

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, May 19, 2009 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Caleb Curtis, Christopher Carr and Louise Baker **ABSENT:** Mayor Tim Nichols, Deputy Mayor Gary Jordan, Jr., Wayne Fotter and Donna Chale Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Sharon Mack, Donnie Hallenbeck and others.

1. **Kathryn Ruth** opened the meeting by leading the **Pledge of Allegiance**. A moment of silence was observed.
2. There were not enough Councilors present at the meeting to form a quorum.

Moved by **Councilor Baker** and seconded **Councilor Carr** to adjourn the meeting to May 20, 2009 at 4:30 p.m.

Meeting adjourned at 7:35 p.m.

MINUTES

For the Tuesday, May 19, 2009 meeting of the Pittsfield Town Council that was reconvened on Wednesday, May 20, 2009 at 4:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Deputy Mayor Gary Jordan, Jr., Caleb Curtis, Wayne Fotter, Christopher Carr and Louise Baker **ABSENT:** Mayor Tim Nichols and Donna Chale. Also present: Town Manager Kathryn Ruth and Assistant Treasurer Vickie Braley. Audience members included: Sharon Mack, Scott Monroe and others.

2. **Deputy Mayor Jordan** opened the meeting by leading the **Pledge of Allegiance**. The Council observed a moment of silence.
3. Adoption of Minutes of the regular meeting on May 5, 2009.

Moved by **Councilor Baker** and seconded by **Councilor Fotter** that the minutes of the regular meeting on May 5, 2009 be adopted.

VOTE: UNANIMOUS AYE

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

Community and Economic Development Activities and Events

Report on Meetings & Events:

Strategic Planning Committee Meeting on Thursday, 05/07/2009 at 4:00 p.m. at the Seabasticook Valley Chamber Building in Palmyra to set up committees to work on the 4 projects identified at the 3rd Leadership Forum.

The focuses are (1) Buy Local; (2) Media Advertising of Branding – Summer Focus and Branding – Winter Focus; (3) Map Calendar; and (4) Fall Festival with Tasting Contest of local goods, farms, etc. We have 7 new volunteers interested on working on the projects. The next meeting is scheduled for Thursday, 06/04/2009.

Upcoming Meetings & Events:

Regional Job Fair for Somerset County, sponsored by the Somerset County Transition Team and the Town of Pittsfield on Wednesday, 05/27/2009 from 3:30 p.m. – 7:00 p.m. at Warsaw School Gym and Cafeteria.

The Paul E. Bertrand Community Pool Complex Grand Opening is scheduled for Saturday, June 13, 2009 at 10:00 am at the Complex. We are working on the program for the event – speeches, certificates for the in-kind donations from the contractors, unveiling of the memorial plaques, tour of the facility and the Big Splash.

In progress:

Business Forum on how to start a new business and tips on how to address challenging times, to be scheduled for 09/2009 – to be announced. Also been suggested to team up with an energy focus.

Certificates and Thank Yous:

The 13th Annual Trade Show and Community Fair for the Seabasticook Valley Chamber of Commerce on Saturday, 05/02/2009: Warsaw Middle School; Assistant Superintendent Gregory Kane; Maine Central Institute Key Club; Evolo Energy Solutions; Mark Sheriff, UMO Cooperative Extension; Betsy Doane, UMO Cooperative Extension; Scott Noble, Pittsfield Fire Department; SVH Ambulance Service.

The 13th Annual Trade Show and Community Fair for the Seabasticook Valley Chamber of Commerce was held on Saturday, 05/02/2009. We had exactly 50 vendors. The Warsaw School Gym was full. The Cafeteria space was well utilized with crafters, the Theatre Fundraising Group and lunch. Evolo held 2 free training sessions on wind and solar alternatives for the home and business. The UMO Cooperative Extension provided two individuals who were earning their Smart Gardener certification. Mark Sheriff provided trainings on growing and pruning fruit trees and Betsy Doane provided materials on all aspects of gardening.

I was advised that admissions were higher than 2008 and 2007. There were a lot of families with children who stayed for most of the day and we received a lot of thank yous for holding the event. The Chamber made more of a profit in 2009 by the records than in the past years back to 2003 (we have data for 2003-2009).

