

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, April 16, 2013 at 6:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Tim Nichols, Caleb Curtis, Michael Cianchette, and Heather Donahue.

ABSENT: Gary Jordan, Jr., Donna Chale and Christopher Carr. Also present: Town Manager Kathryn Ruth and Finance Clerk Tonja Lary. Audience members included: Representative Stanley Short, Al Wyman, Ben Herbest, Melissa Herbest, Scott Noble, Ron Porter, Don Hallenbeck and others.

1. **Deputy Mayor Nichols** opened the meeting by leading the **Pledge of Allegiance**. The Council observed a moment of silence.

Deputy Mayor Nichols advised as there were only four members present this evening, he would be voting to make a quorum.

2. Adoption of minutes of the regular meeting held on April 2, 2013.

Moved by **Councilor Cianchette** and seconded by **Councilor Donahue** that the minutes of the meeting held on April 2, 2013 be adopted.

VOTE: UNANIMOUS AYE

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

Presentation of a Legislative Sentiment by Representative Stanley Short to Al Wyman, recipient of the Sebasticook Valley Chamber of Commerce Joyce Packard Community Spirit Award in February 2013.

Representative Stanley Short presented the Legislative Sentiment to Al Wyman for his many years of volunteerism to the Town of Pittsfield and the region as the recipient of the Community Spirit Award.

Presentation and Discussion with business owner over use of limited area within Town Green Space behind the Municipal Parking Lot and by Stein Park for Ben's Breakfast and Grill.

The Town Manager advised that Benjamin Herbest, owner of Ben's Breakfast and Grill, will review his proposal to utilize a small section of both the back of the Municipal Parking Lot parcel and by the Stein Park parcel. The former Pittsfield Pizzeria property at Map 28, Lot 17 is being leased by Mr. Herbest. The building takes up all but a few feet of the parcel. The Town's two properties abut the restaurant site.

The Town Councilors had received copies of drawings of the areas in their Council Package. Today, Ben and the Building Inspector combined the actual area needed onto Exhibit A which you have in front of you tonight.

The owner of Map 28, Lot 17 previously had a lease for two parking spots for the upstairs residential tenants and for the dumpster which has expired. The owner no longer resides in Town and at this time does not have the apartment rented. As Mr. Herbest will be the tenant

with the need for a dumpster and use by the park, the Town would consider a lease with his business as he will be in town every day or nearly every day due to running the business.

Mr. Herbest is at the meeting tonight to discuss his proposal with the Town Council. If the Council wishes to proceed forward on this project, an action item is listed later on the agenda.

Mr. Herbest gave a presentation on the business. He noted plans for a takeout window at the business that will serve breakfast and lunch. Councilor Cianchette questioned the lease area window on the park side of the building. Is there any need for a fence to the water? The Town Manager will have the staff check on this. The Town Manager noted the property has very little land. Deputy Mayor Nichols noted that we could make this work without a huge cost. Councilor Donahue noted she has some reservations about leasing green space.

Community and Economic Development Activities and Events:

Report on New Business Activity & Opportunities in Pittsfield:

Several private sector business activities remain under review. One of those properties has received a business permit. Elizabeth Whitaker is the proud owner of Amici Nail Spa at 127 Main Street.

AE Robinson has broken ground on their new larger store. AE Robinson plans to have the new store open in time for the 41st Egg Festival Celebration which begins Monday, 07/15/2013.

SAS Property placed on the market by MTC Holdings, LTD of San Antonio, Texas and is offered by the LandVest, a Luxury Property Real Estate Company in Camden – The new website promoting the property is linked to the Town's website. A tour of the facility will be held for federal, state and town officials on Wednesday, 04/17/2013 from 10:00 am – 12:00 noon at the facility.

North Lancey Street Business Building placed on the market by Lancey Associates and is offered by Better Homes and Gardens Real Estate Town & Country

Kennebec-Somerset and Sebecicook Valley 6th Annual Regional Job Fair scheduled for Wednesday, May 15, 2013 from 3:30 pm – 6:30 pm at the Warsaw Middle School Gym and Cafeteria. Businesses are hiring. The following employers and resource providers are registered: ADECCO, ARGO Marketing Group, Assistance Plus, Atwork Personnel, BONNEY Staffing Center, Care and Comfort; Cianbro, ESM, Inc., HealthReach Retired & Senior Volunteer Program (RSVP), KVCC, MAS Home Care, Nikken – A Home Based Career, Scentsy Family, SKILLS, Inc, U.S. Border Patrol & Office of Field Operations and Merrymeeting Behavioral Health.

