

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, November 16, 2010 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Mayor Tim Nichols, Robert Stackhouse, Caleb Curtis, Deputy Mayor Gary Jordan, Jr., Donna Chale, Christopher Carr and Louise Baker **ABSENT:** None. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Dean Billings, Scott Noble, John Dickson, Donnie Chute, Steve Emery 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 November 3, 2010.

Moved by **Councilor Stackhouse** and seconded by **Councilor Chale** that the minutes of the regular meeting held on November 3, 2010 be adopted.

VOTE: UNANIMOUS AYE

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

Presentation by Deputy Mayor Gary R. Jordan Jr. on the Maine Uniform Building and Energy Code

The Town Manager noted Deputy Mayor Jordan is the Immediate Past President of the Maine Home Builders and Remodelers Association of Maine and is very knowledgeable about the new Code that has been enacted by the State of Maine. He will be providing the Council a brief update.

Gary R. Jordan Jr. noted that the National Building Codes have been around forever in some form or another. Whether they are enforced is another story. As a person that designs buildings all around the United States, you can see how this might be confusing. There are 3 different Code Agencies. There will now be a National Code Agency. Approximately every 3 years the codes are reviewed and amendments are made. Natural disasters put these codes in question to as they show the effects of rain, wind, earthquakes and the like. Most of Maine did not really have any codes. Bigger Towns may have as they could afford a CEO. Maine had a voluntary building code and a life safety code. However, there were no CEO's to enforce it. As of December 1st all municipalities will be enforcing this code as well as an energy code. The governor has a task force of 12 people who are working on this task. There will now be a mandatory code we will follow in Pittsfield as we have a population of over 2,000. Our CEO will be certified for these codes. There is no cost to the CEO for this certification. There will be 3rd party inspectors for smaller Towns. The next part of the process will be certifying builders. The Building Inspector has a certain scope of work, the Town will need to decide what that scope of work will be. We will have to decide as a Town if we will do commercial inspections, residential inspections, energy inspection, etc.

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 Pittsfield Area Kiwanis Meeting scheduled for Monday, November 08, 2010 at the Pinnacle on planning the 2011 Kiwanis Carnival.

Upcoming Meetings & Events

The next meeting of the Central Maine Egg Festival Committee will be held on Thursday, 11/18/2010 at 5:30 pm in the Pittsfield Town Council Chambers. This will be the last meeting of this year so everyone is encouraged to attend.

Greater Pittsfield Area Kiwanis Meeting scheduled for Monday, December 13, 2010 at 6:00 pm for caroling at the Seabasticook Valley Nursing Home behind SVH.

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

Town Manager's Report: Town Council Meeting of 11/16/2010:

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. Town of Pittsfield 2011 Board/Committee Openings: Positions expire every year on the Town's many boards and committees. The Town has over 20 boards and committees. Boards include Airport, Assessment Review, Pinnacle Park, Planning, Pool, Recycling, Theatre and many more. Deadline for submitting your interest in a position is December 14, 2010 at 5:00 pm.

4. Town Office Holiday Closure: The Town Offices will be closed on Thursday, November 25 and Friday, November 26, 2010 in observation of Thanksgiving.

5 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. MDOT has now advised the Town and the citizens that we will need to provide MDOT with evidence that measureable noise reduction can be achieved from a solid barrier in order for a solid barrier to be considered rather than the conventional post and rail design. Since the project was being designed, we were under the impression that we could ask MDOT to study this. However, I have asked for a copy of the state statute

or rule that would require this study to see if it is feasible and to find out what exactly would be involved.

6. 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. READ Letter.

7. Recycling Committee Meeting on Re-Use. The Recycling Committee will continue its planning for a re-use center to open in Spring of 2011. Everyone is encouraged to attend the upcoming Recycling Committee Meeting on Wednesday, December 01, 2010 at 5:30 pm in the Council Chambers to continue planning for this worthwhile project.

Finance Committee: No Report.

Ordinance Committee: No Report.

Recycling Committee: The Recycling Committee met on 11/10/2010. They viewed the re-use center. The Committee had an update on the cleaning of the center and discussed ideas on the re-use centers setup, inventory list and educational components. Donnie Chute will be donating boards and Kevin Smith will be donating a sign. The Committee also discussed the name of the re-use center and different liaisons and networking groups. The MCI Go Green group is very eager to be involved with this project.

6. **NEW BUSINESS:**

ORDINANCE 10-13: (To be set to Public Hearing 12/21/2010) That the Town of Pittsfield hereby ordains the 2011 Capital Budget be approved as follows:

Municipal Parking Lots	\$ 20,000
Highway – Reconstruction	\$ 50,000
Recycling Equipment	\$ 20,000
Waste Transporter	\$ 20,000
Library Capital	\$ 5,000
Highway General Equipment	\$ 20,000
Highway Bulldozer	\$ 35,000
Fire Department Equipment	\$ 15,000
Fire Station Reserve	\$ 5,000
Highway Paving	\$ 123,000
Highway Sidewalks	\$ 17,000
Airport Safety	\$ 300,000
Airport Hangers	\$ 170,000
<u>Historical Depot</u>	<u>\$ 10,000</u>
Total	\$ 810,000
Funding by Loans/Bonds	-\$ 123,000
Funding by Reserves	-\$ 23,500

Funding by Grants	-\$ 463,500
<u>Funding by Other Resources</u>	<u>-\$ 10,000</u>
Total to be raised by taxation	\$ 190,000

Moved by **Councilor Chale** and seconded by **Councilor Stackhouse** that Ordinance 10-13 be set to Public Hearing on 12/21/2010.

