

MINUTES

For a regular meeting of the Pittsfield Town Council held on Wednesday, November 7, 2012 at 6:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Mayor Tim Nichols, Bob Stackhouse, Caleb Curtis, Deputy Mayor Gary Jordan, Jr., Donna Chale, Christopher Carr and Louise Baker. **ABSENT:** None. Also present: Town Manager Kathryn Ruth and Deputy Treasurer Emmalee Reed. Audience members included: Scott Noble, Annaleis Hafford, Steve McCarron and others.

1. **Mayor Nichols** 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 2, 2012.

Moved by **Councilor Stackhouse** and seconded by **Councilor Carr** that the minutes of the regular meeting held on October 2, 2012 be adopted.

VOTE: UNANIMOUS AYE

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

Presentation by the Town Manager on Town Goals and Achievements

As an introduction for the upcoming budget process for 2013, The Town Departments and Supervisors have prepared accomplishments and determined goals for the future. There was a brief discussion with highlights.

Community and Economic Development Activities and Events:

Report on New Business Activity & Opportunities in Pittsfield:

SAS Property Available:

SAS Property placed on the market by MTC Holdings, LTD of San Antonio, Texas – The Trust holding the former SAS building for several years decided that it will put the property out for sale. The RE agent handling the property has promised that the Town will receive a copy of the information package. Terry Sortwell of LandVest, a company from Camden that handles Luxury Real Estate was retained by the company. It would be great to have this property on the market so that it could be used, rather than be vacant. The information is on the Town's website as well as distributed to a number of regional and state entities. Our DECD Governor's Account Representative came from Augusta to review the building's potential for future state inquiries and we met with Mr. Mulligan. The State does not receive a lot of inquiries due to the economy, however, we are definitely on the State's radar when requests come in, especially manufacturing, as the building has the potential to put 300-400 people back to work.

Certified Business Friendly Community Designation:

Pittsfield received word on 08/27/2012 that the Town had been designated one of the Business Friendly Communities by the Governor. The Town of Pittsfield is 1 of 14 towns that was recently recognized by the State of Maine as business friendly. The Certified Business Friendly

Community Program recognizes and promotes those communities that show a true commitment to business development.

Commissioner George Gervais would like to come to Pittsfield to present the sign to the Town. George would be unable to attend the next Council Meeting, however, he would be able to come to Pittsfield between 10:00 am – 2:00 pm on either Wednesday, November 21; Monday, November 26; or Wednesday, November 28, 2012. It would be great if as many Councilors could attend as possible and we will meet with George. We will look around for a photographer.

Save Our Historic Depot Campaign:

Everyone can help our Save the Depot fundraising campaign.

This historic 1880's building needs to be preserved and/or restored.

As a historic building on the Historic Register of National Buildings, the Town must follow historic preservation requirements and standards. As such, the project would cost more than if a resident or business fixed up their building.

The original estimates without architectural fees included are listed below:

Phase I consists of the roof replacement and the masonry reconstruction and pointing, a total of \$47,265 plus estimated engineering costs of \$5,000 for a total of \$52,265.

Phase II consists of removing the old siding with lead based paint and installing cedar clapboard siding and trim, a total of \$39,425 plus estimated engineering costs of \$5,800 for a total of \$56,225.

Phase III includes the windows restoration; replacement doors; and insulation, a total of \$24,174. The total cost of Phases I-III is estimated at \$121,664.

We would plan to complete Phase I first, if at all possible, then head to Phase II and so forth.

The estimates are based upon the cost schedules from an architect with historic preservation background, Ames & Associates of Bangor. It is possible, that we may be able to have work completed for less.

The Town has raised the funds for Phase I, consisting of the roof replacement and the masonry reconstruction and pointing through donations and several recent grant awards. The roof replacement bids were due on 09/28/2012. Four bids were received ranging in cost from \$26,999 to \$46,885. The low bidder was Hahnel Brothers Co. which the Architect and the Building Inspector have noted is experienced and has a very good reputation. The pre-construction meeting took place on 10/10/2012. The architect checked all the details and verified the low bid, the insurance certificates were provided and the contract signed. Originally prior to the tropical storm, the project was to begin by November 1, 2012. It is estimated that it will take 10 days in total. The Contactor's representative has indicated that the company would like to be out of here by Thanksgiving, however, with the rainy weather, it would likely be later. As soon as we know the date of arrival, we will advise the neighboring properties regarding parking and the police will make more patrols. The company representative is very organized so we do not expect any construction debris issues.

This project is being funded through many donations, many fundraisers and many small grants.

