

# MEETING MINUTES

## Pittsfield Planning Board

### July 9, 2012

The Pittsfield Planning Board met on Monday, July 9, 2012 at 7:00 p.m. in the Council Chambers of the Pittsfield Municipal Building to consider the following agenda.

**PRESENT:** Kelly Flanigan, Royce Sposato, Walter Reuter, Fred Raynes and Alan Dunphy.

**ABSENT:** Chris Cookson, Jack Wright and Brent Newhouse. **Also Present:** Town Manager Kathryn Ruth, Building Inspector Steve Seekins and Chris Huck of KVCOG

1. Chairman **Alan Dunphy** opened the meeting by leading the Pledge of Allegiance to the flag.
2. Motion by **Walter Reuter** and seconded by **Kelley Flanigan** to adopt the minutes of the regular meeting of June 25, 2012.

**VOTE: UNANIMOUS AYE**

3. **PUBLIC HEARING: NONE**
4. **OLD BUSINESS/DISCUSSION:**

- a. Comprehensive Plan work session:
  - 1) Strategies for Critical Natural Resources
  - 2) Strategies for Water Resources
  - 3) Section on Recreation and Strategies
  - 4) Section on Culture and Strategies
  - 5) Section on Essential Services

**Alan Dunphy** led the discussion on the revisions the **Planning Board** felt were necessary for this section of the Comprehensive Plan.

### **Strategies for Critical Natural Resources**

Wetlands Policies & Strategies: Same

Flood Hazard: All references to Flood Hazard will be revised to Hazard as to address all types of emergencies.

#### Flood Hazard Areas

Policies:

- A. The town will develop a ~~flood~~ hazard mitigation plan in cooperation with the County and seek more user friendly maps.

Strategies:

1. The Town Manager, **Civil Emergency Preparedness Director and Code Enforcement Officer** will ~~cooperate~~ **continue to work** with the County to develop a flood hazard mitigation plan. Timeline: 1-5 years

Add the following strategies:

2. **The Town will continue to keep the Flood Ordinance regulations up to date.**  
**Timeline: On-going**
3. **The Town will incorporate the Beginning with Habitat Maps.**  
**Timeline: 1-5 years**

## Strategies for Water Resources

### Sibley Pond:

Policies:

- A. The Town should cooperate with the Sibley Pond and Carrabassett Stream Association in monitoring water quality and to make sure that land activities surrounding the water ways are conducted in an environmental safe manner.
- B. The Town shall **notify the State of Maine regarding conditions** to make sure that the Old Route 2 roadbed does not erode into Sibley Pond and it can be used as an infrequent boat launch site.

Strategies:

1. The **Town** will manage its timber holding adjacent to Sibley Pond in a manner to prevent erosion. Timeline: ~~1-5 years~~ **On-going**
2. The ~~Conservation Commission~~ **Town** will cooperate with the Sibley Pond and Carrabassett Association on water quality testing and projects to improve water quality. Timeline: On-going
3. ~~The Conservation Commission will develop a plan to maintain and repair the Old Route 2 roadbed.~~ Timeline: ~~1-5 years~~

### Sebasticook River:

Policies:

- A. The Town. **will work with the Sebasticook Regional Land Trust.** ~~supports the creation of a Sebasticook River Watershed Commission~~ The ~~Commission~~ group should involve all communities and be responsible for monitoring water quality and advocating for improvements.

*Note: Need to talk to this group to determine their mission and if this policy fits into that mission.*

- A. The **T**own will encourage residents to learn more about the river as an ecological system **through the educational system.**
- B. The **T**own is proud of its association with the Sebasticook River and welcomes opportunities to incorporate safe and appropriate river activities in the Egg Festival and similar celebrations.
- C. The **T**own wishes to encourage non-motorized boating on the Sebasticook River and catch and release fishing.
- D. The **T**own should work toward the development of a linear park along one or both sides of the river. Opportunities to acquire land and take advantage of donations and private efforts should be encouraged.
- E. The **T**own should continue to separate stormwater drainage from the sewer system as resources allow.