Certified Business Friendly Community Designation:

Pittsfield received word on 08/27/2012 that the Town had been designated one of the Business Friendly Communities by the Governor. The Town of Pittsfield is now 1 of under 20 towns that have been recognized by the State of Maine as business friendly at that time. The Certified Business Friendly Community Program recognizes and promotes those communities that show a true commitment to business development.

United Technologies (UTC) has been nominated for the Governor's Award for Business Excellence: The Town, working with UTC and their engineering firm for background

information, nominated UTC for the Governor's Award for Business Excellence. The company is truly committed to safety, health and wellness of its team members.

Report on Meetings & Events:

Listed below are Community and Economic Development meetings and events. All activities that do not have a location specified are at the Pittsfield Municipal Building.

- 04/03/2013 FirstPark Marketing Committee Meeting on Wednesday, 04/03/2013 at 2:00 pm in Oakland
- 04/03/2013 Recycling Committee Meeting on Wednesday, 04/03/2013 at 7:00 pm
- 04/04/2013 SVCC Strategic Planning Committee Meeting on Thursday, 04/04/2013 at 3:30 pm – 5:00 pm in the Chamber Office in Palmyra
- 04/04/2013 SVCC Board of Directors Meeting on Thursday, 04/04/2013 at 5:00 pm in the Chamber Office in Palmyra
- 04/10/2013 SVCC Business After Hours at CM Almy on Wednesday, 04/10/2013 at 5:00 pm at the Factory Office
- 04/11/2013 MMA Training for Town Councilors/Selectmen and Town Managers/ Administrative Assistants from 4:00 pm – 8:00 pm
- 04/11/2013 Egg Festival Committee Meeting on Thursday, 04/11/2013 at 6:30 pm
- 04/16/2013 HealthySV Steering Committee Meeting on Tuesday, 04/16/2013 from 9:00 am – 10:30 am in Newport

Upcoming Meetings & Events:

- 04/17/2013 Tour of SAS Facilities on Wednesday, 04/17/2013 from 10:00 am – 12:00 noon at the SAS Factory
- 04/23/2013 Special Planning Board Meeting at Maine Central Institute (MCI) Parks Gym on a Site Plan Review Application for encasing a culvert In order to utilize more field area at 5:00 pm
- 04/23/2013 HealthySV and SVCC Recreational Trail Map Roundtable and Relocation, Retirement & Recreation Campaign Meeting with Town Officials on Tuesday, 04/23/2013 from 5:30 pm – 7:00 pm
- 04/24/2013 Somerset Workforce Connect Funding Committee on Wednesday, 04/24/2013 from 1:00 pm – 3:00 pm, Location TBD
- 04/25/2013 Kennebec-Somerset Transition Team Meeting on Thursday, 04/25/2013 from 9:00 am – 11:00 am at the Kennebec Valley Council of Governments (KVCOG) in Fairfield

Many meetings are in the process of being scheduled for April – June 2013. In addition, a number of subcommittee and group meetings are in progress.

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

ORDINANCE 13-04: (Public Hearing) The Town of Pittsfield hereby Ordains to accept all tax year payments of Mary G. Bowden, including interest and lien costs, for the property at 105 North Main Street (Map 025, Lot 099), the Town having acquired said property as a result of automatic foreclosure of a 2010 property tax lien, recorded in the Somerset Registry of Deeds on June 17, 2011 at Book 4405, Page 207, which matured on December 18, 2012. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Mary G. Bowden.

The Public Hearing was opened. There was no one who wished to speak for or against Ordinance 13-04. The Public Hearing was closed.

Moved by **Councilor Cianchette** and seconded by **Councilor Curtis** that Ordinance 13-04 be adopted.

The Town Manager noted as the Town received full payment by the required due date under the Code, this property was removed from the tax acquired property sale. The last step in the process is to issue the quitclaim deed. The issuance of the quitclaim deed under the Town charter requires an ordinance and public hearing.

Councilor Curtis asked for an update on the covenants for clean up. Ron Porter advised that the trailer would be removed in a couple of weeks. The Town Manager noted that the Heart of Pittsfield was interested in helping Ron with fixing up the property.

