

**Minutes
Town of Skowhegan
Regular Selectmen's Meeting
5:30 P.M.
Tuesday, October 9, 2018
Municipal Building – Council Room**

Board of Selectmen:

Paul York, Chairman
Gene Rouse, Vice Chairman
Betty Austin
Roger Staples
Vanessa York

Town Manager:

Christine Almand

Executive Secretary:

Cara L. Mason

Call Selectmen's Meeting to order.

Paul York called the meeting to order.

The Pledge of Allegiance to the Flag of the United States of America was recited.

1. Town Manager's Report

The mill rate was set at 18.2 by the Board of Assessors, and the tax bills were mailed out last week. The first half of taxes is due October 29th.

Now through October 29th taxpayers can sign up for the Tax Club, which allows eight tax payments on your primary residence if your taxes are current. For more information, contact the Clerk's Office.

Today we had the privilege to award the Boston Post Cane to Irene Dumont. I was joined by Chairman Paul York, Heritage Council Chairman Shirley Whittemore, and Selectman Vanessa York. Irene is 101 years young.

The Clerk's Office will be closed after 11:30 on October 11th for Bureau of Motor Vehicles training. The other offices will remain open.

A public hearing will be held on October 16th at 7:00 p.m. in the Opera House to discuss a referendum vote on November 6th for a bond for the proposed public safety building on Town land located on East Madison Road.

The Spirit of America Awards will be held in the Superior Court Room October 17th at 6:00 pm.

2. Items by the Public

Soren Siren said that he is disappointed with the lack of mowing of the fields at the Recreation Department. If you don't mow it there will be a bunch of brush and trees that will have to be taken out in order to complete the ballfield complex. It could even create a wetland. We approved money for Greg Dore to have another full-time position. We also approved the money for the turnout to get this whole project going. If he was an investor and walked up on the hill, looking at the field in its current condition he wouldn't be really that enthusiastic about trying to do something. Mowing it with the sidewalk machine is not very cost effective. He would encourage the town to contract that out.

Greg Dore said that he did get some prices. The amount of mowing that is expected to be done is not something that can be done with the sidewalk machine.

Soren Siren said he would encourage getting the field back to what it was and get a farmer to come in and hay it for the hay.

Greg Dore said that the farmer that was doing it, stopped doing it because it wasn't worth it. Denise LeBlanc has contacted the local farmers.

Vanessa York asked what property this was.

Soren Siren said we own a long strip of land behind the Montessori School. It abuts that high school property. They are going to try to get somebody in there to mow it. Maybe when they find somebody they will do both properties.

Beverly Fitzsimmons asked about the storm drain separation on Madison Avenue. She was concerned about the extra water in the brook affecting her property on Bennett Avenue.

Greg Dore said that the water from Winter Street is not a significant amount of water.

Beverly Fitzsimmons said she also agrees with Soren Siren about the Recreation Department.

Beverly Fitzsimmons said she thinks it would be a good time for the Selectmen to set a moratorium on people building homeless shelters.

Recording Time: 12:28

Maureen Davis asked if the lighting in the Community Center would be addressed with the Energy Audit. A group of residents play pickleball there. The lighting is very bad. There are places where it is actually dark. It is dangerous.

Jason Gayne said there are a bunch of events coming up...Meet the Candidates at T&B's on Thursday, ribbon cutting and open house at the Children's Center on the 18th, senior volunteer resource fair on the 20th, Haunted Hayrides and trunk or treat on the 26th and 27th and the annual awards on November 15th.

3. Selectmen's Items

Betty Austin said it has been nice to have the ribbon cuttings. There was one at Angelo's Pizza. On September 26th there was a tour at Sappi.

Roger Staples said that Sappi has invested millions of dollars in a rebuild of their paper machine. This will allow them to invest in new packaging. They should be congratulated. We are lucky to have them.

Gene Rouse said that the sidewalk looks marvelous. The Highway Department did an excellent job.

Paul York said that the Recreation and Highway Departments worked on the triangles in town. He thanked Poland Springs for the grant funds necessary for this project. Greatest Scapes also helped with this. Merle Lloyd & Sons donated boulders. Kens fed everybody. VIP allowed us to use their property as a landing spot.

4. Department & Committee Reports

Randy Gray said that Household Hazardous Waste Day was successful. We worked with a new company this year.

The Tesla car company is putting in eight charging stations at Hannaford.

Greg Dore said he still doesn't have a build date for the tandem axle truck. Even if they started building it now, we wouldn't see it until January. The $\frac{3}{4}$ Ton that we ordered should be here in the next week or so. The One Ton is on back order.

