

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, October 7, 2008 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Mayor Tim Nichols, Deputy Mayor Wayne Fotter, Michael Gray, Gary Jordan, Jr. and Michael Cianchette. **ABSENT:** Donna Chale and Louise Baker. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Donnie Hallenbeck, Sharon Mack, Jeremy Leal, Police Chief Steve Emery and others.

1. **Mayor Nichols** opened the meeting by leading the **Pledge of Allegiance**.
2. **Adoption of Minutes** of the Regular Meeting on September 16, 2008.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Gray** that the Minutes of the Regular Meeting on September 16, 2008 be adopted.

VOTE: UNANIMOUS AYE

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

Update on Police Department Activities by Police Chief Emery:
Introduction of new Reserve Officer

Police Chief Emery announced that the Police Department had recently hired a few new Reserve Officers. The first new hire is Stephen Armiger. He was unable to attend as he works evenings at Pride Manufacturing. The second new hire is Jeremy Leal. Mr. Leal is in attendance tonight to answer any questions. Mr. Leal stated he has been in law enforcement for approximately 14 years: 8 years as a full time Patrol Officer and 5 years in juvenile corrections. Mr. Leal appreciates the opportunity and is looking forward to starting with the Town of Pittsfield. Mayor Nichols stated that Jeremy will be a great addition to our Police Force.

Police Chief Emery also briefly reviewed the recent speed details on Stinson Ave. and the other school zone areas. People are starting to slow down on Stinson Avenue. There have been some new signs put up and there has been a cruiser there every morning to monitor the traffic. The situation is improving. The Officers have been very busy at the Hospital. There have been a lot of drug/alcohol and mentally unstable calls as of late. The Police Department has also been very busy on domestic calls. Councilor Gray questioned if the Hospital plans on hiring any security in the near future for these situations. Police Chief Emery stated that is not a plan anywhere in the near future. The Hospital currently uses the maintenance staff until the Police arrive for these situations.

Update on Energy Issues:
Pittsfield Area Energy Forum held on 09/29/2008

This regional forum was definitely a hit with 20 display tables full of information. For our next event, we may need to move to a larger space, as the Vickery School Gym was comfortably full. We had 77 people signed in with many more dropping in/out and milling around. I estimated approximately 90 people.

The companies, agencies and individuals who had tables at the display were reviewed.

The keynote speaker, Richard Fortier, the Solar Program Manager from the Public Utilities Commission did an excellent job detailing all of the programs available from the State coupled with resource tips to conserve energy.

Jim Cianchette was the winner of the free Compost Unit.

We asked the displayers to provide the Town with handouts for a display. Our Municipal Intern, Carolyn Dodge, is going to be setting up an Energy Display at the Town Office for people to pick up handouts and helpful tips.

Energy and Fuel Resources

At our August 19, 2008 meeting, we reviewed a number of programs available to Pittsfield Residents to keep warm for the winter and ways to save funds with other programs, which in turn provide individuals and families with more funds to spend for fuel. We have added some other resources. The Town Councilors received a copy of the updated 2008 Keeping Pittsfield Warm Resources in their Council Package and copies are available for the audience this evening.

At the September 16, 2008 Meeting, the Town Council endorsed the Keeping Our Neighbors Warm Program for Pittsfield and to accept donations for the program:

We have starting promoting the program with an ad in the Rolling Thunder and a mailing announcing the program and the need for funds through our Business Directory.

Specifically, the **Keeping Our Neighbors Warm Program** is available for Pittsfield residents. The Town staff recommended that we establish a program to assist those who can not heat their homes this winter who run into an emergency situation with not being able to afford fuel. Obviously, we have the General Assistance Program in which we enforce the State regulations, expend funds from the budget and are generally reimbursed 50% of our costs. Once in a while, someone is just above the income guidelines and we are unable to assist them and they are in a bind even with other available programs. This additional program would not assist those who are disqualified from GA for not searching for work, quit work and a variety of other reasons.

The second group of people that we see this fund assisting are those who will not come in for GA, who are home very cold or deciding to not buy food or prescriptions, generally our seniors. We see very few seniors for GA, rarely do we see a senior and they just try to get by. With the fuel cost so high, I think less people are going to just get by this winter. We want to help them.

Anyone interested in donating to this program should drop by the Town Office or send their check made out to Town of Pittsfield with a notation of Keeping Our Neighbors Warm.

The Keeping Our Neighbors Warm Program would be targeted for December, 2008. Most seniors and other individuals of lower income will receive their allotment of HEAP assistance and use that, then the funds are going to run out and some will need help.

