

# MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, May 7, 2013 at 6:30 pm in the Council Chambers.

**PRESENT:** COUNCILORS: Tim Nichols, Caleb Curtis, Michael Cianchette, Gary Jordan, Jr., Donna Chale, Christopher Carr and Heather Donahue. **ABSENT:** None. Also present: Town Manager Kathryn Ruth and Finance Clerk Tonja Lary. Audience members included: Ben Herbest, James Heap, Steve McCarron and others.

1. **Mayor Jordan, Jr.** 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 April 16, 2013.

Moved by **Councilor Chale** and seconded by **Councilor Cianchette** that the minutes of the meeting held on April 16, 2013 be adopted.

**VOTE: UNANIMOUS AYE**

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

#### **Meeting with SAD #53 Officials regarding the 2013 – 2014 proposed School Budget**

Representatives of SAD#53 were scheduled to attend the Town Council Meeting to update the Town Council on the Budget.

This meeting was originally scheduled after several Councilors indicated interest in this issue due to the economic climate in Maine and the large uncertainty regarding all state funding for the Town and School District.

Today, the Superintendent's Office advised that the Budget Committee did not come up with a final budget, therefore, the meeting needed to be cancelled for tonight.

This item will be scheduled for the next Council Meeting if the school is ready to proceed forward.

#### **Community and Economic Development Activities and Events:**

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

Several private sector business activities remain under review.

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

Rite Aid is completing a large make-over of the interior. The store plans on holding a ribbon cutting ceremony later this month and will contact the Town to have us come down. As soon as I receive the details, I will advise the Town Council.

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. The realtor has created a written package for the property. We have received an inquiry for a visit to the site and are awaiting a response from the realtor as to the details so that we can take an interested party through the property.

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 Sebec Valley 6<sup>th</sup> 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. We now have a lengthy list of

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.

**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                      |
| 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

05/01/2013 First Park Marketing Committee Meeting on Wednesday, 05/01/2013 from 2:00 pm – 4:00 pm in Oakland

05/02/2013 Sebasticook Valley Chamber of Commerce Strategic Planning Committee Meeting on Thursday, 05/02/2013 from 3:30 pm – 5:00 pm at the Chamber Office in Palmyra

05/02/2013 Sebasticook Valley Chamber of Commerce Board of Directors Meeting on Thursday, 05/02/2013 from 5:00 pm – 6:00 pm at the Chamber Office in Palmyra

4. Executive Session for the purpose of deliberating over a poverty abatement case #2013-01 pursuant to Title 36 Maine Revised Statutes, Section 841, et seq.

Motion by Deputy Mayor Nichols and seconded by Councilor Chale to enter into the executive session at 6:36 pm.

**VOTE: UNANIMOUS AYE**

Motion by Deputy Mayor Nichols and seconded by Councilor Cianchette to end the executive session at 7:00 pm.

**VOTE: UNANIMOUS AYE**

Motion by Deputy Mayor Nichols and seconded by Councilor Chale that poverty abatement case #2013-01 be denied.

**VOTE: UNANIMOUS AYE**

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

**ORDINANCE 13-05:** (Public Hearing) 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.

The Public Hearing was opened.

Proponents: Ben Herbest questioned the use of a number of picnic tables at Stein Park. The Town Manager noted Mr. Herbest should work with the Public Works Director to set up a site visit to review this. The Town Manager noted that Public Works planned to fix the table closest to the restaurant. Mr. Herbest was advised that insurance binders should be sent to the Town Office. Mr. Herbest indicated that he would like to put a fence up. It was noted that the CEO and

Public Works felt that if a partial fence was put up then it should be extended to where it is steeper. There is no obligation from the Town that a fence be put up. Mayor Jordan, Jr. stated perhaps a cedar rail fence is not the best option, as suggested by Mr. Herbest, but rather a solid fence to stop children. Mr. Herbest will decide if he needs to put up a fence and will work with the Town to make sure it is appropriate. The Town Manager would check on permits needed for a fence in Shoreland Zoning. Mr. Herbest noted he will be putting up something to hide the dumpster. Mr. Herbest hopes to be open in Mid-June.

There was no one who wished to speak against Ordinance 13-05. The Public Hearing was closed.

Moved by **Councilor Carr** and seconded by **Councilor Cianchette** that Ordinance 13-05 be adopted.

