

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, March 15, 2016 at 6:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Robert Stackhouse, Tim Nichols, Scott Strom, Heather Donahue and Marie Manning. **ABSENT:** Michael Cianchette and Trudy Ferland. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Bernard Williams, Connie Thies and Steve Vance.

1. **Mayor Stackhouse** opened the meeting by leading the **Pledge of Allegiance**. The Council observed a moment of silence.
2. Adoption of minutes of the regular meeting held on March 1, 2016.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Donahue** that the minutes of the regular meeting held on March 1, 2016 be tabled.

VOTE: UNANIMOUS AYE

PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:

Presentation on the Draft Airport Master Plan

The Airport Fixed Base Operator Caleb Curtis has been soliciting and receiving comments from the airport users on the draft plan. I recently saw a copy of this information. Given that a number of individuals had not commented and/or may not have seen the draft plan, I obtained a copy to send out to the Airport Committee members and under separate cover, will forward a copy of the large document. A few copies are available at the meeting.

Basically, this is the blueprint for continual development and/or projects at the Pittsfield Municipal Airport. If projects are not listed in the plan, they will likely not receive grant funding in the future. The plan is supposed to be for 10 years, however, most plans are for much longer due to funding restrictions. Our plan dates back into the late 1990's. Everything was achieved in our plan with the exception of the helicopter special pad.

After the Federal Aviation Administration (FAA) and Maine Department of Transportation (MDOT) finish their comments, items found to be appropriate will be incorporated (as well as the Town's comments if appropriate) and then there will be an informational meeting on the Plan. Appropriate means that the items must meet the requirements of the Master Planning process as depicted by the FAA.

The Town Council discussed the following specifics which the Town Manager will relay to the Airport Engineering Firm regarding the draft of the Airport Master Plan that is under review by the Federal, State and Town governments:

1. Page 1, Discussion on Hanger Infrastructure: The way that it is listed now sounds like the Town is going to finance a new hanger project and/or infrastructure itself. The Town

Councilors agreed that this was not going to happen. The Town does not have the resources to float a bond for airport improvements. We are totally dependent upon the FAA and MDOT grant process which we extensively appreciate and are so gratefully for all the funding received over the years. However, with the condition of our other infrastructure such as roads and buildings and being located in a high unemployment region and one of the poorest counties in Maine, we simply cannot finance a hanger project ourselves upfront. We have made a valiant effort to finance the 5% or 10% match required which we have been able to accomplish through the last grant project we were awarded. If this is an AIP project like the other projects, it would be invaluable to the Town and region due to all of the potential users who try to come here. Right now there is no available space or the users are crammed into space which is not efficient requiring that other planes be moved to get to their plane. This is an attractive airport with great service in a strategy part of the State that needs more hanger space. It should be an attractive project for the AIP Program for funding as it will promote the airport for more use and build upon the great base that we currently have due to the FAA, MDOT and Pittsfield's investments over the years.

2. Page 2, Proposed Projects Timeline, Unicom Frequency Change: Our understanding is that all the airports in the area have the same frequency. How and why would we be different?

3. Page 2, Skydiving Operations and Access: While we appreciate the fact that there will be costs involved in the skydiving operation moving, the move is a benefit for the group. The Town will not be paying for this move.

4. Page 3, Runway Pavement should be added: By the time the Town has a new Airport Master Plan after this plan currently under consideration, the pavement will be broken up and require re-paving despite our best efforts with the crack sealing. The Town Manager recalled the condition of the runway when she arrived here in 2002 and it was dangerous at best. We were fortunate to be allowed a total reconstruct project in 2004. However, it is now 12 years old and will not last forever.

5. Page 3, Land Release: What is the \$50,000 which is not covered by the grant program? Is this the cost to pay back to the FAA for the release of the land for prior grant/s used to purchase it or the cost for someone to put together an application to do this work? We will ask about this as we have been told repeatedly as people have requested parcels that are in the airport that are not being used that we have to pay back any grant funding that was received for these parcels' purchase in order to acquire them back in order to sell them/allow for development by others.

6. Page 3-4, Wildlife Plan of Action: We need the acceptable plan for the FBO and the Town to implement the study to find out the impacts of shooting the wildlife under the special permits in order to provide for enhanced safety. The plan steps should be listed in the Master Plan so that it is clear to all.

