

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, March 6, 2007 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Mayor Tim Nichols, Wayne Fotter, Brian Philbrick, Sr. and Gary Jordan, Jr. **ABSENT:** Michael Gray, Louise Baker and Christinalyn Hamel. Also present were Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Sharon Mack of the Bangor Daily News, David Lyons, Arlene Lyons, Betty Susi and family members.

1. **Mayor Nichols** opened the meeting by leading the **Pledge of Allegiance**.

For a matter of record **Mayor Nichols** will be voting tonight to make a quorum.

2. **Adoption of Minutes** of the Regular Meeting on February 20, 2007.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Jordan** that the Minutes of the Regular Meeting on February 20, 2007 be adopted.

VOTE: UNANIMOUS AYE

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

Dedication of a Council Plaque in Memory of Paul E. "Bud" Susi, Jr.:
Commendation for Town Service

Mayor Nichols asked Betty Susi to join him in the front for the reading of the plaque. The plaque will be placed in the Council chambers after the meeting. Mayor Nichols stated that his father knew Bud very well. He was an integral part of this town. He loved Pittsfield and always tried his best to make a difference, and he did. He was an expert in his field and had a work ethic second to none. Bud will be sadly missed. Mayor Nichols stated he is very proud and happy that the Council could honor his memory.

The Town Manager noted that Bud was always very helpful not only to herself, but also to the Public Works crew and the past Town Manager.

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

- a. **ORDINANCE 07-02:** That the Town of Pittsfield hereby ordains that Tax Anticipation borrowing for fiscal year 2007 be approved in an amount not to exceed Six Hundred Fifty Thousand Dollars (\$650,000), and that the Town Manager/Treasurer be authorized to prepare and seek competitive proposals for the Town's 2007 Tax Anticipation borrowing.

There was no one who wished to speak in favor or opposition of this ordinance. Public Hearing was closed.

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that Ordinance 07-02 be adopted.

The Town Manager noted this is a yearly housekeeping process that the Town goes through as the property taxes, the major source of revenue for the Town, are due once per year. We have established the TAN as a line of credit for the last several years, therefore, we are borrowing, as we need the funds through the months that the revenue collections are lower. The revenue collections increase when the tax bills are released and tax payments start coming in. The Town can require the funds as early as the end of April – July and then pays the TAN back after taxes are due in October of each year. This year it is estimated that the funds will be needed around June - July.

VOTE: UNANIMOUS AYE

- b.* **ORDINANCE 07-03:** That the Town of Pittsfield hereby ordains that the Town Council Accept the payment of WRR Homes, LLC, respectively, including interest and lien costs, for the property at 68 Carriage Estates (Map 34, Lot 68), the Town having acquired said property as a result of automatic foreclosure of a 1999 property tax lien, recorded in the Somerset County Registry of Deeds on July 7, 2000, at Book 2691, Page 053, which matured on December 3, 2001. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to WRR Homes, LLC.

There was no one who wished to speak in favor or opposition of this ordinance. Public Hearing was closed.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Jordan** that Ordinance 07-03 be adopted.

Councilor Jordan questioned if we have the check from the attorney. The Town Manager advised yes, the check has been received.

The Town Manager noted in order to relinquish tax acquired property, a public hearing and ordinance is required as the Town is actually selling the property. In this case, the Town received payment in full from WRR Homes, LLC which produced paperwork showing that it brought out McNally's mortgage from the company that had foreclosed on the property. The manufactured housing is to be moved out of town prior to 04/01/2007.

VOTE: UNANIMOUS AYE

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

Town Manager's Report: Town Council Meeting of 03/06/2007:

1. The FYI Folder: The FYI Book contains the following items this week: Read List

2. Comprehensive Plan Update: Copies of the update to the Comprehensive Plan for the Implementation Strategies are available at the Town Office. We also have copies of the original Comprehensive Plan from 1997 in case anyone would like a set. The Update to the Plan will be available on the Town website under Economic Development.

3. Sebasticook Valley Chamber of Commerce: The Chamber is exploring opportunities for all of the towns in the chamber area – 12 communities – to obtain some TV advertising for the region and the businesses in the Chamber. The Strategic Plan Committee is working ideas to promote the region. One that we are exploring now is a map of the SV with recreational opportunities, historical buildings, festivals, trails, antique routes, etc. for tourism. This is not only to bring people into the region but also for our citizens to stay in the area for their vacations and enjoy assets which the Towns have basically right in our own backyards.