**VOTE: UNANIMOUS AYE**

**ORDINANCE 13-06:** (Public Hearing) 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.

The Public Hearing was opened. There was no one who wished to speak for or against Ordinance 13-06. The Public Hearing was closed.

Moved by **Councilor Chale** and seconded by **Councilor Cianchette** that Ordinance 13-06 be adopted.

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**

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

**Town Manager's Report: Town Council Meeting of 05/07/2013:**

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 SYSTERN 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. Walking Maps & Promotion: HealthySV, the regional HealthyMaine partnership and the Seabasticook Valley Chamber of Commerce joined 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. The meeting was held 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. Councilor Chale attended. We had representatives from 5 towns and have picked up 2 more towns from separate individual meetings. There will be a GPS training on 05/23/2013 in the afternoon for those individuals who will be providing the details on the trails here in Town. If you know of a recreational enthusiastic who you believe would like to help the Town map these trails, please contact Kathryn Ruth, Town Manager at 487-3136.

4. 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](http://www.pittsfield.org)

5. Greater Pittsfield Area Bike Rodeo and Bike Swap / Drop Off: The Greater Pittsfield Area Kiwanis Club will hold its Annual Bike Rodeo on Saturday, May 11, 2013 from 9:00 am – 1:00 pm at the Somerset Plaza by the Bangor Savings Bank. This event will be held in conjunction with the Pittsfield Recycling Committee’s Bike Swap / Drop Off and Bud’s Shop ‘N Save Customer Appreciation Day. The Somerset Plaza is the place to be on Saturday, May 11!

There will be lots of free activities. The Key Club will guide children through a bike rodeo course designed to teach bike safety skills. The Kiwanis Club will provide for free checkups for children’s bicycles; free bike helmet and bike safety materials while supplies last; free raffle for 2 new bikes available to any child completing the course; and bikes available for use if a child does not have one. The Recycling Committee will have a Recycling Corner for a Bike Swap for interested citizens who have bikes and want to swap with other bike owners. In addition, people can drop off bikes in the Recycling Corner that they no longer need and want to donate to others. The Town will take the donated bikes to the Trash to Treasure Recycling Center for adults and children to use who need them. There is no rain date for the bike rodeo and swap so it will be held unless it is pouring.

These fun items will be held in conjunction with Bud’s Shop ‘N Save Customer Appreciation Day at the Plaza. Bud’s will have FREE Carnations for the first 150 lady customers; a cooking demonstration by HealthySV; Free balloons for the children; a free raffle for a door prize; free

food samplings; and people can win prizes when buying lottery tickets. The Community Pharmacy will present its new Free Vitamin Club for Kids Program and a BBQ will be held to raise money for Relay for Life.

The Kiwanis Club's mission is to make the world a better place for children. The purpose of the Recycling Committee is to promote recycling, re-use and reduction to conserve the earth's natural resources. Bud's Shop 'N Save in Pittsfield is a true community partner dedicated to not only serving and helping the citizens and businesses of Pittsfield, but also the entire Seabasticook Valley.

Other sales will be taking place at the Plaza. There will be something of interest for everyone. Please make sure to come to the Somerset Plaza on Saturday, May 11th to participate in this fun-packed day!

6. Library Book Sale: The Friends of the Pittsfield Public Library are holding One Day Used Book Sale on Friday, May 24 from 10:00- 6:00. There are many great adult and children's books from personal collections, as well as discards from the library shelves. Used audio books, videos, and music will also be available. Come early for the best selection. Donations for the sale may be brought to the library the week before the sale. Proceeds from the sale will benefit the Friends of the Pittsfield Public Library and their support for the library activities. For more information, please call the library 487-5880.

7. Hooked on Fishing: The Police Chief advised this afternoon that the schools have confirmed Friday, June 07, 2013 as Hooked on Fishing day for the 4<sup>th</sup> 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 will be checking the parks for what items need to be done. There were 300 people at the opening of the Re-Use Center. Donnie Chute and Paul Farria made an Earth Day Presentation at the school on May 3. We will be participating in the Bike Swap on May 11. We will be putting out a map of Town bike racks. The Committee will be taking a summer break and will resume in September.

