

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, February 5, 2008 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Mayor Tim Nichols, Deputy Mayor Wayne Fotter, Gary Jordan, Jr., Donna Chale, Michael Cianchette, Michael Gray and Louise Baker.

ABSENT: None. Also present were Town Manager Kathryn Ruth and Assistant Treasurer Vickie Braley. Audience members included: Don Hallenbeck, Clermont Spencer and other residents.

1. **Mayor Nichols** opened the meeting by leading the **Pledge of Allegiance**.
2. **Adoption of Minutes** of the Regular Meeting on January 15, 2008.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Chale** that the Minutes of the Regular Meeting on January 15, 2008 be adopted.

VOTE: UNANIMOUS AYE

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

1. Update on Global Contact Services (GCS)

Last Tuesday, Global Contact Services made the decision to open their next contact center in Pittsfield at the Somerset Plaza, thereby ending their national search for the newest contact center. The contact center will be 100 seats with 200 positions, which means 2 shifts. The State, Town and Landlord are working with the company as they gear up their operations in Pittsfield.

Progress Report:

1. Work on the building is underway.
2. Interviews were taking place today for some of the management positions. Interviews will also take place next week. These are interviews for positions scheduled by the company.
3. The company's plan is to open on March 5th. All 200 people would not be there on March 5th, the company would start with a core group and then ramp up.
4. Applications can still be filed and they are still coming in through the on-line application site on the company's web page. The Town has application packages available that people can pick up if they do not have access to the internet.

Again, we would like to thank all of the prospective employees who showed up at the Job Fair who patiently waited for their interviews. The turnout was phenomenal and very important in this process. This was a national search so we have shown again that Maine's workforce is second to none.

The Job Fair was key and it showed that we have the worker base to staff and support a large contact center. What was amazing about the process were all of the businesses, individuals and non-profits who came forward to offer assistance and good wishes. People kept calling to see what was happening and to get updates!

We are looking forward to working with Global Contact Services in the years to come. The company executives and representatives have been great to work with during the search process and it is obvious that they care about their employees.

Once the business is fully up and running, it will have a large impact upon the economy and will be the impetus, we believe, for some developments at the Somerset Plaza.

2. Update on SAS Shoemakers

As we know, the company made the announcement on 01/28/2008 that the Pittsfield factory would be closed by the end of summer with layoffs starting in 04/2008. 137 individuals are on the layoff list. Large shoe shops and mills have closed all over the state and we have been fortunate to have had SAS shoe as a regional employer for many years.

The Department of Labor has a Rapid Response Team that sets up when large layoffs take place. State representatives will meet with the employees to explain the various state programs and resources on 02/15/2008.

Other possibilities under discussion:

Somerset County Community Transition Team – This would be a group for Somerset County and SAS would most likely be the first group assisted. The Team could be comprised of community resources such as the Career Center, Kennebec Valley Community Action Program, Community Colleges for Somerset & Kennebec & Penobscot Counties, Food Banks, community leaders, etc. The composition of the group would need to be defined. The function of the group would be to coordinate all of the resources available. The Town Manager will be on that team as well as Mayor Nichols, who volunteered. If there are any other interested Councilors please advise the Town Manager after the meeting.

Job Fair – with companies looking to hire in the area, there are several interested in hiring. So, a job/resource fair will be developed by the Community Transition Team.

Workshops - The Career Center and Rapid Response could also offer workshops starting in March on site for employees to start thinking about re-employment and re-training options.

Applying for a Federal National Emergency Grant and/or a Federal Trade Adjustment Assistance.

The Federal National Emergency Grant can be applied for when the State receives notification of a mass layoff or a closure as the result of a WARN notice; Rapid Response assistance was initiated; and currently a review of identified workers needs and available resources is being done. A determination will be made shortly if application for a National Emergency Grant is necessary. The grant can provide funds for additional training beyond what is now available and additional re-employment funds. There are no wage subsidies or health coverage.

