

MINUTES

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

PRESENT: COUNCILORS: Caleb Curtis, Gary Jordan, Jr., Christopher Carr and Donna Chale.

ABSENT: Tim Nichols, Michael Cianchette and Heather Donahue. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Donnie Hallenbeck, Robert Stackhouse, Carl Eaton, Peter Abello, Charemon Davis, Annaleis Hafford, Donnie Chute 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 July 9, 2013.

Moved by **Councilor Chale** and seconded by **Councilor Carr** that the minutes of the meeting held on July 9, 2013 be adopted.

VOTE: UNANIMOUS AYE

Mayor Jordan noted for the record he would be voting tonight to make a quorum.

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

Presentation by the Town Auditor Charemon Davis of RHR Smith & Company on the audit for the period ending 12/31/2012

Charemon Davis reviewed the balance sheet for governmental funds and numerous graphs that showed a 2-year comparison. The statement of revenues, expenditures and changes in fund balances of governmental funds was briefly reviewed, as well as a budgetary comparison schedule.

The auditor noted that this was an extremely busy Town with a lot going on and many more grants than other communities. The auditor noted that the Town was doing well.

Presentation by Annaleis Hafford, Vice-President and Senior Process Engineer of Olver Associates, to discuss a recommendation for the last sewer line replacement projects to utilize the remaining uncommitted funding in the grant

The Town Manager noted Annaleis Hafford of Olver Associates is at the meeting tonight to discuss a recommendation for the last sewer line replacement projects to utilize the remaining uncommitted funding in the grant.

Olver Associates had completed the design of Franklin Street and was working on the design of some of the small projects in Town that would be beneficial to complete. Once into the alternate projects, the small items became much larger.

Franklin Street Sewer Rehabilitation would be put out to bid along with several alternates. It is unlikely that all alternates could be accepted, however, the projects are designed and will be available for the Town to bid out in the future in times when we have more funding available or find another source of revenue.

Comments from the agencies that are received will need to be incorporated into the bid document. It is very important to get this project out to bid so that it can be completed and the USDA grant can be closed out.

Annaleis noted this package was put together after our discussion in February 2013. The Franklin Street estimate is less then we expected. Alternate Bid #1 is a Main Street address that has sewer lines going under the house and garage. This project turned out to be far greater then we imagined. Alternate #2 is on Stinson Street. This project was also much larger then originally estimated. Alternate #3 is on Davis Street. This project would take care of some of the sewer mains. Alternate #4 is located on School Street/Birchwood Terrace. We are currently working on obtaining an easement with MSAD #53.

Community and Economic Development Activities and Events:

Report on New Business Activity & Opportunities in Pittsfield:

The Town Manager noted that the Town Council would be signing Certificates of Thanks for student volunteers that helped paint the Hathorn Park Gazebo.

The Town Council will also sign a Certificate of Congratulations for A.E. Robinson for their new building and renovations and Ben's Breakfast and Grill for his new restaurant in Town.

4. PUBLIC HEARINGS/OLD BUSINESS:

ORDINANCE 13-14: (Public Hearing) The Town of Pittsfield hereby ordains that the Town of Pittsfield 2013 Comprehensive Plan, which has been determined consistent by the State of Maine, be adopted.

The Public Hearing was opened. There was no one who wished to speak for or against Ordinance 13-14. The Public Hearing was closed.

Moved by **Councilor Carr** and seconded by **Councilor Chale** that Ordinance 13-14 be adopted.

The Town Manager noted in the last Council package, the Town Council received the approval letters from the State of Maine. A copy of the Comprehensive Plan submitted to the State of Maine was forwarded to the Town Council by e-mail under separate cover prior to the last Council Meeting.

The Planning Board reviewed the materials from the State at their 07/08/2013 meeting and did not recommend any changes. The Planning Board had previously approved recommendation of the Comprehensive Plan to the Town Council after holding a public hearing.

The Comprehensive Plan has been approved as consistent by the State of Maine without any amendments, revisions or changes. It is very important to consider the Comprehensive Plan for adoption so that we have a recorded up-to-date plan.

