

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, October 20, 2015 at 6:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Robert Stackhouse, Tim Nichols, Scott Strom, Michael Cianchette, Trudy Ferland and Heather Donahue. **ABSENT:** None. Also present: Town Manager Kathryn Ruth. Audience members included: Michael Gray, Peter G. Vigue, Michael Lynch, Peter A. Vigue, Sharon Kimball, Don Woodruff, Jane Woodruff, Vaughan Woodruff, Anna Bockis, Harold Margolskee, Peter Logiodice IV, Robert Engelhardt, Simone Engelhardt, Twinkle Marie Manning, Cressell Bickford, Linda Bickford, Jan Laux, Donna Laux and others.

1. **Mayor Stackhouse** 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 October 6, 2015

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that the minutes of the regular meeting held on October 6, 2015 be tabled.

VOTE: UNANIMOUS AYE

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

Introduction of our new Kennebec Regional Development Authority (KRDA) General Assembly Alternate Gerard Forgue

Gary R. Jordan, Jr. was the Alternate for the Kennebec Regional Development Authority General Assembly for many years. With Gary's move to be with his new family, we searched for a replacement member.

Gerard Forgue had served on KRDA previously for the Town of Norridgewock and did so even after he re-located to Pittsfield for a number of years. Gerard moved to Pittsfield in 2007 to the Bean's Corner Road.

Gerard is an excellent appointment to attend meetings of the General Assembly to assist if the Town Manager was unable to attend a meeting or to attend all meetings to provide more representation for our community. I am hoping that he will be able to attend all meetings as he is very knowledgeable about FirstPark and enthusiastic about its regional approach. Gerard is here this evening to meet the Town Councilors, to introduce himself to the community, and to discuss any advice, ideas, or areas to concentrate on for FirstPark.

A package of information on FirstPark as an update for the Town Councilors was forwarded prior to the meeting in the form of a Primer written by Peter Mills on the history of the project and future endeavors.

Mr. Forgue introduced himself to the Council. He noted that he is extremely pleased to be appointed to this position and plans to attend all the meetings. He is excited to work for the benefit of KRDA and Pittsfield.

Update on Economic Development Consulting Assistance for the larger properties in Town

The Town had put this consulting work out to bid in 2014 twice without any results. Most companies indicated that the economy was not recovered enough for this type of work and did not want the Town to engage in an activity that might not yield results after spending funds. Therefore, the Town continued its efforts on its own. This year after speaking with a site locator this summer at a regional event, there seemed some light in the economic recovery for this area of the State. In 2015, there have been new buildings and renovations taking place in the community along with several new projects undertaken recently. It was decided to put the Request for Proposals out to bid again. Five economic developers had spoken to the Town. Three have noted that what the Town is trying to undertake all at once is far beyond what can be done and cautioned the Town that the development of the SAS Facility, UTC Facility and Pittsfield Industrial Park Expansion is a four-five year process. One decided that their company did not have the time to complete the project.

The Town received one proposal from Camoin Associates and Research Consultants International. I am very familiar with both companies and they are excellent. Camoin Associates has provided a number of economic development studies and assistance to Maine communities. Research Consultants International is currently working with FirstPark with excellent results, locating companies that FirstPark is currently working with to bring to not only FirstPark but also the Kennebec Regional Development Authority Region. Camoin Associates has a Maine Office and I am familiar with their staff.

The Town Council has a copy of the proposal that was received. The company is very willing to tailor the proposal to our budget and financial resources. Therefore, the project can fit within our funding. The Pittsfield Economic Expansion Corporation (PEEC) has received the proposal and after meeting with the company representatives will provide a course of action as a recommendation to the Town Council.

This is excellent news. Research Consultants International has the contacts and resources to locate suitable businesses looking to expand to the USA, New England and Maine that we would never be able to find through our advertising, commercial real estate listings and/or other more traditional means. They have the contacts that many of the other economic development firms in Maine do not have. As we need lead generation for two large unique properties for our region that our contacts have not been able to move forward, this is very exciting!

Community and Economic Development Activities and Events:

Report on New Business Activity & Opportunities in Pittsfield:

A. General:

A few private sector business activities remain under review and small projects continue to be underway. To address the few remaining available small locations, additional promotional pieces beyond our regular promotion of available properties had been provided to economic and community development resources and sites. As of the date of writing this agenda item, the Town continues to work on three proposals/ background materials for three business proposals/property inquiries on an intermittent basis. This summer – fall several new businesses opened up in Town.

The Town Council will sign a Certificate of Welcome to the Surplus and Salvage Store owned by Scott Chase. His auto repair shop on Route #100 (former South Main Street) does a booming business so we know that this shop will be a hit too. The store opened this month.

Advance Auto (formerly known as CarQuest) expanded into the former Discount Warehouse location. The renovations are still underway and looking good. After the market study took place, the project went forward and will be a great addition for the community and region. This will be a very popular location in the region for vehicle parts and accessories!

The last Certificate of Welcome is for the Holland Family (Michael and Heather) who have purchased the Christmas Orchard formerly owned by the deNatales on the Phillips Corner Road. They are operating the Christmas Orchard with its many great fruits and have plans for future development of the property which will be exciting for the community.

B. Certificates for Business Development and Successes:

Since 06/01/2015, Certificate of Welcome for new businesses were signed by the Town Council:

- On 07/21/2015: Artful Alterations which is located at Copper Salon & Tanning
- On 06/16/2015: Skills, Inc. Thrift Shop, now open at the Somerset Plaza
- On 06/16/2015: JMR's Roofing & Painting which is located at 37 Canaan Road
- On 06/02/2015: S.P.C. Sacks Painting & Contracting which is located at 207 Waverly Street
- On 09/15/2015: Detail & Color Tattoo which is located at 137 Crawford Road

Since 06/01/2015, Certificate of Congratulations were signed by the Town Council:

- On 07/21/2015: Argo for its partnership with iYogi which will create 300 jobs
- On 07/21/2015: Debora Short for her Revitalization Project at the Stein Park flower beds
- On 06/16/2015: United Insurance has a brand new office at 121 Somerset Plaza, Suite 102
- On 06/16/2015: Copper Salon & Tanning has a brand new building at Sebasticook Street

C. Business Development Projects Completed:

1. Somerset Plaza:
 - a. Thrift Shop operated by Skills, Inc. opening on June 8, 2015
 - b. United Insurance Company's new offices opening on June 1, 2015
 - c. Salvage & Surplus Store opening on
2. Family Dollar Store on Somerset Avenue
3. Insource Renewables conversion of the former Corner Cupboard into a Storage Facility
4. Copper Salon's renovation of the former Sebasticook Valley Federal Credit Union

D. Properties for Sale:

1. **UTC Factory:** Please see the lengthy history in prior meeting minutes.
On 08/06/2015, the Town was advised that the property will be available for occupancy in three months. Work continues at the facility.
2. **SAS Property:** Please see the lengthy history in prior meeting minutes.