7. Page 19, Seaplane Base and Access: Improve to FAA Standards. We would agree that the seaplane landing area is greatly appreciated by the flying public and is well used. It is unique and of value to not only the region, but much of the State of Maine in this ½ of the State. We have heard about the seaplane access when we are in different parts of the State as it is well known. A Preliminary Study should be performed to determine the viability of the

option. It was agreed that we will ask if we can have the Seaplane Study be placed in the 1-5 year term due to its importance to the region.

8. Page 20, Airport Access: There does not seem to be a perfect solution to this issue, however, we do need an improvement. It seems a very long distance, especially in winter, to have the traffic go down McCarty Road. We may then have to go down to haul people out. The Town has had this re-built, however, not for much more traffic than the Town's and as the back entrance to the airport for the Fly-in.

9. Page 23, AWOS: While the Airport is extremely active and as of the last Economic Report, 1 of the top producers of the General Aviation Airports, would we be allowed our own AWOS system? We are certainly not the size of Bangor.

10. Page 31, Historic Grant Chart: Should this chart have the great Crack sealing and Marking Project that the State MDOT conducted for four communities including Pittsfield listed on it for last year?

11. Important Project: An item that has not been considered is the lack of parking for spectator or business representatives who park outside of the airport gate so that they do not drive across the airport apron. Is there a way to improve the parking area although it does not appear to be part of the airport as listing it in this Master Plan? It is just outside the gate and we have always assumed that it is part of Harrison and Chester/Wright Streets (owned by the Town of Pittsfield). It could have an * listed as not AIP eligible. It seems that it should be an important project for the airport and we will all need to get together to fix ourselves (Town, FBO, users, etc.).

12. Important Project: The only project that was not completed in the old or current Airport Master Plan besides the ones that were listed as N/A was the helicopter pad which did seem excessive at that time. Is this type of project that could now benefit all of the practicing aircraft from the military as well as the helicopters such as Lifeflight?

13. Important Project: Should we list Snow Removal Equipment for 2024 as the equipment that we obtained in 2004 will then be 20 years old? Right now it works well, however, when it is 20 years old, it will likely be needing more maintenance and repairs. We would ask as we are likely to have this new Master Plan for a very long period of time, so we need to list the items that will come up during the next 20 years. The Snow Removal Equipment will need to be replaced

Community and Economic Development Activities and Events
May 11, 2016: 9th Annual Regional Job Fair

A. General:

A few private sector business activities remain under review and small projects continue to be underway. To address the few remaining available small locations, additional promotional pieces beyond our regular promotion of available properties had been provided to economic and community development resources and sites. As of the date of writing this agenda item, the Town continues to work on two proposals/ background materials for two business proposals/property inquiries on a regular basis. One additional project is not moving forward

as the company cannot logistically move their multiple facilities this year to Pittsfield. The company plans to look at this option again in 2017.

The Town has received a number of new inquiries about available buildings in Town and provided information and assistance to business representatives collecting information on potential sites for their business or client. Some of the inquiries were from our website marketing materials while others were from the economic development information that we sent out on the internet. Still other inquiries were from advertising conducted on behalf of the property owners by their real estate agent or themselves.

Cianbro Corporation officially purchased the Tech Center on Thursday, 02/18/2015 from the Pittsfield Economic Expansion Corporation.

We are working with SAS intermittently to see if a company can utilize the factory for storage as it is great space that is going to waste. It has been very hard to have a deal at that facility with its current organizational structure. The interested company has made contact with the SAS representative and is awaiting an approval.

The Town has received inquiries from businesses desiring to move to Town from our marketing campaign as well as several parties interested in the community for their projects.

The last lot available in the original Industrial Park was sold on Tuesday, 03/01/2016 to Blue Sky Produce for a Produce Shipping Depot.

The Town continues to work with an upcoming small company with a great skillset seeking an expansion in our community.

Several other projects are on-going in the development and feasibility phases.

B. Properties for Sale:

1. UTC Factory: Please see the lengthy history in prior meeting minutes. On August 6, 2015, the Town was advised that the property will be available for occupancy in three months. Work continues at the facility. The Town has been advised that the property can now be marketed as of mid-November 2015. As of last contact with UTC on 12/31/2016, the Maine Department of Environmental Protection paperwork for closure of the facility had not been received. The Town was notified by UTC on 02/09/2016 that the property likely cannot be sold until later this year. The internal industrial cleaning was completed with very good results. MDEP is working on the final paperwork. The outside work was not totally completed prior to winter, therefore, it will resume this summer with MDEP signing off likely by early Fall 2016. If marketing starts in the near future outside the State of Maine, we could have a possible new owner later this year.