Silver will have the trench paving and the curbing finished on Friday.

The Highway Department has been working on some maintenance that they haven't been able to get to...guard rails and stuff. We think we have filled the position that was approved at Town Meeting.

Vanessa York asked if the lines on North Avenue would be painted before winter.

Greg Dore said painting the lines would be us. He has not talked to the painting contractor. He isn't sure that that makes sense.

Greg Dore said he put the speed sign up on Greenwood Avenue and Cleveland Street. When this all started we were at 12,000 cars per week. Now it is at 7,000. The 85th percentile was 42 and now it is 21. Putting in the sidewalks and the curbing is doing its job. We will hold-off on the speed tables for now.

Recording Time: 23:40

Roger Staples asked if they were raising the covers on North Avenue.

Greg Dore said that they are doing manhole work. Next week they will be back digging up High Street.

Jeff Hewett said that ten of the Façade projects have permission to start. This is quicker than we have done it before. The rest of them should have their final paperwork in the next month. A bunch will have to wait until spring to start their projects because they won't be able to find contractors to do the work.

We have started putting out the map files to build the web-based mapping system. We should have a sample in about 60 days.

Brent Dickey said he sent out a memo this afternoon to expend up to \$3,000.00 to replace a laboratory balance (a scale). We have been having some trouble with it. They came today to service it. We were hoping it was something simple. That appears not to be the case. It is 7 years old. He recommends replacing it. We will keep the old one as backup.

A motion was made by Betty Austin and seconded by Roger Staples to expend an amount not to exceed \$3,000.00 from the Pollution Control Reserve Account, Equipment Replacement Designation to replace the electronic laboratory balance.

Roger Staples asked what this equipment does.

Brent Dickey said that it weighs to ten one thousandths of a gram. We filter water samples and then weigh the filter paper to measure the residue.

Vote: 5/0

Gail Pelotte said that on October 15th the dog registrations for next year will be available.

It was busy today with people paying their tax bills. Absentee ballots are now available through November 1st. Today we mailed out 71 absentee ballots. People can request them over the phone, online or in person.

Chief Bucknam said that tomorrow night at 6:00 p.m. at Coburn Park there will be a candlelight vigil in support of domestic violence. There will be a rally there and then we will be walking to the Municipal Building for a meeting.

On October 18th and 25th the Police Officers will be walking kids to school. Meeting in the Municipal Parking Lot on the 18th and on the other side of the walking bridge on the 25th at 7:30 a.m. and walking to Margaret Chase Smith School.

Chief Bucknam said there have been a series of break-ins going on. He advised people to lock their doors, windows and their vehicles.

Presentation:

1. Promotion of Officer CJ Viera to Corporal.

Chief Bucknam said the Corporal positions oversee the daily operations and work closely with the Sergeants. Officer Viera is the first officer to be promoted to Corporal in the department. Each officer has the opportunity each January to take the exam in order to be eligible for the Corporal position should one become available.

Recording Time: 37:08

Public Hearing:

1. Public Hearing: Discussion and decision to adopt the General Assistance Ordinance, Appendices A through J effective October 1, 2018 through September 30, 2019.

Paul York opened the Public Hearing at 6:08 p.m.

Christine Almand said that every year we adopt the State's new standards for general assistance. They set income limits, food maximums, limits for rent, etc. This year there were very minor changes...a few dollars here and there. Christine Almand used the MMA ordinance and added page numbers to make it easier to follow.

Paul York closed the Public Hearing at 6:10 p.m.

A motion was made by Gene Rouse and seconded by Betty Austin to adopt the General Assistance Ordinance, Appendices A through J effective October 1, 2018 through September 30, 2019.

Vote: 5/0

Consent Agenda:

1. Approve and sign Minutes for the following:

Regular Selectmen's Meeting September 25, 2018

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

Vote: 5/0

Regular Agenda:

1. Discussion and decision to appoint David James as Warden of the State of Maine General and Referendum Election with a term expiring November 7, 2018.

A motion was made by Gene Rouse and seconded by Betty Austin to appoint David James as Warden of the State of Maine General and Referendum Election with a term expiring November 7, 2018.

Vote: 5/0

2. Discussion and decision to allow Christine Almand to send the Request for Funding letters for fiscal year 2020.

A motion was made by Roger Staples and seconded by Betty Austin to allow Christine Almand to send the Request for Funding letters for fiscal year 2020.

Vanessa York asked if this is normal and who do they go to.

Christine Almand said that all of the service agencies that we have funded in the past are sent this letter asking for information. Some provide the information and some just send in the petition.