We would also like to promote those who have the resources such as wood or funds to donate for wood to have wood delivered to the **Maine Central Institute's Wood of the Neighborhood: Community Wood—Works!** Students, faculty, staff and community members are gathering as much wood as possible to distribute to families in need this winter. The school is accepting hardwood donations from individuals and companies. Volunteers will then donate their own time and equipment to cut, split and stack the wood. The wood will then be available for free to those who are in need, and for sale to those who are able to make a donation. Once there is plenty of firewood, MCI will convene an event to give the wood out and serve refreshments. The wood is being dropped off by donors in the field by the MCI Music Building. The Town took down the wood from the Tree Removal Project that citizens along the roads did not want.

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

Town Manager's Report: Town Council Meeting of 10/07/2008:

1. The FYI Folder: No FYI Folder this week.

2. Somerset County Transition Team: The next meeting of the group which functions as a clearing house of information, sponsors job fairs with other entities and provides a strategy to address layoffs will be meeting on Wednesday, December 03, 2008 from 9:30 am – 11:00 am in the Town Council Chambers.

3. Pittsfield Farmers' Market: The Farmers' Market is going strong rain or shine from May 1 – October 30 at Hathorn Park every Monday and Thursday from 2:00 p.m. – 6:00 p.m. Several Farms are involved. More information is available from www.pittsfieldfarmersmarket.org or you can pick up a brochure at the Town Office. Just a few days more!

4. Neal Bridge Closing, Route #100: There will be an MDOT sponsored meeting held on October 17, 2008 to demonstrate the technology and composite mechanisms involved in the new bridge being installed. More details will follow in case any of the Councilors or other town board/committee members would like to attend.

5. Work Ready Program: The Work Ready Program held a meeting for SAS Employees on 09/15/2008 with an excellent turnout. Funding is being provided for a WorkReady Program for SAS Shoe so we are fortunate to receive this program funding. WorkReady is an employer-recognized credential for those completing a 60-hour training program. It is a

soft skills training program which offers a portable credential to participants signifying that people have acquired the skills that local employers want in job applicants. We had a presentation at the last Somerset County Transition Team Meeting and this program sounds very, very good and has excellent results. It helps people to become competitive in the marketplace for positions. There are approximately 12 individuals in the program. There will be a graduation held on Thursday, October 23, 2008 at 10:00 am at the Elk's Lodge. The event will have a review of the student portfolios/resumes at 10:00 am and the credentials will be awarded at 11:00 am with lunch following.

6. Pittsfield Municipal Theatre Restoration: This summer the Cianbro Companies assisted the Town's Theatre Committee and Theatre Manager with a comprehensive review of the theatre for needed or preferred work to restore and enhance this facility. Books of proposed projects and costs were compiled and the Theatre Committee has been reviewing them for the last few months. The book is broken down into categories by priority to include roofing, insulation, seating, fire protection, electrical services, lobby, marquee, flooring, painting, acoustic ceiling; lighting, rear awning; and audio visual. Recently, I obtained a copy of the book. The work completed by Cianbro was impressive and very strategic for the Town. I recently attended a meeting of Theatre Committee members and a group of volunteers who have united to fundraise for the theatre. The fund raising committee is working on an outline of their ideas and will be ready to go in a couple of months. They are very dedicated to the cause which is good. The Theater Committee is to work on an Action Plan in the next few weeks. In the meantime, we will also be soliciting quotations for a structural review of the theatre.

7. Household Hazardous Waste Collection Day: This was a great event hosted by the Town of Pittsfield, the Kennebec Valley Council of Governments, the USDA Rural Development and Environmental Projects Inc. There were 34 participants from Pittsfield, 12 from Palmyra, 8 from Troy and 8 from Unity. Approximately 1 ½ tons of hazardous materials were taken out of Maine's landfills and energy recovery facilities.

8. Surplus Properties: Some of the smaller bids for the trucks that we accepted were not followed through even after several phone calls and finally a letter with due dates to make payment or the bid would be forfeited. Basically, we have a few of the smaller trucks still available and would propose to have them taken to the scrap dealer as metal if there are no objections.

9. Sebasticook Valley Hospital Breast Cancer Awareness Walk: SVH is pleased to host for the 14th year in a row – the area's Annual Breast Cancer Awareness Walk on Saturday, October 18, 2008 in Pittsfield. Walkers from throughout central Maine participate every year, raising tens of thousands in support of breast cancer services at the hospital. According to the Director of the Women's Health Center, Linda Cregnole, "This year's walk offers two new features that our perennial walkers will find exciting: one is the walk location, which will begin and end at Sebasticook Regional Family Care (SRFC) in Pittsfield, and the second is the new walk-friendly routes. The one-mile route will begin at SRFC and continue down Somerset Avenue to Hathorn Park before tracking back to end at SRFC. The two-mile route will start at SRFC, continue down Somerset Avenue to Main Street before circling back through Hathorn Park and up Somerset to SRFC. Both routes feature sidewalks and meander past Pittsfield neighborhoods and businesses."