## 7. **NEW BUSINESS:**

**ORDINANCE 13-07:** (To be set to Public Hearing 05/21/2013) That the Town Council hereby ordains to transfer Map 017, Lot 079 to Daniel M. McQuarrie for the sum of \$2,659.80 as the result of a Tax Acquired Property bid. The Town acquired said property as a result of automatic foreclosure of a 2009 property tax lien, recorded in the Somerset County Registry of Deeds on June 7, 2010, at Book 4277, Page 234, which matured on December 7, 2011. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Daniel M. McQuarrie.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Chale** that Ordinance 13-07 be set to Public Hearing on 05/21/2013.

The Town Manager noted the Town Council previously received a copy of the bid results and voted at the 04/16/2013 meeting to accept the bid of Mr. McQuarrie for the following Tax Acquired Property:

Parcel 1: Map 17, Lot 79 Minimum Bid: \$1,313.00 Land only, +/- 1 acre

The Town's regular ordinance process, which consists of setting the transfer to public hearing and then taking action after the public hearing, will start with this meeting.

**VOTE: UNANIMOUS AYE**

**ORDINANCE 13-08:** (To be set to Public Hearing 05/21/2013) That the Town Council hereby ordains to transfer Map 017, Lot 070-001 to John Mitchell for the sum of \$5,100.00 as the result of a Tax Acquired Property bid. The Town acquired said property as a result of automatic foreclosure of a 2010 property tax lien, recorded in the Somerset County Registry of Deeds on June 17, 2011, at Book 4405, Page 285, 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 John Mitchell.

Moved by **Councilor Cianchette** and seconded by **Councilor Donahue** that Ordinance 13-08 be passed over and that the Town return John Mitchell's deposit of \$5,100.00.

The Town Manager noted it is recommended that Ordinance 13-08 as written be passed over and that the Town Council vote to return Mr. Mitchell's deposit to him. Mr. Mitchell had paid his 20% deposit or \$1,050.

Attorney Bachrach had located a survey completed on this parcel in the past and it has a variety of disclaimers on it about other surveys. If one tries to scale it out, it looks like a lot less land is available such as 5 acres or so. At this time, the difference in acreage is not several acres - it appears that only 33% of the property might be there and it includes a large brook/stream through the middle.

The Town Attorney was contacted to verify that under these conditions, we could return the deposit and then we can contact the remaining bidders one by one to see if anyone would like this property. We would offer them the ability to review the survey at the office in case they would like to look at it in order to make a decision.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-45:** Resolved that the Town Council approve a lunch wagon license application for J & K Concessions of 1120 Farmington Falls Road, Farmington, ME.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Chale** that Resolution 13-45 be adopted.

The Town Manager noted James Heap of Farmington is planning on having a lunch wagon on the property managed by Adam Friend located near the entrance of Manson Park.

Since these are self-contained units, the Town does not inspect them.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-46:** Resolved that the Town Council accept the Proposal of Engstrom & Tumosa of Dover-Foxcroft, ME in an amount to not exceed \$ 5,100.00 for the Removal of Trees

and Stumps and authorize the Town Manager and Public Works Foreman to execute a contract for same.

Moved by **Councilor Cianchette** and seconded by **Deputy Mayor Nichols** that Resolution 13-46 be adopted.

The Town Manager noted the Town Councilors received a copy of the Bid Tally Sheets and the Bids.

Engstrom & Tumosa Tree Service from Dover-Foxcroft is the low bidder with a bid of \$5,100. This firm has worked for the Town previously and done an excellent job. Last year, the firm was awarded the tree bid, arrived in town and completed work efficiently and quickly without any issues.

Councilor Cianchette questioned what was done regarding whether there was a nest on Central Street. The Town Manager noted that nothing could be found after several employees reviewed the site.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-47:** Resolved that the Town Council authorize the Town Manager to file the Federal Aviation Administration (FAA) Grant Application for the Pittsfield Municipal Airport for the General Aviation Apron Expansion Project.

Moved by **Councilor Cianchette** and seconded by **Councilor Carr** that Resolution 13-47 be adopted.

The Town Manager noted the Town's Airport Capital Improvement Plan provides for the opportunity to compete for Federal Aviation Administration funding for the expansion of the Airport Apron. The Airport Engineers continue to work on the project. When the information is received the Town will complete paperwork and file the grant application. The deadline is later this month.

As discussed at numerous Council Meetings, the Town has been working toward this project for years. With all the capital infrastructure improvements at the Pittsfield Municipal Airport, we have indeed been fortunate. In order to have this project, we had agreed with the MDOT and FAA previously to break up the project into a number of smaller projects over several years with the last phase being the construction. The construction phase has arrived.