2. SAS Property: Please see the lengthy history in prior meeting minutes.

3. Pittsfield Redemption Center: Mrs. Goodridge has taken the facility back and has family members running it. The property and business are now for sale for \$35,000. The property is also being advertised by the Town. Due to illness in the family, the facility is

now closed. We have been advised that the facility is no longer approved as a Redemption Center.

Another company to be located on the other side of Town has applied for a business permit for Pittsfield Redemption. This facility will be located in the front of the former Corinne's Cleaning. A photography shop is scheduled to be located in the back of the building.

4. Pittsfield Equipment Rental: The building remains for sale and another buyer is being pursued. The property is also being advertised by the Town.

C. Projects Under Review:

Hancock Lumber:

Hancock Lumber was working on their development project to assist with production and has submitted the map for the agreement. The company is forwarding the Town agreement through the authorization process.

This is being checked upon to see if the Town can assist in any way.

American Legion:

The American Legion has received engineering assistance from Kleinschmidt Associates. An application for site plan review is being prepared for the building. Grant funding reviews have been underway with a couple of distinct possibilities located. The American Legion has launched a fundraising campaign to raise funds for the rehabilitation of their Middle Street property. At the 03/03/2015 Council Meeting, the Town Council approved a lease agreement for spots in the parking lot in order to meet site plan review requirements. The group continues their fundraising efforts. The group continues to work with the Code Enforcement Officer to obtain Site Plan Review. Offers have been made to assist with grant opportunities, which are limited in number. Another offer was made the week of 07/06/2015 to assist with writing grants for the organization. As of 08/19/2015, the American Legion has decided to tear down and remove the existing fire damaged structure and move in a different structure. On 11/11/2015, the Town Manager spoke with the Legion after the Veterans' Ceremony at Veterans Park. It has been advised that we need to move forward with a project and to work together on it. I have indicated that the Town and its staff will meet the American Legion Post leaders to discuss how to move the demolition project forward in 12/2015 for a Spring Project. I have some ideas and will note that this will need to be a community project. The meeting with the American Legion representatives and departments has been scheduled for Friday, 12/11/2015. We had a very productive meeting resulting in a preliminary plan of action. There are a number of items that people are checking on in order to make demolition of the burned apartment complex a reality for the Spring/early Summer 2016.

D. Somerset Avenue Projects:

Report on Somerset Avenue Sidewalk Project and Impact of the Somerset Avenue Mill & Fill Project.

The Town has been looking forward to a meeting with the State of Maine to discuss the changes made in the road by MDOT during the paving in the Mill & Fill Project and the resulting water issues by Hartland Avenue. On 12/07/2015, the Public Works Foreman met with the Bangor Division Engineer John Devin about the continuous water problems at the

end of Somerset Avenue and its intersection with Hartland Avenue, a very flat area without enough catch basins in the State system after the mill and fill project. To date, the Town has not been contacted regarding a proposed solution.

Report on Somerset Avenue Speed Limit Request:

Preliminary information was submitted to MDOT in late Fall, 2014. Additional information was requested. Several extensive details were completed by the Police Chief to provide the additional information on days when the weather was clear, the roads were not snow covered and at a time in which the Police Chief did not have any commitments and the police department was fully staffed here in Town (not at court, out sick, etc.) MDOT has the additional information and will provide their answer on whether the speed zone from I-95 to the Varney Dealership can be lowered to 25 or 30 mph. With the information collected in 2014, it could not be lowered to 25 mph pursuant to their requirements. We will see what the additional information provides for an allowable speed limit under MDOT regulations. The Town has not been advised of a decision as of yet. There has been no response to requests for updates.

On 09/16/2015, the MDOT Division 4 Engineer agreed to meet with the Town Police Chief, Public Works Foreman and Town Manager when he was in the area for other projects to discuss how we would like this area approached with the results received. The 25 mph speed limit does not meet MDOT regulations. Another arrangement may be able to be made. The Bangor MDOT Engineer has agreed to move forward a 30 mph speed limit for Somerset Avenue from the Varney Dealership down to the I-95 Exchanges. This will take a few months and likely, if approved, would be received in February 2016. In addition, a new 25 mph sign was erected prior to the old 25 mph sign. The MDOT may have found that the actual approved 25 mph zone was actually further down toward the Somerset Plaza than signed for many years.