3. Pittsfield Redemption Center: Mrs. Goodridge has taken the facility back and has family members running it. The property and business are now for sale for \$35,000. The property is also being advertised by the Town.

4. Pittsfield Equipment Rental: The sale of the facility did not go through when the prospective buyer did not obtain a contract bid. The building remains for sale and another buyer is being pursued. The property is also being advertised by the Town.

E. Projects Under Review:

Hancock Lumber:

Hancock Lumber was working on their development project to assist with production and has submitted the map for the agreement. The company is forwarding the Town agreement through the authorization process.

American Legion:

The American Legion has received engineering assistance from Kleinschmidt Associates. An application for site plan review is being prepared for the building. Grant funding reviews have been underway with a couple of distinct possibilities located. The American Legion has launched a fundraising campaign to raise funds for the rehabilitation of their Middle Street property. At the 03/03/2015 Council Meeting, the Town Council approved a lease agreement for spots in the parking lot in order to meet site plan review requirements. The group continues their fundraising efforts. The group continues to work with the Code Enforcement Officer to obtain Site Plan Review. Offers have been made to assist with grant opportunities, which are limited in number. Another offer was made the week of 07/06/2015 to assist with writing grants for the organization. As of 08/19/2015, the American Legion has decided to tear down and remove the existing fire damaged structure and move in a different structure.

F. Somerset Avenue Projects:

Report on Somerset Avenue Sidewalk Project and Impact of the Somerset Avenue Mill & Fill Project.

All items which were designated as the responsibility of the contractor for the sidewalk project were completed. One driveway remains to be paved and tapered to address the water issues. This work was approved by the Town Council as it involves use of reserve funding.

The Town will look toward meeting with the State of Maine to discuss the changes made in the road by MDOT during the paving in the Mill & Fill Project and the resulting water issues by Hartland Avenue.

Report on Somerset Avenue Speed Limit Request:

Preliminary information was submitted to MDOT in late Fall 2014. Additional information was requested. Several extensive details were completed by the Police Chief to provide the additional information on days when the weather was clear, the roads were not snow covered and at a time in which the Police Chief did not have any commitments and the police department was fully staffed here in Town (not at court, out sick, etc.) MDOT has the additional information and will provide their answer on whether the speed zone from I-95 to the Varney Dealership can be lowered to 25 or 30 mph. With the information collected in

2014, it could not be lowered to 25 mph pursuant to their requirements. We will see what the additional information provides for an allowable speed limit under

MDOT regulations. The Town has not been advised of a decision as of yet. There has been no response to requests for updates.

On 09/16/2015, the MDOT Division 4 Engineer agreed to meet with the Town Police Chief, Public Works Foreman and Town Manager when he was in the area for other projects to discuss how we would like this area approached with the results received. The 25 mph speed limit does not meet MDOT regulations. Another arrangement may be able to be made.

G. Report on Meetings & Events:

Recycling Committee Meeting on Wednesday, October 7, 2015 at 5:00 pm

Sebasticook Valley Chamber of Commerce Strategic Planning Committee Meeting on Thursday, October 8, 2015 at 4:00 pm at the SVCC Office in Palmyra

Sebasticook Valley Chamber of Commerce Board of Directors Meeting on Thursday, October 8, 2015 at 5:00 pm at the SVCC Office in Palmyra

Upcoming Meetings & Events:

Kennebec Valley Regional Authority (First Park) General Assembly Meeting on Thursday, October 22, 2015 at 5:00 pm at T-Mobile

Theatre Committee Regular Meeting on Wednesday, October 28, 2015 at 6:00 pm

4. PUBLIC HEARINGS/OLD BUSINESS: NONE

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

Town Manager's Report: Town Council Meeting of 10/20/2015:

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

2. Small Business Saturday: November 28, 2015 is Small Business Saturday – a day to celebrate and support small businesses and all that they do for their communities. Please shop at a small business on November 28 and all year round.

3. SVH Upcoming Events: SVH held its Annual Community Health Fair on October 17, 2015 in the MCI Wright Gym which was a great hit. SVH also has courses and classes for Heartsaver CPR; Heartsaver First Aid; and Take the Next Sep to quit tobacco in October. More materials available on the Sebasticook Valley Health website and the Town of Pittsfield website.

4. Proposed 2016 State Valuation: The proposed 2016 State Valuation has come in at \$247,400,000 million for the Town of Pittsfield. Our Assessor William VanTuinen indicates that for the period of time utilized, this is a reasonable valuation for the Town of Pittsfield.

5. General Guide to Consumer Fireworks Use: The Town found a very nice handout when researching the fireworks law due to a citizen's concern. The handout was forwarded to the Town Councilors, placed on the Town's website and being distributed in the Town Office. It will also be taken over to the Library. The best item about this is that the Police Chief has made copies for the officers to hand out when citizens call in issues regarding consumer fireworks so this is a very good communications tool. The handout is very clear about the requirements of the law.

6. Somerset County Spirit of America Ceremony: Beverly Rollins will be honored along with the other Somerset County Spirit of America honorees on Wednesday, October 21, 2015 at 6:00 pm in the Superior Court Room of the Somerset County Building. Councilors are invited to attend. The Mayor and Town Manager are attending.

7. Posting Town Farm Property for No Hunting and Trapping: Due to the school activity on the Town Farm Property also known locally as Peltoma Woos, the Police Department has posted the property for no hunting and no trapping. The students will be on a nature and wildlife walk. As noted in the Comprehensive Plan, one of our projects was to have the students be able to utilize the natural beauty of this property as an outdoor classroom for their school classes. The classes will not be going out during the official hunting season, which starts at the beginning of November, however, do have one more walk that has been re-scheduled to this week due to rainy weather last week. The students are accommodated by their teachers, other school personnel, parents and town employees.

