

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, October 16, 2007 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Deputy Mayor Wayne Fotter, Gary Jordan, Jr., Louise Baker and Brian Philbrick. **ABSENT:** Mayor Tim Nichols, Christinalyn Hamel and Michael Gray. Also present were Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Don Hallenbeck, Brenda Seekins of The Seabasticook Valley Weekly and other residents.

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

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

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

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that the Minutes of the Regular Meeting on October 2, 2007 be adopted.

VOTE: UNANIMOUS AYE

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

The Town Manager noted that it is a good idea to review all of our upcoming events together, given there are so many activities taking place in the community:

Trash to Treasure Day: This event will be held on Saturday, 10/27/2007 from dawn to dusk. This is a day in which people can put items out on their lawns/at the end of their yards for people to take free of charge. There should be a Free Sign by the discards. This is an important event because all of these items will eventually end up in the Transfer Station, are transported to disposal facilities and the Town pays to dispose of them. In addition, the materials are discarded so more raw resources are used up. If someone else can use an item, they pick it up for free. This day is held in conjunction with Make A Difference Day.

Make A Difference Day: The Town will celebrate this event on Saturday, 10/27/2007 at 9:30 a.m. at Hathorn Park. Bring your rakes and gardening tools. We have clean up activities planned as well as a few plantings. This is hosted by the Recycling Committee.

Community Forum: In conjunction with Maine Recycles Week and our Project Canopy Grant, the Town will hold a community forum on Tuesday, 11/13/2007 from 6:30 p.m. – 8:30 p.m. at the Vickery School Gym. Community groups, board/committee members, and the public are invited to learn about recycling, composting, re-use, planting trees, and gardening. This environmental forum will host speakers, a door prize,

information/handouts, and lots of conversation and seeing your neighbors. Invitations to the Community Organizations and groups have been distributed. Three speakers have confirmed for the evening.

Speakers:

Leo St. Peter: Trees to plant in Pittsfield and how to take care of them

Carol Millett: Re-use projects for the Christmas Season

Tom Roberts: Using compost and mulches in and around the garden

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

- a. **ORDINANCE 07-15:** (Public Hearing) That the Town Council hereby Ordains to Accept the payment of Wallace H Brousseau Jr. respectively, including interest and lien costs, for the property at Detroit Street (Map 012, Lot 069), the Town having acquired said property as a result of automatic foreclosure of a 2004 property tax lien, recorded in the Somerset County Registry of Deeds on May 24, 2005, at Book 3489, Page 115, which matured on November 27, 2006; The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Wallace H Brousseau Jr.

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 07-15 be adopted.

The Town Manager noted this parcel was acquired by foreclosure of the 2004 taxes on 11/27/2006. The property was in bankruptcy, however, we did not receive a notice, most likely because only a small part of the property is in Pittsfield with the majority in Detroit. All taxes have been paid in full, which is very good.

VOTE: UNANIMOUS AYE

- b. **ORDINANCE 07-16:** (Public Hearing) That the Town Council hereby Ordains that Chapter 2B General Assistance Ordinance, Appendices A, B, and C be rescinded and the new Appendices A, B, and C be adopted to reflect the revised maximums for the period of October 1, 2007 to October 1, 2008.

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 07-16 be adopted.

The Town Manager noted each year, based upon the cost of basic necessities, the State sets maximums for general assistance based upon Counties. The Maine Municipal Association puts together the Appendices for basic necessities.

GA Maximums for Somerset County went up: Family of 1, by \$15 per month; Family of 4, by \$63 per month. Food Maximums: Family of 1, by \$1.62 per month; Family of 4 by \$5.58 per month. Rents: Depending upon the # of bedrooms, rents went up, differs by # of bedrooms. Personal Care & Household supplies increased a few dollars. Supplements for Households with Children Under 5 went up a few dollars.

The maximum for these items remain unchanged: Electric and Heating Fuel Gallons.

VOTE: UNANIMOUS AYE

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

Town Manager's Report: Town Council Meeting of 10/16/2007:

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

2. 2007 Tax Bills: The 2007 tax bills have been sent out in the mail. Taxes are due on Friday, October 19, 2007 and cover the period of January – December, 2007. The mil rate is \$21.80 which is a decrease of .70 of a mil or 3.1%.

The Town lost \$8,007,520 in personal property tax value
We gained \$5,344,952 in real estate from new buildings and additions
Net loss in valuation of \$2,662,568.

Which considering losing \$8 million in personal property and having a 31.4% increase in the County Tax, this is good.