The money gathered from the hundred or more walkers will be used to provide free mammograms to area women who cannot afford this life-saving cancer screening. Every year, SVH provides at least fifty free mammograms to women in need. In the past, SVH

has shared the proceeds from breast cancer awareness walks with the Komen Foundation, the American Cancer Society, and the Maine Breast Cancer Coalition. To register or for more information, contact Beth Bacon at 487-0916 ext. 479.

10. Keep Me Warm Teams: If there is a group in town that is interested in forming a “Help Team”, the area can participate in the Keep ME Warm Program. Kits will be distributed on Saturday, October 25, 2008 (National Make a Difference Day) from 9:00 am to 1:00 pm through the University of Maine Cooperative Extension County Offices so in our case, that will be the Skowhegan Cooperative Extension Office. Kit contents will be distributed based on the percentage of 2007 LIHEAP recipients by county. This year’s efforts require that local teams come to distribution sites with a list of local community members who need kits. These lists will come from a variety of sources. To create these lists of homes to winterize, teams will inquire with local helping organizations in their communities such as churches, agencies of aging, Untie Ways, community action agencies and general assistance offices. In addition, there are also discounted kits available for purchase by groups, companies and individuals who want to buy them so we can look into all of this.

11. Pittsfield Public Library Story Time: Story Time will be held downstairs in the Council Chambers at the Pittsfield Municipal Building on Tuesdays 10:15 – 11:00. The change of location is due to the renovations of the lower level of library. There will be a limited selection of books that can be checked out with your library card at the remote location is children and their caregivers are not able to go to the library after story time. The fall theme builds on the summer program “Catch the Reading Bug”.

The Pittsfield Public Library has begun its renovation of the lower level of the library. The work on the foundation includes a ditch dug around the library, making the front door inaccessible for several weeks. Please come to the side door. The book drop will be also unavailable during this time. Please call the library at 487-5880 if you need an extended time for your library materials.

12. Trash to Treasure Day: Our *Annual Fall Trash to Treasure Day* will be held from Dawn to Dusk on Saturday, October 25, 2008 in conjunction with *Make A Difference Day* in Pittsfield. All residents are invited to participate in an effort to promote recycling and reuse and reduction of unwanted items. Items should be placed within easy access and view on your property on this day to encourage others to claim your items. Materials from your fall cleaning of barns, attics, homes, etc. will be free for the taking and will find new uses and homes. At the end of the day, please remove any items from the side of your property by the road and dispose of them appropriately at the Recycling Center and Transfer Station when it is open. We are encouraging donations to our partners: (a) Pennywise for new and used clothing; (b) Bud’s Shop ‘N Save for plastic bags; (c) MCI Drama Program for large amounts of cloth, older furniture prior to the 1960’s and plywood; (d) Elks Lodge for used ink and toner cartridges and cell phones; and (e) Pittsfield Post Office for eyeglasses.

Anyone considering a yard sale is required to obtain a permit from the Town Office. All free items do not require a permit. Participants may call Recycling Committee members Jane at 487-3343 or Kathryn at the Town Office at 487-3136.

Finance Committee: No Report.

Ordinance Committee: Just an FYI. Because of the limited space for new construction in Town, the Committee may be looking at changing lot coverage requirements in the near future.

Recycling Committee: No Report.

6. **NEW BUSINESS:**

- a. **ORDINANCE 08-16:** (To be set to Public Hearing on 10/21/2008) That the Town Council hereby Ordains to hold a Public Hearing on October 21, 2008 at 7:30 p.m. at the Council Chambers of the Pittsfield Municipal Building to discuss an application being submitted to the State for the Riverfront Community Development Bond Program. The purpose of the grant application is to implement the Pinnacle Park Recreation Plan, Phase I which includes a skating rink; skateboard park; boat launch; parking area; multi-use recreational trails; habitat restoration; bird watching lean-tos; fishing; and interpretative nature signs. Public comments will be solicited at the Public Hearing and will be submitted as part of the application. All persons wishing to make comments or ask questions about the grant application are invited to attend this Public Hearing. Comments may be submitted in writing to: Kathryn Ruth, Town Manager, 112 Somerset Avenue, Pittsfield, Maine 04967 at any time prior to the Public Hearing. TDD/TTY users may call 711. If you are physically unable to access any of the Town's programs or services, please call Vickie Braley at 1-207-487-3136 so that accommodations can be made.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Jordan** that Ordinance 08-16 be set to public hearing.

The Town Manager noted the Town is applying for a Riverfront Community Development Bond Grant. Our Partners are the Sebasticook River Watershed Association and the Pinnacle Ski Club.