The Trade Adjustment Grant can be applied for when jobs have been adversely affected by foreign competitions. This has many more benefits to it and will be submitted within the timeframes of the law.

The key to turning this situation around is training and re-employment. That means obtaining training funds from the Federal Government. This is also very hard to do as there are many competing applications.

Everyone that I have talked to from the State from the Governor to the Department of Labor to our regional resources at the Career Center and KVCOG to representatives of the congressional delegation have been extremely supportive of the workers, the town and the region so we are off and running.

3. State Stimulus Package

Each of the Economic Districts for the State are to coordinate responses for the possibility of investment funding that may come through a state economic stimulus package. The State is looking for “ready to go” infrastructure investment proposals.

This is in concept stage only and a letter will be sent out to the Towns in February at some point. At this stage, the Economic Districts (KVCOG) is to collect up the projects. KVCOG has heard that the monies that could possibly be available would be \$4 million statewide organized into a small number of projects in the \$200,000 to \$400,000 range.

Projects listed in KVCOG’s materials mentioned extending road, sewer, water, telecommunications infrastructure more than funded now; speculation buildings larger, filling the gap in a bid response to allow for more or faster build out. Projects need to put money into the economy in ways to create jobs and new private investment quickly in the next 6 months.

Ideas to date that have come up:

Infrastructure for the Industrial Park Expansion

Spec Building on Lot 68, corner lot in the IP Proper across from Land-Air Express

Revamping the Pittsfield Woolen Mill

SAS Old Historic Mill Revitalization

Buying the restaurant downtown

Second Family Doctor Practice

Donut Shop

Non-profit project

For the items, we will need:

Name of project, Location, Brief Project Description, Brief Description of Benefits, Jobs Created and retained, Amount of money needed, Current investment – public and private, leveraging opportunities, Current state of development (i.e., project needs money or new money to get started; started and waiting for more money, ready to go but waiting for money or more money, present scale/scope waiting for or expandable with more money).

We will put some of these together that would seem to be able to proceed forward.

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

- a. **ORDINANCE 08-01:** (Public Hearing) That the Town Council hereby ordains to accept all tax year payments of Roscoe, Sanborn (Heirs) in possession, including interest and lien costs, for the property at 203 Livingston Street (Map 029, Lot 025), 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 3157, Page 25, which matured on December 9, 2004. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Roscoe Sanborn (Heirs) in possession.

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

Moved by **Councilor Cianchette** and seconded by **Councilor Gray** that Ordinance 08-01 be adopted.

The Town Manager noted this property foreclosed on 12/09/2004 for 2002 taxes. The tenant at the property, an heir, has paid the taxes in full. The property will be released in the name of the Heirs of Roscoe Sanborn. The heir is also participating in the 2008 tax club and just made his first payment. This is a success story.

VOTE: UNANIMOUS AYE

- b. **ORDINANCE 08-02:** (Public Hearing) That the Town Council hereby ordains to accept all tax year payments of Roxanna O'Briskis, including interest and lien costs, for the property at 194 F Street (Map 034, Lot 048), the Town having acquired said property as a result of automatic foreclosure of a 2004 property tax lien, recorded in the Somerset Registry of Deeds on May 24, 2005 at Book 3489, Page 187, which matured on November 26, 2006. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Roxanna O'Briskis.

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

Moved by **Councilor Cianchette** and seconded by **Councilor Baker** that Ordinance 08-02 be adopted.

The Town Manager noted this property foreclosed on 05/24/2005 for 2004 taxes. Ms. O'Briskis has also joined the 2008 Tax Club. This is another success story.

VOTE: UNANIMOUS AYE

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

Town Manager's Report: Town Council Meeting of 02/05/2008:

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

2. Pittsfield Area Business Forum: This is a forum or get-together for the businesses in Pittsfield and our surrounding towns. All individuals thinking of opening a business, expanding their business, who would like to receive information on local and state programs that could benefit the business or just network and meet other business representatives are cordially invited to attend. Read Notice.

