

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, January 18, 2011 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Mayor Tim Nichols, Caleb Curtis, Deputy Mayor Gary Jordan, Jr., William Bradshaw and Christopher Carr **ABSENT:** Bob Stackhouse and Louise Baker Also present: Town Manager Kathryn Ruth Audience members included: Steve Emery, Bernard Williams, Dean Billings, Crystal Witham and Christopher Hopkins.

1. **Mayor Nichols** opened the meeting by leading the **Pledge of Allegiance**. The Council observed a moment of silence.
2. Adoption of Minutes of the regular meeting on January 4, 2011.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Curtis** that the minutes of the regular meeting on January 4, 2011 be adopted.

VOTE: UNANIMOUS AYE

3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**

Review of Concept Plan to address MCI concerns about Stinson Avenue:

The Town Manager gave a brief history on the Concept Plan.

MCI has asked to close Stinson Avenue. The only way to close a public way is to formally discontinue the roadway. When a roadway is discontinued, the abutters to the roadway obtain ownership and the Town determines if damages will be assessed, if any. This is a lengthy process involving multiple steps. MCI formally made this request to the Town Council in September 2010. The cost of road discontinuance can be expensive, therefore, MCI agreed to pay for the costs of the discontinuance process with an escrow account of \$15,000. The costs for formal discontinuance (town out of pocket costs) would be charged to the escrow account. In September 2010, the request was not approved by the Town Council as there were a lot of questions and the concept needed further development for consideration.

Deputy Mayor Jordan volunteered to work on this project and provide assistance as his background is in engineering. The Deputy Mayor, Town Manager and Department Heads went to the site to review this request further. A basic concept document studying this request was drafted for further review. The Deputy Mayor and Town Manager have met with the MCI Headmaster Christopher Hopkins for his input.

The Concept is listed below for further discussion:

A. Starting with the Main Street/Stinson Avenue Intersection:

1. Discontinue Stinson Avenue from Main Street to its intersection with Library Street, a distance of 614’.
2. Roadway is left in place from Main Street to the church driveway entrance, a distance of 140’.
3. Road pavement is dug up by MCI from the church driveway entrance to just prior to the entrance to the MCI parking lot, a distance of 150’.
4. Sidewalk or Green Space is installed from Main Street to the parking lot and/or other area of the campus by MCI, thereby creating a pedestrian walkway.
5. A moveable gate is placed between the church owned parking lot and MCI’s parking lot by MCI. The gate will be kept closed during the week when school is in session, however, will be opened by the church for their weekend activities to allow for enough parking.
6. MCI will advise students and faculty that vehicles are to be parked only in the MCI parking lot and not in the church parking lot.

B. Moving to the Stinson Avenue/Library Street Intersection:

1. Right-turn only regulation with signing installed for public travel at the end of Library Street facing the Cafeteria, directing the traffic onto Stinson Avenue in the direction of the football fields.
2. Left-turn only regulation with signing installed for public travel at the end of the publicly owned Stinson Avenue, directing the traffic flow onto Library Street.
3. Signage installed at the end of the publicly owned Stinson Avenue “End of publicly maintained street”, “Street closed to public traffic”, and/or “No Thru Traffic.”
4. MCI puts up signage welcoming the public to the school campus.

C. Moving to Stinson Avenue from its intersection with Library Street to Raymond Street:

1. No Parking Regulation for both sides of the road from the cafeteria to Raymond Street, a distance of 1018’. This is under review by the Police Chief to determine if temporary “no parking” can be installed through the Traffic Ordinance. If so, MCI has volunteered to bring the traffic signs/barricades/cones out for their games. The Town, which utilizes the MCI fields in conjunction with MCI for the football season, would utilize volunteers to bring out traffic signs/barricades/cones. If temporary signage is not permissible, then “no parking” signs will need to be installed.
2. MCI puts up signing by the new parking lot requesting it be used for sports events or similar language.
3. MCI requests that students park in the new parking lot and not along the roadway.
4. Police officer attends first games to emphasize the need to park off the street and after warnings, issues tickets to those parking along the road if this is absolutely necessary. With MCI’s assistance, it is hoped to avoid this last step.