This is our exciting new project to create year round use at The Pinnacle, establish the 4th Park in the Sebasticook River Series, and provide a classroom for children, teenagers and adults to learn about nature, birds, fishing and most of all, stewardship of the river and its ecosystem.

We are applying for (1) restoration and improvement of habitat for fish and wildlife; (2) development of public access points for boating and fishing; and (3) creation of riverfront parks, walking trails and other recreational amenities.

The grant application will not address the Ski Slope as that use of the property has been sustained. The grant application will address creating other recreational uses of the property as follows: (1) Skating rink; (2) Skateboard park; (3) Boat launch; (4) Parking area; (5) Multi-use recreational trails; (6) Habitat restoration; (7) Bird watching lean-tos; (8) Fishing; and (9) Interpretive nature signs. This is Phase I of a two part project. Phase II will look at a Pavilion over the skating rink; a boat launch further up toward Douglass Pond with the necessary infrastructure; and additional trails.

The public hearing will be scheduled for the 10/21/2008 Council Meeting. The grant application filing deadline is 10/24/2008.

The Town Council endorsed the filing of the grant application.

These are excerpts from the Letter of Intent:

Using the space below please describe applicant's and all partner's level of debt; fund-raising ability; past economic and community development activities; grants from federal, state or local sources; previous environmental conservation, restoration or enhancement activity; organizational history; scope of economic or environmental vision; and evidence of success in previous efforts.

The Town of Pittsfield's debt excluding capital leases was \$2,065,715 as of 12/31/2007. The Town has partnered with the Sebasticook River Watershed Association and the Pinnacle Ski Club, two non-profit groups with extensive volunteers. As non-profits, these organizations do not issue debt, however, have extensive fundraising abilities, receive donations, manage projects and grant funds.

In 2003 the Town held visioning sessions to set a direction for recreational and cultural planning. Volunteers have raised over \$1.1 million dollars dedicated for a new swimming pool, restoration of two parks, creation of a new park and restoration/ expansion of a historic library. In 2005, the Town adopted the Mill Pond Vision which envisions a linear park system along the Sebasticook River. This vision was first identified in the 1960's and incorporated in the Town's 1970's Comprehensive Plan. It is in the Town's current Comprehensive Plan.

Extensive economic and community development projects since 2003 also include downtown revitalization; sale of a vacant Spec Building; marketing and filling the Pittsfield Industrial Park; assisting firms to expand or move to Town; addressing the closure of a major employer through job fairs and assisting in organizing the Somerset County Transition Team; partnering with the State and region to compete nationally to land a major contact center; and countless other ventures.

Federal, state and local grants received since 2003 exceed \$5 million dollars. More projects are underway including an Economic Development Administration Grant for the Industrial Park Expansion (\$517,000); Airport Improvements (\$1.4 million dollars); and numerous other opportunities.

Previous environmental conservation includes the creation of the Mill Pond Vision; Comprehensive Planning for the riverfront park system; Recreation brainstorming sessions; restoration of land along Mill Pond/Sebasticook River for a new park and revitalization of an older park; and on-going planning to restore and develop The Pinnacle for year-round recreational and educational purposes.

The Town's efforts have generated concrete successes due to organized planning; breaking projects into building blocks with timetables; extensive volunteerism and wide-spread community support.

Provide a clear, concise description of the proposed project using the space below. The scope of work should be very specific in identifying how RCDB funds will be used and how the project relates to a Maine River. A projected project timeline should be included.

The Town owns part of the property that comprises The Pinnacle and holds a long-term lease for the remainder of the property. The facility, comprised of a ski slope, ski lodge and extensive land along the Sebasticook River was officially dedicated as a public park in 1974. The Town's 1997 Comprehensive Plan and Recreation Brainstorming Sessions in 2003 – 2005 focused on a vision of a Linear Park system along the Sebasticook which included The Pinnacle as a key year-round location.

On 12/11/2007, the Pinnacle Park Committee held a Pinnacle Reunion to brainstorm and generate support to re-open the ski slope, and to develop The Pinnacle as the 4th Park in the Linear Park Series along the river. By overwhelming consensus, a plan was created to promote keeping this unused treasure open for year round recreational activities for all age groups in addition to skiing.

The Pinnacle Park Recreation Plan, Phase I includes the following components: (1) Skating rink; (2) Skateboard park; (3) Boat launch; (4) Parking area; (5) Multi-use recreational trails; (6) Habitat restoration; (7) Bird watching lean-tos; (8) Fishing; and (9) Interpretive nature signs.

RCDB funds will fund engineering; lighting for the skating rink; pavement for the skateboard park; materials for the boat launch, recreational trails, habitat restoration; bird watching lean-tos and fishing; and signing of natural spots (plants, bald eagle and loon sightings, multiple other habitat).

