

**Minutes**  
**SKOWHEGAN ECONOMIC DEVELOPMENT CORPORATION**  
**REGULAR/PLANNING MEETING**  
**May 1, 2019**  
**7:00 AM**  
**Municipal Building – Conference Room**

**Members Present:**

Jason Gayne, Chairman  
Betty Austin  
Kristina Cannon  
Matt Dubois  
Sally Dwyer (left 7:59 a.m.)  
Billy Finley  
Kurt Maynard

**Members Absent:**

Doreen Poulin, Vice-Chairman  
Todd Smith, Treasurer  
Reid Gibson

**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 April 3, 2019.**

Motion by Betty Austin seconded by Kurt Maynard to approve the minutes from the “regular” meeting April 3, 2019 as written. Vote 7-0, motion carried.

**3. Approve the Skowhegan Economic Development Corporation financials from April.**

Motion by Kurt Maynard, seconded by Sally Dwyer to approve the financials from April. Vote 7-0, motion carried.

**4. Old Business**

**a. Review and discussion on By-Laws changes to Article V Section 1.**

Kurt Maynard asked why we were doing this minor change in the By-Laws?

Jeff Hewett let the Board that this year all three positions are terming out, so we are trying to stagger the positions so this wouldn't happen in the future.

Motion by Betty Austin, seconded by Matt Dubois to change the By-Laws with the wording for Article V Section 1 to read as: *The following officers shall be nominated annually at the planning meeting of the Board of Directors, and become effective at the annual meeting each year. The positions include Chair for one-year, Vice-Chair for one- year, and Treasurer for three- years with no more than three consecutive terms in an executive position.* Vote 7-0, motion carried. (the By-laws will be signed at the next meeting).

The Board made nominations for the Board of Directors as follows:

Billy Finley nominated Jason Gayne as Treasurer; Betty Austin seconded.

Matt Dubois nominated Kurt Maynard as Chair; Betty Austin seconded.

Matt Dubois nominated Billy Finley as Vice-Chair; Betty Austin seconded.

**b. Goals for SEDC for 2019.**

The Board discussed to continue working towards selling the remaining lots at Southgate and sell the KVI Lot. The Board also wanted to work towards getting the repairs done at Northgate Industrial Building.

The Board had a brief discussion about how the process for the offers went for the KVI lot and that they felt more time was needed to be taken on the counter offers.

Matt Dubois brought up about possibly holding a contest for engineering firms to come up with a design concept for the KVI Lot.

The Board decided to create a sub-committee for Real Estate; the KVI Lot and the lots at Southgate. Members on this committee are Matt Dubois, Kristina Cannon, Billy Finley and Sally Dwyer.

The Board discussed for possible future projects to look into transportation in our area, such as a shuttle bus picking people up from parking areas outside of the downtown. The Board agreed that this is wrapped into a bigger issue of affordable housing.

**5. New Business**

**a. Discussion and decision on bids received for the Commercial Kitchen Equipment.**

Jeff Hewett let the Board know we had only one bid come in and one offer to resell us the same equipment. The offer was only placed for the freezer there were no offers on the oven.

Jason Gayne asked what were we selling the freezer for and what the offer came in at?

Jeff Hewett said we were selling it for half of the value which was \$1,400.00. We received a bid for \$764.00.

Matt Dubois did say that money he has spent on restaurant equipment and then what it is worth after you buy it is worse than a vehicle. He said that if he was to go out of business tomorrow and sell all his equipment it would be pennies on the dollar.

Motion by Billy Finley, seconded by Kurt Maynard to accept the bid from The Dore Group LLC for \$764.00. Vote 7-0, motion carried.

Jason Gayne asked the Board if the Board would like to post the oven and extra rack on the marketplace or craigslist?

Jeff Hewett said we can try that.

Matt DuBois did say that we should make sure we say that it is a single-phase electric oven.