D. Other Considerations:

With the removal of Stinson Avenue as a travel way from Main Street to part of the MCI campus and for through traffic, most of the traffic flow from Main Street will then utilize Library Street, a public way that dates back to the 1800’s. Library Street is on the Public

Works Department's lengthy list of future projects. Repairs to Library Street should include the following:

1. Cut out the hump in the road and around 2 sewer manholes at the curve.
2. Dig up and replace culverts on the curve, insulating with styrofoam. Purchase 80' X 10" culverts.
3. Dig up catch basin lines and replace with 160' X 8" of new line.
4. Cold patch areas as needed.
5. Excavate 925' of street curve, replacing base with proper gravel and have area professionally paved. If this project could be inserted into the Town's paving program for 2011, this cost could be absorbed into the paving program.
6. With an increased traffic flow, Library Street will require more plowing passes and sanding as it is narrow and parts of the roadway do not get extensive sun during the winter months.

Town Expenses to address new Traffic Flow Pattern on Stinson Avenue and Library Street:

A. Purchase of Materials:

1. Right-turn only regulation with signing installed for public travel at the end of Library Street facing the Cafeteria, directing the traffic onto Stinson Avenue in the direction of the football fields (1 sign with post)
2. Left-turn only regulation with signing installed for public travel at the end of the publicly owned Stinson Avenue, directing the traffic flow onto Library Street. (1 sign with post).
3. Signage installed at the end of the publicly owned Stinson Avenue "End of publicly maintained street"; "Street closed to public traffic"; and/or "No Thru Traffic". (2 signs with post).
4. No Thru Traffic Painted on Stinson Avenue at the end of the public way. (1 stencil and roadway paint)
5. No Parking Regulation for both sides of the road from the cafeteria to Raymond Street, a distance of 1018'. (1 sign with post every 100' for a total of 10 signs) If temporary signage is permissible, insert this cost.
6. Public Hearing Advertisements for Traffic Ordinance Amendments (2 public hearing notices)
7. Excavation Work on Library Street:
 - a. Cut out the hump in the road and around 2 sewer manholes at the curve.
 - b. Dig up and replace culverts on the curve, insulating with Styrofoam. Purchase 80' X 10" culverts.
 - c. Dig up catch basin lines and replace with 160' X 8" of new line.
 - d. Cold patch for areas as needed, estimated as 4 tons.
 - e. Excavate 925' of street curve, replacing base with proper gravel, Estimate use of 60 yards of gravel.
 - f. Company hired to pave curve, estimated as 215 tons.*

Total Purchases & Services: Cost: \$22,650.00

***If the Town can pave in 2011, this project could be part of the Paving Program.**

B. Highway Labor and Equipment Cost:

Total Labor & Equipment: Cost: \$11,114.83

TOTAL TOWN COSTS: Cost: \$33,764.83

TOTAL DISCONTINUANCE ESCROW FROM MCI: Cost: \$15,000.00
(Escrow is for cost of discontinuance, may be less than stated figure. Could be more if a legal issue is found)

GRAND TOTAL STINSON AVENUE RESTRUCTURING: Cost: \$48,764.83

Deputy Mayor Jordan, Jr. explained his thoughts. We all know the history of how this came to be as a Council. I have spoken to the Headmaster, as well as Kathryn, the Police Chief and the Highway department. We all walked the road and looked at it. I don't think we came to any disagreement if the road should be taken out or not, but obviously if the road is not in front of the dorm, the safety issue of someone walking out into the road and being hit is gone. The distance of the 350' being a private road now for MCI, that would be their responsibility. Police Chief Emery spoke to the church and I feel that we addressed their concern regarding the 140' on the side being kept at the same width for their parking lot. I think this is a good solution to address MCI's concerns about traffic flow in that area. Many kids have cars these days, so that is a concern. It is pretty easy to go fast up that road. The other thing is, once we got down to the Stinson Ave./Library St. intersection with all the congestion that occurs during football games, you can see the possibility of a kid popping out in front of a car. That issue is addressed through this process too. I think a lot of people will take Library Street, but I also think many people already take that anyhow.