On 02/08/2016 the Town received a copy of the approved lowering of the speed limit to 30 mph from 35 mph. The staff are to review all the signs in place vs. the Traffic Ordinance to make sure that there are no other items to address. If so, we will amend the Traffic Ordinance at the same time rather than conducting a public hearing and amending the Ordinance for one sign if there are more items to address. The staff's review showed that there are multiple items to update including an addition of a proper no parking area or loading area in the Municipal Parking Lot for the Recycling Multi-Bin and new language for the removal of vehicles that park on town property that are constantly in the way for snowplowing. As of 03/09/2016, the staff is still working on the language in the Ordinance.

MDOT has been trying to clean out and exploring the catch basin system on Somerset Avenue due to issues.

E. Report on Meetings & Events:

Report on Meetings:

Sebasticook Valley Chamber of Commerce Strategic Planning Committee Meeting on Thursday, March 3, 2016 at 4:00 pm at the Chamber Office in Palmyra

Sebasticook Valley Chamber of Commerce Board of Directors Meeting on Thursday, March 3, 2016 at 5:00 pm at the Chamber Office in Palmyra

Recycling Committee Meeting on Wednesday, March 9, 2016 at 5:00 pm

Somerset Economic Development Corporation (SEDC) on Thursday, March 10, 2016 at 10:00 am in Skowhegan at the Community Center

Central Maine Egg Festival Committee Meeting on Thursday, March 10, 2016 at 6:30 pm

Upcoming Meetings:

First Park General Assembly Meeting on Thursday, March 24, 2016 at 5:00 pm at T-Mobile in FirstPark in Oakland

Theatre Committee Meeting on Wednesday, March 30, 2016 at 6:00 pm

FirstPark Marketing Committee Meeting on Wednesday, April 6, 2016 at 2:00 pm at the FirstPark Office in Oakland

Sebasticook Valley Chamber of Commerce Strategic Planning Committee Meeting on Thursday, April 7, 2016 at 3:30 pm or 4:00 pm at the Chamber Office in Palmyra

Sebasticook Valley Chamber of Commerce Board of Directors Meeting on Thursday, April 7, 2016 at 5:00 pm at the Chamber Office in Palmyra

Recycling Committee Meeting on Wednesday, April 13, 2016 at 5:00 pm

Central Maine Egg Festival Committee Meeting on Thursday, April 14, 2016 at 6:30 pm

Other meetings will be scheduled for the remainder of the month of April shortly.

3. PUBLIC HEARINGS/OLD BUSINESS: NONE

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

Town Manager's Report: Town Council Meeting of 03/15/2016:

1. The FYI Folder: FYI Folder which contains items that come in between the Town Council Meetings has the following this evening: N/A

2. Upcoming Events:

National Prescription Drug Take Back Day on Sat., April 30 from 10:00 am - 2:00 pm at the Police Station at the Pittsfield Municipal Building

Regional Job Fair on Wednesday, May 11, 2016 from 3:30 - 6:30 pm at the Warsaw Middle School Gym and Cafeteria

44th Annual Central Maine Egg Festival on Monday, July 11 - Saturday, July 16, 2016 at Manson Park, Hathorn Park, and many other locations!

The next Egg Festival Committee Meeting is on Thursday, 03/10/2016 at 6:30 pm for those who can attend. The group does need some volunteer assistance with all of the upcoming work to do for planning the event.

3. Scrub-A-Dub Auction: See poster details on the upcoming auction on Wednesday, March 16, 2016 at noon at the site.

4. 2015-2016 Somerset County Broadband Survey - Very Important!

The surveys were being distributed through the mail to every household. Completing this two page survey will help the Town be able to apply for funding to assist in obtaining enhanced broadband for areas of the community, especially the rural section. Please utilize this link for the on-line survey at <https://www.surveymonkey.com/r/KVCOGbroadsurvey>
The Town also has paper copies of the survey which you can pick up and/or drop off at the Town Office. The results need to be tallied so please get your survey in today.

5. Child Abuse Month: KVCAP which is the local Community Action Program will be teaming up with the Town and other partners to host a pinwheel garden to be taken to the Hall of Flags Event for this month as well as a reading program at the library in later April. More details will be available in the near future.

Finance Committee: None. **Ordinance Committee:** None. **Recycling Committee:** None.