The Town's match will fund the actual construction of the skating rink, skateboard park, boat launch, and parking lot reconstruction so the site can be fully utilized, and the cutting of trees for trails.

The project schedule includes the following milestones: (1) Trail cut by 10/22/2008; (2) Permits by 02/02/2009; (3) Engineering and bid specs by 02/12/2009; (4) Bid awards by 04/21/2009; and (5) Projects completed by 08/19/2009.

These projects will create year round use at The Pinnacle, establish the 4th Park in the Sebasticook River Series, and provide a classroom for children, teenagers and adults to learn about nature, birds, fishing and most of all, stewardship of the river and its ecosystem.

VOTE: UNANIMOUS AYE

- b. **ORDINANCE 08-17:*** (To be set to Public Hearing on 10/21/2008) That the Town Council hereby Ordains to accept all tax year payments of Neville, Donald E Jr. & Raven, Sandra J., including interest and lien costs, for the property at 1023 Main Street (Map 004, Lot 039), the Town having acquired said property as a result of automatic foreclosure of a 2005 property tax lien, recorded in the Somerset Registry of Deeds on May 26, 2006 at Book 3682, Page 161, which matured on November 30, 2007. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Neville, Donald E Jr. & Raven, Sandra J.

Moved by **Councilor Cianchette** and seconded by **Councilor Gray** that Ordinance 08-17 be set to public hearing.

The Town Manager noted this was one of the two parcels that we were going to have to propose be brought to a Tax Acquired Sale as the prior property owner did not adhere to the payment arrangements. The party which held the bond for the property came in and has taken the property back. The taxes were paid in full.

VOTE: UNANIMOUS AYE

- c. **RESOLUTION 08-127:** Resolved that the Town Council Approve the Celebrating Community Recreation Plan: The Pinnacle Recreation Plan – Multi-Season Waterfront Park.

Moved by **Councilor Jordan** and seconded by **Councilor Cianchette** that Resolution 08-127 be adopted.

The Town Manager noted as part of the grant process, we need a timetable of activities. I drafted this schedule of basic components for the Pinnacle Riverfront Grant Project to guide us with the project and the grant application. Basically, the Pinnacle Park Board, a town committee will provide basic oversight. The Pinnacle Ski Club, as stewards of the property, will be active in the change-over of the property from a one-season skiing facility to a four season recreational facility. The Town will administer the grant and the Public Works Department will build some of the facilities with the grant funds being used to purchase materials. The Sebasticook River Watershed Association will be one of our partners on the grant.

It is appropriate for the grant to have the basic outline for implementing the project endorsed by the Town Council.

We utilized an outline for the other park facility development projects and the Swimming Pool, which have worked out exceptionally well.

Councilor Jordan discussed the outline and thanked the Town Manager for all of her efforts in organizing this grant opportunity.

VOTE: UNANIMOUS AYE

- d. **RESOLUTION 08-128:** Resolved that the Town Council Authorize the Expenditure of \$1,720 from the Pinnacle Special Account for use at the Pinnacle as a match toward the Riverfront Community Development Bond Program Grant Application.

Moved by **Councilor Cianchette** and seconded by **Deputy Mayor Fotter** that Resolution 08-128 be adopted.

The Town Manager noted in 2007 when we were contemplating the bid process for a new roof for the Pinnacle, we discussed making sure that we left \$5,000 in the Pinnacle Special Account for emergencies.

The roof bids came in under estimates with the Town being left with more funds than anticipated. The Riverfront Bond requires a cash match so it is proposed that we utilize the funds in the Special Revenue Account over the balance of \$5,000 or \$1,720 to be placed toward the grant project if successful.

VOTE: UNANIMOUS AYE

- e. RESOLUTION 08-129:* Resolved that the Town Council Approve the Pinnacle Special Revenue Account be utilized to deposit donations received by the Town to develop the facility.

Moved by **Councilor Cianchette** and seconded by **Councilor Gray** that Resolution 08-129 be adopted.

The Town Manager noted as we need a 2:1 match for the Riverfront Community Development Bond Program Grant, we will need to solicit cash donations to assist the Town with this project. Rather than sit up a new account, we can utilize the Pinnacle Special Revenue Account, which is already established.

VOTE: UNANIMOUS AYE

- f. RESOLUTION 08-130:* Resolved that the Town Council Release Central Maine Stone Works from Contract Liability for the Grounds Maintenance Mowing Contract dated April 24, 2008 for the years 2009 and 2010.

Moved by **Councilor Cianchette** and seconded by **Councilor Jordan** that Resolution 08-130 be adopted.