When we first distributed draft copies of the Comprehensive Plan prior to scheduling the plan for the Planning Board public hearing, the Town received a lot of comments on the plan. The draft plan was submitted to the State for review and approval, which provided another public review process. The Plan was then approved without any revisions. Since advertising this public hearing, one citizen submitted comments regarding the plan – 2 typos were found which will be fixed. The last comment dealt with where the newest bus pickup is located and this will change over the next 10 years.

VOTE: UNANIMOUS AYE

ORDINANCE 13-15: (Public Hearing) That the Town Council hereby Ordains that Chapter 2B General Assistance Ordinance, Appendices A be rescinded and the new Appendices A be adopted to reflect the revised maximums for the period of July 1, 2013-June 30, 2014, and that the Town Council hereby Ordains that Chapter 2B General Assistance Ordinance, Appendices B-E be rescinded on September 30, 2013 and the new Appendices B-E be adopted to reflect the revised maximums for the period of October 1, 2013-September 30, 2014 and to continue to use Appendices B-F set forth and filed with the Department of Health and Human Services (DHHS) until any new appendices are approved.

The Public Hearing was opened. There was no one who wished to speak for or against Ordinance 13-15. The Public Hearing was closed.

Moved by **Councilor Chale** and seconded by **Councilor Curtris** that Ordinance 13-15 be adopted.

The Town Manager noted on July 1, 2013 the State informed municipalities to have the appendices adopted for Appendix A to begin on July 1 and the remaining Appendices B-E to start on October 1, 2013 and did not note any directions on Appendix F.

Instead of having three separate public hearings and/or motions and ads, we listed the three sets of directions together.

Each year the Maine Municipal Association reviews cost trends in the State of Maine and counties. The State DHS is provided with the data and decides on the maximum amount of general assistance to be provided in each category of assistance. In turn, each community is required to amend the General Assistance Ordinance to match those requirements in order to be partially reimbursed for our costs. Currently, the Town is reimbursed for 50% of acceptable expenditures.

Appendix A is the overall maximum assistance allowed to individuals and families per month. Appendix B – E are the Maximums for Food, Housing (Heated and Unheated Rents), Utilities (Households without Electric Hot Water and Households with Electrically Heated Hot Water), Heating Fuel, Personal Care & Household Supplies and Supplement for Households with Children under 5.

The Maximum Assistance that Towns will be required to provide to applicants who meet all state requirements has increased. The categories of housing (both unheated and heated); and electricity have increased. The other categories have not increased.

VOTE: UNANIMOUS AYE

TABLED AT THE 07/09/2013 MEETING:

RESOLUTION 13-69: Resolved that the Town Council accept the proposal of _____ of _____ in an amount to not exceed \$ _____ for the Pittsfield Historic Railroad Depot Foundation Reconstruction Project and authorize the Town Manager to execute a contract for same.

Motion by **Councilor Carr** and seconded by **Councilor Curtis** to remove Resolution 13-69 from the table.

VOTE: UNANIMOUS AYE

Motion by **Councilor Chale** and seconded by **Councilor Curtis** to reject all bids.

VOTE: UNANIMOUS AYE

5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES: NONE**
6. **NEW BUSINESS:**

RESOLUTION 13-79: Resolved that the Town Council accept the bid of W.D. Matthews Machinery Co. in the amount of \$ 22,452.00 for the purchase of a new 5000 lb. Forklift for the Transfer Station and Recycling Center based on advice and testing by Transfer Station and Recycling Center employees of competing machines offered in response to bid; and authorize the transfer and expenditure of \$ 22,452.00 from PITT49 (G1-657-00) Recycling Forklift Reserve.

Moved by **Councilor Chale** and seconded by **Councilor Carr** that Resolution 13-79 be adopted.

Donnie Chute gave an overview of the pros and cons of each machine. The workers felt that the Toyota was much safer, though the Stark was comparable.

VOTE: UNANIMOUS AYE

RESOLUTION 13-80: Resolved that the Town Council authorize the Town Manager and the Transfer Station Coordinator to sign the lease of equipment/property with Ameri-Gas Propane so they may install forklift tank racks at the Transfer Station/Recycling Center.

Moved by **Councilor Carr** and seconded by **Councilor Chale** that Resolution 13-80 be adopted.

The Town Manager noted the lease agreement is so Ameri-Gas propane may install a forklift propane tank rack in front of the upper recycling building to secure their tanks. They will be supplying the tanks and racks at no charge to the town so they may fill their tanks on-site making it easier for them to fill them on a monthly basis. This is a free service if we have an account with them for propane the Transfer Station/Recycling Coordinator noted.