3. November 06, 2007 Elections: The polls will be open on Tuesday, November 06, 2007 from 9:00 am – 8:00 pm at the Municipal Building Council Chambers for the State and Local Election. If people are not registered to vote, they can register at the polls or do so in advance at the Town Office during regular business hours. People who are not enrolled in a party, may enroll on Election Day or in advance but can not change parties that day.

4. Board Vacancies: We have three vacancies on town boards as follows: 2 on the Board of Appeals and 1 on the Recycling Committee. Anyone interested should contact the Town Clerk Nicole Nickolan at the Town Office.

5. Parenting Enrichment Classes & Workshops Fall Series: A series of classes are coming up through the Somerset County Family Enrichment Council of KVCAP. READ Attached list.

6. Neighborhood Watch Meetings: The Police Department has had two neighborhood watch meetings in which there have been a lot of good ideas thrown around regarding recruitment of members, assistance to the Police Department and providing security ideas to homeowners. The Neighborhood Watch group is interested in a brochure to publicize the program. One of our members has volunteered to start working on that project which

is very helpful. It is likely that there will be some information available at the polls on November 6th. The next meeting will be November 19, 2007 at 6:30 p.m. in the Council Chambers.

Finance Committee: No Report.

Ordinance Committee: No Report.

Recycling Committee: No Report.

6. **NEW BUSINESS:**

- a. **ORDINANCE 07-17:** (To be set to Public Hearing 11/07/2007) That the Town Council hereby Ordains to Accept all tax year payments of Ruth Ann Brooks (Per Rep) and Estate of Wendall R Brooks, including interest and lien costs, for the property at 377 Webb Road (Map 010, Lot 016-001), the Town having acquired said property as a result of automatic foreclosure of a 2002 property tax lien, recorded in the Somerset Registry of Deeds on July 18, 2003 at Book 3156, Page 273, which matured on January 18, 2005. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Ruth Ann Brooks (Per Rep) and Estate of Wendall R Brooks.

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that Ordinance 07-17 be set to public hearing.

The Town Manager noted this property was acquired due to the automatic foreclosure of 2002 taxes in 2005. One of the family members has been living at the property and paid off the taxes.

VOTE: UNANIMOUS AYE

- b. **RESOLUTION 07-120:** Resolved that the Town Council Approve the Bid Specifications from Hoyle Tanner & Associates for the Federal Aviation Administration Grant Project: Runway 01 Approach Obstruction Clearing, Phase 2 at the Pittsfield Municipal Airport, AIP #3-23-0036-08-2007.

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that Resolution 07-120 be adopted.

VOTE: UNANIMOUS AYE

- c. **RESOLUTION 07-121:** Resolved that the Town Council Accept the bid of Quality Contracting Corporation of Detroit, Maine for the Runway 01 Approach Obstruction Clearing, Phase 2 project at the Pittsfield Municipal Airport, AIP #3-23-0036-08-2007 in the amount of \$99,720 for P-151-2 and P-151-3 and Authorize the Town Manager to execute a contract for same.

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that Resolution 07-121 be adopted.

VOTE: UNANIMOUS AYE

- d. RESOLUTION 07-122:* Resolved that the Town Council Authorize the Town Manager and Transfer Station/Recycling Coordinator to seek bids for Disposal of Municipal Solid Waste (MSW)/Demolition Debris/Bulky Waste and Tires from the Town's Transfer Station.

Moved by **Councilor Philbrick** and seconded by **Councilor Jordan** that Resolution 07-122 be adopted.

The Town Manager noted it is time to bid out the licensed disposal site for solid waste, demo debris, bulky waste and tires. Each contract has been for 5 years. Our current contract expires 12/31/2007. The current price for MSW/demo debris/bulky waste is \$60.10/ton and tires are \$98.00/ton. Bids will be due on 10/29/2007 and it is proposed that a bid be accepted on 11/08/2007 so that we can have the new price incorporated in the 2008 budget.

VOTE: UNANIMOUS AYE

- e. RESOLUTION 07-123:* Resolved that the Town Council Authorize the Town Manager and Assistant Treasurer to seek bids for a 36-month cleaning contract for the Town Office and Town Library.

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that Resolution 07-123 be adopted.

The Town Manager noted this is a three-year bid, which is up at the end of 2007. Bids are due on 11/09/2007. We gave more time, as there are a lot of cleaning companies and they need to go through the building and review the areas.

VOTE: UNANIMOUS AYE

- f. RESOLUTION 07-124:* Resolved that the Town Council Approve the Renewal of the Special Amusement Permit for the Town Tavern.

