

# MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, February 7, 2012 at 7:30 pm in the Council Chambers.

**PRESENT:** COUNCILORS: Bob Stackhouse, Caleb Curtis, Deputy Mayor Gary Jordan, Jr., Donna Chale and Christopher Carr. **ABSENT:** Mayor Tim Nichols and Louise Baker. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Don Hallenbeck, Tom Brown, Russ Cox, Jim Lanzikos and Breanna Norris.

1. **Deputy Mayor Jordan** opened the meeting by leading the **Pledge of Allegiance**. The Council observed a moment of silence.
2. Adoption of minutes of the regular meetings held on January 10, 2012, January 17, 2012 and January 24, 2012.

Moved by **Councilor Stackhouse** and seconded by **Councilor Carr** that the minutes of the regular meetings held on January 10, 2012, January 17, 2012 and January 24, 2012 be adopted.

**VOTE: UNANIMOUS AYE**

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

Community and Economic Development Activities and Events:

### **Report on New Business Activity & Opportunities in Pittsfield:**

Some private sector business activities are under review.

Some projects are on the agenda later this evening.

The Somerset Economic Development Corporation needs nominations for Board of Directors from our region.

### **Report on Meetings & Events:**

Major Fund Drive to raise the community's match for the CDBG Public Facilities Historical Preservation Grant Opportunity. The Pittsfield Historical Society has announced a major fund drive to raise the remaining match needed for the CDBG Public Facilities Historical Preservation Grant Opportunity for the preservation of the depot that serves as the Society's home and our Museum. We met last Wednesday, January 11, 2012 to discuss the project in detail, the letter was drafted and has been forwarded to all businesses, civic organizations, fraternal organizations, churches and town board and committee members. The fundraising letter explains the project, its importance to the community and asks for a donation for the Save Our Historic Depot Campaign. The fundraising goal is \$20,000. A copy of the fundraising letter is available this evening with the handouts.

The 2012 Egg Festival Organizational Meeting WAS RE-SCHEDULED to Thursday, January 19, 2012 at 6:30 pm in the Pittsfield Municipal Building Council Chambers. Copies of decisions made on the officers, committee chairs and the theme have been put out with the handouts. It

will be Egg Festival's 40<sup>th</sup> "Egg"stravaganza! New members are welcome! The President has revised the meeting schedule so that the next meeting of the group was changed from February 09 to February 16, 2012 at 6:30 pm.

Community Garden Forum to discuss the possibility and interest of a garden in the Town for use by citizens and/or growing products for the Community Food Bank, Welcome Table and other endeavors – was held on Tuesday, January 24, 2012 at 6:30 pm in the Pittsfield Municipal Building Council Chambers.

#### Upcoming Meetings & Events

Sebasticook Valley Chamber of Commerce Annual Meeting on Thursday, February 09, 2012 from 5:00 pm – 8:30 pm at the Millennium in Palmyra. CM Almy is the 2012 Business of the Year!!!

Community Garden Planning Group Meeting on Monday, February 13, 2012 at 6:30 pm in the Municipal Building Meeting Room.

The Somerset Economic Development Corporation is seeking nominations for the Board of Directors from our Region. With the addition of two more County Commissioners and the division of the county into smaller areas, our region, which includes Pittsfield and Detroit, has a vacancy and needs a Director to represent it. There are generally five meetings per year in Skowhegan on Thursday mornings at 10:00 am. If any of the Councilors are interested, please let me know so that we can submit your names. The decision for representation is chosen at a caucus.

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

**RESOLUTION 12-15:** Resolved that the Town Council schedule for 02/07/2012, consider testimony and act upon a Public Hearing for a Community Development Block Grant Public Facilities Program Historical Preservation Grant for the Historical Railroad Depot "Pittsfield Train Station."