We have been taking our 8 tanks to Mid-State gas for filling but there is no one currently at that office as it has closed. We have currently been transporting those tanks to the Pool and Spa Place. We have just learned that if we transport the tanks we are in violation of 49CFR for transporting hazardous materials due to the quantity. We also would have to find another company to inspect our tanks on an annual basis. If we go to Ameri-Gas they will provide the tanks and inspecting them saving us about \$700.00 annually. They will also deliver the propane at a price of \$2.78 a gallon instead of the \$3.49 we are currently paying. This pricing along with the savings in man hours and transportation costs will save the Town another \$2000.00 a year. I believe this is not only a cost savings measure but also it will eliminate any liability issues with transportation and inspections of the forklift propane tanks.

VOTE: UNANIMOUS AYE

RESOLUTION 13-81: Resolved that the Town Council approve the issuance of a parade permit to Sebec Regional Land Trust for a bicycle tour on September 14, 2013 and waive the permit fees.

Moved by **Councilor Chale** and seconded by **Councilor Carr** that Resolution 13-81 be adopted.

The Town Manager noted the Sebec Regional Land Trust will be hosting its Farm & Habitat Tour on Saturday, September 14 in Pittsfield presented in partnership with the HealthySV Coalition.

This is approximately a 30-mile leisurely bike tour with stops at working farms and wildlife habitat or a guided paddle on the Sebec River. All proceeds support the Sebec Regional Land Trust's work to conserve the Heart of Maine.

The Police Chief will assign the officer to get the traffic out onto Route #100 and through town. The officer will check on the route as much as possible between calls.

The Land Trust has insurance coverage for the event and will be providing that certificate to the Town.

Peter Abello, who is at the meeting tonight, stated that the Land Trust has partnered with Healthy SV Coalition on this event. He noted that in addition to the Police Officer, there would be volunteers at key intersections and signs that show dangerous intersections. Councilor Chale brought up the dangers on Madawaska Avenue due to the road having no shoulders. The Town Manager noted that she would discuss the areas of concern with the Police Chief. The issues on Madawaska Avenue would affect cyclists on the long route only.

VOTE: UNANIMOUS AYE

RESOLUTION 13-82: Resolved that the Town Council approve the bid specifications for the 2013 Sewer System Improvements under the USDA Rural Development Grant and authorize the Town Manager and Assistant Water/Sewer Superintendent to seek bids for the same once approved by the United States Department of Agriculture (USDA), Rural Development (RD) and the State of Maine Department of Environmental Protection (DEP), incorporating all agency required amendments.

Moved by **Councilor Carr** and seconded by **Councilor Curtis** that Resolution 13-82 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 13-83: Resolved that the Town Council authorize the Town Manager and Deputy Treasurer to transfer and expend up to \$3,500 from PITT#05 (G1-601-00) Highway Equipment Reserve for repair of the Highway Sweeper.

Moved by **Councilor Carr** and seconded by **Councilor Curtis** that Resolution 13-83 be adopted.

The Town Manager noted the Town Highway Sweeper has broken down and requires several parts. The 1996 sweeper has worked well for the Town since purchase in 2010. The parts needed include a top bent plate; 4 split sprockets, 2 chain elevators, 2 dirt shoes, 1 bearing and other small parts totaling \$3,117. In case of extra costs developing that may not be known about at this time, the authorization for expenditure from the Equipment Reserve has been rounded up to \$3,500.

This expenditure was not budgeted for in the Highway Budget, the budget is very tight and with the loss of State Revenue Sharing, this expenditure should be taken from the Equipment Reserve.

VOTE: UNANIMOUS AYE

RESOLUTION 13-84: Resolved that the Town Council approve the Request for Proposals for the 2013 Small Paving Projects and authorize the Town Manager and Public Works Foreman to seek proposals for same.

Moved by **Councilor Chale** and seconded by **Councilor Curtis** that Resolution 13-84 be adopted.

The Town Manager noted originally, the Town had planned to go out to bid and pave several roads up to \$110,000. However, with the large revenue loss projected from State Revenue Sharing for all towns and especially for Pittsfield, which is designated as the 46th highest affected town in the State, we need to be very conservative in order to balance the budget. The current projection is now nearly \$148,000 in lost funding for a year.