VOTE: UNANIMOUS AYE

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

Town Manager's Report: Town Council Meeting of 04/16/2013:

1. The FYI Folder: FYI Folder which contains items that come in between the Town Council Meetings has the following this evening: List read.

2. Bin Sale: PITTSFIELD EARTH DAY AND RE-USE CELEBRATION: BACKYARD COMPOST BIN SALE: To celebrate re-use in the community and Earth Day, the Town of Pittsfield is part of a statewide backyard composting bin sale. A home compost bin and how-to-guide with a combined retail value over \$100 can be purchased for only \$45.00 (tax included). The bin is black, has a 10 year warranty, and is made of 100% recycled plastic. It's approximately 35" high and 33" wide, or large enough for a family of five. The Town has 20 composters available for sale, each at \$45.00.

The Town also has 34 Wingdiggers: The wing digger compost turner is available for a discounted price of \$17.00 each; 8 Reotemp Backyard Compost Thermometer: has a 20" stem for \$18.50 each; 8 Rain Barrels: This is the SYSTEMN Rain Barrel with a 55 gallon capacity for the discounted price of \$56.50.

It is estimated that 25% of the average household's waste consists of kitchen scraps and yard trimmings which can be easily composted. Pittsfield residents can save \$54.12 for every ton of waste they compost rather than placing the material in with their garbage that is shipped out of town for disposal.

Pittsfield's recycling rate for 2011 was 62%. The 2012 rates have not yet been announced by the State. Let's keep working at our recycling rate and boost it even more while helping our gardens grow!

3. MMA Workshop: This was great and well attended. I learned that the Town of Pittsfield is in good order especially from some of the questions that were asked.

4. Walking Maps & Promotion: HealthySV, the regional HealthyMaine partnership and the Sebasticook Valley Chamber of Commerce will be joining with the Town to work on walking maps for the area. This project will be utilized for physical exercise, tourism and to promote walks such as the 4/20 walk. There will be a meeting here in the Council Chambers on Tuesday, 04/23/2013 from 5:30 pm – 7:00 pm to discuss the trail map project and the Chamber's RRR promotional project and how all the towns can help. Councilors are invited. There will be light refreshments from Vittles.

5. High on Life Run: This event is scheduled for Saturday, April 20, 2013 with a 1 K and a 5 K walk. High on Life Run on Saturday, April 20. This is a Free 5 KM Race and 1 KM Walk/Run starting at Parks Gym, Maine Central Institute, 295 Main Street. Registration opens at 3:00 pm, race start time is 4:20 pm. Fun and Prizes for all ages. High on Life (Not on Drugs). To register, got to <http://www.healthysv.org>

6. Activities Maine Guidebook: Town of Pittsfield, Egg Festival and Fly-In will be in the Summer edition. The preview of the Egg Festival events is on the Town's website under Egg Festival, go to www.pittsfield.org

7. Hooked on Fishing: The Police Chief advised this afternoon that the schools have confirmed Friday, June 7, 2013 as Hooked on Fishing day for the 4th graders and Saturday, June 08, 2013 for the public session at Manson Park. More details will be announced in the near future.

Finance Committee: None.

Ordinance Committee: None.

Recycling Committee: The Committee met on 04/03/2013. We discussed the Bike Swap in conjunction with the Kiwanis Bike Rodeo. Any bikes left after the event will go to the Re-use Center. We also discussed Earth Day events at the schools. We will be opening the Re-use Building very soon.

6. **NEW BUSINESS:**

ORDINANCE 13-05: (To be set to Public Hearing on 05/07/2013) The Town of Pittsfield hereby Ordains to authorize the Town Manager to execute a five (5) year lease to terminate no later than June 15, 2018 with Benjamin Herbest d/b/a Ben's Breakfast and Grill at 117 Somerset Avenue, Pittsfield (Map 28, Lot 17) in consideration of \$1.00 for the use of a section of the Green Space at the Municipal Parking Lot (Map 25, Lot 94) and a section by Stein Park (Map 28, Lot 16) as depicted on Exhibit A.

Moved by **Councilor Cianchette** and seconded by **Councilor Curtis** that Ordinance 13-05 be set to Public Hearing on 05/07/2013.

The Town Manager noted Benjamin Herbest, owner of Ben's Breakfast and Grill, reviewed his proposal to utilize a small section of both the back of the Municipal Parking Lot parcel and by the Stein Park parcel. The former Pittsfield Pizzeria property at Map 28 Lot 17 is being leased by Mr. Herbest. The building takes up all but a few feet of the parcel. The Town's two properties abut the restaurant site.