The Town Manager noted numerous discussions have taken place between the Town and the Contractor regarding the 2008 mowing. The Contractor has submitted a letter requesting to be released from the Parks contract which is the mowing contract titled "Grounds Maintenance Mowing." Basically, when the contractor is able to mow the parks, they are in excellent condition. However, with his work schedule and the other contracts, the mowing does not take place in a timely fashion. Due to price increases in the marketplace for fuel, the Contractor was unable to keep employees. Therefore, the summer's mowing of the parks was not in order.

The Contractor will keep the other contracts such as Airport; Mowing for the out-of-town facilities at Water, Sewer, Highway, Transfer Station; and Roadside Mowing.

By focusing on some areas rather than trying to complete every town mowing areas, all of the other mowing contracts are expected to be in very good shape next year.

The parks must have attention on a regular basis, therefore, a capital budget expense is being included for the Public Works Department to purchase a riding mower to take care of the in-town parks and town properties. We also spoke with the Manson Park Group and this is really not something they want to take over. I know that we want the private sector to take care of as many functions as possible, however, with the budget we have available, we are going to have to do the work ourselves to keep the parks in very good condition.

There was a lengthy discussion of the pros and cons of having a contractor perform these services versus the Town performing the mowing themselves. The remaining contracts that are held by Central Maine Stone Works will be monitored and we will take further action if necessary. The Town Manager and Public Works Foreman both felt strongly that the contractor would be able to do an excellent job with the remaining contracts.

VOTE: UNANIMOUS AYE

- g. **RESOLUTION 08-131:** Resolved that the Town Council Authorize the Town Manager and Assistant Treasurer to move funds as necessary to another banking institution in case of cancelled or unavailable collateralization on accounts of over \$100,000.

Moved by **Councilor Gray** and seconded by **Councilor Cianchette** that Resolution 08-131 be adopted.

The Town Manager noted this agenda item is a precautionary item only. We go over the insurance/bonds/collateralization several times per year on the accounts. Because of the financial crisis taking place in the United States, we contacted all banks doing business with the Town in which we have funds over \$100,000. These accounts all have collateralization through various means. The Maine banks are in good order. Some of the sureties, bonds or insurance policies that Maine banks utilize to collateralize funds are not in as good of order as they used to be.

To date, we have found 1 bank whose surety bonds for collateralization are now being cancelled for our accounts. The Town had not been notified of this issue at the time that we had called to inquire. If the bank is unable to provide satisfactory coverage for the Town, we will want to move the funds. While the Maine banks are in good order, it is still imperative that the Town has additional coverage for those accounts over \$100,000, which are not FDIC insured. We have had this coverage for 6 years and right now we still have it, however, at some point, we may not have it in the future and if that time occurs, we will need to move the funds expeditiously.

We have authorization to invest certain funds and move the monies around for the best interest rate. This authorization is to move funds in case there becomes a collateralization issue at any time.

VOTE: UNANIMOUS AYE

- h. **RESOLUTION 08-132:** Resolved that the Town Council Authorize the Town Manager and Public Works Foreman to accept the low bid for the Request for Proposals for the Safe Routes to School Sidewalk Project, Phase II, PIN 16359.00 pending engineering approval and MDOT approval of the low bid.

Moved by **Councilor Cianchette** and seconded by **Councilor Gray** that Resolution 08-132 be adopted.

The Town Manager noted we were fortunate to receive a second grant from MDOT for the continuation of the Safe Routes to School Program at the Warsaw and Vickery Schools.

The original project has been revised to include a curb the entire length of the project to ensure that the traffic does not drive onto the sidewalk and it will assist better the drainage at the site.

The revised project is for 480 linear feet of 5' wide paved sidewalk and curb, necessary catch basins, 134 linear feet of drain and other related items.

The State has granted the Town an additional \$10,000 for the project so the grant award will now be \$33,831.

The State is still waiting for their approvals. MDOT would like to have the Town bid out the project as soon as those approvals come through. MDOT advised that they would like to see the Town obtain a contractor through the bid process to be able to do some work this fall and the remainder, such as paving next Spring. This authorization is to save time in case we are able to bid the project out. As these are federal funds, we must accept the low bidder that is both responsive and responsible with the bid subject to the approval of the engineer and MDOT.

VOTE: UNANIMOUS AYE

- i. RESOLUTION 08-133:* Resolved that the Town Council Authorize the Town Manager to Execute the Cooperative Agreement with the U.S. Environmental Protection Agency for the Brownfields Cleanup Grant for the Mount Road Property (formerly known as Eelwier Road Property) for a total project period cost of \$48,000.

Moved by **Councilor Cianchette** and seconded by **Councilor Gray** that Resolution 08-133 be adopted.

The Town Manager noted the agreement arrived for the Town. The Town will receive \$40,000 toward the clean-up costs and be required to provide a 16.67% match or \$8,000 for the total project cost of \$48,000. We need to write a RFP to hire a Consultant to have on board shortly to start the project.

