

**Minutes  
Town of Skowhegan  
Regular Selectmen's Meeting  
5:30 P.M.  
Tuesday, August 11, 2020**

**\*\*Public wishing to see this meeting may do so from the  
Town of Skowhegan Facebook page\*\***

**Board of Selectmen:**

Paul York, Chairman  
Betty Austin, Vice Chairman  
Charles Robbins  
Roger Staples

**Town Manager:**

Christine Almand

**Executive Secretary:**

Cara L. Mason

Call Selectmen's Meeting to order.

Paul York called the meeting to order.

1. The Pledge of Allegiance was recited.
2. Town Manager's Report/Department & Committee Reports

Last Friday after consulting with the Selectmen, I approved two expedited Parades and Processions applications – one for the Skowhegan Regional Chamber of Commerce for food truck vendors on Friday and one for Ann-Marie Towle for her father's last wish procession on Saturday.

Yesterday I received another request for a noise and gathering ordinance. The letter from Robert Reisner was signed by Mr. Reisner and seven other residents of Dudley Corner Road.

The Highway Garage Painting & Repairs Bid closes on August 18<sup>th</sup> at 10:00 am, and the Loader Bid closes on August 18<sup>th</sup> at 11:00 am. For more information visit our website or contact Greg Dore.

The Cruiser Bid closes on September 2<sup>nd</sup> at 10:00 am. For more information visit our website or contact Chief Bucknam.

We have Public Hearings on Tuesday, August 18<sup>th</sup> at 5:30 pm for the following ordinances: Shoreland Zoning Ordinance (amendment), Consumer Fireworks Ordinance, Needle Exchange Program & Needle Disposal Ordinance. This will be a Zoom meeting. For more information or copies of the proposed ordinances, visit our website or our Facebook page.

Gail Pelotte:

- Nomination papers available for one Selectman for a partial term (from November 2020 Election through June 2021 Election). Nomination papers due by September 4, 2020. Three individuals have taken out nomination papers for Selectman – One individual has returned his papers today.

Jeff Hewett:

- The mandatory façade meeting has been set for August 19<sup>th</sup> at 5:30 in the Opera House. This grant is open to all businesses in Skowhegan. Preregistration is required. Please call 474-6905 to register. One person per project limit. Max of 50 attendees.
- Car Charger station - The unit has been delivered, the cement base has been installed, Quality Electric will prewire the base next week. Should be ready for Chargepoint to have the unit installed by end of next week.
- Skowhegan Economic Development Corp will be awarding a number of grants to local businesses and other groups this Thursday at 7:30 am at Coburn Park. The funding for this has come from a private anonymous donor that is very proud of these local groups and businesses and what they have done for Skowhegan. Awardees will be announced at the event.

Bryan Belliveau:

#### **Transfer and Recycling Center**

- Our horizontal baler is out of service and has been since last Friday due to the discovery of water in our hydraulic fluid from condensation. I have had Frank Martin come and look at the baler and we discovered that the filters need to be replaced. Frank Martin will install the new filters and new hydraulic fluid once the parts come in. As of today, we do not have an ETA on these parts. We are also looking at the possibility of installing a system that will eliminate this issue in the future. We are using one of our vertical balers to keep up with cardboard until the horizontal baler is fixed.
- We finally received our textile collection bins today and are ready for immediate use. Please be sure to pay attention to the signage that explains what types of materials are acceptable. All other items will be disposed of on the transfer side.

Greg Dore:

- We received one bid to repair the garage wall and it is for \$85,750 which is \$56,000 more than the estimate that the insurance company has given us. I have discussed this with the insurance company and he is going to share this with his adjuster and get back to me.
- The crew has been ditching and should be done this Friday.
- The construction of the left turn lane into the community center has begun today.
- We have a new employee that started yesterday. His name is Robert Lawson and he lives in Cornville.
- I'm enjoying my vacation and will be returning to work on Monday I hope you have a great evening.

Additionally an email request was received today from the Chamber to add picnic tables for the Food Truck Fridays, utilize the area between the Chamber and NAPA (instead of directly behind the Chamber Building) and have a DJ for a couple hours in the evening.