This project is very important in order to (1) provide for increased distance between planes and vehicles; (2) provide for additional space for tie-downs as during the year, the airport storage areas available to Curtis Air are often full; and (3) allow the Town to promote the economic development of the airport and compete for additional aviation interests.

The Capital Improvement Budget line item estimate is \$498,000. The Town would be required to pay 5% of the cost of the project, which would be \$24,900. If the cost is higher or lower, we would multiple the cost by 5% to determine our match.

The Town has the match for the project in its Airport Reserve. This reserve currently has \$38,638.23 as of 03/31/2013.

Councilor Curtis noted that this was the first spring the lots have filled up quickly. There are 15-20 planes there. Councilor Curtis noted he spoke with the Maine DOT. Deputy Mayor Nichols stated he thinks this will be a good project.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-48:** Resolved that the Town Council approve the Request for Proposals for the General Aviation Apron Expansion Project in accordance with Federal Aviation Administration (FAA) and Maine Department of Transportation (MDOT) requirements and Authorize the Town Manager and Hoyle Tanner & Associates to issue the Request for Proposals for same.

Moved by **Councilor Cianchette** and seconded by **Councilor Donahue** that Resolution 13-48 be adopted.

The Town Manager noted the Town received the General Aviation Apron Expansion Specifications after the last Council Meeting. The Engineers placed the project out to bid in order to obtain pricing so that the Town can file the grant project. In past years, we have worked together on the schedule so that the documents can be received in time for the Council Meeting.

The bid package must meet all FAA and MDOT requirements and be issued in a standard format so there is very little in the package that can be changed.

The pre-bid meeting was held on Tuesday, April 30, 2013 with a lot of interested companies attending the meeting. Apparently, pricing is coming in very competitive and it is expected that we will receive good bids.

The project remains the same one that we have discussed at several Council Meetings which has been discussed extensively at the Airport. People are very excited to think that this project could actually take place.

It is imperative that the Town receive the pricing due to the new filing deadline for the grant application.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-49:** Resolved that the Town Council authorize the Town Manager and Librarian to execute all paperwork and agreements for magazine subscriptions from Discount Magazine Subscription Service, Inc. of Fort Myers, Florida in an amount not to exceed \$1,282.98.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Curtis** that Resolution 13-49 be adopted.

The Town Manager noted this is the annual quote for magazine subscriptions. 37 titles have been requested for the year. Discount Magazine Subscription Service, Inc from Fort Myers, Florida is the low bidder. This is the same company that the Library had for the last year.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-50:** Resolved that the Town Council authorize the Town Manager and Assistant Treasurer to transfer and expend up to \$500 from the Hooked on Fishing Account at People's United Bank (G 1-104-06) for the 2013 Hooked on Fishing School and Community events in June 2013.

Moved by **Councilor Chale** and seconded by **Councilor Cianchette** that Resolution 13-50 be adopted.

The Town Manager noted it is time for Hooked on Fishing activities again this year. The fishing activities for the 4<sup>th</sup> grade will be held on Friday, June 7, 2013. The fishing activities for the community will be held on Saturday, June 8, 2013 from 8:00 am – 12:00 noon. All activities will be at Manson Park.

It is estimated that the cost will be less, however, I left it at the level of 2012's approval in case there is an unexpected emergency. This will avoid the situation of having to process a second Resolution.

The Hooked on Fishing Account has a balance of \$5,793.96 as of 03/31/2013.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-51:** Resolved that the Town Council approve the issuance of a parade permit to the VFW/American Legion for a Memorial Day Parade on May 27, 2013 and waive the permit fees.

Moved by **Councilor Cianchette** and seconded by **Councilor Carr** that Resolution 13-51 be adopted.

The Town Manager noted the Burns-Knowton American Legion Post #32 is back stronger than ever and pleased to organize the Memorial Day Parade again his year.

The Memorial Day Parade will be held on Monday, May 27, 2013 beginning at 10:00 am with line up at Corner Cupboard at 9:00 am.

**VOTE: UNANIMOUS AYE**

## 7. **DISCUSSION ITEMS:**

### **Updates:**

#### Water Projects Update:

A lot of the problematic curb stops are being worked on by Water/Sewer. The hydrants have just arrived that were authorized earlier this year so they will be installed. Water/Sewer has fixed lawns that were dug up for their operations last year. Several places need to be paved and quotations are being received for the work.