4. **PUBLIC HEARINGS/OLD BUSINESS:**
5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES:**

No reports were issued so that Councilors could focus on business items.

6. **NEW BUSINESS:**

- a. **RESOLUTION 09-68:** Resolved that the Town Council Adopt a Proclamation to declare May 2009 as Foster Care Awareness Month in Pittsfield.

Moved by **Councilor Fotter** and seconded by **Councilor Baker** that Resolution 09-68 be adopted.

VOTE: UNANIMOUS AYE

- b. **RESOLUTION 09-69:** Resolved that the Town Council Sign the Warrant and Notice of Election to Call the Maine School Administrative District No. 53 School Budget Referendum to be voted on June 16, 2009.

Moved by **Councilor Fotter** and seconded by **Councilor Curtis** that Resolution 09-69 be adopted.

VOTE: UNANIMOUS AYE

The Town Manager noted the school decided to hold the referendum on June 16, which means that the Council Meeting needs to be re-scheduled and with the ordinance adoption issues coming in, I requested that they look at other dates. It has to be within 14 days of finalizing the budget for 2009-2010 which the MSAD#53 Directors have not done yet so in essence, it can be another day. The school is working on this now and decided on June 17, 2009.

Motion by **Councilor Fotter** and seconded by **Councilor Baker** to amend Resolution 09-69 showing: to be voted on June 17, 2009.

VOTE AS AMENDED: UNANIMOUS AYE

- c. **RESOLUTION 09-70:** Resolved that the Town Council Appoint Nicole Nickolan as Warden and Emmalee Reed and Cammie Jemery as Deputy Wardens for the June 16, 2009 election.

Moved by **Councilor Curtis** and seconded by **Councilor Baker** that Resolution 09-70 be adopted.

VOTE: UNANIMOUS AYE

Motion by **Councilor Curtis** and seconded by **Councilor Fotter** to amend Resolution 09-70 showing: to be voted on June 17, 2009.

VOTE AS AMENDED: UNANIMOUS AYE

- d. **RESOLUTION 09-71:** Resolved that the Town Council Approve the after 4:00 PM opening of absentee ballots for the June 16, 2009 Maine School Administrative District No. 53 School Budget Referendum.

Moved by **Councilor Curtis** and seconded by **Councilor Baker** that Resolution 09-71 be adopted.

VOTE: UNANIMOUS AYE

Motion by **Councilor Curtis** and seconded by **Councilor Baker** to amend Resolution 09-71 showing: to be voted on June 17, 2009.

VOTE AS AMENDED: UNANIMOUS AYE

- e.* **RESOLUTION 09-72:** Resolved that the Town Council Authorize the Town Manager to sign the Host Agency Agreement between the Senior Community Service Employment Program and the Town of Pittsfield.

Moved by **Councilor Curtis** and seconded by **Councilor Fötter** that Resolution 09-72 be adopted.

The Town Manager noted this is a program that assists those individuals who are 55 and older to seek employment. The Town would serve as a site where National Able Network participants would work to receiving job skills and training to prepare them for unsubsidized employment.

We have been advised that the individuals are not employees of the Town of Pittsfield and not covered by the Town's insurance or safety programs, therefore, we are waiting for written verification that the individuals placed here will be covered under the Senior Community Service Employment Program (SCSEP). This information has been provided verbally, however, we have requested written verification. The Town would not sign the contract until we receive the proper written assurances.

VOTE: UNANIMOUS AYE

- f.* **RESOLUTION 09-73:** Resolved that the Town Council Authorize the Town Manager to execute an Agreement with Robert L. Hart dba Spirit Aviation, Inc. for Parcel "L" at the Pittsfield Municipal Airport authorized by Ordinance 01-11.

Moved by **Councilor Curtis** and seconded by **Councilor Baker** that Resolution 09-73 be adopted.

The Town Manager noted this lease was authorized in 2001 and is the last grandfathered lease at the Pittsfield Municipal Airport. Originally, the lease was for 70' X 150' right beside Frank Woodward's parcel which contains a hanger. The cost is .04 per square feet.

Bob came into the Town Office on Monday and due to fitting the two planes on the lot and to make sure that everything fits fine, he has requested 20 feet be added. The lots are all 150' wide so this would now be 13,500 square feet or \$540.00 rather than 10,500 and \$420.00.