Project Canopy Forest Management Plan Update

Interested staff and committee/organization representatives attended a session with the Forester who put together the Management Plan. We have received a comprehensive Management Plan including Harvesting recommendations. There are aerial photographs and a chart of the tree stands, which is quite interesting. The Town lot abuts the Sebasticook River for over 5,700 feet. There are 16 acres of Silver Maple Floodplain, which is very unusual. Almost pure stands of

Silver Maple are not common. Basically, there is a very large raised level bog ecosystem, which is very unusual. The Timber Basis Inventory with Suggested Harvest cutting generally 30-35% of the timber at current pricing would yield an estimated \$53,367.46. The cutting is necessary to thin out the forest as some of the trees are not maturing due to lack of sunlight and some trees have fallen. We can open this up a bit cutting where we want trails. A great benefit of this conservation project is that we will realize revenue to be utilized toward the budget or a specific designation. The Plan is in the Town Office for anyone who would like to read it. We can also send it electronically if you would like to look at it on your computer. Our next step is to draft bid specs or a request for proposals to hire a forester to manage the harvesting for the Town. We have such a unique property that is so overgrown with many stands. It needs to be overseen by a professional certified forester.

Mid Maine Chamber Membership

The Town of Pittsfield is now a member of the Mid Maine Chamber. The Town Councilors received a copy of background materials on the membership including the 2012 Business After Hours Schedule; 2012 Business Breakfast Series; Shop Locally Gift Certificate Program; Chamber Advantage cards; and the Events Calendar for Members Advertising for November 2012 – January, 2013. All Councilors, if they choose, can attend the Business Activities under our membership. Some events have an additional cost such as the breakfasts. Gary is interested in representing the Town at some of the events. Ellen and I would also attend some of the events as representatives. There is a New Member Orientation on December 6, which Gary, Ellen and I will be attending to learn more about the benefits of membership. Remember, our membership for one year is \$195.00. We will have access to on-line advertising of events and activities, Chamber Advantage Card to obtain a discount if there is something that the Town needs to purchase, and we will be able to network with businesses and leaders in a 600-member chamber. This should lead to some connections for grant or foundation funding, free training, workforce development, cooperative purchasing and other benefits.

Report on Meetings & Events:

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

10/16/2012	HealthySV Steering Committee Meeting from 9:00 am – 10:30 am at the SVH Community Health Building, Connors Avenue
10/18/2012	Pittsfield Historical Society at 6:00 pm at the Library
10/19/2012	Safety Committee Meeting at 10:00 am (moved from Thursday)
10/24/2012	MCI Community Service Day – morning around town
10/24/2012	National Healthy Worksite Council Meeting at 12:00 noon
10/25/2012	FirstPark Meeting at 5:00 pm in Oakland
10/29/2012	Planning Board Meeting at 7:00 pm (cancelled due to storm)
10/30/2012	Theatre Committee Meeting at 6:00 pm
11/01/2012	Ken-Som Transition Team Meeting in Farfield at 9:00 am
11/01/2012	Mobilize Maine in Waterville at Colby College at 4:00 pm
11/01/2012	SVCC Board of Directors Meeting in Palmyra at 5:00 pm
11/01/2012	Special Planning Board Meeting at 7:00 pm
11/05/2012	Somerset Connect Community College Subcommittee in Skowhegan at 1:00 pm
11/05/2012	USDA Sewer Rehabilitation Pay Requisition Meeting at 1:00 pm
11/07/2012	Recycling Committee Meeting at 5:00 pm

Upcoming Meetings & Events:

11/08/2012 Somerset Connect Workforce Development Network at 1:00 pm
in Skowhegan
11/08/2012 First Universalist Church's Local Harvest Turkey Supper
starting at 5:30 pm at 123 Easy Street
11/09/2012 SEDC Legislative Forum and Board of Directors Meeting
in Madison at 7:30 am
11/15/2012 Safety Committee Meeting at 10:00 am
11/27/2012 Theater Committee Meeting at 6:00 pm

New Meeting:

11/28/2012 Heart of Pittsfield Exploratory Gathering at 6:00 pm with a light meal,
discussion and brainstorming at Vittles led by town citizens. The cost is
\$15.00 per person with limited seating. There is a facebook page at Heart
of Pittsfield where people can sign up.

Plus other meetings not yet announced by our state and regional partners/coalitions.

Note: The KVCOG Comprehensive Economic Development Strategy; KVCOG Board of
Directors; and Central Maine Egg Festival Committee are not scheduled this month and will
resume next month.

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

RESOLUTION 12-141: (Public Hearing) That the Town Council hereby Ordains that Chapter
2B General Assistance Ordinance, Appendices C be rescinded and the new appendices C be
adopted to reflect the revised maximums for the period of October 1, 2012 to September 30,
2013; and to continue to use Appendices A-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. No one wishes to speak for or against Resolution 12-141. The
Public Hearing was closed.

Moved by **Councilor Stackhouse** and seconded by **Councilor Baker** that Resolution 12-141 be
adopted.

The Town Manager noted the overall maximums were adopted previously this year and are not
part of this vote. All Appendices for Food, Utilities, Heating Fuel, Personal Care and Household
Supplies, and Supplement for Households with Children Under 5 have no changes. Housing
Maximums have increased for both Unheated and Heated Apartments and Homes with the
increase being more for the 0 to 2 bedrooms.