8. SECURETHECALL.ORG: The Somerset District Attorney's Office has teamed up with SECURETHECALL.ORG to obtain reconditioned cell phones for crime victims. The phones are received by the organization, wiped clean of data, repackaged and sent to Somerset County at no cost. These phones are inactive and can be used to call 911 only. For more information, please contact the County Administrator at 858-1812.

9. Halloween with the Pittsfield and Detroit Fire Departments: The Fire Departments would like to welcome area youth to stop by the Pittsfield Fire Station on Middle STREET ON Saturday, October 31, 2015 to celebrate Halloween. The doors will be open to trick or treat starting at 5:30 pm until 9:00 pm for children of all ages. The firefighters will be handing out candy, popcorn and other goodies on that evening. Pittsfield Fire will be serving its famous doughboys and Detroit Fire will be serving ice cream sundaes while supplies last. So come and hang out with the local fire departments on Halloween.

10. Maine Townsman October 2015: MMA conducted a review to find the most unique resources and properties in communities. Pittsfield was chosen as the community with the most curious and unique properties – for our Community Theatre, Pittsfield Railroad Station and the Pinnacle Ski Slope. This is a great article with a whole page about the Town.

Finance Committee: None. **Ordinance Committee:** None. **Recycling Committee:** None.

6. **NEW BUSINESS:**

RESOLUTION 15-122: Resolved that the Town Council Approve the recommendation of the Finance Committee in the Action Plan for Use of the former Surplus Funds returned to the Town by MainePERS, which are now municipal funds, for 2016 Budgeting in an amount to not exceed \$150,000.

Moved by **Councilor Donahue** and seconded by **Deputy Mayor Nichols** that Resolution 15-122 is adopted.

Mayor Stackhouse advised that due to the interest in this subject and the fact that it does not qualify for a public hearing that the Town would hear comments and questions from the public this evening rather than waiting for Public Items. Mayor Stackhouse asked the Town Manager to explain this item.

The Town Manager indicated that copies of the Financial Action Plan are available this evening on the table with other materials. She encouraged those present at the meeting to pick up a copy to review. The materials have also been available on the Town's website and at the Town Office since this project began in August, 2015 with extensive copies picked up and downloaded. It has been an item of extreme interest.

The Town Manager explained that the vote that is being taken this evening is for the use of the former Surplus MainePERS Funds for 2016 Budgeting only. The Town Attorney has reviewed the draft Action Plan for Use of the Funds and found the uses listed in the plan permitted under State Law.

Background information is as follows:

At the October 06, 2015 Meeting, the Town Council heard an update on the Action Plan for Use of the former Surplus MainePERS Funds. At their September 15, 2015 Meeting, the Finance Committee endorsed the below-listed plan for 2016. At some point, a plan may be endorsed for multiple years, however, as funds are being proposed for use each year, it would be wise to discuss the use of the funds prior to putting together each year's budget. At this time, we need to move forward as the filing deadline for the 2016 budget is approaching. This plan, as it has evolved at the Finance Committee Meetings, has been on the front page of the Town's website.

**Surplus Funds Returned to the Town by MainePERS
(formerly known as the Maine State Retirement System)
ACTION PLAN FOR USE as endorsed by Finance Committee**

**These funds date back to the 1990's and are no longer needed by
MainePERS for the Town's liability**

Town received	\$1,946,934.77	
Utilize	\$146,934.77	(For Town's match of employees' contribution which is estimated as \$17,390.88 for 2015-2016)

The Town separated out funds for its match of the employees' contribution. For decades, this match was coming from the Town's funds that were at MainePERS and being automatically deducted out of our account. The amount that has been segregated should guarantee payments for at least 7 years if the rate increases 3.0% each year and 8 years if the rate increases 1.0% each year (excluding interest earned). This action was approved at the Town Council Meeting on 08/18/2015.

Amount for Action Plan: \$1,800,000 (These are Municipal Funds)

economy was at its lowest. There has been some improvement in the economy so we should be able to obtain qualified assistance.

The Town Manager noted during her presentation that due to the different ideas expressed by people about how economic development should be delivered that she would recommend it be listed as "Expand Tax Base" instead of "Economic Development Consulting Increased". Basically, this item would utilize funds to create economic development opportunities which will expand the tax base.

\$ 50,000 in 2016 (\$50,000 in 2017 and 2018)
\$ 25,000 Contest in 2016 only (Logo, Best Idea and/or
Business Enhancement as chosen by the Town
Council).

Other Uses for the Fund which are not budgeted and would be decided upon by the Town Council if necessary:

C. Emergencies: The funds would be accessible in case of emergencies such as collapsed roads, culverts or bridges; major washouts; building infrastructure issues; and other similar items for which funding is not available. The use of funds would be approved by the Town Council.

While not a true emergency, the Town has been unable to apply for **grant opportunities which required a large cash match**. A project that would be of benefit to the Town may require a 50% match or a 1:1 match. In the past, the Town has not applied for these grant opportunities as we were unable to certify that the funding was available.

D. Legal Liability: The Town does not have any funds currently available to address major legal liabilities. The arrival of this funding comes at a crucial time for protection of the Town and its citizens. The use of the funds would be approved by the Town Council.

The Plan was first issued on 08/18/2015 with the following updates: 08/30/2015; 09/13/2015 (updated tenses); 10/14/2015 (removed investment information for separate agenda item).

Mayor Stackhouse opened the discussion to the public reminding everyone that they needed to identify themselves, remain courteous and respectful and not repeat themselves.

Public Comment:

Anna Bockis wanted to know if the expenditure of these funds will cap the tax rate. The Town Manager explained how the allocation of up to \$50,000 will assist in stabilizing the tax rate. There are many unknowns which need to be established such as the town valuation, school assessment, county assessment and how much personal property is lost due to the state law changes in addition to the Town budget. These funds would be utilized to assist in keeping the tax rate stable with a set goal such as to not go over \$19.50 for example. This would be a figure set by the Town Council. Once we knew all the factors, the funds would be utilized to stabilize the rate. Basically, it would be another revenue source to assist in stabilizing taxes.