Application Public Hearing Notice to Comply with Title VI requirements

Public Hearing Notice  
The Town of Pittsfield

The Town of Pittsfield will hold a Public Hearing on Tuesday, February 07, 2012 at 7:30 pm, at the Pittsfield Municipal Building Council Chambers to discuss an application being submitted to the State of Maine CDBG program for a Public Facilities Historical Preservation Grant Program. The purpose of the grant application is to preserve and restore the Pittsfield Train Station known as the Historic Depot and Depot Museum. Public comments will be solicited at this Hearing and will be submitted as part of the application. All persons wishing to make comments or ask questions about the grant application are invited to attend this Public Hearing. Comments may be submitted in writing to: Kathryn Ruth, Town Manager at the Pittsfield Town Office, 112 Somerset Avenue, Pittsfield, ME 04967 at any time prior to the Public Hearing. TDD/TTY users may call 711. If you are physically unable to access any of the Town's programs or services, please call Kathryn Ruth at 207-487-3136, so that accommodations can be made.



The Public Hearing was opened.

In Favor:

Breanna Norris: I am a volunteer with the Historical Society. This would be such a great thing if we did actually get this grant. We should fix up the Depot not just for the Historical Society, but for the Town.

Jim Lanzikos: I just wanted to note that Breanna is the President, and I am the Vice President of the Historical Society. It is important that the Depot be fixed, as a community asset. A lot of children go through there learning about the history of Pittsfield. There are people who visit that are interested in the railroad. People tour the cabooses next door. It is just one of those things that need to be saved.

Don Hallenbeck: I have been involved with the Historical Society since 1983. The last work done on the building was done in the 1970's. The building is getting tired and older. It dates back to the early 1880's, as best we can tell. This is the last known railroad structure from the era to be still located by the original tracks. This makes it more historically important. As Jim and Breanna have said, we have all kinds of people and children visit the Depot. I am a life member of the Historical Society. I have had family members involved with the Depot. My Uncle worked there as a telegrapher back in the day. Another relative is believed to have received/shipped products from the structure that was located where the cabooses is now.

Tom Brown: I am a member of the Historical Society. We have one of the few remaining Railroad Depots. It serves as a reminder of how we got about in what my children refer to as "the olden days". The artifacts it contains tells the next generation about the lumber mills and woolen mill that have supported the Towns economy in the past. It also tells of the new ventures that have come in to replace the ones we lost. They document the progress from water power to steam to finally electricity used to manufacture goods. They trace communication from the telegraph, to the telephone and now the cell phone. There are documents written with quill pens, steel pens, fountain pens, typewriters and now computers. Scrapbooks and journals follow the progress, and sadly in some cases the decline of Organizations such as the Grange and Social Service clubs. The poultry industry is memorialized in the Egg Festival scrapbooks and the wooden crates used to ship 56 dozen eggs by rail. Seeing a kick sled or an ice saw can inspire visitors to do research about "the good old days". It was fun but also a lot of hard work. These are things to show our children and grandchildren, boy and girl scouts and students locally and from abroad attending MCI. We are not just talking about saving a building but saving our collective memories. If the Depot were to be lost to decay, so would the contents, as there is nowhere else to receive them.

There was no one who wished to speak against Resolution 12-15. Public Hearing closed.

Moved by **Councilor Chale** and seconded by **Councilor Carr** that Resolution 12-15 be adopted.

The Town Manager noted this is the first public hearing in the CDBG project on this proposed project. The Town Council authorized a Letter of Intent to be filed for grant funding to preserve and restore the Pittsfield Railroad Station, which is known as the Historic Depot and Depot Museum. The Town was approved by the State of Maine on January 20, 2012 to proceed forward with a grant application to compete for funding. This building is owned by the Town

and serves as the home to the Pittsfield Historical Society, which maintains and takes care of the Town's historic records and items at the depot.

The 1880's Pittsfield Railroad Station desperately needs restoration due to rapid deterioration. Home to the Town's historical records and items, the Station was listed on the National Register of Historic Places in 1980. Preservation includes replacement with allowable materials if deterioration is beyond repair to include (1) replacement of seriously deteriorated roofing to prevent leakage onto the town's historic belongings and mold growth; (2) restoration of siding containing flaking lead based paint; (3) restoration of windows, trim and doors; (4) addition of attic and crawl space insulation; (5) rehabilitation of bathroom and flooring; (6) interior painting of plaster and woodwork; (7) electrical upgrade with new load center, re-circuiting; and restoration lighting fixtures; and (8) fire-rating the boiler room. The Town received SHPO endorsement on 12/28/2011 and is currently working with the agency.

