

MINUTES

For a regular meeting of the Pittsfield Town Council held on Wednesday, November 3, 2010 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Mayor Tim Nichols, Robert Stackhouse, Deputy Mayor Gary Jordan, Jr., Donna Chale and Christopher Carr. **ABSENT:** Caleb Curtis and Louise Baker. Also present: Town Manager Kathryn Ruth and Emmalee Reed. Audience members included: Donald Hallenbeck, Ryan Havey and others.

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 held on October 19, 2010.

Moved by **Councilor Stackhouse** and seconded by **Councilor Chale** that the minutes of the regular meeting held on October 19, 2010 be adopted.

VOTE: UNANIMOUS AYE

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

Presentation by the Town Manager on Town Goals and Achievements: As an introduction for the upcoming budget process for 2011, we have prepared accomplishments and determined goals for the future. The Achievements and Goals are listed under Tab 9 of the Councilors Budget Book.

It is always good to promote the Town's achievements and to depict goals for the future. Even though we are in a down economy, revenue collections have been low and we have been trying hard to conserve throughout the budget, the departments have all had accomplishments. In some ways, we are more proud of the accomplishments because they are harder to achieve as we have been operating with less funding. It requires a lot of creativity, it is more work and we have been incredibly busy.

The Town Manager highlighted a few accomplishments and goals of various Town Departments.

Review of the Comprehensive Plan Implementation Strategies and Goals: The Town Councilors received a copy of the Comprehensive Plan Implementation Strategies and Goals. When this planning document was approved on 01/02/2007, it was recommended that the document be reviewed each year. This process was recommended due to the fact that many of the projects would require additional funding.

This review is to consider if any projects will be proposed for 2011.

Given the economy, lower than average revenue collections and the need to budget for necessities, we would not recommend adding any new projects this year.

We are spending all available time addressing regular business, considerably more concerns than usual which appear to be driven by a down economy, streamlining services as best as possible to deal with a lower level of expenditures and multiple grant projects.

We are already performing many of the non-cost or very low cost opportunities in the Comprehensive Plan. There are many worthwhile projects listed, however, we need to stay within budget and meet our federal, state and local requirements.

Community and Economic Development Activities and Events:

Report on New Business Activity & Opportunities in Pittsfield:

We have talked about the Industrial Park Expansion project at the last two Council Meetings.

The Industrial Park Expansion Project consists of 6 new Industrial Park lots on 28 acres of property. The Expansion abuts the current Pittsfield Industrial Park. The expansion is situated easterly of Industrial Park Drive, southerly of Somerset Avenue and northerly of the railroad lines. The project is located .20 miles from the Interstate. The main access road is off Industrial Park Drive.

The Town purchased the property in 1990 intending to embark on the expansion of the Industrial park. Funding was an issue as grant money over the years has been very difficult to obtain for industrial park expansions and some communities such as Skowhegan went out and bonded their project. The Town of Pittsfield decided a number of years ago that we would continue to search for funding for the project, however, that we would not finance the project's infrastructure from tax dollars. We were so fortunate when we received the federal stimulus grant for the project originally estimated at \$1.1 million dollars. \$880,000 is the Economic Development Administration grant and \$220,000 came from reallocation from the Town's loan fund which can only be spent on economic development.

Due to the economic conditions at the time, we received extremely low bids from companies that needed work for their employees. We were very fortunate to have such competitive pricing. The project to date is under budget. We have been advised that other development work by the Industrial Park such as grinding and/or paving the Industrial Park Road and replacement/rehabilitation of the sign at the Industrial Park would be eligible expenses. The Town will have approximately \$200,000 available from the project. Costing out the paving and then the grinding and paving of part of Industrial Park Drive finds that we can afford the paving but not a full grinding project so we are working on a partial grinding project such as grinding part of the roadway. Industrial Park Drive is seriously deteriorating due to the weight of the truck traffic. We have talked before of how we have wanted to find grant funding for road repairs and road construction. There has not been any funding for a number of years. This is a unique opportunity to have some important road work completed in the Industrial Park, which is within the scope of the grant funding. Industrial Park Drive would also have cross culverts fixed and ditching completed prior to the grinding and/or paving. In addition, we are working on pricing for sign rehabilitation services for the 1976 Industrial Park Sign. As the project will shut down for the winter, we are working with the EDA on the proper

method to address the contract for the necessary work and will be bringing in a recommendation in the near future.

Report on Meetings & Events:

Greater Area Pittsfield Kiwanis Installation Meeting on October 18, 2010. Meetings are now held at the Pinnacle off Waverly Avenue. Meeting schedule is Monday, November 8, 2010 for a work session on the 2011 Karnival to be held at the Pinnacle at 6:16 pm and Monday, December 13, 2010 for caroling at the nursing home at 6:30 pm.