VOTE: UNANIMOUS AYE

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

Town Manager's Report: Town Council Meeting of 11/07/2012:

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

2. Bin Sale:

PITTSFIELD RE-USE CELEBRATION: BACKYARD COMPOST BIN SALE

The sale is over with, however, people can still order a bin as we were under the maximums required for an order so we have a few more that will be available for each of the Earth Day products.

To celebrate re-use in the community, the Town of Pittsfield is part of a statewide backyard composting bin sale. A home compost bin and how-to-guide with a combined retail value over \$100 can be purchased for only \$45.00 (tax included). The bin is black, has a 10 year warranty, and is made of 100% recycled plastic. It's approximately 35" high and 33" wide, or large enough for a family of five. The Town will also have the wing digger compost turner for a discounted price of \$17.00 and the Reotemp Backyard Compost Thermometer with a 20" stem for \$18.50.

3. State Valuation for 2013: The State of Maine has announced the proposed 2013 State Valuation of Pittsfield at \$244,900,000 which is an increase of \$10,550,000 or 4.5% over the 2012 State Valuation. This will affect our % and allocation of payment for SAD#53 and Somerset County as we will have a higher percentage of the budget. We will receive less State Revenue Sharing and School Aid.

4. Code Enforcement/Burned Middle School Apartment Building: The staff has been advised that there will be a decision made on the Middle Street Apartment Building next week on whether the building will be re-built or torn down.

5. Mill Pond Loop Walk and Trail Mapping: Read Notice

6. Egg Festival Volunteers: Read Notice

7. Police Details along the Railroad Bed: Read Notice

8. Theatre Restoration: New Digital Projector: There will be a brief presentation at the next Town Council Meeting to discuss the estimated cost, types of projectors and estimated timeline by the Theatre Committee and staff.

Finance Committee: No Report

Ordinance Committee: No Report

Recycling Committee: No Report

6. **NEW BUSINESS:**

RESOLUTION 12-149: Resolved that the Town Council approve the bid specifications for the Sewer System Improvements for Morrill Street, School Street and the cross-country sewer between School Street and Hamilton Drive, CWSRF No. C230142-03 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 amendments.

Moved by **Councilor Chale** and seconded by **Councilor Baker** that Resolution 12-149 be adopted.

The Town Manager noted Annaleis Hafford, Vice-President of Olver Associates is here this evening to answer any questions on this project.

Olver Associates has been working away on the Sewer Rehabilitation Project for the areas listed above. It has taken some time to put together the plans, conduct the research on the cross-country lines and address aspects of the project to avoid wetlands. Olver Associates attended the 09/18/2012 Council Meeting to discuss re-locating the sewer line from the wetlands to the recreational trail which was decided to the Town by MCRR and/or discontinue part of the line by moving it to another road.

Bidding the work once Olver Associates receives approval from the Federal and/or State Government agencies for Spring 2013 should result in receiving excellent bids.

Annaleis stated that there were notes added to the general notes sequencing the work. It will be a requirement that the contractor can not interfere with the snowmobile clubs' use of the trails. This is a good time to go out for bids as many contractors are calling our office asking when the project will be available to bid and some local bids are coming in at unheard of low prices. I foresee that there may be further money left over after this project to do another small project.

VOTE: UNANIMOUS AYE

RESOLUTION 12-150: Resolved that the Town Council appoint Dale A. Martin, Jr. as an interim director for the MSAD #53 Board of Directors to serve until the next annual municipal election and until a successor is elected and qualified.

Moved by **Councilor Stackhouse** and seconded by **Councilor Baker** that Resolution 12-150 be adopted.

The Town Manager noted three positions were advertised for nomination papers. Just as the nomination papers were due, the Town was notified of another resignation on the School Board resulting in four open spots. Four individuals took out papers. Three positions are listed on the ballot. The three highest vote getters have their seats. This evening, it is recommended that we appoint the fourth candidate to fill the vacancy that was not on the ballot. This individual will serve until the next annual municipal election, which normally would be November 2013. Therefore, all vacancies will be filled.

VOTE: UNANIMOUS AYE

7. **REPORTS:** Audience, Council

Audience:

No Comment

Council:

Councilor Baker: No Comment

Councilor Carr: No Comment

Councilor Chale: No Comment

Deputy Mayor Jordan: No Comment

Councilor Curtis: No Comment

Councilor Stackhouse: No Comment

Mayor Nichols: I want to thank everyone who worked at the Election. I know it was a long haul. I was in here early and it was busy. I am glad to see we joined the Mid-Maine Chamber. They offered quite a lot. I think it will be a better benefit to the Town.

8. **ADJOURNMENT**

Motion by **Councilor Stackhouse** and seconded by **Councilor Baker** that the meeting be adjourned at 7:04 p.m. All in agreement.

Nicole Nickolan, Town Clerk