MCI Headmaster Christopher Hopkins indicated that there were three significant concerns that he found at MCI when he arrived a few years ago. The parking situation during football games and the chance of kids walking out from between the cars could be a fourth. The first is Founders roof. Over the years, sheets of snow and ice slid down and nearly hit students. The roof was re-done so that ice does not build up. The second was the roadway between Founders Hall and Parks Gym. Weymouth Road was closed to parking so it is only pedestrian traffic now. The third is Stinson Avenue, which Mr. Hopkins indicated is an opportunity for the town and school to work together.

There was a lengthy discussion regarding various options, such as flashing school zone lights, one-way street designation, sidewalks, speed bumps, and other options. The Town Manager noted that the reason why we were now to this option is that the school did not feel that the other options addressed the actual issue which is the thru traffic and pedestrian traffic flow.

Deputy Mayor Jordan, Jr. and Councilor Curtis explained their support of this option. Other Councilors indicated that the concept could be referred to the Planning Board to determine citizen interest.

It was the general consensus to place the appropriate motions on the next Council agenda for consideration.

Review of Replacement of Fire Truck Engine #1 and Brainstorming on how to proceed

The Fire Chief reviewed his memo of options.

The following information is provided as a starting point for purchase of a replacement apparatus for Engine 1, which is a 1980 Ford C8000 chassis that Pierce Manufacturing modified to produce a National Fire Protection Association (NFPA) and Underwriters' Laboratory compliant unit when manufactured. It has a 1000-gallon a minute pump, carries 1000 gallons of water, has enclosed seats for two firefighters, and a rear facing open jump seat for three firefighters.

The unit originally was designed to be replaced in 20 years, with 25 being the maximum, has been pushed beyond the 30-year mark. It is now becoming somewhat of a maintenance problem as parts, for the chassis especially, are becoming difficult to obtain. If we were to decide to do any major refurbishing to the chassis, it would have to be brought to the current NFPA standard, which entail the cab being completely enclosed plus other upgrades. Our estimate for a refurbish of this unit is in excess of \$100,000. After this expenditure we would have a unit, which would still have the original frame, front and rear axles, plus many other parts.

The last time the ISO did an audit of the town there were several items that they required in order for the town to receive an upgrade to our class. The water system was one item and some of the points in the report have been addressed although not all. The one large item in the fire department sheet was the requirement to obtain an aerial device. The criteria for having an aerial device is if there are four or more buildings three or more stories in height. A story is determined to be 10 feet and it does not matter if there are no floors in the building if it is 30 plus feet tall it is considered a three-story building. It is also considered a three-story building if any side meets the above criteria. We have the required number of buildings at MCI alone.

One of the primary considerations, excluding price, should be whether we buy a new or used apparatus. We do not need the most expensive apparatus available nor is the least expensive apparatus always the best investment for the town, but a unit that fills our requirements based on the number, types of responses, and the Insurance Service Office (ISO) audit. Based on this and the fact that we are encountering more and more metal roofs, efficiency with less manpower, and overall safety we have tried to get the replacement for Engine 1 to be an aerial device. We are well aware that the cost of purchase and maintenance is more for this type of apparatus but believe that over time this unit would be worth much more than its' added cost.

Although there are insurance companies that are not locked into the Insurance Service Office (ISO) rating system, most use this system to set the rates for their fire insurance coverage. While this rating may not make a significant cost difference to the average homeowner, for a commercial enterprise the difference from one class to another may be a significant difference.

If we are to buy new the process is fairly straightforward. We build a set of specifications and request bids. There are several manufacturers that have a “stock” truck, which with the options offered will meet our requirements. We can either accept a bid or reject all for any number of reasons. It not necessarily in the best interest of the town to accept the lowest bid but to accept the best value for the dollars spent. The cost will very greatly based on what we purchase, we can buy a bare-bone pumper, which in our opinion is not a good expenditure of money for the town, and as you know the sky is the limit.

If we are to buy a used apparatus then we will need to decide several items prior to looking at any particular piece. These would include but are not limited to age, mileage/hours, manufacturer of both the total piece and of the pump, NFPA compliant, and how many years will it serve us. Any piece more than 15 years old is on a replacement timetable of 5-10 years maximum. A piece 10-15 years old is on a replacement timetable of 10-15 years. Age alone cannot be used as the deciding factor as a piece less than 10 years old may have mileage/hours on either the chassis, pump, or the aerial device that makes it less of a candidate than an older one. The manufacturer of the pump is important for maintenance and replacement parts availability as some pumps are much easier to do maintenance on and to obtain replacement parts for. The same is true for the total unit as without easily obtained replacement parts it will soon become either very expensive to maintain or will require replacement sooner. Any new or used apparatus that we purchase must meet the current NFPA standard at the time of purchase, thus to bring a used piece to the current standard may cost more then the piece is worth. As shown above the age in combination with mileage/hours will have a great impact on the length of service we can expect from a used apparatus.