4. **PUBLIC HEARINGS/OLD BUSINESS:**

ORDINANCE 10-12: (Public Hearing) The Town of Pittsfield hereby Ordains that Chapter 2B General Assistance Ordinance, Appendices A-F be rescinded and the new Appendices A-F be adopted to reflect the revised maximums for the period of October 1, 2010 to October 1, 2011.

There was no one who wished to speak for or against Ordinance 10-12. The public Hearing was closed.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Stackhouse** that Ordinance 10-12 be adopted.

The Town Manager noted each year the Maine Municipal Association conducts a review to determine if the maximum allocations for basic necessities should be increased due to the federal poverty levels and the state-wide and/or county-wide conditions. The Town Council received an explanation letter from MMA along with the new Appendices for adoption.

VOTE: UNANIMOUS AYE

5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES:**

Town Manager's Report: Town Council Meeting of 11/03/2010:

1. The FYI Folder: FYI Folder which contains items that come in between the Town Council Meetings has the following this evening: None.

2. MDOT Highway Rehabilitation Project: The MDOT is planning to design and advertise a project involving highway rehabilitation beginning .12 mile east of the Canaan/Pittsfield town line and extending easterly 3.86 miles to the intersection of the Canaan Road/Grant Road/Phillips Corner Road. This will be for Highway Rehabilitation so if the bids come in at reasonable costs within budget, the Town will be looking at some minor highway improvements. It is proposed that this project is designed and advertised in the winter-spring of 2010-2011 with construction scheduled for the summer of 2011.

3. Sibley Pond Bridge Project: Residents along Sibley Pond have been working toward improvements at the bridge project to cut down the noise from the project that will be implemented. As we know, at the recent public meeting on the project, the MDOT stated at the request of interested parties that they would consider a sound barrier for the bridge. The sound barrier was not included in the project so the citizens have been hard at work researching this matter and found some excellent references which have been sent to the State of Maine. Flagging was enhanced for the project by MDOT/Lane after citizens and the Town commented on the setup. While MDOT/Lane was following the Federal requirements, the size and location of the hill along with the large amount of truck traffic warrants additional flagging, which was immediately put into place when MDOT/Lane received concerns.

4. Proposed 2011 State Valuation: The Town has received the proposed 2011 State Valuation for the community of \$241,750,000. The 2010 State Valuation of the Town was \$243,150,000, therefore, the 2011 State Valuation is a 2.1% decrease. This is not good in terms of tax base as the valuation of the town has decreased, much of which is due to the fact that certain types of personal property are not taxable anymore. On the plus side, it may help in regard to the state education and state revenue sharing formula allotments.

5. Sewer System Evaluation Process: Effective Wednesday, November 3, 2010, Olver Associates began the Sewer System Evaluation Process. A letter was sent to the affected roads so that people would not worry when they saw the big trucks for jetting and video camera work. This usually means trouble – that there is a break. This time, it does not and we wanted to reassure people so letters were sent to all the property owners. The letter was read.

6. MCI Community Service Day on October 27, 2010:

The Town would like to thank MCI and the students who came to work at the Library and at the future location of the Town's Re-Use Center. Recycling Committee Jane Woodruff says it well: "I had the privilege of working with a fine group of people this morning. It all started with John Dickson and Timmy McCarthy efficiently setting up for clean up of the VFW building --- bringing essentials like light and water! They brought cleaning supplies and had us ready and waiting for the MCI students.

Enter a group of 12 young people in various stages of wakefulness along with their adviser Jim Tyson. They swept, they cleared, they moved furniture, they cleaned you name it, whatever they were asked to do they plunged right in. They moved to the outdoors picking up trash taking it to the transfer station. Because they were so efficient, we had an hour of time to kill before the bus was to come. Two of the young men immediately started group-stretching with leadership rotating amongst the group as we exercised for 15 or so minutes. What to do next charades! It was amazing to watch as the group became increasingly more inventive and involved -- pulling in even the students who had previously sat back avoiding. It was a wonderful to see the leadership, inclusion and good spirits amongst these young people. They give us hope for the next generation!"

Also, thank you to Recycling Committee Member Jane Woodruff for dedicating her time to supervise the Clean-up project at the future Re-Use Center.

7. Recycling Committee Invitation to become involved with the Re-Use Center: Please join the Recycling Committee at its next meeting on Wednesday, November 10, 2010 at 5:00 pm at the former VFW Hall on Peltoma Avenue located across from the Recycling/Transfer Station. This is a working meeting for members to tour the facility, meet with interested citizens and share ideas about how to establish and operate the Re-Use Facility.