Adding seating means that they will need Victualer Licenses. This should be discussed with Gail Pelotte and Bryan Belliveau.

Paul York asked if anybody had gotten any feedback on this.

Betty Austin said she has been there every Friday night. People have enjoyed it.

Paul York said he thinks they need to stay within the parking spot area, so people can get through.

Christine Almand said that she has not received any complaints. She suggested voting to leave the travel lanes open.

Charles Robbins said that the initial applications was for the spots directly behind the Chamber.

Roger Staples said he has seen it both ways...with the parking lot open and with the entrances shut down.

Paul York said that we have shut down the whole parking lot for certain events. Typically at night. He thinks we need to leave the parking lot open since everything is open downtown during this.

Charles Robbins said he thinks this is a great idea. The visibility will help the vendors.

**A motion was made by Betty Austin and seconded by Charles Robbins to allow the Chamber to use the area in between the Chamber and NAPA making sure to leave the travel lanes open and have a DJ for a couple hours in the evening for Food Truck Fridays.**

**Vote: 4/0**

Recording Time: 19:07

Roger Staples asked about the picnic tables.

Christine Almand said that they would need to have a Victualer License for that. When food is consumed on premise it requires a Victualer License.

Charles Robbins asked if it was the Chamber that wanted to set up tables or the local food trucks that wanted to set up tables.

Christine Almand said that that is the conversation that he would need to have with Gail Pelotte and Bryan Belliveau.

Betty Austin said that more information was needed.

Cara Mason said that a Victualer License requires a Public Hearing as well.

Christine Almand said that it is in an Ordinance that was voted by the taxpayers, so we can't just waive the process.

Roger Staples said it was nice to see some activity in the parking lot last weekend. The weather was great for the lobster bake and the food trucks. People were social distancing.

Charles Robbins agreed. He said he is a fan of Food Truck Fridays.

3. Selectmen's Items

Betty Austin said that Skowhegan is a model for rural success. Maine Grains is making news all over the country.

**Consent Agenda:**

1. Approve the minutes from the following:

Regular Selectmen's Meeting          July 28, 2020

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

**Vote: 4/0**

**Regular Agenda:**

1. Discussion and decision to accept the resignation of Jacob Boudreau as a full-time Police Officer effective August 23, 2020 and appoint him as a Reserve Police Officer with a term expiring June 30, 2021.

**A motion was made by Roger Staples and seconded by Betty Austin to accept the resignation of Jacob Boudreau as a full-time Police Officer effective August 23, 2020 and appoint him as a Reserve Police Officer with a term expiring June 30, 2021.**

Betty Austin said that it is good that he is getting more education and that he wants to stick around to be a reserve officer.

**Vote: 4/0**

2. Discussion and decision to appoint Steve Gray as a member of the SEDC Board with a term expiring June 30, 2021.

**A motion was made by Betty Austin and seconded by Roger Staples to appoint Steve Gray as a member of the SEDC Board with a term expiring June 30, 2021.**

**Vote: 4/0**

3. Discussion and decision to approve the Request for Extension of License on Premise to allow the Old Mill Pub to serve alcohol to customers outside.

**A motion was made by Betty Austin and seconded by Roger Staples to approve the Request for Extension of License on Premise to allow the Old Mill Pub to serve alcohol to customers outside.**

Roger Staples asked if they weren't already serving outside on the deck.

Paul York said that now they want to serve outside in the front. Their seating is limited because of COVID-19. They want to serve drinks to people who are waiting to be seated.

Christine Almand said that you see this across the state. In Waterville a lot of places are extending where they are allowing consumption. We approved one of these extensions for Bigelow Brewing for their outdoor space.

Charles Robbins asked if they were putting up some sort of fence, so that there is no drinking beyond that area.

Cara Mason said that the State of Maine mandates that.

Paul York said that they would need to monitor that. People are having to wait outside. This way they have something to do while they are waiting.

Christine read off of the application...there must be a fence enclosing the area, appropriate signage and additional employees to monitor the area.

**Vote: 4/0**

4. Discussion and decision to approve the Application for Special Taste testing Event License to allow Main Street Skowhegan to do curbside pickup for the Craft Brew Bags event September 2, 2020 through September 5, 2020 at 48 Court Street (Main Street Office).