Strategies:

- 1. The ~~**T**own **C**onservation **C**ommission~~ will contact neighboring river front communities and initiate discussions ~~about the creation of a watershed commission.~~ **with the Sebasticook Regional Land Trust.** Timeline: ~~1-5 years~~ **On-going**
- 2. The Town will encourage SAD # 53, MCI and area colleges to use the river as a learning laboratory. Timeline: On-going
- 3. The Town will encourage the Egg Festival Committee to continue to include river-based activities. Timeline: On-going
- 4. River boat access along the river, including Pinnacle Park, will be improved. Timeline: ~~1-5 years~~ **On-going**
- 5. The ~~Conservation Commission~~ **Town** and the ~~Town Council~~ will continue to work on the creation of a linear river park. Timeline: On-going
- 6. The **T**own will continue to address ~~combined sewer overflows~~ **sewer system stormwater** separation and pursue funding whenever opportunities arise. Timeline: On-going
- 7. **The Town will add groundwater public wellhead protection requirements to the necessary ordinances. Timeline: 1-5 years.**

## **Recreation and its Strategies**

### **Recreation Section:**

The **Town Manager** updated the Recreation Section. The section was provided to the Recreation Committee and Recreation Director. Revisions to the update were not received.

Page II-2: Add section to describe the newest park Fendler Park.

Page II-7: Line 8 revise from “costly” to “expensive.”

Page II-8: Add description about the Recreational Corridor owned by the Town (former MCRR railbed) which is generally in good condition except for a couple of areas where gravel should be added.

Page II-9: Other Outdoor Recreation: Revise line 6 from “Environmental” to “Experimental.”

Page II-10 to II-13: Community Center

Delete the several pages and insert 2-3 paragraphs of description on the Community Center Project that would be considered if funding was made available.

### **Recreation Strategies:**

**Facility, Program and Volunteer Coordination: Revisions not required.**

#### Policies:

- A. It is the policy of the town to find creative ways to maximize the use of existing recreational facilities before constructing new ones.
- B. It is the policy of the town to facilitate communication of recreation programs and to encourage volunteers to run recreation activities.

#### Strategies:

1. The Town will maintain a current recreational brochure describing local recreational programs and distribute it widely throughout the community. Timeline: On-going
2. The Town’s recreation director shall coordinate recreation activities at various facilities in the community including SAD #53 to maximize public use. A strategy to promote more volunteers shall be developed with the assistance from the Town Manager and the Town Council. Timeline: On-going

**Town Parks: Revisions not required.**

#### Policies:

- A. It is the policy of the town to support healthy after school and evening activities,

especially for teenagers, and to explore creative ways of making such activities affordable for both users and taxpayers.

Strategies:

1. The Recreation Director and the Town Manager shall monitor evening use at the parks to develop strategies as needed to address vandalism and park lighting. Timeline: On-going

**Pittsfield Community Theater**

Policies:

- A. It is the policy of the town to maintain efficient and quality operation of the theater and to allow for rental opportunities.

Strategies:

1. The Theater Committee shall continue to efficiently operate the theater and will seek appropriate rental income. Timeline: On-going

**Add Fundraising Goals & Projects to this section.**

**Swimming Pool**

Policies:

- A. The Town shall develop a plan to ~~replace~~ **maintain the new** ~~the existing~~ outdoor pool, ~~and will provide citizens with an opportunity to discuss the cost and benefits of a replacement swimming pool.~~

Strategies:

1. The Town ~~Council will develop a number of pool replacement options and present them to the public for consideration.~~ will review maintenance options. Timeline: 1-5 years

**Non-team and Organized Outdoor Sports Activities**

Policies:

- A. It is the policy of the town to work in cooperation with the schools and provide a variety of sports activities for children involved in both official school teams and noncompetitive programs.
- B. It is the policy of the town to encourage residents to enjoy a variety of outdoor recreational activities.

Strategies:

1. The recreation director will seek to provide a wide range of sports programs for all age

groups and will identify additional year-round recreation opportunities.