Instead, we will need to pave less in order to save funds from the current budget to place against the shortfall. Other cost savings measures are in place and other projects will be eliminated. Capital projects, as discussed at prior Council meetings, are those items which are normally delayed when there are revenue issues.

It is proposed that we complete some paving to address problematic sections of roads.

Several roads need to be rebuilt and/or grinded, however, the Town does not have the funds to do this. Engineering estimates of the re-construction (without pavement) came to over \$1,004,111 for the worst sections of Bean's Corner, Webb, Snakeroot, Powers to Pooler, and Johnson Flats in 2007 dollars.

Several sections of roadway in town have deteriorated to the point that there is extensive patch on them – these are small sections as one enters the roadways from Somerset Avenue on Central, Hathorn, and Middle Street. It is very bumpy and a constant maintenance issue. Manson has been added to the list as it is starting to deteriorate the same way. The corner of Lancey Street has deteriorated from the heavy traffic and road configuration, therefore, it is proposed to square the road more so that vehicular traffic will slow down when taking the corner. There are several other areas along Lancey Street where the top coat has come off, therefore, it is proposed to fix those sections when the paver is already on that road. Although both Webb Road and Bean's Corner Road should be rebuilt, the town lacks the funds to do so. Therefore, due to their condition, it is proposed to pave the worst sections on both roads. We may not be able to pave all of these areas, however, they are the ones that need pavement the most.

The Town Councilors received a copy of the abbreviated paving RFP and the list of small areas that need to be paved.

VOTE: UNANIMOUS AYE

RESOLUTION 13-85: Resolved that the Town Council approve the Request for Proposals for Engineering Assistance for Bridge Inspection Services and authorize the Town Manager and Public Works Foreman to seek proposals for same.

Moved by **Councilor Curtis** and seconded by **Councilor Carr** that Resolution 13-85 be adopted.

The Town Manager noted the Town received a copy of the bridge inspection reports from MDOT in May 2013. Older year notes were also provided. In reviewing the materials vs. the reports received in 2011, it is clear that the bridges listed are deteriorating.

Three of the Town's bridges and/or large culverts have been identifying as deteriorating. This does not mean that the bridges and culverts are not safe, however, it does mean that work needs to be done.

The Town needs to have these two culverts and one bridge reviewed by an engineer with recommendations for work to be completed so that the Town can budget for this capital infrastructure, likely through a loan or bond.

The trees, which had fallen into the river by the Sebasticook culverts, were removed several years ago. More trees and debris were observed fallen into the river and will be removed this summer by hiring equipment that has a large enough reach to pull the debris out of the area.

Attached is a copy of a proposed RFP for Bridge Inspection Services and the bridge inspection reports received in May 2013.

VOTE: UNANIMOUS AYE

RESOLUTION 13-86: Resolved that the Town Council authorize the Town Manager to execute the Property Damage Release for L.E. Myers Co., MYR Transmission Services, Inc., and Central Maine Power Company for paving the town ways damaged during the Maine Power Reliability Program as approved by the Town Attorney.

Moved by **Councilor Curtis** and seconded by **Councilor Chale** that Resolution 13-86 be adopted.

The Town Manager noted the roads that were used as access to the transmission lines for the Maine Power Reliability Program have been inspected by the Public Works Foreman and the Building Inspector. L.E. Myers Co., which conducted the work on the transmission lines through use of town ways, has agreed with the town staff on the areas that were damaged and need to be paved.

L.E. Meyer's Co. has indicated that they will not pave the roads unless the Town signs a release. The Town Attorney has reviewed the proposed release from L.E. Myer's Co. and agreed that it is acceptable for signature as long as the recommended language changes are made:

3rd paragraph: Add: work and pavement must meet MDOT standards.

4th paragraph: Add to the end of the sentence: with the proviso that liability only begins again if any of the parties use these roads for future work on this or related Central Maine Power Company projects.

Also, any references in the agreement relating to roads being paved later should be deleted if all of the roads are going to be paved at the same time.

In case L.E. Myers Co. or the other principals listed in the agreement come back with their own language changes, the release will be signed with the Town Attorney's approval.