5. NEW BUSINESS:

ORDINANCE 16-02: (Set to Public Hearing on 04/05/2016)

Public Works General Obligation Bonds and/or Notes
Paving Program and Bridge/Culvert Improvements

That the Town of Pittsfield hereby ordains the borrowing of up to \$200,000 to finance costs of the paving of public roads and improvements to bridges and culverts in the Town, and in order to raise said amount, general obligations bonds and/or notes shall be issued in a total aggregate principal amount not to exceed \$200,000 and the Treasurer and the Mayor shall determine the date, maturities, denominations, interest rate or rates, place of payment, paying agent and registrar, form and other details of the Bonds, including the signing and delivery of said Bonds on behalf of the Town. The Bonds shall be executed in the name of the Town by its Treasurer, and countersigned by the Mayor, and be in such form and contain such terms and provisions, not inconsistent herewith, as the Treasurer and Mayor may approve, their approval to be conclusively evidenced by their execution thereof. The Treasurer and Mayor are hereby authorized to provide on behalf of the Town that any of the Bonds may be made redeemable or callable, with or without premium, prior to maturity. The Treasurer, Mayor and other proper officials of the Town be, and hereby are authorized in its name and on its behalf to do or cause to be done all such other acts and things as may be necessary or

desirable in order to effect the issuance, sale and delivery of the Bonds hereinabove authorized, including any certificates, and other documents as may be necessary or appropriate in connection with the sale of the Bonds.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Strom** that Ordinance 16-02 be set to Public Hearing on 04/05/2016.

The Town Manager noted the Town's budget for 2016 has loans listed in it for the Paving and for the Bridge/Culvert Work. Originally, we were proposing to commit the MainePERS funding for the future loan payment as a special revenue funding source, however, the use of the funds was not approved. If it is not utilized to make the payment in 2017, then the payment will need to come from tax dollars.

The Town Councilors were provided the page from the Town's Capital Plan as well as the engineering letter with estimated costs which builds upon the 2013 engineering recommendation letter. The cost and fees for service are higher for the two repair projects than in the 2013 study as the costs were updated to 2016 figures and a larger contingency was included. Therefore, to round off the amount of the loan, considering that some of the cost is contingency, I am using \$75,000 for paving and \$125,000 for bridge/culvert work. If the pricing comes in lower for the bridge/culvert work, we would then plan to use the funds remaining to repair some other smaller culverts. The Town would still like to have the final acceptance of a proposal from the bank to come back to the Town Council for approval. The Town Attorney has reviewed the proposed Ordinance. The Request for Proposals for the Loan Proposals from the banks will be on a future agenda.

VOTE: UNANIMOUS AYE

RESOLUTION 16-26: Resolved that the Town Council authorize the Town Manager to execute an amendment to the 2013 Standard Services Contract Engineering for Bridge Inspections and Repairs.

Moved by **Councilor Donahue** and seconded by **Councilor Strom** that Resolution 16-26 is adopted.

The Town Manager noted a copy of the contract from 2013 was provided to the Town Councilors as well as the letter with the updated budget and fee costs for 2016.

Phase II and Phase III of the project were bid in 2013 and were originally proposed to be commenced in 2014. However, due to the issues with State Revenue Sharing, the project did not move forward with the uncertainty with funding and other economic issues. The project did not move forward in 2015 as the staff was unable to work on the project due to retirement and then orientation.

The staff is still very busy, however, the project must proceed forward. After MDOT utilized the Crawford Road as its "unofficial" detour for the large culvert installation on Route #100, a lot of heavy traffic went over the Mosher Bridge. The Bridge is showing continual signs of deterioration as well as the Sebecook Road Culverts. If this situation continues over a number of years, the solution will cost a lot more to fix.

Since the project will now be started up again in 2016, we would propose to utilize the same engineering firm to design, bid out and inspect the work. In order to be fair, it is proposed that we upgrade the cost of the work as the company's rates have increased. If the work had not officially stopped and the project was just meandering along, it would be different. However, due to funding issues, we did officially stop the project and it is now 3 years later that the work will start up again. Therefore, the increases proposed seem reasonable and the company's approach is quite reasonable. This is certainly much less costly than rebidding the work again. Frankly, we had other companies indicating that everything needed to be replaced and that did not seem to be the case as we should be able to upgrade the area where the scouring is happening on the bridge and be able to line the culverts.