VOTE: UNANIMOUS AYE

ORDINANCE 13-06: (To be set to Public Hearing 05/07/2013) The Town of Pittsfield hereby Ordains to accept all tax year payments of Eric Whitman (Pers. Rep.) & Estate of Eleanor B. Whitman, including interest and lien costs, for the property at 224 Peltoma Avenue (Map 023, Lot 025), the Town having acquired said property as a result of automatic foreclosure of a 2010 property tax lien, recorded in the Somerset Registry of Deeds on June 17, 2011 at Book 4405, Page 210, which matured on December 18, 2012. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Eric Whitman (Pers. Rep.) & Estate of Eleanor B. Whitman.

Moved by **Councilor Cianchette** and seconded by **Councilor Curtis** that Ordinance 13-06 be set to Public Hearing on 05/07/2013.

The Town Manager noted this property was redeemed at the last Town Council Meeting by the new personal representative of the property who was provided with a period to pay the taxes up in full. Therefore, after the public hearing, the property can be retained by the Whitman family and will be under the jurisdiction of the Personal Representative Eric Whitman.

VOTE: UNANIMOUS AYE

RESOLUTION 13-40: Resolved that the Town Council Accept the bid of Dan McQuarrie in the amount of \$ 2,659.80 for Map 17, Lot 79 from the 04/10/2013 Tax Acquired Property Bid and to require full payment of the total bid price within twenty one (21) days.

Moved by **Councilor Cianchette** and seconded by **Councilor Curtis** that Resolution 13-40 be adopted.

The Town Manager noted the high bidder is Dan McQuarrie who bid \$2,659.80 and noted on his bid to "maybe move a mobile home onto the site and live there with a timeframe of within 6-9 months."

There is one step to complete at this meeting. A quotation needs to be accepted in order to require full payment of the total bid price under the Tax Acquired Property Sale.

At the next meeting, the Town's regular ordinance process needs to be started to set the potential sale to public hearing.

VOTE: UNANIMOUS AYE

RESOLUTION 13-41: Resolved that the Town Council Accept the bid of John Mitchell in the amount of \$ 5,100.00 for Map 17, Lot 70-1 from the 04/10/2013 Tax Acquired Property Bid and to require full payment of the total bid price within twenty one (21) days.

Moved by **Councilor Cianchette** and seconded by **Councilor Curtis** that Resolution 13-41 be adopted.

The Town Manager noted the high bidder is John Michell from Phillips Corner Road in the amount of \$5,100.00 who noted on his bid that this is an investment for retirement.

There is one step to complete at this meeting. A quotation needs to be accepted in order to require full payment of the total bid price under the Tax Acquired Property Sale.

At the next meeting, the Town's regular ordinance process needs to be started to set the potential sale to public hearing.

VOTE: UNANIMOUS AYE

RESOLUTION 13-42: Resolved that the Town Council Authorize a transfer of expenditures from the Floral Trust Accounts to C. Jones Floral in the amount of \$2,300.00.

Moved by **Councilor Donahue** and seconded by **Councilor Curtis** that Resolution 13-42 be adopted.

The Town Manager noted this item takes place each year to have flowers available in the cemeteries as depicted by the many trust agreements or historical documents noting the location of flowers.

This is a housekeeping item as all transfers from the reserve or trust accounts must be approved by the Town Council. Only interest from a Trust Fund can be expended.

As I noted for the last several years, we will be coming to the end of the Floral Trust Fund allocations, as the interest will be utilized.

Basically principal amounts for flower requests for the cemeteries were put into trust, most many decades ago when the cost of services was low and interest rates were better. At the rate of spending \$2000.00 or so each year and receiving \$300 interest as the interest rates have been so low, we had discussed how the accounts would not be available for use in the future.

The Town will review the other cemetery accounts to determine if they can be used. We believe we will be fine.

VOTE: UNANIMOUS AYE

RESOLUTION 13-43: Resolved that the Town Council Approve the Request for Proposals for In-Service Cleaning and Inspection of Portable Water Storage Reservoirs and Authorize the Town Manager and Assistant Water/Sewer Superintendent to seek bids for same.

Moved by **Councilor Cianchette** and seconded by **Councilor Curtis** that Resolution 13-43 be adopted.