Moved by **Councilor Philbrick** and seconded by **Councilor Jordan** that Resolution 07-124 be adopted.

The Town Manager noted this is a renewal application and there have been no changes.

VOTE: UNANIMOUS AYE

- g. RESOLUTION 07-125:* Resolved that the Town Council Appoint Nicole Nickolan as Warden and Emmalee Reed and Cammie Jemery as Deputy Wardens for the November 6, 2007 election.

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that Resolution 07-125 be adopted.

The Town Manager noted this is a housekeeping requirement for each election.

VOTE: UNANIMOUS AYE

- h.* **RESOLUTION 07-126:** Resolved that the Town Council Approve the after 4:00 PM opening of absentee ballots for the November 6, 2007 election.

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that Resolution 07-126 be adopted.

VOTE: UNANIMOUS AYE

- i.* **RESOLUTION 07-127:** Resolved that the Town Council Approve the following list of election workers effective until October 2009 pursuant to Title 21-A, Section 503.

REPUBLICANS	DEMOCRATS	UNENROLLED
Ronda Belgard	Delores Parkins	Marie Dewey
Carmeline Boucher	Eileen Wright	Elaine Taylor
	Rhonda Woodman	

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that Resolution 07-127 be adopted.

VOTE: UNANIMOUS AYE

7. DISCUSSION ITEMS:

Financial As Listed Below:

- A. Financial Reports as of 09/30/2007:
 - Budget Expenditure Report
 - Revenue Collections Report
 - Tax Acquired Property Report
 - Review of Properties
 - Economic Development Revolving Loan Update
 - Housing Revolving Loan Update
 - Transfer Station/Recycling Monthly Report
 - Theatre Monthly Report
 - Reviewed briefly by Town Manager**

TAP Property Account 10 was reviewed. This property will be re-discussed when there is a full council.

Janette Jones received a default letter, she owes over \$3,000 in back payments and did not provide her insurance. We met with her and she has requested to go back onto the \$200 month payment, she has stated that she will make the payments every month by the due date of 10/10/2007 and she noted that she will look at the insurance. The default notice due date was 10/04/2007 for the back payments and insurance. She arrived at the Town Office on 10/10/2007 and started making \$200 payments. She indicated that she will make sure she makes the \$200 payment each month and will not revert back to making less, such as \$100. She noted that she was getting a quote on insurance that week. As of today we have not received it. If we do receive the insurance and she makes regular payments, do we want to continue with the installment contract as is: she makes \$200 payments each month by the 10th and provides the necessary insurance? If this is not done, then we refer it to the attorney for collection and/or court. It will now take around 12 years to pay off the taxes. When the installment contract was signed, we knew it would take at least 9 years. The Councilors debated this extensively and the issue will be placed on the next agenda for final action.

- B. Other Reports as of 09/30/2007:
 - Building and Plumbing Permit Reports
 - Library Report – Librarian’s and Library Trustees Minutes
 - Police Report
 - Self Explanatory – Not Reviewed**

Brief Updates On:

- Community Development: Swimming Pool Project
- General Government: LP Gas Quotation Results
- Transfer Station: Monitoring of Wells/Landfill
- Recycling: Household Hazardous Waste Collection Day
- Economic Development: Industrial Park Lot Sale
- Economic Development: Business Forum
- Grants Update:
 - Brownsfield Clean-up Grant Application

Brief Updates On:

Community Development: Swimming Pool Project:

The Pittsfield Swimming Pool Demolition Party was a real success – there were about 100 people there when the children were counted. It was wonderful – everyone was very happy about the project and the naming of the pool as the Paul E. Bertrand Community Pool. We have our own DVD which Cianbro’s Mike Brooks, the Media Manager put together. We have received the State permit approving the project as meeting or exceeding the State standards. Town building permits have been issued. The forms are in

and the company is planning to put the gunite in next week so we are on schedule. The company has also mentioned at the site a suggested change where the additional steps were put in that would make the pool even better – no additional charge. So we will see what this is and have the engineers approve it. We have received more donations and now have received \$46,390.68 in total. This means we have \$270,936.87 available and \$129,063.13 to raise.

General Government: LP Gas Quotation Results:

LP Gas prices have gone up considerably since we last paid for gas in Spring at \$1.34/gallon. 5 companies were contacted and 4 submitted pricing. We are clarifying what one of the companies submitted for a bid. Looks like quite an increase. For the oil we had locked in at \$2.29 – it's now up to \$2.64 - \$2.84 so locking in a fixed price is good if it is done at the right time of the year.