At this time, the projected probable cost of the preservation project by Ames Associates of Bangor is \$167,370. The Town's 25% match is \$42,370. As of the date of the decision on fundraising by the Town Council, we had \$22,370 between the PHS and the Town dedicated for this project leaving a fundraising campaign for \$20,000. PHS had been fundraising and the Town had been saving money toward the depot's preservation since 2009. Ames Associates continues to work on their review in detail. We will have more information on the work needed in two weeks.

To assist with the fundraising on this project, the Town has sent out over 320 letters to all town and committee board members, businesses, non-profits and community groups. The Town has also contacted all newspapers covering the area. This week, the Town contacted all of the television and radio stations asking for their support in getting the word out about the Town and PHS large fund drive to raise \$20,000 toward the Town's match. Donations are beginning to come in with 10 donations received as of 5:00 pm today totaling \$1,465.00. The fundraising goal is now \$18,535.

Councilor Chale wanted to echo the comments made here tonight, especially the articulate summary made by Mr. Brown. I think this is a worthy project and I really hope we can make it happen.

**VOTE: UNANIMOUS AYE**

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

**Town Manager's Report: Town Council Meeting of 02/07/2012:**

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

**2. 2012 State Valuation:** The Town's proposed State Valuation has been released coming in at \$234,350,000 million. In total, the Town's valuation has decreased \$12,600,000 during the last two year's valuation determinations. Much of this is due to the change in personal property tax in which the State Legislature voted a number of years ago to basically phase out personal property tax on many types of equipment. This will affect State Revenue Sharing, School Aid

and assessments made by other agencies to the Town in a positive manner, however, affect the Town's valuation which is used as the basis of property taxation in a negative fashion.

**3. Curbside Recycling Pickup:** The Town of Palmyra has notified Pittsfield that it is likely that they will be ceasing curbside pickup after their Town Meeting. This will be based upon a vote of the town meeting on two proposed questions. The Town's contract with Palmyra runs out on 03/31/2012 and if they will not be providing this service for their residents and our residents anymore, they would give us another month or so. Our Recycling/Transfer Station/Safety Coordinator Donnie Chute is reviewing the options now and will be preparing a presentation for the Recycling Committee & Town Council. The number of pickups is very low so he is reviewing whether this service should be provided or changed. We have a very low budget for this service.

**4. Letter from Citizens thanking Transfer Station/Recycling Center employees:** The employees aided a citizen who became hurt at the facility. The Town Manager read the letter.

**5. Bin Sale:** Notice was read.

**Finance Committee:** No Report.

**Ordinance Committee:** No Report.

**Recycling Committee:** No Report.

## 6. **NEW BUSINESS:**

***RESOLUTION 12-31:*** Resolved that the Town Council approve the RFP for Consulting Services for updating the 1997 Comprehensive Plan & 2007 Implementation Strategy Update and authorize the Town Manager and Building Inspector/Code Enforcement Officer to issue an RFP for said work.

Moved by **Councilor Stackhouse** and seconded by **Councilor Chale** that Resolution 12-31 be adopted.

The Town Manager noted The Town's 1997 Comprehensive Plan also known as the 1998 plan, was a major effort involving many people and was quite expensive. The plan was a new creation as the Town's prior plan was very outdated and did not cover many areas. When the plan was passed, it was thought that it would take the Town into the future and be easily updated when needed. The Plan was found consistent with State law and ordinances that implemented the Comprehensive Plan were passed and then amended as needed for workability while implementing the intent of the Comprehensive Plan.

The State Legislature passed a law that establishes an expiration date for review for plans consistent with the law and requires that the plans are re-submitted to the State Planning Office for another review for consistency. The Town's Comprehensive Plan's consistency approval will expire at the end of 2012. The CEO has been working on this project for awhile, however, we need to speed things up in order to have our plan updated and receive a consistency rule.

A review of the plan in 2006-2007 found that much of the plan was relevant and at that time, the Town worked with KVCOG to update the Implementation Strategies with new dates. Each year, we review the Comprehensive Plan Implementation Strategies prior to budget time to determine

if any new projects will be funded. Given the economy, new projects have not been implemented in the last few years. Most of the implementation strategies are still very relevant.

The State Planning Office has noted at the least, that we need new Demographics Data and new mapping.