The Town Manager noted the Town Council received the RFP for the In-Service Cleaning and Inspection of the Town's two water storage reservoirs/tanks.

The Assistant Water/Sewer Superintendent has located a bid specification that was easily adapted for the Town of Pittsfield's use. Scott Noble has completed some research and found that commercial divers will complete the inspection and cleaning process.

It is unknown when the tanks were last cleaned. As we have thoroughly cleaned areas in the Water Treatment Plant, it is now time to proceed to the Storage Tanks to remove any materials that may have accumulated such as minerals.

Obtaining bids will provide the Town with the opportunity to determine whether this work is able to be paid for through the budget or whether the Town would need to consider utilizing the Storage Tanks Reserve Account and determining the research that would be required to do so.

The draft bid specifications were forwarded to Olver Associates for a brief review to ensure that we are on track for this type of project given that we are learning about how to implement a cleaning and inspection process.

Scott Noble advised the tank hasn't been cleaned in over 20 years. It is better to have commercial divers clean then to drain the tanks and risk damage and contamination.

VOTE: UNANIMOUS AYE

RESOLUTION 13-44: Resolved that the Town Council Approve the Request for Proposals for Removal of Trees and Stumps and Authorize the Town Manager and Public Works Foreman to seek bids for the same.

Moved by **Councilor Donahue** and seconded by **Councilor Cianchette** that Resolution 13-44 be adopted.

The Town Manager noted Councilors received a copy of the Bid for the Removal of Trees and Stumps.

We are in hopes that pricing will be competitive this year also. We have a number of tree requests that have been called in and Highway has reviewed those requests within the scope of the Tree Inventory and current condition. A few tree issues have been of a nature that Public Works can address them. The trees that are included in the Bid are all trees that involve electrical and/or cable wiring, are too close to homes or other improvements for public works to take down or are too large for removal. Therefore, a professional tree company is required.

The Town is receiving many more requests to cut down trees including requests made to property owners by their insurance company. This is a new situation that we have not had in the past.

All trees to be cut also include grinding of the stump. There are also a couple of stumps as either the Town cut trees up that came down or needed to come down during the last year or residents chose to cut the trees on their own and have called in the stumps for removal. Those stumps have been added to this bid document.

Councilor Cianchette noted that the winning bidder should check regulations regarding nesting hawks in the tree on Central Street. Deputy Mayor Nichols asked where the wood goes? The Town Manager noted it is offered to the owner, then to other interested parties. Deputy Mayor Nichols mentioned the prior MCI Project for wood for the needy. Councilor Donahue mentioned that Tom Roberts would take the tops for chipping.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Financial Reports as of 03/31/2013:

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
Briefly Reviewed by Town Manager

Other Reports as of 03/31/2013:

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

Updates:

1. Water Projects Update: Hydrant Flushing will start this week and be on-going for a couple of weeks. It is good to flush the lines twice per year. This will also flush any managanese that may be in the system after the treatment plant was thoroughly flushed out. Managanese is a harmless mineral, however, now that we know that we do have it in the system, we will automatically test for it and flush extra as needed.
2. Sewer Projects Update: The letters for the continuation of the Somerset Sewer Main Replacement project should go out to the property owners along Somerset Avenue shortly. The project would start up again likely in May 2013. The School Street, Elm Street, Across Country project will not start until after school is out so it will be a summer project. We will have another project out to bid shortly which is Franklin Street. A letter should go out to the property owners along Franklin Street shortly to advise them that preliminary survey work is taking place and why. The approval of the RFP will be on a future Council agenda. I had approved both letters but have not seen a copy yet so I will check on this.
3. Highway: Sweeping, clearing sand, filling potholes, cleaning culverts, picking up the winter's debris plus much more. There is certainly plenty to do.

4. Biennial Budget Proposal & Status on proposed cuts:

From the Maine Service Centers Coalition
Richard Trahey, Legislative Liaison

I reported to you earlier this afternoon that the Appropriations Committee is scheduled to meet Tuesday thru Friday next week on budget issues but the critical municipal tax issues will remain tabled in the Taxation Committee until Monday April 22nd when they are scheduled to report back to Appropriations on the Tax Committee's recommendations on all of the tax related budget proposals.