4. Recycling/Environmental Celebration Dates for 2007:

Sunday 04/22/2007	Earth Day	Set nationally each year
Earth Day Activities are scheduled with the school(s) to fit in with their classes and vacation calendar		
Sunday, 05/20/2007 - Saturday, 05/26/2007	Arbor Day Week	3rd full week in May*
Weekday Activities are also scheduled with the school(s)		
Saturday, 05/26/2007	Arbor Day Park Activities	Saturday of Arbor Day Week
Saturday, 05/26/2007*	Trash to Treasure Day Day	Established locally to match Arbor Activities

*Trash to Treasure Days: In case of inclement weather on the scheduled date, the day long event will be held the following Saturday (06/02/2007 for the Spring date).

5. Garden Tour to Benefit the Library: The Pittsfield Community Garden Club will sponsor a Garden Tour on Saturday, July 14, 2007 to help raise funds for the Library Restoration and Expansion Project. The Garden Club has 12 gardens that will be available, including two homes that will be open. More details will be available in the near future.

6. Notice to Dog Owners: The 2007 Dog Licenses are available. If dogs are not licensed additional fees will accrue. A valid Maine Rabies certificate and, if applicable, a certificate of spaying or neutering is required for licensing. Please notify the Town Office at 487-3136 if you no longer have your dog. Under the State Law, the Town is

required to issue a warrant for unlicensed dogs. This will require a late fee of \$25.00 per dog. The Warrant will be on the Council Agenda for March 20, 2007.

7. Sale of Used Town Equipment: The Town has surplus used computer and office equipment out for best bid available at the Town Office. Interested parties can review the equipment at the Town Office.

Finance Committee: No Report.

Ordinance Committee: No Report.

Recycling Committee: No Report.

6. NEW BUSINESS

- a. **ORDINANCE 07-04:** (To be set to public hearing on 03/20/2007) That the Town of Pittsfield hereby ordains the following:

Adoption of Chapter 19. Emergency Management Ordinance of the Town of Pittsfield

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Philbrick** that Ordinance 07-04 be set to public hearing on 03/20/2007.

The Town Manager noted in order to qualify for future Department of Homeland Security funding, the Town is required to adopt an Emergency Management Ordinance. The ordinance template came from the County and the Fire Chief drafted it to meet the Town of Pittsfield's needs. In addition, all department and staff appointments are listed in the Administrative Code, therefore, the Emergency Management Director needs to be listed also. The Fire Chief has been Civil Emergency Preparedness Director (now known as EMD) for many years. The Ordinance Committee recommended approval of both items.

VOTE: UNANIMOUS AYE

- b. **ORDINANCE 07-05:** (To be set to public hearing on 03/20/2007) That the Town of Pittsfield hereby ordains the following:

Amendment to Chapter 2. Administrative Code, Division 2., Article 3. Description of Individual Departments, Section 400B. Fire Department, 402B. Duties of the Fire Chief, Add: The Fire Chief shall serve as Emergency Management Director.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Jordan** that Ordinance 07-05 be set to public hearing on 03/20/2007.

VOTE: UNANIMOUS AYE

- c. **RESOLUTION 07-28:** Resolved that the Town Council Authorize the Town Manager to Execute the first of two (2) 5-year renewal options for

the Airport Lease to Robert Hart d/b/a Maine Flight Center authorized by Ordinance 96-19.

Moved by **Councilor Philbrick** and seconded by **Councilor Jordan** that Resolution 07-28 be adopted.

The Town Manager noted this is the first of two renewals authorized in 1996 for Mr. Hart d/b/a Maine Flight Center for a strip of land, which he utilizes as a taxiway for his planes. The 1996 approval provided for a cost of not less than 4 cents per square foot and not more than 6 cents. We agreed on 5 cents per square foot for this first renewal. Mr. Hart maintains the paved aircraft taxiway.

VOTE: UNANIMOUS AYE

- d.* **RESOLUTION 07-29:** Resolved that the Town Council Sign the Earth Day Proclamation supporting community-wide activities (Earth Day is April 22, 2007).