**A motion was made by Betty Austin and seconded by Roger Staples to approve the Application for Special Taste testing Event License to allow Main Street Skowhegan to do curbside pickup for the Craft Brew Bags event September 2, 2020 through September 5, 2020 at 48 Court Street (Main Street Office).**

**Vote: 4/0**

5. Discussion and decision to approve the License to Enter and Use to allow Main Street Skowhegan and Wesserunsett Arts Council to place the Kennebec on Fire sculptures in the river on Town property by the Eddy.

**A motion was made by Roger Staples and seconded by Betty Austin to approve the License to Enter and Use to allow Main Street Skowhegan and Wesserunsett Arts Council to place the Kennebec on Fire sculptures in the river on Town property by the Eddy.**

**Vote: 4/0**

6. Discussion and decision to approve the contract for services with KVCOG through June 30, 2021.

**A motion was made by Betty Austin and seconded by Roger Staples to approve the contract for services with KVCOG through June 30, 2021.**

Christine Almand said that the contract change is \$63.00/hour. It used to be \$62.00/hour. We made an adjustment to the number of hours. This is for planning activities. We also put money in the budget for comprehensive planning which is separate from this.

**Vote: 4/0**

Recording Time: 30:30

7. Discussion and decision to discharge the mortgage deed and vehicle titles for Marc & Angel Paradis once the payoff is complete and authorize Billy Finley to sign the discharge and lien holder release.

**A motion was made by Betty Austin and seconded by Roger Staples to discharge the mortgage deed and vehicle titles for Marc & Angel Paradis once the payoff is complete and authorize Billy Finley to sign the discharge and lien holder release.**

**Vote: 4/0**

8. Discussion and decision to accept the Full Plate Full Potential grant in the amount of \$4,720.00 for the summer food program.

**A motion was made by Roger staples and seconded by Betty Austin to accept the Full Plate Full Potential grant in the amount of \$4,720.00 for the summer food program.**

**Vote: 4/0**

9. Discussion and decision to allow Christine Almand to send out the request for funding letters.

**A motion was made by Roger Staples and seconded by Charles Robbins to allow Christine Almand to send out the request for funding letters.**

**Vote: 4/0**

10. Discussion and decision to set Town Meeting for August 29, 2020 at 10:00 a.m. at the Skowhegan Fairgrounds.

**A motion was made by Betty Austin and seconded by Charles Robins to set Town Meeting for August 29, 2020 at 10:00 a.m. at the Skowhegan Fairgrounds.**

Christine Almand said that this is on a Saturday. We have a lot of details to work out in a short period of time.

Charles Robbins asked if we were going to use the stage and the grandstands.

Christine Almand said that we decided to go to the fairgrounds because the State just recently updated their guidelines for large outdoor gatherings. The guidelines are intended for sporting events and concerts. You can have up to 200 people, sections of 50 people social distanced with 14 feet between each section of 50. Each section needs their own bathroom facilities, so they are not intermingling. We will have at least four sections, four porta-potties, two hand washing stations. All of the other details we still need to work out.

Christine Almand said thank you to the Skowhegan State Fairgrounds because we are not going to be charged for this as long as we clean the grandstands and provide our own bathroom facilities.

We won't have the projection screen. We will have Town Reports and Town Meeting Warrants for people. People will be able to have their vote and their say. It will definitely be a different Town Meeting than usual.

Paul York said he just wants to make sure that everybody can hear.

Charles Robbins asked if we were going to use the speaker system that is in the grandstands.

Christine Almand said that she had the contact information of a gentleman that we will be arranging sound with.

**Vote: 4/0**

11. Discussion and decision to allow CMP and Northern New England Telephone Operations to place one pole on the Rowe Road, 171 feet west of the intersection of Rowe Road and Back Road.