Timeline: On-going

2. The Recreation Director and the Town Manager shall develop a plan to construct additional soccer fields. Timeline: 6-10 years **To be reviewed to determine if still necessary with the new field development at the schools.**

### **Sibley Pond Access**

#### Policies:

- A. ~~It is the policy of the town to work with the Department of Conservation to develop an improved boat access site onto Sibley Pond.~~

#### Strategies:

- ~~1. The Town Manager and the Conservation Commission should advocate to the Department of Conservation to locate a boat access site onto Sibley Pond. Timeline: On-going~~

### **Recreational Trail System**

#### Policies:

- A. It is the policy of the Town to support the Driftbusters Snowmobile Club.
- B. It is the policy of the Town to encourage walking and bicycling as alternative modes of transport and healthy activities.

#### Strategies:

1. The Town Council will continue to turn over a portion of State reimbursement of snowmobile taxes and registrations to the Driftbusters Snowmobile Club.  
Timeline: On-going
2. ~~The Conservation Commission and the Planning Board~~ Town shall periodically assess the town's recreational trail network especially for walking, bicycling, and other similar recreational activities to determine if improvements are needed to meet public demands.  
Timeline: On-going

### **Community Center**

#### Policies:

- A. It is the policy of the Town to design and build a community center in keeping with the scale, size and financial resources of the Town **if funds become available.**

#### Strategies:

1. ~~A Community Center Development Committee~~ The Town shall develop a plan for the community center including cost estimates, long-term maintenance cost and possible funding strategies **if funds become available.** ~~A phase build-out plan and provisions of a~~

replacement pool should be incorporated into the plan. Timeline: 1-5 years

## Culture and its Strategies

### Culture Section:

The **Town Manager** has worked with a number of people to update the Culture Section. The **Town Manager** advised that after the Planning Board packages were delivered, the Town received a written update from **Colonel Wyly** on the Bossov Ballet Theatre and **Librarian Lyn Smith** on the Library. **Kathryn Ruth** noted that **Ann McGowan**, former Library Building Committee Chairperson, is writing an update on the fundraising effort and building project for the newly renovated and expanded Library for the Comprehensive Plan Update.

### Culture Strategies:

#### Library

##### Policies:

- A. It is the policy of the Town to regard the library as a valuable resource. The historic structure should be adequately maintained and new technology and services should be added to meet user needs.

##### Strategies:

1. The Town should adequately support the needs of the library including ~~capital improvements~~ **proper maintenance** to the building. Timeline: On-going

#### The Arts

##### Policies:

- A. It is the policy of the Town to support the ~~establishment of a Pittsfield Arts Council.~~ **arts community.**

##### Strategies:

1. The Town Council will promote the ~~formation of the Pittsfield Arts Council~~ **arts community** in cooperation with the Bossov Ballet Theater and the Maine Commission for the Arts. Timeline: On-going

#### Communication

##### Policies:

- A. It is the policy of the Town to actively promote strong communication about municipal events and news including ~~the timely publication of the annual town report.~~ **the use of the Town website.**

Strategies:

1. The Town Manager and the Town Council shall encourage newspapers to provide adequate coverage of municipal affairs and will seek other opportunities to inform citizens through other mediums. Timeline: On-going
2. **The Town shall provide for a town website and update the website as necessary.**  
**Timeline: On-going**

**Essential Services**

The **Town Manager** has worked with a number of people to have all the subsections updated with the exception of Health Care, Education and MCI. The Town is waiting for information from those entities.

There were no revisions noted and the Strategies will be updated at the next section.

**Agriculture:**

**Steve Seekins** also provided a spreadsheet showing numbers and types of farms in Pittsfield. This list is modified from the list of the meeting of 06-25-12 to show separate lists of commercial farms and small private farms. Columns were added to show acreage and tax classification of the farm lots. The entire chart will not be included in the Comprehensive Plan, as information will be totaled. **Steve Seekins** will prepare a draft copy of Agriculture section of the plan showing changes recommended by the board.

5. **NEW BUSINESS/DISCUSSION: NONE**

6. **Adjournment:**

Motion by **Fred Raynes** and seconded by **Walter Reuter** that the meeting be adjourned at 8:43 pm.

**VOTE: UNANIMOUS AYE**

**Respectfully submitted by**

Kathryn Ruth, Town Manager  
Steve Seekins, Building Inspector