:00 am. For more information, visit our website or contact Gail Pelotte.

2. Selectmen's Items

Betty Austin said that she appreciates all that our departments are doing. She liked the police department's picture in the newspaper. She appreciates that the Chief of Police brings levity to these times of uncertainty.

Dennis Willette asked Christine Almand about bids and if any had been opened since the last meeting.

Christine Almand said that the Flag Pole bid had been opened, but was not ready for the Selectmen to approve yet.

He asked how that went and if we have gotten any feedback.

Christine Almand said that she had not received any feedback. The information is available, like it always is, on our website...and we respond to emails and phone calls requesting the information. We are recoding the bid openings. The drop box is working well for dropping off bids.

Paul York asked about the turning lane at the Community Center. The contractor is not going to hold to the price that he said he would. He wants to see this done this year. It has been dragging on now for three years. We have the opportunity to use a local contractor, who will honor that price or possibly cheaper.

**A motion was made by Gene Rouse and seconded by Roger Staples to allow Greg Dore and Christine Almand to negotiate with Bonneau & Sons for the construction of the Route 2 Turning Lane at the Community Center.**

Dennis Willette asked who the local contractor is.

Christine Almand said that Greg Dore has been in discussions with Henry Bonneau. Bonnesau & Son Excavation is doing the Parkman Hill Road project and the West Front Street Turning Lane project.

Dennis Willette asked if they would be able to do this project with the other two.

Christine Almand said that they expect to be able to start this project by the middle of July.

Dennis Willette asked when it would be done.

Christine Almand said that she didn't currently have that information.

Paul York said that if we go back through the process...it is a long process and we really don't know what those prices will come in at. We were shocked at what the price was, compared to what we thought it would be for this project. The price may climb if we go back out to bid. This is our best bet to make sure that it gets done this year.

Gene Rouse asked what the timeframe was on the original project.

Paul York said that it is not a major project. He would say a couple weeks.

Roger Staples asked if Henry was going to give us a quote.

Yes, they will negotiate this with him. The motion is to allow Greg Dore and Christine Almand to negotiate this with him.

Christine Almand said that, with this motion, by allowing the negotiation...as long as the price is the same or less...you allow us to move forward.

Gene Rouse said that that was his intent.

**Vote: 5/0**

Recording Time: 10:47

**Consent Agenda:**

1. Approve the minutes from the following:

Regular Selectmen's Meeting                      April 14, 2020

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

**Vote: 5/0**

**Regular Agenda:**

1. Discussion and decision to change the date of Town Meeting to July 13, 2020 and Elections to July 14, 2020.

Paul York said that due to the recent Order by the Governor we will only be changing the date of Elections. We are not sure when we will be able to hold Town Meeting.

**A motion was made by Betty Austin and seconded by Gene Rouse to change the date of Elections to July 14, 2020.**

Paul York said that we are currently holding off on Town Meeting to see where this goes.

Christine Almand said with the new Stay at Home Order there are provisions in there for gatherings of no more than 50 people in July and August. This is all very new information...within the last couple hours. She will be looking for guidance from the State regarding Town Meeting. She is not expecting to hold an in-person Town Meeting in July. That could change. She is looking to set Elections to coincide with what the Governor has set for State Elections.

Gene Rouse asked if we had looked into only absentee balloting.

Christine Almand said that those discussions are being had with the State. The Clerk's Association as well as the Town and City Managers Association as well as Maine Municipal Association are all having discussions with the State in regards to how Elections are supposed to occur. The State has sent questions to Gail Pelotte regarding election workers, PPE, physical distancing, etc.

As with all things right now...there is potential for that to change.

**Vote: 5/0**

2. Discussion and decision to appoint the following Election/Ballot Clerks with terms expiring May 1, 2022:

Democratic Party

- Jane Arthur
- Melvin Burnham
- Kathleen Corcoran
- Kathryn Evans
- Edythe Gervais
- Jason Giacomazzo
- Olivia Gray
- Rosamond Gray
- Laurie Greenleaf
- Bertha Irwin
- Richard Irwin
- Janet McGowan
- Theresa Norman
- Sharon Provost
- Margaret Reid
- Michelle Robbins
- Linda Smith
- Richard Smith

Republican Party

- Shirley Aube
- Sheila Beauford
- Judy Clark
- Angela Demo
- Barbara Demo
- Violet Ferland
- June Lowe
- Patricia Maynard
- Gail McKenney
- Mary Lou Mollerus
- Beverly Noonan
- Rebecca Poulin
- Frances Savage
- Mary Simonoff
- Cheryl Staples
- Ann Spaulding
- Jeannean Taylor

**A motion was made by Gene rouse and seconded by Betty Austin to appoint the Election/Ballot Clerks as listed with terms expiring May 1, 2022.**

**Vote: 5/0**

3. Discussion and decision to approve the Application for Parades and Processions to allow the Skowhegan Regional Chamber of Commerce to hold the Memorial Day Parade on May 25, 2020 at 10:00 a.m., contingent upon the Governor lifting the Stay at Home Order.

This item removed from the agenda due to the Stay at Home Order.