VOTE: UNANIMOUS AYE

RESOLUTION 13-87: Resolved that the Town Council authorize the Town Manager to execute an agreement with the Maine Department of Transportation for use of town roads for a detour when Route #100 is closed in order to repair the Main Street Railroad Crossing.

Moved by **Councilor Curtis** and seconded by **Councilor Carr** that Resolution 13-87 be adopted.

The Town Manager noted the Maine Department of Transportation (MDOT) and Pan Am Railways plan to repair the Main Street Crossing. Pan Am will be fixing the rails and MDOT will pave the crossing when Route #100 is paved later this summer.

The Town has been asking for the crossing to be fixed for several years so the long awaited project will be coming up later this summer.

In order to fix the crossing, MDOT and Pan Am have agreed that Route #100 or Main Street must be closed for 1-2 days to complete the necessary work. The Town has requested to know when this work will take place in enough time to be able to advertise that Route #100 will be closed in the downtown.

As of 07/29/2013, the agreement and details on the closing have not yet arrived, however, as the Council has one meeting in August, approval is requested so that the project will not be delayed or the Town Council needs to hold a special meeting. MDOT had been apprised of our meeting date and the filing deadline for Council materials.

The basic document has been received. The extent of the work to be completed is now up in the air. MDOT has offered to pave the area with additional material if Pan Am can replace not only the gaskets but also the rails. Pan Am does not know at this time if they can come up with the materials needed. At the least, just the gaskets will be fixed and the area will be paved. This would be a one lane closure and only be on one side of the road. If Pan Am can obtain the materials needed, then the entire crossing will be dug up with the rails being replaced. This would require 1-2 days. MDOT would provide full pavement for that area. MDOT has requested 3 days just in case something goes wrong. I have been advised that if the full closure is not needed, MDOT will not use the agreement.

As of 08/05/2013, the draft local agreement for traffic control had been received. The extent of the work is still up in the air. Pan Am is trying to locate materials to perform a full rail replacement on the Main Street crossing, however, MDOT reports that the company may not be able to do this. If not, MDOT advises that just the gaskets will be replaced. In any case, MDOT will pave as part of their Route #100 project, the railroad crossing as necessary based upon the work that Pan Am actually performs. If just gaskets are replaced, the road will not need to be fully closed and one-lane traffic will take place. If the rails are replaced, then full closure will be needed. MDOT has requested 3 days for full closure in case something happens, however, it is likely that 1-2 days will be needed. If it turns out that full closure is not needed and the detour through the Town's Industrial Park for Route #100 traffic is not needed, then MDOT indicates that the agreement will not be used.

VOTE: UNANIMOUS AYE

RESOLUTION 13-88: Resolved that the Town Council accept the proposal of Cianbro Corporation in response to the Request for Bids dated April 2013 as revised and agreed upon in 302511-Reduced Bid Quantities in an amount to not exceed \$475,455.00 to fit within the FAA and MDOT Capital Improvement Program Grant Project for 2013 for the Reconstruct General Aviation Apron Project AIP #3-23-0036-0_-2013 once the written grant offer has been received and approved by the Federal Aviation Administration and authorize the Town Manager to execute a contract for same.

Moved by **Councilor Carr** and seconded by **Councilor Curtis** that Resolution 13-88 be adopted.

The Town Manager noted the Town Council received a copy of the background material on Cianbro's bid.

Senator Collins Office called on July 31, 2013 to advise and congratulate the Town on receiving the grant from the FAA for the expansion of the airport apron.

This project will provide room for:

11 more tie-downs increasing the current number of tie-downs of 13 to 24 or by 85%.

Enhanced safety between airplane movements

More trips and activities at the airport, which will increase Town and Fixed Base Operator business

More opportunity of economic development as currently all hangers are utilized and generally all outside tie-down space is filled.

The Town has been advised that the federal grant paperwork will be arriving the week of August 6 which will allow for the project to proceed forward this year and provide work for businesses, employees and the local economy.

VOTE: UNANIMOUS AYE

RESOLUTION 13-89: Resolved that the Town Council authorize the Town Manager to execute the Contract for Professional Engineering Services for the project of Reconstruct General Aviation Apron Project AIP #3-23-0036-0_-2013 in an amount to not exceed \$107,200 once the written grant offer has been received and approved by the Federal Aviation Administration.

Moved by **Councilor Carr** and seconded by **Councilor Curtis** that Resolution 13-89 be adopted.