VOTE: UNANIMOUS AYE

- j. RESOLUTION 08-134:* Resolved that the Town Council Authorize the Town Manager to Execute the Letter of Agreement with the Maine Cultural Affairs Council for the Maine State Library for the New Century Program Grant for a grant award of \$45,000.

Moved by **Councilor Gray** and seconded by **Deputy Mayor Fotter** that Resolution 08-134 be adopted.

The Town Manager noted this is the letter of agreement for the \$45,000 New Century Program Grant, which has been received for the addition. It is anticipated that the bid specifications will be drafted in December of this year and that a complete set of plans will be ready in December 2008 – January 2009. The project is recommended to go out to bid in January 2009 and once we have the bids, we will know the exact cost of the project. If costs are reasonable and within the Town's means, the project could break ground in April 2009.

VOTE: UNANIMOUS AYE

- k. RESOLUTION 08-135:* Resolved that the Town Council Approve the opening of the absentee ballots for the November 4, 2008 General Election and Municipal Election at 10:00 am and 3:00 pm.

Moved by **Councilor Cianchette** and seconded by **Councilor Gray** that Resolution 08-135 be adopted.

Moved by Deputy Mayor Fotter and seconded by **Councilor Gray** to amend the resolution as follows:

RESOLUTION 08-135: Resolved that the Town Council Approve the opening of the absentee ballots for the November 4, 2008 General Election and Municipal Election at 10:00 am and 3:00 pm on November 4, 2008.

VOTE AS AMENDED: UNANIMOUS AYE

- l.* **RESOLUTION 08-136:** Resolved that the Town Council Appoint Nicole Nickolan as Warden and Vickie Braley, Emmalee Reed and Cammie Jemery as Deputy Wardens for the November 4, 2008 election.

Moved by **Councilor Gray** and seconded by **Deputy Mayor Fotter** that Resolution 08-136 be adopted.

The Town Manager noted this is a housekeeping item for the November Election.

VOTE: UNANIMOUS AYE

- m.* **RESOLUTION 08-137:** Resolved that the Town Council Appoint members to fill the vacancies on the various Town Boards and Committees from the attached list.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Gray** that Resolution 08-137 be adopted.

The Town Manager noted David Quint came forward to indicate that he would serve on the Board of Appeals and with his appointment; the board will have just 1 vacancy on the 7-member board. Certainly, there are enough people to hold a meeting and carry out business.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Discussion Items:

1. Update on Water Project: Water Meter Replacement and Automated Meter Reading System (AMR): We are still 80% completed in installation of the meters (excluding the mobile home parks which we will keep the single meters in for the time being). We are installing the master meters for the mobile home parks for informational purposes only at this time and then will meet with each of the mobile home park owners to go over the readings at the end of the quarters.
2. Update on Sewer Projects:

Summer Street (and Summer Court) Sewer Separation Project: Manter Construction has moved in on 09/08/2008. The sewer installation was started on 09/15/2008 and finished on 10/01/2008. Manter Construction started the stormwater drain on 10/06/2008. This stormwater separation project will be completed this month. S&G provided the costs for the paving and it is more than last year but we are working on addressing it somehow and the company will work with the Town. Summer Street needs to be the first road to be paved next year on the Paving List.

Main Street, West Street and Hamilton Cross Country Sewer Projects: Haley Construction started the Main Street project the week of 09/15/2008. His crew had started cutting the cross country area for the Hamilton Cross Country Sewer Projects the week of 09/08/2008. West Street was completed after a number of complications. Haley Construction will know head toward the Hamilton Cross Country Sewer Project. As with the Summer Street budget, due to the number of unknowns and complications, we have had to do some trading and moving items around, however, these projects will certainly be a welcome improvement for the people in those areas that have had to live with the Town's antiquated sewer system.

Sewer Flow Study Results: We had the last rain event and expect the Sewer Flow Study from Bill Oliver around the end of September, 2008. It may be a good idea to schedule Mr. Oliver of Oliver Associates to come to a Council Meeting once we receive the study.

Work Plan/Study for Removal of Sludge from Lagoon System: Project is due 10/09/2008. Acheron reports they are right on schedule. It may be a good idea to schedule Mr. Ball of Acheron Engineering to attend a Council Meeting for a presentation. We will be reviewing this project right off during the budget process.

Other Sewer Projects/Updates: We are working on improvements at the Sewer Treatment Plant and may be coming in for approval for expenditures if we can not fit them into the budget. We have been making enhancements to the flow metering, humidity, back-up, internet reliability other communication means at the Sewer Treatment Plant which has been going well.