The cost is proposed to be amended from \$4,750 for Phase II (Design and Bid) to \$5,475; and from \$3,800 to \$4,350 for Phase III (Site Review and Follow up). This is a total of \$1,275 or 15% (5% per year).

Phase II or \$5,475 is already in the Public Works Budget and the Phase III cost will need to be part of the loan.

VOTE: UNANIMOUS AYE

6. **DISCUSSION ITEMS:**

Updates:

Water and Sewer Projects Update: Continual cleanup and inventorying of all supplies have been the major items for the Water/Sewer Department. The Water/Sewer backhoe is torn apart as a major part has failed. The equipment is likely worth \$7,500-\$10,000 for the 1990 Case and the parts could be as much as \$5,000 plus. Therefore, there is some thought going into how to proceed. Perhaps a newer used piece would be a better option. We will hear more in the future as the equipment is utilized by several departments. This is the backhoe that pushes down the materials in the cans at the Transfer/Recycling Center so it is heavily utilized. It also helps out when the PW backhoe is in use.

The Assistant Water/Sewer Superintendent is also working with Olver Associates on the DWSRF with the Engineer and Town Manager as well as working on the Industrial Park water and sewer lines with the Town Manager.

Highway Projects Update: Highway has been quite busy with many highway and building projects. Several pieces of equipment are being updated and/or repaired. We were going to have some Municipal Building Work done by the employees during non-winter storm and cleanup period but the staff was busy with many items due to the off/on again winter with warm and then colder weather. The roads are severely deteriorating due to the temperature change and trucks running over them. The Public Works Department as well as Police Department have been contacting and notifying haulers to stay off the posted roads. One was caught running over a posted road. It is hard for the police officer to be there exactly at the right time, however, with this open winter, there has been much more activity.

The Public Works Foreman spoke regarding projects he was working on in these areas. He noted that every road in Town needs to be listed in the mowing contract that he is using and he will fix this next year.

I am also working on the Paving Bid Specs for the work that we hope to have done this summer. Crawford Road is the first priority due to the condition of the road. As we have just \$75,000 from a loan, there will not be a lot of paving, but the remainder can be utilized to fix small problem spots which have developed from the winter/spring freeze/unfreeze conditions, as noted by the Public Works Foreman.

MDOT Public Informational Meeting on the Bridge over the Rail Trail, the Town's Recreational Trail: MDOT is holding a formal public meeting in Pittsfield on Monday, April 4, 2016 at 6:00 pm at the Pittsfield Municipal Building Council Chambers to discuss improvements to the I-95 Northbound Bridge over the Rail Trail (the Town of Pittsfield's Recreational Trail); the I-95 Northbound Bridge over Route 152; and the I-95 Northbound bridge over the Seabasticook River.

This was the meeting that originally was to be scheduled in January. These projects always take more time than anticipated. The public meeting will be held on Monday, April 4 at 6:00 pm at the Pittsfield Municipal Building Council Chambers.

As I understand it, the bridge over the recreational trail will be removed and the gravel taken out. The trail will not be moved out onto the side of Hartland Avenue as that is not a sufficient trail area for safety. There will be a large arch put in which sounds like it might be underground but I have been advised will be airy. I have further been advised that all uses that exist now will be accommodated such as bicycling, walking, horses, snowmobiles, ATVs, etc. My understanding is that we will be able to continue to use the trail. The other bridges and their decks will also be addressed. No other information is available as of yet but may be in the near future. This was the information I was provided verbally so it will be important for officials and citizens to attend the informational meeting.

Recycling Locations Update: So far two people have contacted the town regarding curbside pickup – 1 being home bound and arrangements have been made to pick up her materials monthly by the Recycling staff. The second one was concerned that the bin had been taken to the recycling center to be emptied. The staff is doing much better with the bin being here more days than not, but there are still gaps at this time. Depending upon what takes place in the next few months, we would possibly need two bins in service for the weekend. We will have to review this. If so, there are two locations and we would need to establish which parking lot – the Municipal one or the one by the former Pizzeria will have which materials. This will all depend upon usage.

Pittsfield Community Theatre Update: The Theatre Roof is leaking. There are multiple locations along seams that need to be fixed. Basically, until the Theatre is completely re-done, we need to budget for funds each year to address the roof. We received a quote for \$1,500 to fix everything that needs to be patched on the roof. The Public Works Foreman Steve Vance is very good with roofs and will be overseeing this project. In the interim, we had tarps put up to channel the water to one location for collection.