4. Discussion and decision to approve the Application for License for Incorporated Civic Organization to allow the Skowhegan Area Chamber of Commerce to sell alcohol at the Skowhegan State Fairgrounds from June 19, 2020 through June 21, 2020 as part of the Central Maine BBQ Cook Off event.

This item was removed from the Agenda due to the Stay at Home Order.

5. Discussion and decision to accept a donation of 10 yards of mulch and labor from York's Landscaping to mulch the traffic triangles on Route 201 and Water Street.

**A motion was made by Gene Rouse and seconded by Roger Staples to accept a donation of 10 yards of mulch and labor from York's Landscaping to mulch the traffic triangles on Route 201 and Water Street.**

Dennis Willette asked if this landscaping firm was reputable enough to handle this.

(Lots of laughter)

Paul York said he thinks so.

**Vote: 5/0**

Recording Time: 18:23

6. Discussion and decision to expend an amount not to exceed \$4,200.00 from the Sale of Town Owned Property Account to install lexan protection shields in the Clerk's Office.

**A motion was made by Gene Rouse and seconded by Betty Austin to expend an amount not to exceed \$4,200.00 from the Sale of Town Owned Property Account to install lexan protection shields in the Clerk's Office.**

**Vote: 5/0**

7. Discussion and decision to allow Greg Dore to forego the bid process in order to join with Winslow in a joint purchase for street painting and to expend an amount not to exceed \$26,000.00 from the Highway Department Contract Services Account, Street Painting Designation.

**A motion was made by Gene Rouse and seconded by Betty Austin to allow Greg Dore to forego the bid process in order to join with Winslow in a joint purchase for street painting and to expend an amount not to exceed \$26,000.00 from the Highway Department Contract Services Account, Street Painting Designation.**

**Vote: 5/0**

8. Discussion and decision to expend an amount not to exceed \$9,000.00 from the Pollution Control Reserve Account, Equipment Replacement Designation for engineering services for the installation of a new sludge conveyer at the Pollution Control Plant.

**A notion was made by Roger Staples and seconded by Gene Rouse to expend an amount not to exceed \$9,000.00 from the Pollution Control Reserve Account, Equipment Replacement Designation for engineering services for the installation of a new sludge conveyer at the Pollution Control Plant.**

**Vote: 5/0**

9. Discussion and decision to approve the amended Understanding of Services with Brantner, Thibodeau & Associates for the 2019 Audit.

**A motion was made by Gene Rouse and seconded by Betty Austin to approve the amended Understanding of Services with Brantner, Thibodeau & Associates for the 2019 Audit.**

Christine Almand said that the reason for the amended Understanding of Services is because it was determined that we were slightly under the amount requiring a single audit. It will save us approximately \$2,000.00.

**Vote: 5/0**

10. Treasurer's Warrants to be approved:

#81	\$	41,329.35 (Payroll #16)
#82	\$	40,396.27 (Payroll #17)
#83	\$	832,445.63 (FY 2020 Accounts Payables)
<b>Total</b>	<b>\$</b>	<b>914,171.25</b>

**A motion was made by Gene Rouse and seconded by Roger Staples to approve the Treasurer's Warrants as written.**

Dennis Willette asked why we paid over \$300.00 for a Hotel.

Christine Almand said that it was a General Assistance case, where we had to put somebody up. 70% of that is reimbursed by the State.

**Vote: 5/0**

11. Economic & Community Development Warrants to be approved:

#118	\$	30.00
<b>Total</b>	<b>\$</b>	<b>30.00</b>

**A motion was made by Betty Austin and seconded by Roger Staples to approve the Economic & Community Development Warrants as written.**

**Vote: 5/0**

Recording Time: 24:16

12. Other Business

Christine Almand said she has been crunching numbers for the budget. We can put off having a Town Meeting Vote until we need to commit taxes. She hopes that we could do that by August for normal tax bill due dates. She is looking for direction from the Selectmen since things have changed since the initial budget packages were put together. The net increase was up over \$600,000.00. We were looking at an increase in our expense budget. Revenues are expected to be reduced.

Do we need to look at cuts? If so, how much...and from where? These discussions need to happen soon.

Paul York said that we need to have a meeting to look at this. He thinks that this should be an in-person meeting with social distancing.

All of the Selectmen agreed to meet in-person. This will take place at the May 12, 2020 Selectmen's Meeting.

13. Unfinished Business

Review Policies and Ordinances

Run of River/Economic Development

Utilizing Outside Services

Marketing/Celebrating Skowhegan

Vehicle Charging Station – Jeff is trying to get prices. It has been difficult to get them here.

Public Safety Building – Nothing further right now. Difficult to have the public education portion as well as a vote for a large bond. Will get an update from the engineer.

Sidewalks and Bike Trails/Lanes

Second Bridge – Next meeting May 13<sup>th</sup> or 14<sup>th</sup>.

Solar Power – Christine will get an update.

Foreclosure Sales

Dennis Willette asked where we are with the Communications Tower.

Christine Almand said that we were waiting on pricing. All of the tower communications stuff seems to move very slow. We have not been given an exact time that we need to get off of the current tower. She will see if we can prod the company on that.

14. Sign Documents

Dennis Willette and Roger Staples will stop by to sign documents tomorrow.

**Adjourn Selectmen's Meeting.**

Approved and signed on May 12, 2020.

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