When we talk of aerial devices most people think about how high the device can reach but as firefighters we are more interested with how far it can reach from the turntable that mounts the device to the chassis and how much load it can carry. The greater the angle of slope the less distance that can be reached and the more load it can carry and the lower the angle the more distance it will reach and the less weight it will carry. Thus it is important to consider both these when specifying a device. An aerial device can come with or without a pump and this is dependent on the department as to which is used. An aerial device can be one of the following; (1) an aerial ladder, which is just that, a ladder that can reach to whatever length it is designed for, (2) an aerial platform which can be either a boom with a platform mounted on the outer end or with a ladder on the boom, (3) a tower platform or ladder platform which is a combination of a ladder and a platform at the outer end of the ladder, or (4) a device similar to the bucket trucks used by utility and construction companies known mostly by the first manufacturers’ name a “Snorkel”. The third option is the most useful as it provides a means to evacuate victims with either the platform or the ladder and allows for firefighters to move up and down from the platform without lower the ladder.

We feel that any aerial device purchased must have a pump, due to lack of manpower, as it reduces the need for an engine to supply the nozzles on the device. Although a 75-foot ladder would reach most of the buildings in summer when a snow bank is added to the mix it will now take a 100-foot to reach the same location. One of the tasks an aerial device can perform much more efficiently is the application of large volumes of water to areas of a fire building that firefighters may not be able to reach at all or without firefighters being put into danger.

We now come to the part that everyone dislikes and that is the price. As you all know we can spend a large amount of money and not necessarily get the unit that will best serve our Town. On the other side we can save money now and pay for it at a later date and that usually has interest added to it. If we opt to purchase new the price will be at least 400,000 dollars, which is a tremendous amount of money. However, if we look at the price of a police cruiser and the replacement costs for a 20- year period the cost is not so different. If the used route is taken, dependent on what is available and there are times when not very many units are available, then the price could be from 200,000 to 400,000 dollars. Another consideration in purchasing used is we need to go look at any unit prior to making any bid or price negotiations. There are several options available for financing a new unit, bond, lease-purchase, bank loan, and probably others. There is an option to do a straight lease and walk away at around 10 years. As for used units the options are more limited but there are several available.

There was a lengthy discussion of the various options and how many years a fire truck should be financed. The public had questions about the amount and type of training required for this type of vehicle. Councilors asked a number of questions including whether homeowners and business owners would see a decrease on their insurance rates, new costs to put into the budget to check the vehicle, how to sell the old fire truck and funds that could be realized again, and other fire-related issues.

The Fire Chief explained that any apparatus that the Town acquired would need a 100' ladder to be useable with the town's snow banks and the firefighters should have the ability to work with a platform. The vehicle would not be run every mutual aid call as that would not make financial sense and it would not be needed. It would be an asset for the Town.

The Town Manager noted that the Fire Equipment fleet is aging and the Town does need to update the fleet. It is important to keep the Town as safe as possible. The question is how much is needed, what is the lifespan and how do we do the best job possible to not affect the taxes.

There was then considerable discussion with different opinions regarding the reserve accounts. The Fire Chief pointed out that the amount that he is allowed each year would never be able to purchase a fire truck. The Town Manager advised that the Town has set a limit of \$190,000 for reserve funding to be shared by the 14 departments. In reality, the needs are far greater, however, if we funded what people requested, the taxes would be much higher. The Town Council set this limit to try to keep the Town's effect on the tax dollar as minimum as possible in terms of increases each year. The Town's budget is extremely conservative. This means that large purchases must be funded through loans, bonds or lease-purchase options. There was then a lengthy discussion on different alternatives and the years to finance the project over.

Deputy Mayor Jordan, Jr. asked the Fire Chief if \$500,000 would purchase a good serviceable aerial device that would last the Town many years. The Fire Chief thought this was a good figure to obtain an aerial device.