Vote: 5/0

3. Discussion and decision to sign a letter to the DOT Planning Office requesting to be considered for the Safety Improvement Project Grant.

A motion was made by Betty Austin and seconded by Roger Staples to sign a letter to the DOT Planning Office requesting to be considered for the Safety Improvement Project Grant.

Paul York said he sees this creating more of a traffic jam on Commercial Street. He thinks that we will have a major traffic issue.

Greg Dore said that part of the project is to synchronize the lights. The reason we are sitting here today is that the State rates intersections all over the state. A 1.2 rating is a dangerous intersection. We are at 1.74...so it is pretty serious. There are a lot of accidents and pedestrian accidents. The State took it upon themselves to figure out what to do to make it safer. This is what they came up with.

Greg Dore said he is also concerned about traffic issues that this may cause...but this will decrease the accidents. He feels that this is a step in the right direction. This will definitely help in the morning to keep the traffic on Commercial Street moving. As it is right now, you might as well get a cup of coffee because you are going to be there for a while trying to get onto Madison Avenue.

Paul York said that now you will have people trying to beat the yellow light. That may cause accidents as well. We will have traffic backed up around the rotary.

Greg Dore said that the only time that north bound traffic will have to stop is when Elm Street has a green light.

Gene Rouse asked about pedestrians when Elm Street signal is active.

Greg Dore said that the pedestrian light won't allow people to cross when the Elm Street light is green.

Chief Bucknam said that when the Madison Avenue light is red, the crosswalk light will allow pedestrians to cross.

Google directs people to take a left from Madison Avenue onto Commercial Street. This actually happened while Chief Bucknam and Greg Dore were out there meeting with DOT. This will help alleviate that as well.

Greg Dore said that there is also a 4-6 second delay. When a light turns red there are 4-6 seconds before the next light turns green. So people trying to make it through a yellow light. At the Jewett Street light there's 5 seconds between lights. We can change that timing if we have issues.

Roger Staples said he was glad when he saw this the other day. Something needs to be done down there. He is for anything that can make that safer.

Greg Dore said the other good thing is that it isn't going to cost us anything except replacing the lights.

Paul York said that now we are going to be like Waterville...every few seconds you have to stop for another light. He isn't disputing that it is dangerous...he just sees this creating some other issues. Once this happens we are stuck with them. He would like to hear more about it if it gets to the point where it is going to happen.

Greg Dore said they have a set amount of money. They will take the places that have the highest rating and then they will look at the cost. Once they pick us, it will go to design. That is where we would have input. There are a lot of projects out there in the state, we probably won't get it. If we do get chosen, then that tells us that we need it.

Vanessa York asked how the light actually work...all over town.

Greg Dore said that they operate on cameras. Some of them have metal detectors. The camera sees a car. Once it sees a car, it turns on a switch which is on a timer. That green light will stay on until either a minute passes or it doesn't see a car for 2 seconds.

Vanessa York said that the one on North Avenue sometimes stays red for a long time with nobody on High Street.

Betty Austin said it has been happening quite a bit...it has been very slow recently.

Vanessa York said she doesn't have a problem with public safety. With that area being so congested you will have more of a problem with people not stopping at those lights.

She remembers when Beverly Fitzsimmons wanted a green arrow to turn onto Pleasant Street. She didn't get that...but High Street did.

Greg Dore said that when that went to DOT for design, they wouldn't approve it because of the danger with two lanes coming down Madison Avenue. The yellow light did nothing for us, but it was out of our hands.

Greg Dore said that anytime the lights are not working properly, please let him know what time it happened.

Betty Austin said that the North Avenue light is slow in the evening when we leave the Selectmen's Meeting.

Christine Almand pointed out the initial concept plan that was brought to the meeting.

Vote: 5/0

Recording Time: 58:47

4. Discussion and decision to accept the DECD 2017 Economic Development Program Grant in the amount of \$120,000.00 for Bigelow Brewing Company. Bigelow Brewing supplied the match for this grant.

A motion was made by Gene Rouse and seconded by Betty Austin to accept the DECD 2017 Economic Development Program Grant in the amount of \$120,000.00 for Bigelow Brewing Company. Bigelow Brewing supplied the match for this grant.

Vote: 5/0

5. Discussion and decision to expend and amount not to exceed \$5,215.00 from the Police Department Reserve Account, Cruiser Replacement Designation to purchase a Watch Guard Video System.

A motion was made by Betty Austin and seconded by Gene Rouse to expend and amount not to exceed \$5,215.00 from the Police Department Reserve Account, Cruiser Replacement Designation to purchase a Watch Guard Video System.