In a bizarre twist of events the Taxation Committee Republicans, just an hour ago, insisted on an up or down vote on the Administration's proposed cuts to revenue sharing despite the fact that the report back is over a week away and that there were only three Republicans in the room. The vote to support the revenue sharing cuts lost on a 6-3 vote but does not bode well for those of us expecting more thoughtful deliberations on possible alternatives.

Stay tuned.

5. Pittsfield Recreational Trail (Rail Trail) Liability, Maintenance and Cost: We have provided a package of materials needed by the insurance company over the winter to determine that the Town will be able to have coverage under the Town's insurance package for the Rail Trail. The Town will need to collect Certificates of Liability adding the Town as Additional Insured from all the groups that utilize the Rail Trail in order to complete any work on the trail. This appears to include the Driftbusters, Somerset ATV Club, MCI and perhaps others.

The Town was requested to take over and fix up the Rail trail. The original agreement with the Driftbusters when the Rail Trail was acquired by the Town from MCRR was that the group would maintain the trail. As with all items, with the economic conditions, low membership, aging volunteers and less under volunteers, people are heading into the Town to take over items and do the work. The rail trail is approximately 8100' in length from downtown Pittsfield at the Pittsfield Historical Society to the Town Line with Hartland. It is full of potholes, mud areas from gravel being kicked out of the bed into the shoulders basically by ATVs and has grown in severely. The Town is unable to get its equipment into the Rail Trail due to the width and we baby our older equipment to keep it going so it can not get banged up. Clearing all the brush and re-graveling the 1.5 + trail is a major project that would need funding that we do not have.

The calculations are:

a. Fixing the worst spots along the trail and renting an excavator with thumb to remove the small trees. This was \$10,852.13. This is not a complete trail revitalization.

Councilor Cianchette was concerned with spending any money due to having a tight budget and State Revenue considerations. Councilor Donahue indicated that she believed those using the trails should assist in maintaining them.

The Town Manager noted that a decision was not needed at this time. The Town would need to look at this issue very carefully. Once we begin maintenance, we will be maintaining the rail trail every year. The Town Manager noted we could get into the areas close to the road, however, beyond that is a massive project. This is a project that could be funded by a grant, not tax dollars.

b. Filling in the areas along the roadways with new gravel and stabilizing the trail where there is a lot of water by building up the area and then dragging it with a york rake with grader blade was estimated at \$2,309.00. This will take a few days and could be accomplished.

6. Code Enforcement Update: Our Recycling/Transfer Station Coordinator went to the Leonard Street site with the CEO. The property owner Richard Sprague agreed to having a major cleanup on his property and having a dumpster left on site. The Town has a waiver form and permission to go on site document drafted due to the public safety, health and welfare concerns. This was set for April 18, 2013 and was agreeable. The CEO reports today that the property owner has changed his mind from their discussions. I have requested that the CEO have Donnie Chute go with him again to the site to get this set up.

7. Property Maintenance Ordinance/Regulations to prevent Junky Yards: Packages have been prepared for the Planning Board members to have copies of the Ordinances from other towns and the CEO has been requested to provide guidance and support for the Planning Board's review.

8. Pioneer and Waverly Dam Lease Renewal Update: Earlier this month the Town had received permission from Chris Anthony to negotiate a new lease satisfactory to the proposed assignee. Obviously as we just learned about what was taking place in late February of paperwork signed between the lessee of the town's dams and a new company back last year, we started collecting information and contacting towns to find that there is no one to learn from at this point as we are in a unique situation along with Frankfort who wants to use the information that we collect. I am on Draft #4 of a potential lease. As you know the parties had planned to close in February, however, had neglected to inform the Town, which owns the dams of this. Again, the parties have decided to close – tomorrow – and neglected to inform the Town of this.

The Town Manager will send the Town Council the draft lease for review and consideration.

9. Digital Theatre Conversion Update: The conversion was completed and we have heard a few good comments. The Theatre Manager and Committee are in progress on some potential fundraiser ideas in addition to the auction.