Bicycle Pedestrian Plan Draft: There has been no progress on the end of KVCOG and the planner who was working on this document. A number of us have discussed this and given that there has been sufficient time to finish this project and to have the ad hoc group involved

and that has not taken place, that we will initiate the meetings ourselves in April and work on the draft inviting KVOCG to the meeting.

Ordinance Amendments Update: The PB has its public hearing on the 22 wind turbine definitions and the 1 Site Plan definition set for their meeting on 03/14/2016. These items were approved to be forwarded to the Town Council. Due to the lateness of the hour, the other two items were tabled regarding the standards for the scenic view assessment for a wind turbine project and the home based enterprises section.

The Planning Board is to receive the information that Councilor Cianchette compiled on scenic view and how it could be determined regarding wind turbines at their 03/14/2016 meeting. Also the Planning Board will have on its agenda a discussion regarding the legal advice from the Town Attorney on the proposed language for home enterprises on the questions raised by the Ordinance Committee. This will mean that as we will be reviewing all of these land use ordinance amendments together that it is likely that our public hearing will now be pushed back to May 2016.

Codes Enforcement: With the recent rush in building permit and building concepts as of late, the codes enforcement concentration has not taken place as time needed to be spent preparing for the Planning Board meeting and reviewing projects. We are fortunate that it has been applications – applications – applications. However, this does mean less time spent on code enforcement. There has been no update on the Sprague case paperwork filing sign-off and so when I contact the Town Attorney on another matter, I will ask about it.

Maine Service Centers Coalition Legislative Updates: Reviewed information

State News Update from Senator Rod Whittemore: Both the Maine Service Center Coalition Legislative Materials and the State News Updates from our U.S. Representatives and Senators and the local Representative and Senator that is received will be in your Discussion Items unless you note that you are receiving enough information.

Library Roof: The Library roof is leaking. We have a quote for \$1,500 to patch everything. Again, the old library roof is starting to go so we need to budget funds each year for patching or replace the roof over the long-term. This is not the new addition, but the original building. Rather than wait to take it out of the Library Reserve, we will charge it to the Library budget and absorb it to save some time. Lyn is fine with that.

Rite Aid: The State of Maine has notified the Town that Rite Aid is being considered for licensure in Pittsfield as an agency liquor store. Any questions or issues, people can contact Laurence.d.sanborn@maine.gov or 207-287-6754 within 15 days from notification. The State's letter is dated March 7 received on March 14 so I would say the deadline is coming right up.

7. **REPORTS:** Audience, Council

Audience:

Bernard Williams: I wanted to see if I can have some direction on the Fire Truck bids. I don't want to spend a lot of time doing specs for something that we don't want. There was a

lengthy conversation discussing various truck models and options, as well as the best way to move forward. It was discussed how the purchase of this truck has been talked about for a number of years and needs to be brought to a conclusion. Chief Williams noted if we are looking for an aerial it would need to be at least 100 feet. He stated that he is looking for a lease purchase option if possible. Chief Williams will look into options for a lease purchase of a used truck. The Mayor requested that Chief Williams have this material for the next agenda.

Council:

Councilor Donahue: None.

Councilor Manning: I want to thank Bernard for coming in with all of his information. I also wanted to thank Steve Vance for reviewing the mowing contract to make sure that all roads in town are included for the renewal.

Councilor Ferland: Absent.

Deputy Mayor Nichols: I want to thank Steve and Bernard for coming in.

Councilor Strom: None.

Councilor Cianchette: Absent.

Mayor Stackhouse: Steve and Bernard – Thanks for coming in.

8. **EXECUTIVE SESSION**

Executive Session for Title 1, Section 405, 6.C., Economic Development, Disposition of Property and Acquisition of Property

Motion by **Deputy Mayor Nichols** to enter into executive session to discuss Economic Development, Disposition of Property and Acquisition of Property under Title 1, Section 405, 6.C. at 7:49 p.m. The motion was seconded by **Councilor Strom**.

Motion by **Deputy Mayor Nichols** to return to regular session. The motion was seconded by **Councilor Donahue**. The Town Council exited executive session at 8:35 p.m.

VOTE: UNANIMOUS AYE

9. **ADJOURNMENT**

Motion by **Deputy Mayor Nichols** and seconded by **Councilor Donahue** that the meeting be adjourned at 8:36 p.m. All in agreement.

Nicole Nickolan, Town Clerk