The Town Manager noted any changes made to the budgets at this meeting and subsequent meetings will be tallied up for the motions to be made for adoption after the public hearing on 12/21/2010.

VOTE: UNANIMOUS AYE

ORDINANCE 10-14: (To be set to Public Hearing 12/21/2010) That the Town of Pittsfield hereby ordains that the 2011 Operating Budget in the amount of \$2,639,412 () be approved, and the total sum of \$3,449,412 () be appropriated (Operating plus Capital Budgets);

AND FURTHER, that \$1,294,474 () be raised through taxation; that \$1,007,062 () be raised from estimated revenues; that \$327,876 () be appropriated from State Revenue Sharing; that \$123,000 () be appropriated from Loans/Bonds; that \$23,500 () be taken from reserve funds; that \$463,500 () be appropriated from grants; that \$10,000 () be appropriated from other Revenue Sources; and that an additional sum of \$200,000 () be taken from undesignated fund balance.

Moved by **Councilor Chale** and seconded by **Deputy Mayor Jordan** that Ordinance 10-14 be set to Public Hearing on 12/21/2010.

VOTE: UNANIMOUS AYE

ORDINANCE 10-15: (To be set to Public Hearing 12/21/2010) That the Town of Pittsfield hereby ordains that the 2011 Water and Sewer Enterprise Fund budgets in the respective amounts of \$410,832 () and \$501,350 () be appropriated from the respective estimated departmental revenues.

Moved by **Councilor Chale** and seconded by **Councilor Curtis** that Ordinance 10-15 be set to Public Hearing on 12/21/2010.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Financial Reports as of 10/31/2010:

- Budget Expenditure Report
- Revenue Collections Report
- Tax Acquired Property Report
- Economic Development Revolving Loan Update
- Housing Revolving Loan Update
- Transfer Station/Recycling Monthly Report

Theatre Monthly Report
Excise Tax Collections Comparison Report
State Revenue Sharing Comparison Report
Personal Property Tax Collection Report
Real Estate Property Tax Collection
Town Manager Briefly Reviewed

Other Reports as of 10/31/2010:

Building and Plumbing Permit Reports
Library Report-Librarian's and Library Trustees Minutes
Police Report
Self Explanatory – Not Reviewed

8. **REPORTS:** Audience, Council

Audience:

Council:

Councilor Baker: Wanted to thank Deputy Mayor Jordan for all the work he has done at the Pinnacle. My children learned to Ski at the Pinnacle. It is a real asset to the Town, as is the Pool and the Theatre.

Councilor Carr: No Comment

Councilor Chale: I am glad to see we are involving the community in the re-use center. I just want to note that not everyone is in favor of the sound barrier out on Sibley Pond. Please keep that in mind.

Deputy Mayor Jordan: The Pinnacle currently has membership forms available. You can get these from the Pittsfield.org website. There were 2 new trails cut in last week. They are for a bit more advanced skiers. I wanted to thank Chris Ballard for cutting and shaping the trails and for the use of his excavator. The half-pipe was also reshaped. Tom Richardson bush hogged for the Pinnacle. This has been the best prep we have ever had. Jim Jensen has also done a lot of work. New rope is being installed. New tables have been put in. The building was repaired from some recent vandalism. The lights are being repaired for night skiing/adult skiing. There is also babysitting available for parents. We have kept the rates the same but may have an increase in membership. We are in need of children's skis. We will be buying skis for children next year. We will then have a buy-back policy for when children outgrow skis that are still in good condition. We generally teach about 40 kids per year to ski.

Councilor Curtis: It sounds like the re-use center will be a great addition to the Town.

Councilor Stackhouse: No Comment

Mayor Nichols: I would like to see the ski slope restored back to what it was back in my day. It was the place everyone went on Friday and Saturday back in the 70's. In the winter kids get bored, so this is a great family activity. I wanted to note that the oldest daughter of Bud Jones passed away last weekend. I wanted to send my condolences to the

family. I attended a meeting with the Kiwanis recently. Down at the Mid-Maine Shelter 36 people were turned away. There is a church in Fairfield looking to get some additional space to use for shelter purposes. It is not just a chronic homeless population at the shelters. More and more we are seeing people who have jobs and work 40 hours a week at a shelter and they may be homeless due to a foreclosure. The rubber is starting to hit the road and winter is not even here yet. We have to watch out for our neighbors. We can't let people fall through the cracks. We need to depend locally on ourselves. As Councilors please just keep your ear out there.

9. **ADJOURNMENT:**

Motion by **Councilor Stackhouse** and seconded by **Councilor Curtis** that the meeting be adjourned at 8:19 p.m. All in agreement.

Nicole Nickolan, Town Clerk