Jane Woodruff expressed concern that the Finance Committee has put together this Action Plan and not the Economic Development Team. She stated that the Town's Economic

Development Team has not been meeting. She has been reviewing the charter and noted that the tasks of the Finance Committee look the same as when she was Mayor.

Michael Gray indicated that he would like to respond to this question. He is a member of the Pittsfield Economic Expansion Corporation (PEEC) that has been meeting on a number of economic development projects. PEEC has been dealing with the large developments. Most large developers want confidentiality and PEEC has the authority to sign confidentiality agreements and to keep projects confidential. The Town has several large scale developments that are underway with some to be announced soon. This is why PEEC has been meeting and not the Economic Development Team.

Jane Woodruff indicated that the Economic Development Team should be meeting to stimulate economic development growth. She asked Mr. Gray if he was on both groups and when it was determined that he was, indicated that only one is meeting now.

The Town Manager noted that there are two groups set up for economic development. When the down economy took place, there were less projects proposed so the Economic Development Team did not meet. As of this year, several large projects have emerged and due to the need for confidentiality, PEEC was engaged and has been working on these projects this year. There is an issue with confidentiality with the Economic Development Team as it is a town committee. PEEC is very confidential due to its setup and therefore, can sign these very strict confidentiality agreements. The Town would not have two different economic development groups working at the same time on the same items as it would become confusing.

The Town Manager indicated that as this was a Financial Plan with one key project based on economic development, the Finance Committee was tasked with creating the Action Plan for Use of the Funds and how to invest the funds which is the second agenda item this evening.

Michael Gray noted that the confidentiality issue is key. The businesses will not talk to the Town unless confidentiality can be guaranteed which is one of the reasons that PEEC was established.

Michael Lynch indicated that he has been responsible for charitable investment for \$1.5 billion dollars and is concerned that this is done properly. He has been donating time to several entities. Mr. Lynch spoke of his concern that we do not move forward too fast. The monies just arrived this summer and he does not feel that we need to spend funds right now and invest it right now. There was a lengthy discussion among Mr. Lynch and several citizens regarding how the monies should actually be spent and invested.

The Town Manager briefly explained the process that the Finance Committee went through in creating the action plan and the investment which is listed in the next agenda item. The Town Manager noted that we can discuss the investment part more under the next agenda item which addresses the investment of the funds.

Sharon Kimball asked if we know what the town valuation will be next year. The Town Manager noted that since it is based upon several variables we will not know until next summer – the SAD#53 assessment will be set next June; the County Assessment will take place next summer likely in late July/early August; the Town valuation will be known next summer when the assessor completes his review; and the Town budget and need for taxes

will be known this December. By mid-next year, we will know the valuation and impact on the tax rate.

Peter Vigue introduced himself and noted that he personally is a large taxpayer and Cianbro is a very large taxpayer in the community. He recommended that we determine how to increase the Town's valuation which is key to growth.

Robert Engelhardt asked if he could address Mr. Vigue and upon permission from the Mayor, asked Mr. Vigue if he had something in mind that would help the Town Council and save money.

Peter Vigue indicated that in order to attract investment in the community, it must be attractive. There cannot be tires laying around and building issues. He indicated that he has tried to bring people to the community. He suggests that they move here and a significant percentage reject the idea. This is why he has offices in Portland as they would prefer to live in that area. He stated that one of his staff has redeveloped the Cianchette house and has received assistance with this. Peter noted that the Town must hold people accountable to comply with our codes.

Anna Bockis stated in this same vein we need to look at how we tax business. She believes the taxes are too high here.

Peter Vigue advised that the taxes in other counties are not as inexpensive as here. Our tax rate is very attractive. He has businesses in several other communities and the taxes are higher than Pittsfield.

Andi Vigue noted that in locating facilities, the business has to look at all the costs not just taxes. A business will look at the electricity rate, workforce and many other components.

Peter Vigue stated that we have many amenities here and attractions. We have the most parks of any town. There are also challenges such as code violations.

Vaughan Woodruff stated that he is a member of the Heart of Pittsfield. We have tried to work with the Town but there is no interest. He stated that there is a disconnect between the citizens and the Council meetings – hardly anyone is here. Vaughan stated that at the Council Meeting here and the recent Finance Committee meeting that Kathryn talks. He wants to hear from the Town Councilors as to how they will diversify the tax base. He wants to have a conversation with the Town Councilors. We are missing a balance here. At the Finance Committee meeting, Kathryn answered the questions. He wants to hear from the Town Council as to how they will move forward. The Heart of Pittsfield wants a staff person to work with for economic development and indicated that this is needed to move the town forward.

Vaughan further indicated that the Town does not have marketing materials. He advised that someone looked on-line and there was not much. He is concerned that the Town is not marketing itself. A big piece of this is having a budget.

The Town Manager noted that at the Finance Committee Meeting that Vaughan is referring to, a question was asked by the Heart of Pittsfield about economic development activities taking place and since she knew the answer because she works with PEEC, she answered the question. The Town Manager noted that she presents information at meetings as she has

done this evening as that is part of her job and she has been asked to make these presentations. She noted that she is proud to work with PEEC and that there are extensive marketing materials available.

Michael Gray advised that the Town does not need a \$85,000 Economic Development Director on staff. He has been involved with economic development in the community for a long time. Michael advised that he has been working to bring business to town, especially one that should be announced shortly. This is what PEEC does. They have been working with the Town Manager on complicated projects at SAS and UTC.

Peter Vigue asked if the Town was stating that the tax rate needed to remain the same and asked the Town Manager this question. The Town Manager advised how the tax rate is set. As part of the budget process, the Councilors will often state that they would like to see no increase or little increase as the budget goals are set. For many years, we have been able to do this with the Town's budget, however, now, we are finding that the same rate will be in effect for 2 years, then it increases a bit.

Vaughan Woodruff stated that this is exactly what I mean. Kathryn answered the question for the Town Council. At this point several citizens in the audience indicated that the question was directed to the Town Manager so she answered it.

Councilor Cianchette recommended that we get back on track with this discussion.

Councilor Ferland thanked everyone for their input and indicated that we have heard everyone and she hopes that everyone will become involved in the future.

Councilor Cianchette was pleased to see a good turnout for this item. The Town has immediate needs to fix items to move forward for the future. No one wants to throw the baby out. We need to review the uses of the money carefully. We have 4,800 people to answer for and need to get the most bang for the buck. He is very concerned about the section on the contests.