The Town will need to review the remainder of the plan to update other information. The law was just updated in late 2011 to reduce the amount of items that need to be reviewed. Evidently, most of the plans in the state are coming up for review.

Those areas that require review are:

01. Historic and Archaeological Resources
02. Water Resources
03. Natural Resources
04. Agricultural and Forest Resources
05. Marine Resources (if applicable)
06. Population and Demographics
07. Economy
08. Housing
09. Recreation
10. Transportation
11. Public Facilities and Services
12. Fiscal Capacity and Capital Investment Plan
13. Existing Land Use

The Planning Board and CEO will need a Consultant to assist them with this project. While the update in 2006-2007 was paid for as part of the Town's dues to KVCOG, this update requires a more comprehensive review and requires going through each of the above listed categories.

It is good to go through the Comp Plan every 5 – 10 years.

The Town has some funding available for this project, but may need to supplement that funding.

It is important to have a listing of consistency over the long-term, as some grant programs require this as a criteria to apply or as part of their ranking program. Other grant programs do not address the Comp Plan Consistency issue. I have assisted the CEO in drafting the required RFP for this project in order to implement this project.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 12-32:** Resolved that the Town Council Authorize the Town Manager to execute the application for an outdoor fireworks display as property owner for the Greater Pittsfield Area Kiwanis Fireworks for the 2012 Egg Festival to be conducted by Central Maine Pyrotechnics subject to receiving approval of the FAA and the appropriate insurance certificate naming the Town of Pittsfield as additional insured.

Moved by **Councilor Stackhouse** and seconded by **Councilor Chale** that Resolution 12-32 be adopted.

The Town Manager noted this is a yearly process. To facilitate the process to move it along so that we will not be in a time crunch when we receive all the paperwork from the volunteer groups, I put the item on the agenda. It takes time to get approved by the Federal Aviation Administration to shut down the airport to flying and there is a detailed process that we have to go through to receive approval for the use of fireworks at the airport.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 12-33:** Resolved that the Town Council approve the RFP for maintenance and planting of two (2) flower and greenery areas and authorize the Town Manager and Public Works Foreman to issue an RFP for said work.

Moved by **Councilor Stackhouse** and seconded by **Councilor Curtis** that Resolution 12-33 be adopted.

The Town Manager noted at the small gathering hosted by Maine Central Institute of affiliated businesses last fall, the Town was advised that its public spaces were not being maintained to industry standards.

Back in 2002, there were numerous complaints regarding the Town's ability to maintain its buildings, properties and public spaces. Most items were addressed which were true maintenance and those which required funding were addressed by obtaining grants over the years in order to implement necessary work.

To address public spots, the Town created a program for its volunteers. Many public spaces were adopted by businesses, non-profits, MCI and/or individual groups for maintenance and plantings as part of the Town's Adopt A Spot Program in 2004. This worked well for several years until economic conditions required belt-tightening on the part of local businesses, non-profits and others. The spots ended up being given back to the Town and Public Works has struggled to keep up with them.

The Industrial Park Entrance Bed has been a constant struggle to keep weeded and in order regardless of what group or entity has maintained it. Two businesses, Maine Central Institute class, a non-profit, town employees, office staff, volunteer programs and Public Works employees have planted and maintained this area. Everyone has found it hard to address due to the truck traffic, amount of work involved and available time.

Public Works has been working on finding a company to plant and maintain this area for a reasonable price. As spring will approach in a few months, it is now time to put this project out to bid to determine how to proceed. The rose bushes that are hard to maintain located by the Municipal Parking Lot on Somerset Avenue are also included as this has been the other problematic area. The remainder of the public spots and parks are much easier to maintain and keep in order. The Town also receives many compliments on the other areas since taking over the mowing of the parks from private contractors.

Councilor Carr stated seeing that we are getting work done on the sign this year, perhaps we could just pave over the flower area, or fill with stones. Councilor Chale suggested perhaps putting the garden plants in big pots so they could be moved for weeding or re-planting.

Councilor Curtis suggested putting information in the RFP to take suggestions for any alternate ideas that contractors might have.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 12-34:** Resolved that the Town Council approve the RFP for the Pittsfield Industrial Park sign update and authorize the Town Manager and Public Works Foreman to issue an RFP for said work.