Moved by **Councilor Jordan** and seconded by **Deputy Mayor Wayne Fotter** that Resolution 07-29 be adopted.

The Town Manager noted this item is recommended by the Recycling Committee to promote Earth Day activities throughout Town. The Council has endorsed proclamations, which are posted around Town and at the Schools since 2003.

VOTE: UNANIMOUS AYE

- e.* **RESOLUTION 07-30:** Resolved that the Town Council Sign the Arbor Day Proclamation supporting community-wide activities. (National Arbor Day is April 27, 2007 and Maine's Arbor Day Week is the 3rd full week in May).

Moved by **Councilor Philbrick** and seconded by **Councilor Jordan** that Resolution 07-30 be adopted.

VOTE: UNANIMOUS AYE

7. DISCUSSION ITEMS:

Financial As Listed Below:

- A. Financial Reports as of 01/31/2007:
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
Reviewed Briefly

- B. Other Reports as of 01/31/2007:
Building and Plumbing Permit Reports
Library Report – Librarian’s and Library Trustees Minutes
Police Report
Self-Explanatory - Not Reviewed

Brief Updates On:

Grants: Safe Routes to School, Grant Application #2

MDOT expects to provide notice to the Towns and cities that applied for funding through this program in March or April of 2007 when it releases its two-year Biennial Work Plan for Fiscal Years 2008 and 2009. If a project is approved, the earliest it can move forward would be October of 2007. The next round of applications is expected in the Spring of 2008. MDOT and the Bicycle Coalition of Maine will be holding a free seminar for Towns to learn about making their community walkable and bikeable at the end of the month so we plan on attending.

Highway: MDOT Review of Truck Route for Pittsfield Update

I received notification from MDOT that there were questions about the truck route that we sent in, specifically, they wanted us to check and make sure that this is what we want. MDOT did agree that we should not have the truck route on Forest and Central Street. The truck route through the Industrial Park was fine. MDOT wanted to make sure that we wanted to send the truck traffic from Route #152 around through the Industrial Park as well as having a truck route off #69 down Hunnewell then down through Main and the Industrial Park. The letter from MDOT was received today and each of the Councilors has it. There also is a large map, which has been passed around. If this is acceptable, I will have MDOT go ahead with the signing. The Councilors reviewed the letter and map finding that the documents reflected the truck route as requested.

REPORTS: Audience, Council

Audience: David Lyons stated that Paul Susi used to be his neighbor. He had cleaned some of Mr. Susi’s tanks. Mr. Lyons had just moved in and Mr. Susi asked him what he had for heat. Mr. Lyons had electric heaters. Mr. Susi was taking down a few places at the time and offered Mr. Lyons a furnace to put into his home. Mr. Lyons will always remember Paul for that. He will be sadly missed.

Council:

Councilor Baker: Absent.

Councilor Hamel: Absent.

Councilor Philbrick: Wanted to mention that the Celebrations Committee met last Tuesday. We have been working on the flags. The Elks Lodge donated a flag for the Committee to look at to check quality. The next meeting is March 13th at 6:00 pm. Hopefully the flag pricing can be decided at that meeting. Happy to see that the Town Crew likes the new truck.

Councilor Jordan: Glad we took a moment to honor Bud Susi. He wished that we had done this long ago. He enjoyed working with Mr. Susi. He always was amazed on how much he knew about the ins and outs of the roads and how the roads should be. He will be sadly missed.

Councilor Gray: Absent.

Deputy Mayor Fotter: Stated that Bud was the type of individual that was like a Town father. He would always ponder your questions and give an honest answer. His information was always appreciated. He always offered his help to others who were trying to make a decision.

Mayor Nichols: Would like to echo the Council's comments. He enjoyed working with Bud over the years. He was very knowledgeable and really cared about Pittsfield. One thing that will always be remembered was that once Bud met you he never forgot you. That was something that was amazing. Again, I am happy we could honor him. E will be missed. Also, Mayor Nichols wanted to thank Kathryn and the crew upstairs for all their hard work. Things are really coming along.

8. ADJOURNMENT:

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Jordan** that the meeting be adjourned at 8:10 p.m. All in agreement.

Nicole Nickolan, Town Clerk