

Minutes
SKOWHEGAN ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
July 1, 2020
8:00 AM
Zoom Online Meeting

Members Present:

Billy Finley, Chairman
Matt Dubois, Vice-Chairman
Jason Gayne, Treasurer
Kristina Cannon
Cole Clement
Reid Gibson
Todd Smith

Members Absent:

Betty Austin

Others Present:

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

- **Gail Pelotte Town Clerk/Treasurer swore in Members present to the Skowhegan Economic Development Corp.**

1. Call regular meeting to order.

Billy Finley called the meeting to order at 8:04 a.m., quorum was met.

2. Approve the Skowhegan Economic Development Corporation minutes the “regular” meetings from May 6, 2020 and June 3, 2020.

Motion by Reid Gibson, seconded by Matt Dubois to approve the minutes from the “regular” meeting May 6, 2020 and June 3, 2020 as written. Vote 7-0, motion carried.

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

Motion by Matt Dubois, seconded by Reid Gibson to approve the financials from June. Vote 7-0, motion carried.

4. Old Business

- a. Discussion and decision on extending the suspension of RLF loan payments for July.**

The Board did discuss that if one of the loan recipients contacted and were not able to pay the Board would look at it on a case by case basis.

Motion by Jason Gayne, seconded by Reid Gibson to reinstate loan payments for the RLF Loans starting for the payment cycle of July 1, 2020. Vote 7-0, motion carried.

Reid Gibson welcomed Cole Clement to the SEDC Board.

5. New Business

a. Discussion and decision on request from Elizabeth Corbin to remove the rug and install new floors in Suite #2 of the Renaissance Center.

Jeff Hewett did let the Board know that the rugs are original to the building so over 20 years old.

Todd Smith asked if the product is going to be commercial grade?

Jeff Hewett said yes, it is commercial grade vinyl plank flooring.

Motion by Matt Dubois, seconded by Todd Smith to go with Floormaster North estimate of \$1,511.00 to remove the rug and install new vinyl plank flooring in Suite #2 of the Renaissance Center. Vote 7-0, motion carried.

b. Discussion and decision to remove Todd Smith as an authorized signer on SEDC Bangor Savings Bank Account.

Motion by Reid Gibson, seconded by Todd Smith to remove Todd Smith as an authorized signer on SEDC Bangor Savings Bank account. Vote 7-0, motion carried.

c. Discussion and decision to add Billy Finley as an authorized signer as Chairman on SEDC Bangor Savings Account.

Motion by Reid Gibson, seconded by Matt Dubois to add Billy Finley as an authorized signer as Chairman on SEDC Bangor Savings Bank account. Vote 7-0, motion carried.

d. Discussion and decision to keep Jason Gayne as an authorized signer as Treasurer on SEDC Bangor Savings Bank Account.

Motion by Reid Gibson, seconded by Todd Smith to keep Jason Gayne as an authorized signer as Treasurer on SEDC Bangor Savings Bank account. Vote 7-0, motion carried.

- e. Discussion and decision to allow Billy Finley or Jason Gayne to sign the documents from Bangor Savings Bank to open a Savings Account for dedicated funds for Amber Lambke's project for the KVI Lot.**

Motion by Matt Dubois, seconded by Kristina Cannon to allow Billy Finely or Jason Gayne to sign the documents from Bangor Savings Bank to open a Savings Account for dedicated funds for Amber Lambke's project for the KVI Lot. Vote 7-0, motion carried.

- f. Discussion and decision to set up an online banking account for Bangor Savings Bank and to authorize Jeff Hewett or Dena Rich to make transfers from the new account to the general SEDC checking account for Amber Lambke's project when necessary.**

Motion by Jason Gayne, seconded by Kristina Cannon to set up an online banking account for Bangor Savings Bank and to authorize Jeff Hewett or Dena Rich to make transfers from the new account to the general SEDC checking account for Amber Lambke's project when necessary. Vote 7-0, motion carried.

- g. Executive session in accordance with M.R.S.A Title 1 §405 (6)(C) to discuss economic development.**

Motion by Reid Gibson, seconded by Todd Smith to go into Executive Session in accordance with M.R.S.A Title 1 §405 (6)(C) to discuss economic development at 8:19 a.m. and to allow Dena Rich to stay in the room. Vote 7-0, motion carried.

Motion by Jason Gayne, seconded by Matt Dubois to come out of Executive Session at 8:27 a.m. Vote 7-0, motion carried.

Motion by Matt Dubois, seconded by Reid Gibson to authorize Billy Finley or Jason Gayne to open a seconded Savings Account for Business Grants and to authorize Jeff Hewett or Dena Rich to make Transfers from the new account to the general SEDC checking account. Vote 7-0, motion carried.

6. Items by the Real Estate Sub-Committee Members.

Real Estate Sub-Committee Members had no other items that were not already discussed during meeting.

7. Project Updates

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

Electric Car Charging Stations – Jeff Hewett let the Board know that the Car Charging Lease Agreement has been signed and sent to Chargepoint. Construction phase should start soon at the site, the unit should be shipped and all in place in about a month.

Marketing of Southgate – Jeff Hewett let the Board know he met with Gary York of York Signs and the Southgate Sign is being worked on and getting put up soon.

8. Items by the Members

Billy Finley asked the Board if they were ok with having our next zoom meeting at 8:00 a.m. The Board agreed that time worked into their schedules.

Jason Gayne asked the Board if they would consider allowing Bloomfield's to use the Renaissance parking lot for business since under the reopening plan for the State Bars are not allowed at this time. After some discussion the Board asked that Jeff Hewett check with SEDC Insurance company about liability and to talk with our attorney Ken Lexier; he will email the Board with the answer he receives from both.

9. Economic & Community Development Office Items

Jeff Hewett did let the Board know that after the agenda went out, we received the Representation Letter from the Auditor to perform this coming years Audit. He asked that the Board approve the cost of the FY 2020 Audit in the amount of \$2,040.00 to Brantner, Thibodeau & Associates and Authorize Billy Finley, Jeff Hewett and Jason Gayne to sign all paperwork.

Motion by Jason Gayne, seconded by Reid Gibson to approve the cost of FY 2020 Audit in the amount of \$2,040.00 to Brantner, Thibodeau & Associates and for Billy Finley, Jeff Hewett and Jason Gayne to sign all documents. Vote 7-0, motion carried.

Motion by Todd Smith, seconded by Matt Dubois to adjourn the meeting at 8:47 a.m. Vote 7-0, motion carried.