



Starting a Business in Skowhegan, Maine

Adapted from the Town of Skowhegan website, skowhegan.org/documentcenter/view/66

Contact List

Skowhegan

Jeff Hewett, Director of Economic and Community Development, 207-474-6905,
jhewett@skowhegan.org

Bryan Belliveau, Code Enforcement Officer, 207-474-6904, skowcode@skowhegan.org

Gail Pelotte, Town Clerk/Treasurer, 207-474-6900, gpelotte@skowhegan.org

Shawn Howard, Fire Chief, 207-474-3400, showard@skowhegan.org

Jason Gayne, Director of the Skowhegan Area Chamber of Commerce, 207-474-3621,
exdir@skowheganareachamber.com

Kristina Cannon, Executive Director of Main Street Skowhegan, 207-612-2571,
kristina@mainstreetskowhegan.org

Regional

Christian Savage, Director of Somerset Economic Development Corp., 207-474-0166,
csavage@somersetcounty-me.org

Allison Watson, Small Business Advisor at CEI, 207-319-4316, allison.watson@ceimaine.org

Laura Cyr, Executive Director of KVCOG, 207-453-4258, lcyr@kvkog.org

State of Maine

Department of Economic and Community Development (DECD), maine.gov/decdd

Business Plan

A business plan is an essential roadmap for business success. This living document generally projects three to five years ahead and outlines the route a company intends to take to grow revenues. For more information please check out the SBA website on Starting a Business at sba.gov/category/navigation-structure/starting-managing-business/starting-business.

There is free help in putting together a business plan at the Small Business Development Center, located at the Mid-Maine Chamber of Commerce at 50 Elm St. in Waterville, or contact Allison Watson at 207-319-4316 or allison.watson@ceimaine.org.



Financing Help

Town of Skowhegan

The Town of Skowhegan has loan funds available to businesses based in Skowhegan or located in town. Contact Economic and Community Development at 207-474-6905 or info@skowhegan.org.

Micro Loan Program – Business based or will be located in Skowhegan

- Up to \$5,000.00
- Primarily small businesses with a gross income of less than \$100,000

Revolving Loan Fund (RLF) Program – Business based or will be located in Skowhegan

- Up to \$100,000
- Not for total funding of projects

KVCOG Revolving Loan Fund

In order to be eligible, the business must be located in Kennebec, Somerset, or western Waldo county. The business must be unable to finance the proposed project from its own resources or through commercial credit or other federal, state or local programs at reasonable rates and terms. For more information see kvkog.org/finance.htm.

- Loan funds up to \$150,000

Somerset Economic Development Corp.

Businesses in Somerset County are may apply for revolving loan funds. For more information contact Christian Savage at 207-474-0166 or see somerseteconomicdevelopment.org.

Requirements for Businesses

Victualer License (if serving food and/or drink)

Licenses are available in the Town Manager's Office at 225 Water Street.

Occupying an Existing Space with No Changes

- Certificate of Occupancy
 - No cost
 - Inspection from either Code Enforcement and/or Skowhegan Fire Department
 - This is best to have done before signing a lease

Occupying a New Space or Making Changes to an Existing Space

- Certificate of Occupancy
 - No cost
 - Inspection from either Code Enforcement and/or Skowhegan Fire Department
 - This is best to have done before signing a lease
- Any necessary building/plumbing permits to make changes

Applications for Certificates of Occupancy and building/plumbing permits are available in the Code Enforcement Office at 225 Water Street.

Register Business Name with the Town (optional)

Applications are available in the Town Clerk's Office at 225 Water Street.