**A motion was made by Roger Staples and seconded by Charles Robbins to allow CMP and Northern New England Telephone Operations to place one pole on the Rowe Road, 171 feet west of the intersection of Rowe Road and Back Road.**

**Vote: 4/0**

12. Discussion and decision to vote for one MMA Vice President and three MMA Executive Committee Members.

**A motion was made by Betty Austin and seconded by Roger Staples to vote for one MMA Vice President and three MMA Executive Committee Members as listed on the ballot.**

**Vote: 4/0**

13. Treasurer's Warrants to be approved:

#101	\$	14,767.99 (FY 2020 Accounts Payables)
#8	\$	45,707.40 (Payroll #31)
#9	\$	42,974.83 (Payroll #32)
#10	\$	18,879.18 (State Payables)
#11	\$	341,707.26 (FY 2021 Accounts Payables)
<b>Total</b>	<b>\$</b>	<b>464,036.66</b>

**\*\*Warrant #12 pre-approved at the July 28, 2020 Selectmen's Meeting in an amount not to exceed \$6,802.00 for tax liens...actual amount was \$5,016.00 dated August 7, 2020.**

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

**Vote: 4/0**

14. Other Business

Paul York said he would like to discuss the Foreclosure Sales now. It was brought up last year that we should stipulate that if you put in a bid your taxes must be current. Paul York said that this is a great idea.

Christine Almand said that over the years we have been massaging this document. Typically when we put properties up for foreclosure sale, out intension is to get it back on the tax role. We have a quick process so that the sale can be completed by April 1<sup>st</sup>. That is what is necessary in order for it to be taxed to the new owner. If the Town is the owner on April 1<sup>st</sup>, there is no tax assessed on that property.

Gail Pelotte brought his issue up this past March when bids were awarded. One of the bidders was a delinquent taxpayer.

It was also mentioned that we also have bidders that are not property owners in Skowhegan. We have no way of knowing what their tax status is in other places. It's not like we are going to go seek out what their status is in other towns, but just as food for thought.



**A motion was made by Charles Robbins and seconded by Betty Austin to add the stipulation that you are ineligible bid on foreclosure sales if you are currently delinquent on your real estate property taxes in Skowhegan.**

**Vote: 4/0**

Recording Time: 46:12

Paul York said that he had previously thought that we might want to stipulate that if people were purchasing these properties that there should be a timeframe for them to get them fixed up...rather than just having them sit there.

Christine Almand said that if we have a property that we feel is not being brought up to code, we could use the Property Maintenance Ordinance or State Statutes. We have these things in place now. You need to make a complaint to Bryan. He is not actively seeking those.

Paul York said if it is in the notice then people know they only have a certain amount of time to make it look presentable.

Betty Austin asked if we have had a problem with this.

Paul York said he knows of 2 or 3 right off the top of his head.

Christine Almand said that we could add to the foreclosure sale notice that we have a Property Maintenance Ordinance and that it may require some attention to the property.

Betty Austin said let's let Bryan know and see how that works.

Charles Robbins said that we depend on our department heads to do their jobs. The ordinance is already in place. A foreclosure property is no different than any other property in the town. Maybe we should add to the Property Maintenance Ordinance that the Code Enforcement Officer will check these properties 90 days after the sale.

Betty Austin said that she would like to see the Selectmen check out our town and that we not make Bryan have to check.

Christine Almand said that Paul York knows of two...let Bryan know about them. If you see something, say something.

Paul York said it isn't because Bryan isn't doing his job. He has done a good job since he has been here. He just wants to see something that will aid in that process.

Charles Robbins said he doesn't want to deter bidders.

Paul York said it was just something that he was thinking about. The most important one was the delinquent taxes.

Recording Time: 54:35

15. Unfinished Business

- Review Policies and Ordinances
- Run of River/Economic Development
- Utilizing Outside Services
- Marketing/Celebrating Skowhegan
- Vehicle Charging Station
- Public Safety Building
- Sidewalks and Bike Trails/Lanes
- Second Bridge
- Solar Power
- Foreclosure Sales – Discussion August 11, 2020

Public Safety Building – Questions have been put together for the survey. Waiting on images and estimates from the engineers. We will be getting this out to the public ASAP. We are hoping to be able to get that on the November referendum. We are short on time to be able to pull that off.

16. Sign Documents

The Selectmen signed documents.

**Adjourn Selectmen's Meeting.**

Approved and signed on August 25, 2020.

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