There was a discussion regarding funds available in the reserve accounts. It was the preliminary consensus of the Councilors present to recommend the use of \$100,000 from the reserve account for the purchase.

After discussion, it was the preliminary consensus of the Councilors present to place an Ordinance on the next Council agenda to authorize \$500,000 for the purchase of fire apparatus. The Town Manager noted that she would need some advice from the Fire Chief on the wording as we need to place the details in the Ordinance. The Town Manager will acquire some interest rates and years as estimates so that we can discuss this further.

Community and Economic Development Activities and Events

At the last Council Meeting, I had reported that there were two businesses in progress as well as two hiring initiatives of local businesses underway. Walpole Woodworkers held their Job Fair in December, which was reported to be well attended.

The second hiring initiative is that of UTC which is hiring for 15-20 new positions at this time. The Job Fair took place at the Town Office on Friday, 01/14/2011 and today, Tuesday, 01/18/2011. The parking lot was filled.

Discount Warehouse is also open, although not every day of the week right now.

Upcoming Meetings & Events

Sebasticook Valley Chamber of Commerce Annual Meeting on Thursday, February 10, 2011 from 5:00 pm – 8:30 pm (or 9:00 pm) at the Millennium in Palmyra.

Jane Woodruff was nominated by the Town of Pittsfield through the efforts of the Mayor, Recycling Committee and Town Manager, and was chosen for the Joyce Packard Community Spirit Award. This award, covering the 12 towns in the Sebasticook Valley, recognizes the efforts of an individual or organization that has made a significant difference through volunteer service in the community and/or region. Jane's decades of community service and desire to help people will be recognized that evening.

Anyone who would like to attend, please let me know as it would be great to have a number of people from the Town.

4. **PUBLIC HEARINGS/OLD BUSINESS: NONE**
5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES:**

Town Manager's Report: Town Council Meeting of 01/18/2011:

1. Public Water System Owners and Operators: Read Announcement

2. Somerset County Budget Meeting: Read Notice

Finance Committee: No Report.

Ordinance Committee: No Report.

Recycling Committee: Met the first Wednesday of the month. We brainstormed about different ideas regarding the reuse center. We are working with a kids group from MCI, and they brainstorm with us. They are going to talk to WMCI regarding the possibility of using reuse tips on the station. We discussed contacting other reuse centers to get some ideas. We discussed the possibility of a school tour for the reuse center/transfer station/recycling center. We also discussed the possibility of having a presentation at the school for Earth Day.

6. **NEW BUSINESS:**

RESOLUTION 11-12: Resolved that the Town Council authorize the Town Manager to execute the Maine Municipal Bond Bank Agreement for a loan from the Clean Water State Revolving Loan Fund for the re-financing of the 2008 General Obligation Bond for sewer mains.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Carr** that Resolution 11-12 be adopted.

The Town Manager noted in 2008, the Town issued a general obligation bond for \$208,875 to finance costs of the repair and/or replacement of sewer mains and manholes on several sections of roads in the Town, including but not limited to Main Street, West Street and/or Hamilton Cross County. At that time, the Town was able to obtain an interest rate of 3.99%.

In late 2010, the Town applied for funding through the Clean Water State Revolving Loan Fund as funding was available. The Town's application was accepted for financing. The Town was just notified by the Maine Municipal Bond Bank that the Town's application was approved last week. The Town is receiving a 2% subsidy on the current interest rate, therefore, we have been quoted a 1.00% interest rate. This fund also has fees, which include a MMBB fee and a DEP administrative fee.

The principal remaining on the loan is \$167,100. The Town pays interest twice per year so one interest payment is also added to the loan so that it can be paid off on 02/01/2011.

The Town will have a savings of \$11,961.94 over the remaining 8 years of the bond through this program.

VOTE: UNANIMOUS AYE

RESOLUTION 11-13: Resolved that the Town Council waive the bid policy and authorize purchases from the SCOOP Purchasing Cooperative for members of the Maine Regional Library System administered by the Maine State Library through the Vendor Discount Catalog, with such purchases to not exceed \$10,000 from Brodart and \$2,500 from Baker & Taylor for the Pittsfield Public Library.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Curtis** that Resolution 11- 13 be adopted.