Moved by **Councilor Carr** and seconded by **Councilor Curtis** that Resolution 12-34 be adopted.

The Town Manager noted the Industrial Park Sign Upgrade was originally part of the Economic Development Grant, however, due to timing constraints with the contractor, the project could not be completed. We were indeed fortunate to have been able to complete so much work for the Industrial Park Expansion and to be able to add grind and pave Industrial Park Street to the railroad tracks.

The Town has funding remaining in its Economic Development Fund from the Town's match for the project, which can be used to freshen up the sign. This sign and its posts were reviewed in depth by Public Works and it has been found to be very sturdy with no evidence of rotted wood. Therefore, it can be repainted and upgraded.

The Council received a copy of the RFP for sign work to upgrade the Pittsfield Industrial Park Entrance Signing.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 12-35:** Resolved that the Town Council appoint Robert Stackhouse to attend the meeting at the Somerset County Courthouse on 02/15/2012 at 6:00 p.m. to comply with the Somerset County Charter, Article V, Budget Procedures.

Moved by **Councilor Stackhouse** and seconded by **Councilor Carr** that Resolution 12-35 be adopted.

The Town Manager noted the Town is in a new district under the requirements of the new charter. When looking at the current budget committee members and their terms, our district has zero committee members. Basically there are two new districts and our district does not have representation.

The people at the caucus will vote to appoint the budget committee members and representatives to SEDC.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 12-36:** Resolved that the Town Council Appoint members to fill the vacancies on the various Town Boards and Committees from the attached list.

Moved by **Councilor Carr** and seconded by **Councilor Chale** that Resolution 12-36 be adopted.

The Town Manager noted Donna Dunphy has talked to Bernard McGowan several times to encourage him to join the Theatre Committee and he has consented to do so.

**VOTE: UNANIMOUS AYE**

7. **DISCUSSION ITEMS:**

**Updates:**

**1. Water Projects:**

Water Meter Installation – the Assistant W/S Superintendent has been working with the last few individuals and entities to plan for their new meter. Over 1200 meters have been installed and we have 12 residential accounts left to go.

**2. Sewer Projects:**

Sewer System Evaluation Study Draft received by the Town & has been reviewed. We will be meeting with Olver Associates this Friday to review the plan and recommendations in depth.

**3. Highway Projects:**

Public Works has had on its lengthy To Do list, fixing up the Main Street sidewalk brick esplanade areas. With 5-7 grant projects going each year in addition to regular work, the Department has been unable to get to this project until now. There may be 2-3 grant projects that they can help on this year, however, these grants will not be the time-consuming consolidation that we worked on last year. Therefore, we are working on pricing to replace the three brick areas that abut the concrete sidewalk.

Re-doing the entire sidewalk on Main Street is a ½ million dollar project. We can fix these brick areas ourselves. A test project will be the small area by Main/Somerset.

Public Works can only find actual bricks and not the interlocking old fashioned bricks. These stay together, do not move up and down and snow can be cleaned off them with the sidewalk plow. If regular type bricks are put down, they will move up and down and frankly are extremely slippery like the beautiful arrangement outside the library.

PW estimates that fixing the 3 areas by re-using the current interlocking bricks will take 4.5 weeks for two staff. The crusher dust, paver sand, rental of a brick saw and rental of a compactor are estimated to be \$1,785 without labor. So we would have \$1,785 out of pocket costs for these areas to be re-aligned and even. PW has a small supply of interlocking bricks that could supply the current ones, however, we would have to be very careful to have enough if some got broken. Basically, they would be working in a larger area than the pedestrian walk-way and doing the same work.

**4. Upcoming Presentations:**

02/21/2012: Olver Associates on the SSES Study & Recommendations for work with USDA funding

03/06/2012: Dog Park in Pittsfield

March 2012: Peoples' United to discuss our accounts & see how things are going with the Cemetery & Reserves. This could be with the Finance Committee.

**Grants Update:**

**New Grants:**

Airport Grants: Stormwater, Security and FAA Review: This grant needs to be closed this year, the consultant needs to design the security fencing or fencing component.

Airport Grants: Environmental Assessment (Engineering to prepare for Apron Expansion): This grant is moving along with basic field work and consulting work on-going. It requires comprehensive permitting.