**b. Discussion and decision on bids received for the Mowing of North and Southgate.**

Jeff Hewett let the Board know that we received four bids as follows:

F.A.R. & Beyond Lawn Care Services	\$7,500.00
FLE Service LLC	\$7,600.00
Nickerson Yard Maintenance	\$2,700.00
York's Lawn Care	\$7,000.00

Billy Finley said he has used Nickerson for the last two years at his camp and says he does an amazing job.

Motion by Kristina Cannon, seconded by Betty Austin to accept the bid from Nickerson Yard Maintenance for a one-year Mowing Contract for North and Southgate Industrial Parks in the amount of \$2,700.00. Vote 7-0, motion carried.

- c. **Discussion and decision on Gerald Thibault Lease renewal of Office Space on the second floor of the Renaissance Center. (Lease is due in May 2019).**

Motion by Kurt Maynard, seconded by Sally Dwyer to renew a one-year lease with Gerald Thibault for an Office Space on the second floor of the Renaissance Center at the current rate of \$430.00. Vote 7-0, motion carried.

- d. **Discussion and decision on Leah Donoghue Lease renewal of the Retail Space on the ground floor of the Renaissance Center. (Lease is due in May 2019).**

Motion by Kurt Maynard, seconded by Sally Dwyer to renew a one-year lease with Leah Donoghue for the Retail Space on the second floor of the Renaissance Center at the current rate of \$430.00. Vote 7-0, motion carried.

## 6. Project Updates

### **Broadband, Comprehensive Plan, Electric Car Charging Stations, Marketing of Southgate, Run of River**

**Broadband** – Jason Gayne said there are quite a few bills at the State house concerning Broadband.

**Electric Car Charging Stations-** Jeff Hewett let the Board know he did a webinar with Efficiency of Maine on the next bid that is coming out and Skowhegan is a tier 2. There are some questions because in the first round Skowhegan is continuously listed and there is one location that is not announced that is on Route 201. Jeff Hewett did say he has contacted Efficiency Maine but they are not saying what that location is going to be, until a couple of weeks from now. We do already have a charging station that will be in the Hannaford Parking lot that is for Tesla. The Town is looking at getting into this tier 2 charging station; we are working with KVCOG. One thing we are looking at with this charging station do we go with a solar charging station instead of a regular station, because we either have to charge for it or it will be a free service.

Jeff Hewett said they are not cheap for the electric cost.

There was a brief discussion that Skowhegan was still in tier 1. But the conclusion was made that Efficiency of Maine's website had not been updated showing that Skowhegan is now in tier 2.

Billy Finley asked if we had done any research on what the numbers would be for these stations?

Jeff Hewett said they have given us some numbers on the cost for the solar stations which is about \$10,000.00. What they didn't identify in those costs were what the batteries

would cost. The next issue we are working on is where in the Municipal Parking Lot where do you put those solar panels so that it is not going to interfere. Ideas have been put out there to place a pole and put the panels on that or do we create a roof structure and place the panels on top.

The Planning Board has approved the Tesla Charging Station at Hannaford and that should be starting soon.

Kristina Cannon suggested that the Town should look at businesses sponsoring a charging Station to make it free possibly. So that both the visitors get it free and then this would help promote our local businesses.

**Comprehensive Plan-** Jeff Hewett let the Board know that the Planning Board is looking at updating the Comprehensive Plan for Town. The Planning Board has not set a guideline for this plan, could possible be the end of this year or first of next year to start moving forward.

**Run of River-** Kristina Cannon said they are waiting to hear back from a bunch of grants that they have put in applications for funding. On May 13<sup>th</sup> is the week that they are planning to get Alden up here and gather the final data in the river. That unfortunately got stalled last year due to an early winter.

## **7. Items by the Members**

No items by the Members at this time.

## **8. Economic & Community Development Office Items**

Jeff Hewett and Dena Rich had no other items that were not discussed during meeting.

Motion to adjourn by Matt Dubois and seconded by Kurt Maynard.