3. Pittsfield Public Library Building Project Update: All are invited to an informational program about the Library's building project on Tuesday, February 12, 2008 at 6:30 p.m. Join the Town Council, Friends of the Library and your neighbors to celebrate the successes of the library programs and the fund raising campaign. Find out about the future of the library and view the plans for the renovation and expansion. Discover the gem in your community and explore ways that you can be a part of the excitement.

4. Sebasticook Valley Chamber of Commerce Annual Banquet: The Chamber's annual get-to-gether is scheduled for Thursday, February 14, 2008 from 5:00 – 9:00 p.m. at the Millennium Conference Center. There is social hour, silent auction, dinner and meeting for awards, recognitions, reports and election of new board members. Earl Dean will be receiving the Joyce Packard Community Spirit Award.

5. 2008 Tax Club: The Town makes available a tax club payment plan which enables taxpayers to divide their next year's property taxes into twelve monthly payments. The basis for the estimated 2008 tax will be the actual 2007 tax divided by the number of months left in the year when you join. Payment books are now available for those who participated in the Tax Club in 2007. For further information or to sign up for the tax club during February, ask any of the counter personnel at the Town Office or call the Town Office at 487-3136.

6 New Water Meter Installation for the Automatic Reading System: Letters have gone out to schedule the appointments for installation of the new meters. The letters are being staggered, which means given the number of meters to be installed across Town, that this project will be on-going this Winter into Spring. The staff are now working on Books 5&6. These books include: Somerset Avenue; School Street; Crawford Road; Phillips Corner Road; Birchwood Terrace; Maple Terrace; Arbor Terrace; Hamilton

Terrace; Highland Street; Greeley Street; Dorothy Street; West Street; Hathorn Street; Central Street; and Middle Street.

7 Neighborhood Watch: The Town's Neighborhood Watch Group is inviting everyone to join them to exchange ideas and share information to make the community a safer place. Get tips on how to protect your loved ones and your property while learning how you can make a difference doing things you already do. The next scheduled meeting is: Monday, 03/03/2008 6:30 p.m. All meetings are at the Council Chambers in the Municipal Building. I asked the Police Chief to issue another list of meetings with topics for the members and public so that will be forthcoming.

8. The Paul E. Bertrand Community Pool Upcoming Fundraisers:

Scrapbooking Expo: Being rescheduled for March and waiting on confirmation for the room from the Seabasticook Elks. We will know and most likely be able to start advertising on 02/12/2008.

We just received a \$5,000 donation from the Seabasticook Valley Federal Credit Union, which increases the total amount of funds raised over the years and the recent fundraising campaign started in July of 2007 to \$294,242.63. We have approximately \$105,757.37 to raise and this figure does not include the \$25,000 grant as we have not yet received and signed the agreement with the State/Federal Government.

9. Recreation Director and Recreation Assistant Applications: The Town is accepting applications for both the director's position as Norman LaBarge is re-locating our west to be with his family and the new Assistant's position until the positions are filled. Norm just dropped off some boxes of files and a to do list which will help the new Director. We advertised for the director's position last year so anyone who applied last year is still eligible. The Director's position has an increase in hours and the Assistant is a new position so they should be re-advertised.

10. Town of Pittsfield 2008 Training Calendar: The Safety Committee has established a training calendar for 2008 which includes one training session per month. This will be great. Generally, when all of the summer people come on, we have 5 training sessions all together in May – June. We will need to do a little bit of individualized training, however, this will spread the training out all year round. READ List.

11. Residential Recycling Pick Up 2008 Schedule: This schedule was issued in the Rolling Thunder as an insert a few weeks ago. If anyone missed pulling their copy of the schedule out, extra copies are available at the Town Office. Please remember if you use the Recycling Trailer which is a great convenience in the Municipal Parking Lot, please do not throw boxes in the container without breaking them down. It takes up room and then the trailer is full and others can not use it. We pick up the trailer every day except Saturday and Sunday when the Recycling Facility is open.