L&W Conservation Fund: Hathorn Park Legge's Field & Sports Complex, Phase II: The Town was just advised that our grant application was successful and the estimated timeframe to move forward is 2-3 months which will coincide well with weather conditions.

Library Mini-Grants (Cornerstone of Science and Gates for computers): These are on-going at the Library with further funding coming in.

Project Canopy: Town Farm Forest Management Plan: The executed contract has not been received back yet, however, we should put the bid specs together to bid out the forest management plan.

Sewer Replacement including Sewer Evaluation Study with Camera Work, Dye Test/Smoke Test and Report – SSES Study recommendations to be discussed at the 02/21/2012 meeting.

United Way/Keeping Mid-Maine Warm Grant – still has a few dollars left toward a furnace cleaning.

#### **Grants waiting to be closed:**

Economic Development Administration Grant: Pittsfield Industrial Park Expansion – working with the EDA on a request for more information. Boxes of files need to be organized beyond the file cabinet for the project.

Law Enforcement Bryne Federal Grant: Radio Equipment: The police can not get this grant closed off so I am going to work on it. Its been completed for 1.5 years or more.

PUC Energy Efficiency: Block Grant to Towns – the Town has been requested to provide information that it has already provided previously so another large package was forwarded. We also have some new requirements to complete.

Renewable Resources Grant from PUC: Wind Turbine – we have never received an official close out letter on this project.

#### **Other Grant Opportunities:**

CDBG/Economic Development Grant: Argo Marketing Group, Inc – This grant application was completed in record time and is now under review by the State of Maine.

CDBG/Historic Preservation Grant: Historic Train Station (Depot Museum) – In progress

MDOT Transportation Enhancement Grant – the School Superintendent has requested that I work on a grant for the school, which will be a several hundred hour project. Mr. Gallagher has volunteered to help and volunteered the services of a teacher.

8. **REPORTS:** Audience, Council

**Audience:** No Comment.

**Council:**

**Councilor Baker:** Absent.

**Councilor Carr:** I wanted to thank the Historical Society members for coming in. We will do what we can to help out and make it a place that people want to come and see in Pittsfield.

**Donna Chale:** I want to thank the Historical Society members for attending the meeting tonight, and for staying through the whole meeting. I am looking forward to seeing how things turn out with the comprehensive plan. Even though I don't like spending the money, it would be nice to have an updated plan to work from. I hope we resolve the flower issue.

**Deputy Mayor Jordan:** I echo what the Council said about the Depot. It was a good interview with WABI and it showed that the building really needs repair. It would be nice to see the building all spruced up and matching the Library across the way. I am confident this will work out. You guys are doing a great job. You have a lot of heart.

**Councilor Curtis:** Asked if the Historical Society has any other ideas for fundraising that they are working on. Breanna Norris stated they had a few small fundraisers. She mentioned that Clem Spencer put together a CD of stories and songs. We have two quilts that were donated by a local quilt maker and will be auctioned off in Hartland. Russ is working on some ideas with vintage photos. We are thinking of doing a run of limited edition prints and maybe a second larger run of prints that would be less expensive than the limited edition. Some of the photos could be sold unframed and some will be framed. Al Wyman has also offered to donate his services of matting and framing to the Depot. The Town Manager asked if there was any timeframe on these fundraisers. The Historical Society noted they do not at this time. They are still choosing photos to be used for the prints. The Council suggested the Lancey House, Old Main Street, the Depot and the Library. The Town Manager also noted that people are always interested in old maps. There is also a large map of Somerset County at the Depot that people are very interested in. Councilor Chale noted that the old aerial photos of Pittsfield are very interesting. The photos of President Eisenhower's visit were also mentioned as a possibility. Deputy Mayor Jordan suggested putting a PayPal button for donations on the website. It is fast and easy, and people don't have to remember to write the check and then send it.

**Councilor Stackhouse:** I just want to echo Caleb's response. I want to thank the members of the Historical Society for attending the meeting tonight and sharing what they know about the Depot with us.

**Mayor Nichols:** Absent.

9. **ADJOURNMENT**

Motion by **Councilor Stackhouse** and seconded by **Councilor Chale** that the meeting be adjourned at 8:50 p.m. All in agreement.

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Nicole Nickolan, Town Clerk