3. Fuel Oil and Propane Bids: Fuel Oil has gone out to bid again. We are locked in at \$1.779 for propane through 12/31/2008, which we thought was very good. We will bid out propane later this year.
4. Airport Obstructions Removal Bids: The bids were received and are under review. They are all over the funds that we would be able to utilize in the airport reserve. We need to keep our match for the Apron Project. The bids are good for 60 days. This will be reviewed shortly to see if we should accept a bid for several acres or reject all the bids and try a partial bid – just cutting perhaps and Public Works could haul the materials out during the winter. We will figure out something.

5. Peltoma Avenue Stripping: The stripping was recently completed on Peltoma Avenue through the three towns with each community paying for its section of Peltoma Avenue. The stripping was approved by a Traffic Engineer.
6. Economic Development Projects: There are a number of development projects in the planning stages now. It is often said that when the economy is slow is the best time to plan and implement an expansion or new project. We are looking at a number of grant applications for economic development that will start to shape up during the next few months.
7. Grants Update:

New Grants:

Airport Grants: Design Engineering for Apron Reconstruction
Brownfield's Grant: Cleanup Grant Eelwier (now known as 8 Mount Road)
CDBG Grant/Public Facilities/Historic Preservation/Library
FEMA Reimbursements: 04/28 – 05/14/2008
L&W Conservation Fund: Swimming Pool Essential Components
Safe Routes to School, Phase II

Pending Grants:

Airport Grants: Runway Obstruction Clearing
State Library Grants dedicated to the Library Building Project

Grants waiting to be closed:

Nutrition Grant for Summer Project
Airport Grants: Vegetation Plan/Permitting Grant
L&W Conservation Fund: Stein Park Renovation Project

Closed Grants:

CDBG Grant/Special Projects Matching Funds/GCS
CDBG Grant/Business Assistance: Moose head Cedar Log Homes
Efficiency Maine Business Program
Project Canopy: Mill Pond Loop

Other Grant Opportunities:

Economic Development
Municipal Investment Trust Fund
Renewable Energy Grants
Riverfront Community Development Bond

The Town Manager noted all the grants were moving along slow but steady.

8. **REPORTS:** Audience, Council

Audience: Donnie Hallenbeck gave a brief history of the mowing in the different areas in Town throughout the years.

Shawn Stackhouse questioned the mowing contract issue. Wanted to know what this contract being given up would do for the playing field at Hathorn Park. The Town Manager advised that the situation would drastically improve at the park

facilities itself, as the Town would now have Hathorn Park under their jurisdiction. Councilor Gray advised the playing field surface would still be done by summer recreation group.

Council:

Councilor Baker: Absent

Councilor Cianchette: Wanted to acknowledge that Kathryn and the Town employees do a lot of work and they do a good job at what they do. We all appreciate everything. Reminder that the Election is coming up. Please exercise your right to vote. Thank you to the audience for attending. Thank you to MCI.

Councilor Chale: Absent

Councilor Jordan: Wanted to mention that there are a lot of activities going on at the Pinnacle. The Ski Club has been active in cleaning the slopes and working on the building. On October 22, 2008 MCI students will be there to help with clean up efforts. Aubuchon and Paris Farms of Newport, Maine have made very generous donations. Wanted to thank them for everything. There will be a ski sale on November 15, 2008. There will be a raffle for tickets to Sunday River and Sugarloaf. The Special Olympics has contacted the Pinnacle to use the facility in February. We would be very happy to have them there. There was an RPC meeting held tonight before the Council Meeting. The purpose of this meeting was to establish an understanding of the current situation. There is legislation that will be drafted regarding the situation for SAD #53. Has heard one of our Councilors broke her leg. Hope she feels better soon and has a quick recovery.

Councilor Gray: Would like to commend the Pinnacle Committee for all their hard work. Wanted to commend Kathryn on all her hard work and the great job she is doing. There are some surprises yet to see the light, but they will.

Deputy Mayor Fotter: Congrats to Gary and the Pinnacle Committee for all their hard work. Wanted to also thank Gary for all the work he has done on the RPC Board. Hope that Donna feels better soon. Congrats to Kathryn on the great job she is doing.

Mayor Nichols: Wanted to commend Gary and the Committee on all the hard work they have done at the Pinnacle. Also wanted to thank Gary for being on the RPC Board. It is a very time consuming process. Mayor Nichols stated he went to the Energy Forum recently and it was extremely informative. Thank you to MCI for covering that forum. Mentioned again that we need to keep an eye out for citizens in need of help this winter. Wanted to thank Kathryn and all the Town employees for all their hard work.

9. **ADJOURNMENT:**

Moved by **Councilor Cianchette** and seconded by **Councilor Jordan** that the meeting be adjourned at 8:50 p.m. All in agreement.

Nicole Nickolan, Town Clerk