Simone Engelhardt asked a question about the contests and what did this mean. The Town Manager advised that this was a suggestion at the Finance Committee Meeting by one of the Finance Committee Members to engage the community. This would draw in the community through either a logo contest, a best idea contest or a business enhancement such as a façade grant or all of the items. This was thought to create interest and stimulate ideas and involvement. It would be capped at \$25,000 and be decided upon by the Town Council.

Councilor Cianchette again noted his concern with the contest section of the proposal. He does not want to get hung up on one item, however, an item such as these contests is of concern.

Councilor Nichols indicated that everyone in town is not a big business owner, they are generally small businesses that want to grow their way forward during a tough economic development downturn. It is proposed to make room for other expenses with some relief with the taxes by spending a limited amount of these funds. No one is being spendthrift and that is clear from our budgeting. The Town needs all of the items in the Action Plan but we need to be cautious.

Jane Woodruff suggested that we amend the motion if that would make people more comfortable.

Twinkle Marie Manning suggested that we draw from the people who are interested in working on this project. She noted that the Heart of Pittsfield has people with talents. HOP wants to re-activate the seven people on the Economic Development Team and partner with them. A Task Force can be formed to create a plan to determine how to spend the money.

A discussion incurred among several members of the audience about how to draw business and to work with business. It was noted during the discussion that we have many great assets but are not as attractive as we can be. There are run down houses, economic challenges and people have trouble paying their taxes. Pete Vigue and Michael Gray discussed how to expand the tax base.

Andi Vigue asked if the plan was not approved how much would the taxes increase. The Town Manager noted that there are many factors that are not yet set for next year. However, if we utilize this year's information to calculate this as it stands now, she would estimate a .70 increase in the mil rate plus any additional increases from other entities.

Several people in the audience asked if people would be agreeable to having their taxes increased. Peter Vigue and Michael Lynch both responded that they would. Vaughan Woodruff indicated that he has been saying for sometime now that the taxes need to be increased.

The Town Manager recommended that if it would make people feel more comfortable that #3 can be reworded from "Economic Development Consulting Increased" to "Expand the Tax Base – Create Economic Development Opportunities" and list it as \$75,000. The Town Council would decide upon the use of the funds. That way it is not tied to any particular items such as a consultant, contests, grants, etc.

Councilor Donahue asked if she could ask a question of Peter Vigue and received permission from the Mayor to do so. Councilor Donahue asked if to address the concerns of the housing condition and non-compliance issues if some of these funds could be utilized by the Town to assist with these items.

Peter Vigue indicated that there are state programs to help people. There are direct non-compliance items here and that the codes are not being enforced. He referred to the garage on Main Street where there are code violations. Pete noted that this is the first thing that people see. He also noted that the home beside Red Dunphy is not in compliance and the Town is not enforcing it. Pete advised that Bangor is utilizing a National Code to deal with these type of challenges. We do not need to hire anyone to do this or increase costs.

The vote was taken 3-2, the Mayor declared that the Resolution did not pass as it needs 4 affirmative votes.

The Town Manager noted so that we are all clear with the results of this decision, there will be no funds for tax stabilization to help control the tax rate, no budget supplementation including \$300,000 worth of paving to get caught up on the road conditions and no funds for efficiencies as well as no increased efforts for economic development placed in the 2016 budget. This will be challenging, however, we will move forward.

VOTE AYE: Donahue/Ferland/Nichols
VOTE NAY: Cianchette/Strom
DEFEATED 3-2

RESOLUTION 15-123: Resolved that the Town Council Approve the recommendation of the Finance Committee to invest the former Surplus Funds returned to the Town by Maine PERS, which are now municipal funds, with Bangor Savings Bank Wealth Management Group and to authorize the Town Manager to execute the Agreement for Services after completion of a final Investment Plan which shall be reviewed by the Town Attorney.

Moved by **Councilor Cianchette** and seconded by **Councilor Donahue** that Resolution 15-123 is adopted.

The Mayor asked the Town Manager to explain this item.

The Town Manager noted that as reported briefly at Town Council Meetings, the Finance Committee has been meeting since July, 2015 to discuss and make recommendations on the former Surplus Funds returned to the Town by MainePERS.

The Town issued a Request for Proposals for Investment of the funds receiving six (6) proposals. Three (3) of the financial institutions were offered interviews and they were very interested in meeting with the Finance Committee. A comprehensive interview took place with each of the three firms. The Finance Committee found two of the proposals to be of interest for the Town with one ranked higher. The firms were asked to provide more information and background was reviewed. The Town Attorney was away for several weeks during this period and due to the firm's expertise and comfort level with the Town Attorney, we waited for Attorney Epstein's return.

In addition to the interviews, several items needed to be reviewed. First, there are two legal schools of thought on the investment of funds. This was sorted through and on October 2, 2015, the Town Attorney advised that "in light of the widespread use of safe keeping investment agreements, proceeding with any of these proposals would be understandable." Bangor Savings Bank Wealth Management proposes the use of a safe keeping agreement for these funds.

The Town Manager explained the Council Package materials.

Basically, these are the points from Bangor Savings Bank Wealth Management Group's review with the spending strategy:

1. Utilize a Balanced Investment Objective (see attached pie chart);
2. The Balanced Investment Objective is just that, an objective to balance the return and risk. There is risk of loss due to the type of investments, however, over the term, if wisely invested in a diversified balanced portfolio, this should be minimized.
3. The projection over the long-term by the Advisor is around 5%.
4. This is a Portfolio that will be actively utilized which will be spent over time. It is not a portfolio similar to the Cemetery Fund which has extensive principal for perpetuity and generates interest far beyond the needs of the cemetery. Our new fund is to be utilized for the benefit of the Town so it will be spent down over the long term, however, how we invest it will determine how long it will last.

The Town Council also received the Bangor Savings Bank Wealth Management Group. The cost of investment services, custody, and recordkeeping is .35% of the market value.

Therefore, if acceptable, the next steps would be:

1. The Finance Committee meets with Bangor Savings Bank Wealth Management Group and develops the Investment Plan and Portfolio in more detail.
2. The more detailed plan would be reviewed by the Town Attorney for any recommendations and provided to the Town Councilors at the next available meeting for discussion.
3. If agreeable, the Town Council would proceed forward to approve the transfer of the funds to the Bangor Savings Bank Wealth Management Group.