12. Pinnacle Ski Club Meeting: The next meeting of the Pinnacle Ski Club will be Wednesday, February 13, 2008 at 7:00 p.m. at the Pinnacle. This will be a work session to continue to work on the Pinnacle's operations. This is a great facility so anyone who would like to join the Pinnacle should show up at the meeting or pick up the sign-up

materials at the Town Office. Remember, weather permitting, the Pinnacle is open 12:00 noon – 4:00 p.m. each Saturday and Sunday as well as school vacations.

Finance Committee: The Committee had a meeting tonight with TDBanknorth. The stocks and bonds performed very well in 2007. Additional information is available if the Councilors have additional questions.

Ordinance Committee: No Report.

Recycling Committee: No Report.

6. **NEW BUSINESS:**

a. **ORDINANCE 08-03:** (To be set to public hearing on 02/19/2008)

An Ordinance to authorize acquisition and financing or lease/purchase of a new truck for the Water Department.

That the Town of Pittsfield Town Council hereby ordains the purchase and financing of a new truck for the Water Department of the Town on the following terms:

1. The Town accepts the bid of Whited Ford Truck to provide a new truck for the Water Department and authorizes the lease-purchase of a 2008 Ford F-350 truck with plow and service body (the “Truck”) at a price of \$36,647, which amount is hereby appropriated.

2. The purchase of the Truck authorized above shall be financed by borrowing \$36,647 under the terms of a Master Equipment Lease Purchase Agreement (the “Lease”), hereby authorized, with Ford Motor Credit Company, with two annual payments in advance of \$19,054.71 each and with payments subject to annual appropriations and with such dates, maturities, denominations, interest rate(s) and other details as the Town Treasurer and the Chair of the Town Council shall determine. The Town Treasurer is authorized to execute all necessary documents, including but not limited to the Lease and a Delivery and Acceptance Certificate, for the Lease of the Truck. The Town Treasurer is further authorized to pay the \$36,647 portion of the purchase price ultimately to be financed, on an interim basis, out of the water fund of the Town, which costs the Town reasonably expects to reimburse with proceeds of a tax exempt lease purchase agreement to be issued by the Town in the total maximum principal amount of \$36,647.

3. This Ordinance shall take effect 30 days after its adoption.

Moved by **Councilor Gray** and seconded by **Councilor Cianchette** that Ordinance 08-03 be set to public hearing on 02/19/2008.

The Town Manager noted at the 01/15/2008 meeting, the Council authorized the RFP for a 2008 truck for the Water Department. The 1988 W/S truck needs major work to be road-worthy. This is in the W/S Capital Plan for 2008 and a lease/purchase payment was placed in the Water Budget for this year. As we know, we use the vehicles until they are done.

Two bids were received. The low bidder was Whited Ford Truck of Bangor at a price of \$36,647 with plow and the service body for the Ford F350. The Assistant W/S Superintendent reviewed the bid and found it in accordance with the specifications.

The low bidder also included the lease-purchase paperwork, which under the Municipal Ford Program for two payments, the total cost of the lease-purchase is \$38,109.42. The interest that would be due under the program would be \$1,462.42.

The Town Attorney has checked the paperwork and approved the Ordinance as being appropriate and has just forwarded for the next meeting the legal opinion and the Town Signature, Award and No-Litigation Certificate.

Deputy Mayor Fotter questioned if this is the same type of truck purchased a few years ago. He also questioned if they new truck will also have a plow. The Town Manager stated that it is the same type of truck but the new truck will have a service body to hall equipment. The new truck will also have a plow. Deputy Mayor Fotter was concerned with the fact that there will be 2 trucks in the same department with plows. The Town Manager stated that there are numerous areas that the Water and Sewer Department plows. The Water and Sewer Department also helps the Highway Department during large storms with road plowing at the Transfer Station and other Town sites.