The Town Manager noted this Resolution has the same description as the prior agenda item.

VOTE: UNANIMOUS AYE

RESOLUTION 13-90: Resolved that the Town Council authorize the Town Manager to execute the second of a two (2) 5-year renewal options for the Airport Lease at the Pittsfield Municipal Airport to John Watson.

Moved by **Councilor Chale** and seconded by **Councilor Carr** that Resolution 13-90 be adopted.

The Town Manager noted the Lease signed with Mr. Watson in 1998 provides for two (2) 5-year renewal options at a cost of not less than .04 per square foot and not more than .06 per square foot. The first renewal was .05 per square foot. It is recommended that the second renewal be at .05 per square foot. Mr. Watson's payment per year for this 3,600 square foot parcel is \$180.00. The Town Council received a copy of the proposed lease agreement in their Council package.

VOTE: UNANIMOUS AYE

RESOLUTION 13-91: Resolved that the Town Council authorize the Town Manager and Town Clerk to sign the updated user agreement from the Department of Elections for the DS200Scanner and Tabulator.

Moved by **Councilor Carr** and seconded by **Councilor Curtis** that Resolution 13-91 be adopted.

The Town Manager noted last year, a number of towns signed the first agreement provided to the Towns for those who received the new voting equipment. More towns have received equipment this year. The Secretary of State has created a new lease for all towns to execute by August 9, 2013 to have and use the new equipment even if the older agreement was previously signed.

VOTE: UNANIMOUS AYE

RESOLUTION 13-92: Resolved that the Town Council authorize the Treasurer to waive the foreclosure of a lien mortgage by recording a waiver of foreclosure in the Registry of Deeds when transfer of the property to the Town would create extensive liability for the Town.

Moved by **Councilor Curtis** and seconded by **Councilor Carr** that Resolution 13-92 be adopted.

The Town Manager noted in the case that an automatic foreclosure for water, sewer or taxes would create a liability or risk for the Town, a waiver of foreclosure can be filed at the Registry that will stop the foreclosure. The lien will remain in place and the taxes will still be due on the property.

In extreme cases in which the State law lien automatic foreclosure process for water, sewer or tax lien would result in extensive liability for the Town, the waiver would be filed prior to the automatic foreclosure process.

The Town does not have the resources to address some properties. In some cases, the Town can not obtain insurance coverage to protect the Town and its citizens.

The Town works very hard to ensure that property tax liens are paid prior to automatic foreclosure. However, last year for the first time, the owners walked away from two properties including one property where the Town was promised payment by a financial institution. This situation could happen again. It is proposed that these properties will be reviewed under Discussion Items at the Town Council Meeting prior to foreclosure if timing permits.

VOTE: UNANIMOUS AYE

Motion by **Councilor Carr** and seconded by **Councilor Chale** to waive the rules and add Resoultion 13-93 to the agenda.

VOTE: UNANIMOUS AYE

RESOLUTION 13-93: Resolved that the Town Council authorize the Town Manager to execute a grant award from the Federal Aviation Administration and the Maine Department of Transportation for Reconstruct General Aviation Apron Project AIP #3-23-0036-014-2013 at the Pittsfield Municipal Airport under the Airport Improvement Program.

Moved by **Councilor Chale** and seconded by **Councilor Carr** that Resolution 13-93 be adopted.

The Town Manager noted on 07/31/2013, Senator Collins Office called to advise and congratulate the Town on receiving the grant from the FAA for the expansion of the airport apron.

The federal grant would be \$526,302. The State of Maine's 5% share would be \$29,239 and the Town's 5% share would be \$29,239. The total project cost for the Apron Expansion is \$584,780. The Town's Airport Improvement Reserve had a balance of \$38,611.47 on 06/30/2013.

This project will provide room for:

11 more tie-downs increasing the current number of tie-downs of 13 to 24 or by 85%.

Enhanced safety between airplane movements

More trips and activities at the airport, which will increase Town and Fixed Base Operator business

More opportunity of economic development as currently all hangers are utilized and generally all outside tie-down space is filled.

This project does not include paving or reconstruction of the deteriorated areas between the hangers that was originally submitted. As discussed at previous Council meetings, the Town was requested to focus upon the airport apron due to limited federal funding. To be able to proceed with the apron expansion project in itself is wonderful!