Vote: 5/0

6. Discussion and decision to expend an amount not to exceed \$132,000.00 from the Highway Department Purchases Account, Sand, Salt and Cold Patch Designation for 2,500 ton of salt.

A motion was made by Gene Rouse and seconded by Betty Austin to expend an amount not to exceed \$132,000.00 from the Highway Department Purchases Account, Sand, Salt and Cold Patch Designation for 2,500 ton of salt.

Vote: 5/0

7. Discussion and decision to place the State of Maine reimbursement for the sand/salt shed in the amount of \$62,589.02 into the Highway Department Reserve Account, Buildings Designation.

A motion was made by Betty Austin and seconded by Gene Rouse to place the State of Maine reimbursement for the sand/salt shed in the amount of \$62,589.02 into the Highway Department Reserve Account, Buildings Designation.

Vote: 5/0

8. Discussion and decision to award the Highway Garage Wall Bid. The following bids were received:

| | |
|-----------------|-------------|
| Henry Bonneau | \$59,500.00 |
| N.F. Luce, Inc. | \$80,000.00 |

Greg Dore recommends awarding the bid to Henry Bonneau, allowing him to negotiate the scope of the work and expending an amount not to exceed \$59,500.00 from the Highway Department Reserve Account, Buildings Designation.

A motion was made by Betty Austin and seconded by Roger Staples to award the Highway Garage Wall Bid to Henry Bonneau, allow him to negotiate the scope of the work and expend an amount not to exceed \$59,500.00 from the Highway Department Reserve Account, Buildings Designation.

Paul York said he doesn't like this. If we put a project out to bid people bid on the specs. Then you want to negotiate.

Greg Dore said we had an engineer design this. He never expected this project to be come in this high. To put in the foundation they have to dig up the parking lot, which means they will have to pave it. Their price is \$250.00 per ton...we pay \$100.00 a ton for hand work. All of the changes will be negotiated before they start any work. There are thing in this project that we can do for a lot less. There were some specifications on plywood. What was in the specs was 1/2 inch plywood. That is a special order, so you have to buy a whole flight. If the specs were for 7/16 plywood you can buy it anywhere. That alone will save \$4,000.00 or \$5,000.00.

Paul York said that is another discussion. We have had this discussion in reference to hot topping...this isn't anything different than the sidewalks. We are not set up for paving. If your guys do it and something goes wrong, we have to fix it on our dime.

Greg Dore said that we are not going to do the paving. We are going to use our paving contractor to do this.

Paul York said that the specs were not correct then. Now we are changing it.

Greg Dore said when it was put out to bid, we want the whole job done. That is the mindset. That's fine until you get a \$60,000.00 bid on a \$20,000.00 project. Then you end up where we are today...looking at it trying to figure out why it is so high. Nobody is going to get hurt because the contractor was going to contract it out anyway. We are spending somebody else's money, we don't want to waste it.

Roger Staples asked if we should put it back out to bid with new specs.

Greg Dore said that we could. We had this discussion with Henry about waiting until spring. There's a possibility that next year the prices could go up. We have a local contractor that gave us a lot better price than the other company. We know he can do the work. We have the money. It would be nice to have it done before we go into another winter.

Paul York said if we hadn't just gotten this money, how much money was set aside for this wall.

Greg Dore said he had \$18,000.00.

Vote: 5/0

9. Discussion and decision to award the Police Cruiser Bid. The following bids were received:

Hight Ford \$31,543.00

Chief Bucknam recommends awarding the bid to Hight Ford with a total bid amount of \$30,743.00 and expending that amount from the Police Department Reserve Account, Cruiser Replacement Designation.

A motion was made by Gene Rouse and seconded by Betty Austin to award the Police Cruiser Bid to Hight Ford with a total bid amount of \$30,743.00 and expend that amount from the Police Department Reserve Account, Cruiser Replacement Designation.

Vote: 5/0

Recording Time: 01:10:56

10. Discussion and decision to allow Chief Bucknam to go out to bid for Cruiser Equipment and Up Fit.

A motion was made by Gene Rouse and seconded by Roger Staples to allow Chief Bucknam to go out to bid for Cruiser Equipment and Up Fit.

Vote: 5/0

11. Discussion and decision to choose an option to move forward with from the energy audit.

Jeff Hewett said there were a couple of changes. They are changing the 600 amp entrance to an 800 amp. This was recommended by the engineer working with Siemens. There is a sub panel in the furnace room which will be moved into the new main panel. Some of the electrical runs will be broken up to at least three panels, with new lines to each of the panels. It was decided that it would be better to put in a new air conditioning unit at the Pollution Control Plant that will do both the Laboratory and the office. The one that is in the office now, will move into the electrical room. They do not believe that this will change our numbers.