New issue: The Town has been contacted by people in the vicinity of Maine Central Institute and Farnham Brook. MCI through the efforts and work of Cianbro, is planning to encase the open ditch in order to open up some more fields. There is a public hearing scheduled next week jointly by the DEP and the Planning Board. As of this date, there is no application so there are a lot of questions. MCI sent out a letter and had been in contact with the residents along Raymond Avenue to tell them about the project. The ditch runs a distance along MCI property and then runs along many other properties. Through some confusion and misinformation people seem to think that the Town will be continuing this project along the other lots along Raymond Avenue. The CEO had previously thought that no one could work on a brook and this information was given to citizens and now, we have found that Farnham Brook is really Farnham Stream through a classification, therefore, permits can be obtained to work on it. So the Town is being asked to perform work on private lots along the stream similar to the work of MCI which has noted in their letter: "water that flows in the existing drainage ditch will be transformed into a healthy, natural stream with landscaping and plants that will enhance water quality, control erosion and provide a natural habitat for various flora and fauna." The citizens are exciting that this will happen and ask when the Town will step up to do the work it should perform to transform the rest of these private properties.

Obviously, it is not legal for the Town to go onto private property and conduct work that private owners can do and for the Town to spend taxpayer dollars. In addition, there are literally 50 or so water bodies in Town that people would love for the Town to fix for them and they are not the Town's responsibility.

We are putting together information to try to clear up the confusion over this brook/stream. The Town Councilors discussed how the Town does not maintain or clear out private brooks/streams and would not start to do so now.

Grants Update:

New Grants:

Airport Grants: Environmental Assessment (Engineering to prepare for Apron Expansion) – this grant will be closed out shortly.

Airport Grants: Engineering to Design the Apron Expansion – need to file the next grant application. The independent review is on-going for the next grant. The next grant filing deadline due to the federal budget issues has been moved back from 05/01/2013 to 05/23/2013. The proposed design cost was over budget so we have reduced the project scope for the apron decreasing 20', which did not seem necessary and reducing the area for full pavement work between the hangers. The current airport engineer is working on the revisions now. The Town is required to obtain proposals and consider the hire of an Airport engineering firm. The proposals were due on Friday, 03/29/2013. The Town Manager provided a brief update of the process. Belvedere Fund for Historic Preservation – Paperwork has been forwarded to the fund with all of the required submittals to receive the \$11,000 grant award, which must be spent by year-end. The fund requested multiple copies of the paperwork and we have sent that information in to the foundation.

Davis Family Foundation – Need to start the scope and bid specs for the foundation work.

HealthySV Grant: Healthy Communities – Exercise is Fun Program for Children – outside skating event was held at MCI for families and children to promote physical exercise. The Recreation Director is talking with and passing out copies of the Healthy Exercise information to the students at events.

HealthySV: Healthy Communities – Proactive Student Presentations – The police need to get back into the school to address more classes and have asked to be able to speak to the students.

L&W Conservation Fund: Hathorn Park Legge's Field & Sports Complex, Phase II –major project that will need to go out to bid in April 2013.

National Heritage Railroad Grant – closed out with payment to the construction company for the roofing project.

Rural Engineering & community Assistance Grant Opportunities Davis Family Foundation – Need to start the scope and bid specs for the foundation work.

8. **REPORTS:** Audience, Council

Audience:

Don Hallenbeck: The steps at Hathorn Park were put in for Civil War Veterans in the 1800's to service the flags.

Ben Herbest: I don't think that the rail trail is damaged. It is made for ATV's, not luxury.

Council:

Councilor Donahue: No Report.

Councilor Carr: Absent.

Councilor Chale: Absent.

Deputy Mayor Nichols: Thanked Stan Short for coming to the meeting for the presentation. Deputy Mayor Nichols noted that he would attend the SAS tour. The MMA workshop went well. Himself, Councilor Donahue and the Town Manager, attended the workshop. Several other Town's also attended. The movies at the Pittsfield Theatre are much better now with the digital equipment. Congratulations to Mr. Herbest and Ron Porter. Deputy Mayor Nichols questioned using the Town equipment for the rail trail.

Councilor Curtis: No Report.

Councilor Cianchette: Thanked the audience for participation. Questioned the fencing around Hathorn Park being removed. The Town Manager advised it is being repaired as part of a grant. Questioned using Kleinschmidt for advice on the dams. The Town Manager noted the other parties are using them. Council Cianchette also noted he did not feel we need to spend money to fix the rail trail.

Representative Stan Short advised the Council of an IFW bill to increase registration fees to turn back to clubs for maintenance of trails.

Mayor Jordan: Absent.

9. **ADJOURNMENT**

Motion by **Councilor Cianchette** and seconded by **Councilor Curtis** that the meeting be adjourned at 8:10 p.m. All in agreement.

Nicole Nickolan, Town Clerk