While the Town has approved the Town Manager to execute all paperwork for the airport grants, with the timing of the grant award being made just before the Council meeting, we should process a specific approval for this particular grant.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Updates:

1. Water Projects Update:

Water is working on curb stops, hydrants and fixing items. Also, a RFP is being sought for videoing and cleaning out the wells.

2. Sewer Projects Update:

Somerset Avenue: Except for a few punch list items, Sargent Corporation has completed its work.

School Street, Elm Street, Across Country: T Buck Construction has had many difficulties and has been instructed to stop blocking off the entire road. School Street needs to be open for traffic and the company needs to be out of that area by the time that school commences.

Central Street sewer serving Hathorn Pak – this project needs to be completed by the sewer department. The highway department will also assist.

Franklin Street and Alternates have been designed. On the agenda this evening.

Main Street has had three separate sewer issues on three lines. The alternate above to be bid out with Franklin Street, if a bid is accepted will address 1 Main Street issue. The last Main Street sewer line is the Alternate that is being designed for bidding as the line runs across country under a garage and is full of holes.

The second Main Street issue has been determined to the best of the Town's and Olver Associates' review to be a customer issue.

The third issue needs to be dug. On the Main Street sewer line problem reported on two meetings ago, we sent the MDOT the permit application and fee to dig Main Street, to keep on the shoulder as best as we can. So this project awaits MDOT approval. This is another cross-country line. We would install a separate manhole so that the house on this line can have the sewer accessed easier than now.

The last Main Street sewer line is the Alternate that is being designed for bidding as the line runs across country under a garage and is full of holes.

3. Highway Projects Update: Public Works has a lot of projects to complete including cleaning out the Seabasticook Road culvert which has been on their list since earlier this year; gravel road resurfacing, ditching, and regular maintenance projects. When the Hathorn Park grant commences, the Department is working on the last projects. I contacted Cianbro on the Dobson Road drainage project and asked for a list of the items purchased with their costs for the road which is owned by the Town so that we would know the cost in case any funding was located, although at this point, I advised again that there remains no funding for this project.

4. Pan Am Railways: With the Governor, U.S. Congressmen and U.S. Representatives all calling for inspections on the railways throughout the State, I did not try to draft a letter to be sent to Pan Am Railways at this point. The company is currently looking for funds to fix the Main Street crossing and has spent over two weeks working on the rails leading up to the crossing, so I thought I would wait. After they complete the work, we can thank them for the crossing and then ask about the inspections on the route through Town. I would be interested in seeing what records do become available from the railroads to the Governor's Office.

5. Lien Foreclosures: The Town has two water liens coming up for foreclosure on August 21, 2013. One is for sale through Dwayne Ames and should be paid up. The other has an individual living at the property, which is dilapidated and there has been no water or sewer due to non-pavement since 2009. This would not be a property that we would like to acquire unless we wanted to pay someone to tear it down after we evict and attempt to re-locate the individual residing there. Obviously, we encourage everyone to pay their bills. We make payment plans, we call everyone we can think of to assist with a property as the Town does not want any property foreclosures. However, we will have some that it may be best to avoid unless we do want to clear the property out. The Town Councilors discussed the properties. Councilors thought if the property on Leonard Street foreclosed, the Town would haul away the trailer and clean up the lot.

6. Donation for Lac-Megantic Relief Fund: Farmington is the sister community to Lac-Megantic which suffered a great tragedy. A large portion of the downtown needs basic necessities and to be rebuilt, which will take years to address. Funds are being raised across the State of Maine by Farmington to assist with the devastation. For those who would like to donate, the Town of Farmington established an account at TD Bank to help Lac-Megantic in its recovery efforts. All contributions will go to the municipality of Lac-Megantic to use as needed. Contributions may be sent to any TD Bank, payable to the *Lac-Megantic Relief Fund* for anyone who would like to donate.

7. Donation for Harvest Festival: Deb Billings, who is heading up the Harvest Festival has asked for a donation from the Town of Pittsfield for this event. I have explained the SRS issue to her and how we need to balance the budget so no new items are being added for expenses. If any of the Councilors or staff would like to donate to the cause, I can collect the funds.

