

Minutes

Pittsfield Planning Board

April 8, 2013

The Pittsfield Planning Board met on Monday, April 8, 2013 at 7:00 pm. in the Council Chambers of the Pittsfield Municipal Building.

PRESENT: Royce Sposato, Holly Zadra, Kelly Flanigan, Jack Wright, Brent Newhouse and Alan Dunphy. **Absent:** Jan Laux and Walter Reuter. **Also Present:** Building Inspector Steve Seekins, Andy Vigue, Gene Taylor, Tom Ruksznis of Cianbro Corp. and Christopher Hopkins of Maine Central Institute.

1. Chair **Alan Dunphy** opened the meeting by leading the Pledge of Allegiance to the flag.
2. **PUBLIC HEARING: NONE**
3. **NEW BUSINESS:**

Pre-Application Conference by Maine Central Institute and Cianbro Corporation on a proposed project to encase the waterway on tax map 22 lot 24-1 by extending the existing culvert on tax map 25 lot 3 to allow the area of lot 24-1 to be converted into a sports practice field.

Christopher Hopkins of Maine Central Institute and Tom Ruksznis explained the proposed project.

Tom Ruksznis advised that a Public Information Meeting, as required by The Natural Resource Protection Act (NRPA) permitting process, is planned for April 23, 2013 at 5:00pm at Maine Central Institute's Park's Gymnasium. It was decided that this meeting would be combined with the Pittsfield Planning Board's Public Hearing, required by the Site Plan Review process.

Tom Ruksznis explained that all the abutters to the project would receive certified mail advising of the meeting per NRPA requirements. Notices would also be posted in the newspapers. Steve Seekins advised he would provide a list of abutters and would also do a mailing of the newspaper advertisement for the meeting.

Tom Ruksznis advised he would submit the completed Site Plan Review Application information to the Town of Pittsfield on April 26, 2013.

The Planning Board Members decided that a boundary survey would not be required. Aerial photos and a site map prepared by Cianbro would be sufficient.

Tom Ruksznis advised Cianbro plans to start the project in July 2013 provided the permitting process is complete. He states he working with Beth Callahan of Maine DEP.

4. **OLD BUSINESS:**

Steve Seekins provided the Planning Board Members with copies of ordinances from other towns that are designed to address homes with un-kept yards and building. A copy of the International Property Maintenance Code was also provided. Planning Board members were requested to review these for discussion at the Planning Board Meeting of May 13, 2013.

5. ADJOURMENT:

Motion by **Kelley Flanigan** and seconded by **Jack Wright** that the meeting be adjourned.

VOTE: UNANIMOUS AYE

Respectfully submitted by:
Steve Seekins, Building Inspector
Nicole Nickolan, Town Clerk