#### Sewer Projects Update:

Somerset Avenue: To advise commuters and remind people of the sewer project to commence on Somerset Avenue, an ad was placed in the Rolling Thunder. Letters had been sent to the property owners by Olver Associates. The project begins Monday, May 13, 2013. The work will be completed by Sargent Corporation which had done such a great job last year.

School Street, Elm Street, Across Country: The first meeting was held with the low bidder T Buck Construction. A test pit will be dug in the Rail Trail area this week and we will check to make sure that the company has safety cones/signing out so that people can see them. This project will start up after the school year is over. An ad will be placed in the Rolling Thunder to advise the public that the Rail Trail will be worked on and closed at times during the summer. This is a small project so it should not be too much of an inconvenience. We can also contact the ATV Club for the area, MCI, several companies that have employees walking and biking during their lunch hour and any others that we can think of to advise them that this area will be under construction this summer.

Franklin Street and Altenates is being designed now. We have been advised by Olver Associates that the design is about two weeks out and then the USDA must review the design. Therefore, this project will be coming up in the future for approval by the Town Council. It will be the last project of the many sewer projects. Letters were sent to the individuals along Franklin Street before Olver Associates went into the field to design the project so that they would know what was taking place.

Highway:

Sweeping, clearing sand, filling potholes, cleaning culverts, and all summer work has started. The PW crew has been working on the Gazebo to stabilize it and dug a trench for the electrician as a new conduit was being placed for the new electrical hookup.

Biennial Budget Proposal & Status on proposed cuts:

There are no updates. All seems to be at a standstill. I did contact Representative Short to see if he had insight into an approximate time when the State budget would be completed and he is checking into this. However, it may be late this year with a possible State shutdown.

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.

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.

There was a lengthy discussion regarding the Rail Trail with the pros and cons of working on the trail. It was decided people should talk about this more and the subject will come back for discussion. The Town Manager noted the possibility of a grant rather than raising taxes. This may be difficult to pursue this year due to the State Budget issues and the general revenue situation.

Code Enforcement Update: The Town placed a dumpster at the Leonard Street property and several town employees assisted the owner to clean up the front area. This was definitely a public safety concern so the area out front was cleaned up. The dumpster was left for awhile for the work to commence out back by the property owner and little was done. The CEO was directed to go meet with the property owner to see how we can move along the backyard cleanup.

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. The Planning Board will start its first review date at their meeting next week on May 13, 2013.

Pioneer and Waverly Dam Lease Renewal Update: The Town Council received an update on the lease negotiations. I completed another update for the group last weekend. The group needs to respond to our proposal.

Digital Theatre Conversion Update: The conversion was completed at the beginning of April and we have received some good comments. The first fundraiser was held on Friday, May 3, 2013 which was an auction with music entertainment from the schools and very nice desserts. When the Committee has the proceeds tallied which means obtaining all the payments from those who were not at the auction who won, that announcement will be made.

### **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.

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 for playground equipment and parking lot pavement.  
National Heritage Railroad Grant – closed out with payment to the construction company for the roofing project.

8. **REPORTS:** Audience, Council

**Audience:**

None.

**Council:**

**Councilor Donahue:** No Report.

**Councilor Carr:** Wanted to thank Mr. Herbest. The Town should try to help new businesses.

**Councilor Chale:** No Report.

**Deputy Mayor Nichols:** Thanked Mr. Herbest for coming tonight. I am looking forward to a new restaurant. I also wanted to thank Mr. Heap for coming in. I am very concerned regarding Revenue Sharing. Every Town will have a hard time. Deputy Mayor Nichols stated that he took a tour of the old SAS building with the Town Manager. The building is in great shape. I want to thank Kathryn and the Town Employees for all their hard work. I am looking forward to the Bike Rodeo. We need help at the Job Fair if anyone is interested.

**Councilor Curtis:** No Report.

**Councilor Cianchette:** Looking forward to more discussion regarding the rail trail. This is a tough time to ask people to pay more money.

**Mayor Jordan:** I wanted to welcome the two new businesses. I apologize for missing the last two meetings.

9. **ADJOURNMENT**

Motion by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that the meeting be adjourned at 8:18 p.m. All in agreement.

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Nicole Nickolan, Town Clerk