The Mayor indicated that the public would also be able to address the Council on this item as it is part of the overall issue.

Michael Lynch introduced himself again indicating that this is his area of expertise. He wants to understand the process that took place.

The Town Manager explained the process that took place with the RFP, ranking of the investment proposals, interviews with the investment firms, review by the Town Attorney and recommendation of the Finance Committee.

Mr. Lynch indicated that his concern is that the next officials could spend all the money. He wants to make sure that the Town is protected and that the money will not all be spent on projects that people want. He cautioned the Town to move slowly and to not rush into a relationship.

Andi Vigue recommended that the Town not spend down the funds and instead create an endowment.

There was a discussion among several members of the audience about how the funds should be invested. Mr. Lynch noted for the record that he is not looking to invest the funds for the Town. He is concerned that the Town choose the right investment firm. There was another discussion about the process and what had taken place. Michael Lynch indicated that the specific investment plan was not in the RFP. The Town Manager noted that was correct. At the time of the RFP we did not know the specifics of the use of the funds and how much would be utilized so all financial institutions/investment firms received the same information. Then we honed in on specifics. This is the same process as that which was completed previously on other investments for the Town and it has worked out well.

Mr. Lynch suggested that the Town find someone who can assist you. The Town Manager noted that is why we are working with the Town's Legal Counsel with a background in Financial Investments to make sure that we do not miss something.

There was a very lengthy discussion about how to invest, type of investments, the investment portfolio, the investment policy, the investment strategy and which comes first. Councilor Cianchette and Michael Lynch discussed investments in detail.

The Town Manager noted that we can not work with all of the companies that provided proposals. The Finance Committee chose the best group to work with and this agenda item authorizes the Town to continue to work with the chosen financial institution to develop an

Investment Policy. After approval of that Investment Policy, the Town Manager is authorized to execute an agreement.

Michael Lynch noted that this allows the Town Manager to sign the agreement and asked how the Town Council is involved.

The Town Manager noted that policies must be approved by the Town Council so if the Investment Policy drafted by the Finance Committee with the chosen Financial Institution is approved by the Town Council and reviewed by the Town Attorney who is comfortable with it, the Town Manager will execute the agreement. If the Investment Policy is not approved by the Town Council, the Town Manager does not sign it. This is simply language to move forward under the regulations.

Several Town Councilors explained that this is simply the next step to move forward and it was requested that the question be moved.

VOTE: UNANIMOUS AYE

RESOLUTION 15-124: Resolved that the Town Council Authorize the Public Works Foreman to expend \$6,851.30 for Lincoln Invertec®V350 PRO Construction Welder Package with LN-25 PRO Remote Wirefeeder and the Town Manager and/or Deputy Treasurer to transfer \$6,851.30 from PITT#5 Highway Equipment Reserve G-1-6-1-00 for same.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that Resolution 15-124 is adopted.

The Town Manager noted the Public Works Department proposes that the Town Council accept the quote provided by Maine Oxy for the purchase of a Lincoln Invertec® V350 PRO Construction model welder with LN-25 PRO remote wire feeder and AEC-4000-1 Gouging Torch. This welding package quote includes all welding cable & connector accessories, gas regulator package, 25% CO2 and 75% Argon cylinder with 1yr. lease, 1 package of spare contact tips, 1 pkg. 3/16"x12 Arc Carbons, 110' 1/0 welding cable, 50' of gas hose.

Note: This multi-process inverter welding package will provide the Public Works Department with the welding equipment it needs to maintain, repair and rebuild the equipment it owns effectively. This welding equipment with inverter technology paired with the LN-29 portable MIG welder and AEC-4000-1 Gouging Torch will improve the welding production efficiency approx. 66-75% over the present AC only stick welder and also has electrical efficiency rating of 88%. The purchase of this package will give the department the tools that it needs to efficiently rebuild and maintain equipment (Loader Buckets, Dump Bodies, Screens, etc.) and will eliminate the need to outsource or contract the majority of these repairs. Present projects/repairs that must be completed are as follows:

- Rebuild Grizzly Screen
- Rebuild 2yd. Gravel Bucket
- Rebuild 3 to 3-1/2yd General Purpose/Snow Bucket
- Misc. Dump body or Truck Frame Welding Repairs

The purchase of these items will tax the Public Works Budget.

As of September 30, 2015, the Highway Equipment Reserve had a balance of \$224,252.88.

There are many encumbrances in the budget for 2016.

VOTE: UNANIMOUS AYE

RESOLUTION 15-125: Resolved that the Town Council Approve the Request for Proposals for the One Ton Dump Body Truck and Authorize the Town Manager and Public Works Foreman to seek bids for same.

Moved by **Councilor Cianchette** and seconded by **Deputy Mayor Nichols** that Resolution 15-125 is adopted.

The Town Manager noted the Town Councilors received a copy of the bid specifications for the One Ton Dump Body Truck that the Public Works Foreman compiled. This truck will replace the 1986 Ford F-350 One Ton Truck that definitely should be replaced. This vehicle is very important to the Department and has major issues. The vehicle is also very hard to drive due to the steering column that has been replaced numerous times.

Funds would be available in the Highway Equipment Reserve for this purchase.

The Highway Equipment Reserve currently has a balance of \$224,252.88 with many encumbrances to be budgeted for in 2016.

VOTE: UNANIMOUS AYE

RESOLUTION 15-126: Resolved that the Town Council Authorize the Librarian to expend up to \$2,460 for the Maintenance of the Building and Grounds for two projects and the Town Manager and/or Deputy Treasurer to transfer \$2,460 from PITT #41 Library Capital Reserve G-1-649-00 for same.

Moved by **Councilor Ferland** and seconded by **Deputy Mayor Nichols** that Resolution 15-126 is adopted.

The Town Manager noted the following items:

Repair the leaks library roof – not to exceed \$1,460
Clean and seal library sidewalk pavers – not to exceed \$1,000

The Library Capital Reserve is \$20,523.33 plus \$5,000 in transfer to the reserve for a total of \$25,523.33.

VOTE: UNANIMOUS AYE

RESOLUTION 15-127: Resolved that the Town Council Authorize the Town Manager to execute the Elevator Maintenance Contract for the Pittsfield Public Library with Otis Elevator for a five (5) year period.