A motion was made by Gene Rouse and seconded by Roger Staples to move forward with Option 2 from the energy audit.

Vanessa York asked if this would take care of the lighting issues at the Community Center.

Jeff Hewett said that this will change all of their lighting to LED.

Paul York asked what the timeline is for this. It obviously has to go to Town Meeting, which is in November.

Jeff Hewett said that Siemens has already started working with some subcontractors to finalize the plan. After tonight, they will actually start the bid process. We will have number in time for Town Meeting.

Vote: 5/0

Recording Time: 01:19:02

12. Discussion and decision to create a Housing TIF District for the KVCAP Housing Project. This was approved at the last meeting without a motion and second.

A motion was made by Vanessa York and seconded by Gene Rouse to create a 75/25 Housing TIF District for the KVCAP Housing Project.

Vote: 5/0

13. Discussion and decision to hold a Special Town Meeting on November 27, 2018 and to hold Public Hearings on October 23, 2018 at 5:30 p.m. for the following:

Acceptance of the Energy Reduction and Capital Improvement Project

Property Agreement, for the property located at 5 Greenwood Avenue (Map 33, Lot 103)

Acceptance of property located at the corner of Madison Avenue and Commercial Street (Map 26, Lot 133)

KVCAP Housing TIF Proposal subject to the Municipal Affordable Housing Development Districts Statute, 30-A M.R.S.A. §§5245-5250-G (TIF Statute).

A motion was made by Gene Rouse and seconded by Betty Austin to hold a Special Town Meeting on November 27, 2018 and to hold Public Hearings on October 23, 2018 at 5:30 p.m. for the following:

Acceptance of the Energy Reduction and Capital Improvement Project

Property Agreement, for the property located at 5 Greenwood Avenue (Map 33, Lot 103)

Acceptance of property located at the corner of Madison Avenue and Commercial Street (Map 26, Lot 133)

KVCAP Housing TIF Proposal subject to the Municipal Affordable Housing Development Districts Statute, 30-A M.R.S.A. §§5245-5250-G (TIF Statute).

Vanessa York asked if we were buying that property.

Christine Almand said that is the property that Skills owns. We have already gotten approval for them to sell it and to give us 20%. Currently what they want to do it to use the property and pay us a fee in lieu of taxes. We have a draft of the agreement that should be ready for the Public Hearing.

Roger Staples asked what the Madison Avenue/Commercial Street property is about.

Paul York said that is the Pocket Park on the corner. That currently belongs to Somerset Economic Development. They want to give it to the Town.

Vote: 5/0

14. Discussion and decision to adopt the Somerset County Hazard Mitigation Plan 2017 update.

A motion was made by Gene Rouse and seconded by Roger Staples to adopt the Somerset County Hazard Mitigation Plan 2017 update.

Vote: 5/0

15. Treasurer's Warrants to be approved:

| | | |
|--------------|-----------|--|
| #115 | \$ | 372.77 (FY 2018 Accounts Payables) |
| #26 | \$ | 37,657.95 (Payroll #39) |
| #27 | \$ | 11,025.41 (State Payables) |
| #28 | \$ | 36,306.11 (Payroll #40) |
| #29 | \$ | \$1,915,898.39 (FY 2019 Accounts Payables) |
| Total | \$ | \$2,001,260.63 |

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

Vote: 5/0

16. Other Business

There was no Other Business.

17. 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

Paul York said we eventually need to pick one of these to see what we can do.

Christine Almand said that we are currently working on the Traffic Ordinance. We will be bringing that to you in the near future.

Roger Staples asked if the vehicle charging station was part of that Hannaford deal.

Christine Almand said we put that on there as one of our goals. She heard about the plans on Friday and she thought we could check it off the list. After further thought she talked to Jeff Hewett. Initially we were thinking in the Municipal Parking Lot would be a good spot for the charging stations. She doesn't want to abandon that thought just because a private company is coming in to put in charging stations.

Gene Rouse asked if the stations going in going to be Tesla or are they multi.

Christine Almand said she wasn't sure. The plans might answer that question.

Gene Rouse said that they are not necessarily the same. At L.L. Bean they have Tesla charging stations and they have others.

Christine Almand said she would put that down on the list. She just learned today that they make solar ones. This is all very new.

18. Sign Documents

Adjourn Selectmen's Meeting.

Approved and signed on October 23, 2018.

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