VOTE: UNANIMOUS AYE

- b.* **ORDINANCE 08-04:** (To be set to public hearing on 02/19/2008): That the Town Council hereby ordains to approve the change of a E-911 address for Cianbro Corporation currently located off Easy Street to Cianbro Square due to uniqueness of the location.

Moved by **Councilor Jordan** and seconded by **Councilor Gray** that Ordinance 08-04 be set to public hearing on 02/19/2008.

The Town Manager noted there has been some confusion with having Cianbro with a regular street name for delivery services. After discussions between everyone involved, including the post office, we felt a unique address was required and came to the conclusion of Cianbro Square. The Post Office has agreed that the Town may assign this new address.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Financial Updates as follows:

1. Tax Acquired Property Update

The Town Manager briefly reviewed the current Tax Acquired properties.
Project Updates:

1. Grant Opportunity: CDBG Public Facilities Historic Preservation

The Public Facilities grant for the Library project was filed by the deadline on 01/15/2008 after much collaboration.

If we are so fortunate to receive a grant award, due to the complexity involved (this seems to be the most complex project I have yet seen) and the large number of other grants that we have and all of the new ones starting up, it would be important to hire someone to manage this grant such as KVCOG or another company. We would need to put out a small RFP to those that are interested. There are generally 3-4 parties out there that manage grants. The decision on whether the project will continue into the Development Phase would be made, generally, by late 02/2008.

2. Grant Opportunity: Fund for Efficient Delivery of Local and Regional Services

The Town has submitted a grant application previously for this fund for a regional recycling vehicle for the Towns of Palmyra, Pittsfield and Detroit. The vehicle could also be offered for pickups/special days in other surrounding towns for cost-sharing.

The Fund is \$500,000 and the cost of the vehicle is approximately \$130,000. The project was not approved during the last round, which was 2006-2007. With the monies needing to be divided up for the entire State of Maine, we understood our chances going in. But this is what the region needs. Our costs are a lot lower from regionalism for recycling and recycling pickup now. Palmyra's used truck is aging and we will need to find another option at some point, so time permitting, we will re-submit the application. The due date is 02/15/2008 so we need to take it down on 02/14/2008.

8. **REPORTS:** Audience, Council

Audience: Don Hallenbeck wanted to welcome Donna and Mike to the Council.

Council:

Councilor Baker: No Comment.

Councilor Cianchette: Recently Councilor Cianchette had the water meter replaced in his home. Chris Pellitier performed the meter change. He just wanted to say that Chris did a very good job. He was very courteous and professional and represented the Town well. Also, wanted to mention that he appreciates the audience attendance.

Councilor Chale: Commented that she also recently had the water meter replaced in her home. She had to leave school to be there. She had called to see what the odds were he would be on time. He was exactly on time and did a very quick and efficient job. Also, wanted to thank Mayor Nichols for being the spelling bee announcer at the Warsaw Middle School. Mentioned that we have had a lot of snow this year and the Public Works department has done a good job keeping things sanded and cleared.

Councilor Jordan: No Comment.

Councilor Gray: No Comment.

Deputy Mayor Fotter: Wanted to also say that the Highway Department has done a great job this year. Also wanted to thank Kathryn and the girls upstairs for their representation and hard work at the GCS job fair.

Mayor Nichols: Thank you for having me at the spelling bee. Wanted to also thank Kathryn and all the Town employees for all their hard work. Getting GCS will be a big boost for the Town. A lot of hard work went into that. Hopefully something good will come out of the stimulus package too. It will be sad to see SAS go. We will do what we can to help the employees out.

9. **ADJOURNMENT:**

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Cianchette** that the meeting be adjourned at 8:13 p.m. All in agreement.

Nicole Nickolan, Town Clerk