Moved by **Councilor Cianchette** and seconded by **Councilor Strom** that Resolution 15-127 is adopted.

The Town Manager noted the five-year contract is for quarterly preventive maintenance, completing the annual no load test and annual pressure relief valve test as required by the state of Maine and witnessing the annual smoke detector recall testing.

The Librarian requested and received proposals from three elevator maintenance companies in Maine. These are the same three companies that submitted proposals five years ago. The low bid is from Otis, the same company that installed the elevator and was low bid for maintenance five years ago. This proposal is \$60 more per year than their proposal five years ago. The contract to sign was included in the Town Council Package.

- | | |
|-----------------|---------------|
| 1. Otis | \$600 / year |
| 2. ThyssenKrupp | \$648 / year |
| 3. Pine State | \$1000 / year |

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Updates:

Water & Sewer Projects Update: Over the past few weeks the W/S departments have been busy addressing regular duties with customer concerns and needs; fixing items; sewer treatment plant fence installation, water leaks and preparing for winter. In addition, W/S has been assisting public works; winterizing fire hydrants; inspecting facilities for snow removal and working on budgets.

Drinking Water State Revolving Loan program (DWSRF): We consulted with the Town Auditor and Town Attorney regarding payment of an additional debt service requirement. The Town may utilize funds in the water restoration reserve for debt service payments for a DWSRF loan if we choose to do so. It was recommended that we establish the debt service reserve and transfer funds to it if we are interested in utilizing these funds for debt service. This will be an item to consider if Pittsfield is chosen for a DWSRF low-interest loan.

Highway Projects Update: Has been quite busy with many highway and building projects. Several pieces of equipment are being updated and/or repaired as well as preparing for winter. Salt deliveries have been delayed as the vendors were not receiving the salt orders so the Town's sand/salt pile mixing has been slow but will start up again mid-week. Highway is working on everything else!

Update:

The Town received a set of Rapid Rectangular Beacons which are stored in the Town Garage.

Codes Enforcement Update on Junky Yards: The CEO started Code Enforcement Review of Junky Yards for the Year in June and due to the extent of what needs to be done, I requested that certain areas and items be addressed first and then go to more items. This is to allow for some items to be addressed rather than getting into the whole list and being overwhelmed. We are concentrating on Somerset and Peltoma Avenue which are gateways to the Town from I-95 and the Airport which brings in business executives to different companies in town. There is a very deteriorated property at the corner of Lancey and

Peltoma which is being re-possessed. At this point, the residents, attorney doing the foreclosure, Maine State Housing and the bank involved all to date who have been contacted stating someone else must take care of it as it is in the foreclosure process for the next 8 or so months. The resident tried to mow and it is clear that some type of machinery broke down. The resident refuses to come to the door although it is obvious that someone is in the house. All others contacted have done something at their location to clean up, mow or bring materials inside, although things still do not look good. Clyde Dyar purchased Dwight's old house and has cleaned up the yard on Somerset Avenue.

Several lawns have been mowed by the realtors or banks with the properties in foreclosure. While other towns had significant foreclosures early on, we now are getting them. If all of the parties involved with a foreclosure will not address anything due to not having standing as the foreclosure has not gone through and the owner will not, the Town has gone to cut the grass in the town and state right-of-way. This addressed the property at the corner of Lancey Street and Peltoma Avenue which looked dreadful.

These areas look better so we are branching out now to other roads. This is in addition to regular code enforcement for health and safety which involves inspections and properties that were posted for no occupancy until the landlords fixed them and actual violations in the homes.

A couple of homes that were derelict were condemned and some legal issues have emerged. Of the 32 code violations (down from 40 last year), the CEO has made progress or resolved 12 and the Manson Park Committee is in the process of purchasing one derelict home abutting the Park which will be torn down. That will mean that 19 have been going around in circles with no results or small results (including Leonard Street). Several more issues with junky yards are being addressed.

Update: As building permits are starting to slow down, the CEO has been asked to increase visitation to these locations to initiate cleanup prior to winter.

Codes Enforcement Update on Sprague Property Complaint to Court: The Town Council authorized the multiple code violations at the Sprague property to go to court at their meeting on 08/21/2015. The Town Attorney compiled a draft complaint on 08/28/2015 to the Town with items required of code enforcement. I have spoken with the CEO about providing the additional information which he has been working on and been promised that this project will be completed shortly. There has been an abundance of permit for projects including new homes, which is very good news. Richard has been working on the side of his home with a natural wood type siding composite.

Update: The complaint with all of its handouts has been compiled. The initial appearance is scheduled for October 30, 2015. Mr. Sprague has made some efforts at cleanup with the creation of piles rather than material spread completely across the property. There has been work on the siding of the home. The property continues to remain in violation of numerous regulations.

Theatre Canopy Roof Repair/Rehabilitation

The canopy or marquee roof is leaking. The approach, if safe, is to patch it. Kleinschmidt Associates has volunteered engineering assistance. If it is safe, fine, patch it and get the Assessment completed to move forward. If not and we need a new arrangement, then we will have to assess the costs and figure out how to fund it.

Theatre Revitalization Project: RFP for Assessment of Current Conditions: I put out a RFP for a review of current conditions which includes the mechanical systems, recommendations for work to be completed, cost estimates and rendering or pictures. This work would accomplish the following:

- a. Determine the cost to revitalize the theatre;
- b. Determine projects to do;
- c. Have a report which can be utilized for requests for foundation funding; and
- d. Have a drawing or drawings that can be utilized for foundation funding.

This was done to move the theatre forward. We had saved up the funds for it, but then it was discovered that the theatre façade has been leaking for years so now that project needs to be funded.

I had talked to the low bidder to get the project down within the Town's price range and we also need to conduct work on the façade.

Financial Reports as of 09/30/2015

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 09/30/2015

Building and Plumbing Permit Reports
Library Report – Librarian's and Library Trustees Minutes
Police Report

Self-Explanatory – Not Reviewed

Grants Update:

New Grants:

Airport Grants: Airport Master Plan Update – The Town was advised on 07/14/2015 that the project will move forward with a copy of the preliminary Airport Master Plan being received by the Town and then a public informational session on the plan scheduled for September. To date, we have not received a copy of the preliminary plan. As of 09/15/2015, the engineer has requested additional information that will be sent out this week.