The Town Manager noted The Maine State Library has received bids for print and multimedia materials, furniture, equipment and library supplies through the SCOOP Purchasing Cooperative for the Maine Regional Library System. These discounted products are available to members of the Maine Regional Library System.

Brodart Company has the greatest discount for books (45%)

Baker & Taylor has the greater discount and availability of DVD (27%) Audio CD (45%)

The Librarian compares prices and purchase where the discount is the greatest.

VOTE: UNANIMOUS AYE

RESOLUTION 11-14: Resolved that the Town Council authorize the Town Manager to sign the receipt, release, refunding and indemnification agreement and waiver of accounting agreement from Bank of America, N.A. as the Trustee of the trust under the will of John W. Manson and receive the remaining funds from the termination of the trust.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Curtis** that Resolution 11- 14 be adopted.

The Town Manager noted the Town has received funds over the decades to take care of specific cemetery lots. These funds were placed into Floral Trust Funds (Floral I and Floral II) and are invested through a financial institution along with other trusts and reserves. The Town utilizes income from the Floral Funds to take care of cemetery lots. The Town also invests Perpetual Care funds deposited with the Town when lots are sold. These funds, along with the budget, take care of the general maintenance of the cemeteries.

Bank of America acquired a small trust from a bank merger. The Trust is from the Will of John W. Manson dated July 2, 1940. As reported at a Council Meeting last year, U.S. Trust (Bank of America Private Wealth Management) contacted the Town to determine if we would take the remaining funds distributed by their bank and place the funds with the Town Floral Trusts. The Attorney General's Office has approved the request of the U.S. Trust and now U.S. Trust has provided a package of paperwork to follow through on their ability to terminate this trust.

It seems sensible for the Town to have the funds for all of the lots that have been set aside as we have been maintaining the cemetery and its lots for many decades

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS: NONE**

8. **REPORTS:** Audience, Council

Audience: None

Council:

Councilor Baker: Absent

Councilor Carr: No Report

Councilor Bradshaw: Great job Gary on the MCI issue. I thought that was more what Chris had projected. I didn't know that was what you had come up with. I do really like it. I hope he does. Gary noted that he worked with Chris. Their next step was to take that road out. They just had not got that far to present it to us. I think Chris is very happy with that. Bill noted he was anxious to see what the public thought about this change. I wanted to hear more from Bernard and Steve on their opinion. Councilor Bradshaw stated that he felt that MCI should have to pay to fix Library Street. This isn't a safety issue, but rather an aesthetics issue. Councilor Curtis stated he felt that perhaps that by removing the road MCI could build a bigger dorm or put something in there.

Deputy Mayor Jordan: I just had a question on the item we received about the airport and the laydown area. What side is that on? Is it the skydivers area? The Town Manager noted that it was on the Peltoma Avenue side. The company used this area previously in the 1990's. Deputy Mayor Jordan noted that he did not like that letter. I think they are getting a screaming deal from us on cost to rent that for 4 years. I just felt that was a really cheap cost. The Town Manager advised that the Town is required to charge fair market value and had to provide a figure to the company, as the appraisal will take 2-3 months. The assessor, who is very familiar with pricing, developed the value.

Councilor Curtis: My only thing I wanted to discuss is the fire truck issue. If we could get away with the cheapest option possible, like a old ladder truck that will last 10 years for \$100,000. We take our \$100,000 cash and buy the truck. Then, whatever amount we would be using to pay a loan, we put away for the next ten years so we can purchase a new fire truck in 10 years with the \$500,000 we have saved up. I just think something like that would set us up for success in the future.

Councilor Stackhouse: Absent

Mayor Nichols: A lot of these things are like the sewer system. Things got kicked down the road, but now, we are at the end of the road. If you don't plan for things, it hurts when you try to come up with the money. In the past we had some prosperous times in the 1980's and 1990's and money that should have been put in capital reserves wasn't. Hindsight is always 20/20. Congrats to Jane Woodruff on the Joyce Packard Community Spirit Award.

9. **ADJOURNMENT:**

Motion by **Councilor Carr** and seconded by **Councilor Curtis** that the meeting be adjourned at 9:28 p.m. All in agreement.

Nicole Nickolan, Town Clerk