Transfer Station: Monitoring of Wells/Landfill:

Our Recycling/Transfer Station/Safety Coordinator has been working on the Ground Water monitoring program. It appears that it can be done annually rather than 4 times per year due to the excellent results we have been receiving. We have a letter from DEP that notes a number of conditions that need to be verified, once they are, then we can test once per year. This would result in about a savings of \$10,000 a year since 1998. The bid has come up and if we do not have to test so much, the cost will be much less so we would most likely go with the same company that DEP has been happy with and from which we have received good results.

Recycling: Household Hazardous Waste Collection Day:

Donnie Chute reports that our Household Hazardous Waste Collection Day on 10/06/2007 went very well. There were 31 town residents participating to bring in 87 units to the collection event. A unit is 5 gallons of liquid waste or 20 pounds of solid waste. We collected 3800 lbs of materials that would be toxic to the environment and will be disposing of them properly so they won't be going to a landfill. The Towns of Palmyra and Troy also participated collecting over 50 units. The event was a great success and we should have 1 next year.

Economic Development: Industrial Park Lot Sale:

At the local level, the purchase arrangements had gone very well with Liberty Propane d/b/a Mid State Gas and the Town agreeing on the details. Mid State Gas is also going through the PB process. DEP will require a Tier 1 application which DEP, the BI and Mid State Gas have been working on with visits and inspections of the site. The parent company was interested in using their 12 page purchase and sales agreement which they have now agreed is not applicable to this land purchase. The company always obtains warranty deeds and is concerned with the use of a quit claim deed which is prevalent in the Industrial Park so they are working on title insurance now. If that goes well, we should be concluded with this prior to the end of the year.

Economic Development: Business Forum:

We would be looking to host a Business Forum for all businesses and individuals looking to start a business in 2008, most likely in January or March of 2008. I have contacted all of our economic development partners and everyone thinks it would be a great idea so we should have good turnout. There would be several presenters talking about their agency's

programs and services. For example, we could have DECD's Business Development Specialist; KVCOG's Ec Dev Director/Regional Loans; The Small Business Development Center's Certified Business Counselor, SECD Economic Development Director and so forth. Each presenter would have about 10 minutes. We would have questions and answers as well as time spent discussing what the businesses would like to see for a training/seminars in the future. Let's say there were 60 people in attendance and 40 of them wanted marketing assistance, we could schedule someone to come talk to them about marketing. This would be for the region and would be jointly sponsored by the Sebasticook Valley Council of Governments and probably KVCOG. Besides providing a service and information, this would be an opportunity for the businesses to get together to talk about similar interests. We could provide a table for the banks to bring handouts on loans and other programs as well as even table space for the businesses to put out information about their company that they would like other businesses to have, in other words, a networking event.

Grants Update:

Brownfields Clean-up Grant Application:

The Town received the results of the Phase II Environmental Assessment at the Eelwier Road Site – there is some contamination, however, it is concentrated and appears to be just at the site in certain locations. The asbestos is in the smaller garage and a small amount of asbestos was found in the building in a few areas. Other contaminants included heavy metals and petroleum related compounds associated with a petroleum storage tank. We quickly wrote the grant application and it was forwarded to EPA's Management Support Consultants in Maryland right before the deadline last week. The project would be for \$48,000 to remove all the contaminants at the structure. The grant request was for \$40,000 with the Town providing the 20% match or \$8,000 as in-kind and funds. If the contaminants got removed, then the Town could have the building demolished. We probably would get quotes on that work and use that information to apply for a CDBG grant for spot blight. The Eelwier Road Building (Mount Road) is certainly a detriment for the Town, the neighborhood and the people passing by.

8. **REPORTS:** Audience, Council

Audience:

Council:

Councilor Baker: No Comment.

Councilor Hamel: Absent.

Councilor Philbrick: No Comment.

Councilor Jordan: Would like to discuss TAP Property Account #10 further, reviewing it again at the next Council meeting. Glad to see the Community Watch doing well. This is what our Police Department really needs. There is a RPC Meeting on 10/17/2007 at Warsaw School. This meeting will explain partner selection and a little about how this consolidation will effect our taxes. Councilor Jordan also feels that the Business Forum is a good idea.

Councilor Gray: Absent.

Deputy Mayor Fotter: Wanted to thank Kathryn and the staff for a great job. Also wanted to thank the audience and Brian for coming in to provide a quorum.

Mayor Nichols: Absent.

9. **ADJOURNMENT:**

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that the meeting be adjourned at 8:34 p.m. All in agreement.

Nicole Nickolan, Town Clerk