Airport Grants: Airport Taxiway Reconstruction – All work was completed and approved by MDOT and the Airport Engineering Consultants. This paperwork for this project will be completed this Fall so that the grant can be closed out. The invoice from Cianbro was received and we await the grant reimbursement paperwork from the engineer. The final figure for reimbursement from Cianbro has been approved and we await the grant reimbursement paperwork. The grant paperwork was filed with payment received on

10/09/2015.

Airport Grants: Airport Apron Expansion – All work was completed and approved by the MDOT and the Airport Engineering Consultants. Same as the above grant. The Town is awaiting the final paperwork for closure of the grant so that the final payment can be made and the Town reimbursed.

Bangor Savings Bank Community Matters More – The check was received. The bank promoted the project. Once we get past the Egg Festival and get caught up on theatre operations, we plan to promote this award and work on the plan to spend the funds.

Maine Local Roads Sign Replacement Program – The Town applied for a grant for replacement of numerous town directional signs that are outdated, not reflective, missing/damaged due to vandalism or new ones that should be installed. The match for the award will be 10% which is a wonderful deal. Depending upon the number of towns that applied and the funds available, we will see if we qualify later this year. The Town identified 84 signs for replacement. The Town may not receive a grant for 84 signs, but we could receive a grant for a percentage which would be helpful. Signs and sign posts are extremely expensive.

The Town has received word that we have qualified for this sign replacement project.

The State came down to ride around with the former Public Works Foreman before he retired to review all of the signs. Most requests were approved, a few were not and some new ones were added to the list. This Fall we will hear exactly what the award will be, however, we are approved at what the Maine Local Roads Center agreed the Town would be approved for, however, they do not know the extent as all the Towns that applied need to be added into the equation.

Update: The Town received word last week that we will receive funding for 118 signs which includes a number of signs identified in the field that we had not applied for originally. With all the posts and bolts, the value is \$5,569.96 with the Town's match of 10% or \$557.00. So this is great news.

Our Public Works Foreman went to the required class for the project. A distribution date for the signs will be determined by the Maine Local Roads Center. The signs arrived and will be scheduled for installation after time critical projects are completed.

Police Byrne/JAG Grant for Body Cameras - The funds were received for this project.

Project Canopy Grant: Gateway to Downtown – The project was approved by the State to proceed once the training video is available. No training video has been available so the project has not begun. We will need to revise this a bit as the students will be out of school once it is time to do this, however, there are many students at MCI during the summer who would likely find this project to be of interest as well as the ability to pass out flyers at Recreation at the Pool where hundreds of people go.

Civil War Historical Grant has a small amount of funding left. I noted previously that they would like to put a picture up on the front of the Depot to show the Civil War items in Town. It will be post with vinyl as the cover to be sturdy with pictures of the Civil War and other historic sites in Town. It will be removable but hard to remove so it should not be stolen, however, when we have enough money to restore and/or preserve the Depot, we will be able to remove it. The sign was installed and it is very large.

MDOT 3 Foot Signs: Towns are eligible to receive free signs to enforce the fact that bicycles are supposed to have 3 feet in the roadway to utilize. These will only be placed on State and State-aid roads at this point. The Town would have to install them and buy the posts. The Pedestrian Bicycling Plan group has been talking about this. HealthySV has offered to pay for the sign posts and the Town would install them. This is a win-win. We will apply when the list is developed and write up the application. The KVCOG planner is still working on the overall bike/pedestrian plan so this project has been on hold. This grant was not applied for as the Pedestrian Bicycling Plan has not gone forward.

Other Grant Opportunities:

Efficiency Maine Incentives – will be exploring possibilities for some of the town buildings
PeopleForBikes Grant – obtain funds for a variety of projects is under review. In order to apply the Bike Pedestrian Committee will need to meet and we have made another request to KVCOG’s Planner who was organizing this project free of charge.

Rural Community Development Initiative (RCDI) – The Town is part of the KVCOG’s Grant application for an Economic Development Plan for Somerset County (being the rest of Somerset County not covered by the Somerset Economic Development Corporation’s project up in the Northern part of the county.

Rural Development – USDA has advised that they have RD funds available through loan and grant that would fit well with the future sewer work. If the Town would like, RD will meet with the Town. There was a discussion about our new debt and how it is being handled in the sewer enterprise fund. The paperwork required has been filed and we await a preliminary review by the USDA.

8. **REPORTS:** Audience, Council

Council:

Councilor Donahue: Disappointed that the Financial Action Plan was voted down. The Town has immediate needs to be addressed and this plan would have provided the opportunity to assist the community.

Councilor Ferland: Also disappointed that the Action Plan was voted down. The Finance Committee worked extensively on this plan to provide a balance that would have had a big impact on the community. The Heart of Pittsfield provided the idea for the contests which would have helped in community togetherness. \$25,000 out of \$1.9 million was a small amount to do this.

Councilor Nichols: Advised that the Town did not get where it is today in being stupid by making dumb decisions with money. The Action Plan was well thought out.

He advised that the comment that the Town Manager should not answer questions was ludicrous, this is part of her responsibilities and does not make any sense at all.

He noted that his neighbors have contacted him concerned about the work being done on the old Knights of Columbus lot. A large pile of material was hauled in. The neighbors have told him that there is a catch basin down at the foot of this lot. They are concerned if the lot gets paved and there is a water problem or if Cianbro moves their snow pile to that lot that their basements will get flooded due to how wet it is. The Town Manager will have the staff check on this. She advised that it has been used as a parking lot for trucks/equipment and subcontractors in the past.

Councilor Strom: Thanked the Town Manager for providing information to assist a citizen with a contractor issue.

Councilor Cianchette: Thanked the audience for attending this evening. Noted that Cianbro has a huge impact on the community. Asked that the garage be looked at that was discussed this evening.

Councilor Stackhouse: Indicated that if people wanted input, they certainly were provided with an extensive opportunity tonight. No one can say that they were not allowed to speak on this issue. Also expressed disappointment that the Action Plan was not passed.

9. **ADJOURNMENT**

Motion by **Deputy Mayor Nichols** and seconded **Councilor Cianchette** by that the meeting be adjourned at 9:25 p.m. All in agreement.

Nicole Nickolan, Town Clerk