8. Code Enforcement Update: The Code Enforcement Officer has been requested to resolve the Middle Street burned out building. This has been going on for over 1 year. Understandably, it may take awhile, however, this is too long and it needs to be resolved. To date, there is no resolution. Over the last 2 months, I have asked the Code Enforcement Officer to begin formal

enforcement procedures. The issue will be that we can hold a hearing, condemn the building, spend money tarping it up and then bill the cost to the owner, however, then what? Either there is a plan to fix or take down the building or there is not going to be one and the Town needs to act.

9. Property Maintenance Ordinance / Regulations to prevent Junky Yards: The copy of the 2nd draft of the property maintenance ordinance, related changes in the Zoning Ordinance and Land Use Definitions as well as a proposed correction in the Zoning Ordinance on accessory apartments was included in your package. If Councilors could review this and suggest changes, if any, it would be appreciated. We will need to schedule an Ordinance Committee meeting in September to review and address the proposed revisions. Before the Planning Board approves and hold a public hearing, it would be beneficial to make sure that the Town Council feels comfortable with this approach. In addition, we should have the Property Maintenance Ordinance, once it is in its best form from the Town, reviewed by the Town Attorney to make sure it is enforceable.

Grants Update:

New Grants:

Airport Grants: Environmental Assessment (Engineering to prepare for Apron Expansion) – Still unable to submit bills. The FAA has by-passed the new computer system and I am manually doing this as before. This grant will be closed out.

Airport Grants: Engineering to Design the Apron Expansion – the grant application was filed and all engineering completed. This grant will be closed out.

Airport Grants: Construction of Expansion of GA Apron: This grant is being offered to the Town with items on the agenda this evening. We were advised by the FAA that as our project cost is over budget, close but over budget that we need to divide up the apron and the additional paving between the hangers (including full depth excavation). The apron would be funded this year and we would submit the entire additional paving which includes that under the alternate to address the areas that need to be paved at the airport by the hangers for 2014. This would need to be added to the Town's CIP through discussions with the MDOT in July, 2013. Cianbro Corporation was the low bidder and Cianbro has agreed with the 2013 project and holding pricing for 2014 for the next project, if approved by the FAA. We are in the process of discussing the process to promote a 2014 project being added to the CIP for the paving and moving the planning process for a new Master Plan back to a later date.

Belvedere Fund for Historic Preservation – This funding is for the siding project and needs to be completed this year.

Davis Family Foundation – The scope and bid specs for this project were developed. The bids were just too high. The foundation needs to be completed prior to starting any work on the siding.

L&W Conservation Fund: Hathorn Park Legge's Field & Sports Complex, Phase II – the re-bid for pavement in the parking area of Hathorn Park was still over budget. So John and I will review this again and decide whether we will forgo the parking lot improvement and concentrate

on the remaining project, which is the playground equipment that needs to go out to bid. The playground equipment is expensive so that is the last project.

National Heritage Railroad Grant – closed out with payment to the construction company for the roofing project. The final report was completed.

Rural Engineering & community Assistance Grant Opportunities – information was collected by the company and inputted onto the EPA website.

8. **REPORTS:** Audience, Council

Audience:

Donnie Hallenbeck: Questioned what the orange cone by UTC is. The Town Manager advised there is a problem with the State catchbasin, which has been called into MDOT. Donnie also mentioned a big pothole that is starting to be a problem at the Industrial Park Railroad crossing. The Town Manager noted Pan Am has been notified several times regarding this pothole.

Robert Stackhouse: It is good to see the Somerset Avenue project winding down. Sargent has been a great company to work with and they have been great with the homeowners. Mr. Stackhouse also mentioned the problematic speeding on Somerset Avenue.

Council:

Councilor Donahue: Absent.

Councilor Carr: No Report.

Councilor Chale: I hope we find a solution for the Historical Depot. I have friends that live on Somerset Avenue. They have said that Sargent has been good to work with.

Deputy Mayor Nichols: Absent.

Councilor Curtis: I absolutely love the new gas station at A.E. Robinson. Visually, coming into Town, it is such a big improvement.

Councilor Cianchette: Absent.

Mayor Jordan: No Report.

9. **ADJOURNMENT**

Motion by **Councilor Cianchette** and seconded by **Councilor Curtis** that the meeting be adjourned at 8:26 p.m. All in agreement.

Nicole Nickolan, Town Clerk