The Airport Committee had added two requirements that the temporary office trailer be on the lot for not more than 6 months and that he store no more than 2 aircraft on the lot.

I would also note that Bob has approached the Town on Monday of this week to lease land from the Town at the front of the airport for a small office to function as his building so we will look into this request to see if there is a suitable location.

VOTE: UNANIMOUS AYE

- g.* **RESOLUTION 09-74:** Resolved that the Town Council Authorize the Town Manager to execute the Maine Municipal Bond Bank Agreement for a Loan from the Drinking Water State Revolving Loan Fund Program for the Backup Finish Water Pump, a project funded under the American Recovery and Reinvestment Act of 2009 (Federal Stimulus funding).

Moved by **Councilor Curtis** and seconded by **Councilor Carr** that Resolution 09-74 be adopted.

The Town Manager noted this acceptance letter must be returned to the Maine Municipal Bond Bank for the Town to receive the financing for the project and the project is now out to bid.

Basically we are getting an “informal” grant of \$30,900 and a loan for \$72,100 at 0% interest. This is a really good arrangement. All contracts have to be signed by February 01, 2010 or we have to repay the money. The project went out to bid with a due date of June 12, 2009 so we should be all set.

VOTE: UNANIMOUS AYE

- h.* **RESOLUTION 09-75:** Resolved that the Town Council Authorize the Mayor to Sign the Resolution of People’s United Bank dba Merrill Bank for the new Economic Development Fund.

Moved by **Councilor Curtis** and seconded by **Councilor Baker** that Resolution 09-75 be adopted.

The Town Manager noted in order to properly track the various projects charged to the new Economic Development Fund and to the Loan Fund, we should have separate accounts. When an account is established, a resolution is required for the Mayor or Town Council to sign. In this case, it is for the Mayor.

VOTE: UNANIMOUS AYE

- i.* **RESOLUTION 09-76:** Resolved to Authorize the Town Manager to execute the Standard Services Contract with Evolo Energy Systems/Evolo Home Center, LLC for a Bergey 10KW wind turbine with grid tie inverter and lattice tower, to include all shipping, assembly and ground work for a fully functioning wind turbine at the Recycling Center/Transfer Station for a cost not to exceed \$60,165.00.

Moved by **Councilor Curtis** and seconded by **Councilor Baker** that Resolution 09-76 be adopted.

The Town Manager noted the Town Council authorizes contracts to be signed. Evolo has provided all the information for the contract. If the order date is on or before 06/05/2009, the ground breaking would be 08/01/2009 and the commissioning/completion will be 08/31/2009. The only item that I will refer to is the warranty as everything else is pretty standard.

VOTE: UNANIMOUS AYE

- j. **RESOLUTION 09-77:** Resolved that the Town Council Accept the Summer Library Program Nutrition Education Grant For \$400.00 and Authorize the Town Manager to execute the necessary paperwork.

Moved by **Councilor Curtis** and seconded by **Councilor Carr** that Resolution 09-77 be adopted.

The Town Manager noted this is a yearly grant the Library receives from the Muskie School of Public Service with the University of Southern Maine to hold a Summer Library Program to provide a nutrition education program.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

The Town Manager noted that finances are continuing in the same vein that they have been, so this is something that will need to be discussed this summer.

Grants Update:

Riverfront Community Development Grant: The Town Manager noted that today the phase II paperwork was filed for the Riverfront Community Development Grant. All necessary permits were finally received.

8. **REPORTS:** Audience, Council

Audience: NONE

Council:

Councilor Baker: Wanted to thank the Town for the money they gave the senior club in Pittsfield. We went on a trip to the museum last week and we really enjoyed it.

Councilor Carr: No Report.

Councilor Chale: Absent.

Deputy Mayor Jordan: No Report.

Councilor Curtis: No Report.

Councilor Fotter: No Report.

Mayor Nichols: Absent.

9. **ADJOURNMENT:**

Moved by **Councilor Curtis** and seconded by **Councilor Fotter** that the meeting be adjourned at 4:57 p.m. All in agreement.

Nicole Nickolan, Town Clerk