8. Central Maine Egg Festival Plans for 2011 Festival: Read Notice.

9. Local Harvest Turkey Supper: Read Notice.

Finance Committee: No Report.

Ordinance Committee: No Report.

Recycling Committee: No Report.

6. **NEW BUSINESS:**

RESOLUTION 10-112: Resolved that the Town Council accept the proposal of _____ of _____ in an amount to not exceed \$ _____ for the removal of trees and stumps and authorize the Town Manager and Public Works Foreman to seek bids for the same.

Moved by **Councilor Stackhouse** and seconded by **Councilor Chale** that Resolution 10-112 be adopted as follows:

RESOLUTION 10-112: Resolved that the Town Council accept the proposal of Maine Tree & Landscape Inc. of Bangor, ME in an amount to not exceed \$ 3,865.00 for the removal of trees and stumps and authorize the Town Manager and Public Works Foreman to sign a contract for same.

The Town Manager noted the Town put a list of 8 problematic trees and stump removal as well as a few stumps out to bid on 10/20/2010. A copy of the bid results has been provided along with a recommendation to be able to fit this item into available funding.

VOTE: UNANIMOUS AYE

RESOLUTION 10-113: Resolved that the Town Council authorize the Town Manager to execute the contract for professional engineering services for the project of Stormwater Pollution Prevention Plan (SWPPP), fence inventory and plan and reimbursement for PAPI at the Pittsfield Municipal Airport under Airport Improvement Program (AIP) Project No. 3-23-0036-11-2010 between the Town of Pittsfield and Hoyle, Tanner & Associates (HTA) after FAA and MDOT approval in an amount to not exceed \$25,400.

Moved by **Councilor Chale** and seconded by **Councilor Stackhouse** that Resolution 10-113 be adopted.

The Town Manager noted the Project includes the following three components:

1. SWPPP to provide information about possible sources of pollution and to identify mitigation measures to protect the water resources and storm drainage system.

2. Fence Inventory to review security issues and wildlife issues at the Airport, to provide a Plan of Action within reasonable limitations.
3. Reimburse the Town for the FAA billing for the PAPI re-location work completed several years ago.

This is a \$30,738 project with 95% or \$29,201 coming from the Federal Aviation Administration, 2.5% or \$768 from MDOT and 2.5% or \$769 from the Town from its Airport Reserve Account. The Town had saved funds for many years in the Airport Reserve Account in order to pay for the enhancements at the Airport over the last several years. It is projected that the cost sharing will be the same as in prior years, however, funding sources always have the potential of changing in the future.

VOTE: UNANIMOUS AYE

7. **REPORTS:** Audience, Council

Audience:

Donnie Hallenbeck: I was going through the Comprehensive Plan and I see that it pushes for the Pittsfield Theatre to try to be declared a historical preserve. If I understand the forms I filled out regarding the caboose. I don't think that it qualifies, as there have been so many changes to it through the years. I believe that 3 North Lancey would qualify, but the owners would need to apply for that. I also wanted to thank the Town for allowing me to work the Election yesterday. I enjoy watching the voting going on.

Council:

Councilor Baker: Absent.

Councilor Carr: No Comment.

Councilor Chale: I am glad we are not giving \$200,000 back to the federal government. We can find something good to do with it right here. I also wanted to say I appreciated the Election workers yesterday. I thought they were very friendly and efficient.

Deputy Mayor Jordan: I understand that Bill Bradshaw won a seat on the Council. I wanted to congratulate him and I look forward to working with him. I also want to thank, on behalf of the Pinnacle ski club, Stan Kitchen for the use of his equipment and Tom Richardson of the snowmobile club for bush-hogging the Pinnacle. It is the best I have ever seen it. I understand down by the snowmobile club there are some trees they would like to take down, I will discuss that with the Town Manager.

Councilor Curtis: Absent.

Councilor Stackhouse: I wanted to congratulate Bill Bradshaw and I look forward to working with him. We are going to miss Councilor Chale sitting over there. I hope she had a good three years.

Mayor Nichols: I echo Deputy Mayor Jordan's comments. It was very helpful of Stan Kitchen and Tom Richardson to do that work at the Pinnacle. Congratulations to Bill

Bradshaw. I look forward to working with him. Thank you to all the Election workers for all the help. It was a very busy down here on Election Day.

9. **ADJOURNMENT:**

Motion by **Councilor Stackhouse** and seconded by **Deputy Mayor Jordan** that the meeting be adjourned at 8:05 p.m. All in agreement.

Nicole Nickolan, Town Clerk