

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, October 6, 2015 at 6:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Robert Stackhouse, Tim Nichols, Scott Strom, and Trudy Ferland.
ABSENT: Michael Cianchette and Heather Donahue. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Anna Bockis, Deedra Jensen, Marie Manning, Carol Schmidt, Whitney Schmidt and Donnie Chute.

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 September 15, 2015

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Ferland** that the minutes of the regular meeting held on September 15, 2015 be adopted.

VOTE: UNANIMOUS AYE

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

Community and Economic Development Activities and Events:

Report on New Business Activity & Opportunities in Pittsfield:

General:

Several private sector business activities remain under review and small projects continue to be underway. Several commercial properties have recently been sold, are under option, or will be leased. To address remaining available small to medium 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 three proposals/background materials for three business proposals/property inquiries. In addition, several new businesses are in the process of being opened, transferred to new ownership or moving to new locations, opening up strategic locations for new businesses. We were proud to announce that Advance Auto (formerly known as CarQuest) is planning a large expansion into the former Discount Warehouse. The plans have arrived and signs are up down at the Plaza. This will be a very popular location in the region for vehicle parts and accessories! The entire area in the former Discount Warehouse space will be renovated. In September, the area was under renovations and is huge!

A Surplus and Salvage Store is opening in the former Country Creations space. It is packed with merchandise to be unloaded.

Michael and Heather Holland officially arrived in Town and advised on September 21, 2015 that they have the Christmas Tree Orchard in operation. When we conversed with the couple and then met with them on June 5, 2015, we were very impressed with their business concept

and their community focus. We will be assisting them with their permits in the future when they are ready to start their new business project.

B. Certificates for Business Development and Successes:

Since 06/01/2015, Certificate of Welcome for new businesses were signed by the Town Council:

On 07/21/2015: Artful Alterations, located at Copper Salon & Tanning

On 06/16/2015: Skills, Inc. Thrift Shop, now open at the Somerset Plaza

On 06/16/2015: JMR's Roofing & Painting which is located at 37 Canaan Road

On 06/02/2015: S.P.C. Sacks Painting & Contracting which is located at 207 Waverly Street.

Since 06/01/2015, Certificate of Congratulations were signed by the Town Council:

On 07/21/2015: Argo for its partnership with iYogi which will create 300 jobs.

On 07/21/2015: Debora Short for her Revitalization Project at the Stein Park flower beds.

On 06/16/2015: United Insurance has a brand new office at 121 Somerset Plaza, Suite 102.

On 06/16/2015: Copper Salon & Tanning has a brand new building at Sebasticook Street

C. Business Development Projects Completed:

1. Somerset Plaza:

a. Thrift Shop operated by Skills, Inc. opening on June 8, 2015

b. United Insurance Company's new offices opening on June 1, 2015.

2. Family Dollar Store on Somerset Avenue

3. Insource Renewables conversion of the former Corner Cupboard into a Storage Facility

4. Copper Salon's renovation of the former Sebasticook Valley Federal Credit Union

D. Properties for Sale:

1. UTC Factory: Please see the lengthy history in prior meeting minutes.

On 08/06/2015, the Town was advised that the property will be available for occupancy in three months. Work continues at the facility.

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.

4. Pittsfield Equipment Rental: The sale of the facility did not go through when the prospective buyer did not obtain a contract bid. The building remains for sale and another buyer is being pursued. The property is also being advertised by the Town.

Update on Economic Development Consulting Assistance with the larger properties in Town: The Town had put this consulting work out to bid in 2014 twice without any results. Most companies indicated that the economy was not recovered enough for this type of work and did not want the Town to engage in an activity that might not yield results after spending funds. Therefore, the Town continued its efforts on its own. This year after speaking with a

site locator at a regional event, there seemed some light in the economic recovery for this area of the State. In 2015, there have been new buildings and renovations taking place in the community along with several new projects undertaken recently. It was decided to put the Request for Proposals out to bid again. Five economic developers have spoken with the Town to date. Three have noted that what the Town is trying to undertake all at once is far beyond what can be done and cautioned the Town that the development of the SAS Facility, UTC Facility and Pittsfield Industrial Park Expansion is a four-five year process.

E. 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.

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.

F. Somerset Avenue Projects:

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

All items which were designated as the responsibility of the contractor for the sidewalk project were completed. One driveway remains to be paved and tapered to address the water issues. This work was approved by the Town Council as it involves use of reserve funding.

The Town will look toward 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 near the Hartland Avenue corner.

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.

G. Report on Meetings & Events:

HealthySV Meeting on Wednesday, September 16, 2015 from 9:00 am – 10:30 am at the HealthySV Office off Connors Avenue

HealthySV Annual Meeting is postponed until later this year to be combined with the results of a Shared Health Needs Assessment which was recently conducted by the State of Maine

Kennebec Valley Council of Governments Annual Meeting on Tuesday, September 22, 2015 from 9:30 am – 11:30 am at the KVCC Hinkley Campus

FirstPark Executive Committee Meeting on Thursday, September 24, 2015 at 5:00 pm at the FirstPark Office in Oakland

Kennebec Valley Council of Governments Strategic Planning Committee on Wednesday, September 30, 2015 at 1:00 pm at the KVCOG Office – Cancelled and will be re-scheduled

Theatre Committee Regular Meeting on Wednesday, September 30, 2015 at 6:00 pm

Upcoming Meetings & Events:

Recycling Committee Meeting on Wednesday, October 7, 2015 at 5:00 pm

Sebasticook Valley Chamber of Commerce Strategic Planning Committee Meeting on Thursday, October 8, 2015 at 4:00 pm at the SVCC Office in Palmyra

Sebasticook Valley Chamber of Commerce Board of Directors Meeting on Thursday, October 6, 2015 at 5:00 pm at the SVCC Office in Palmyra

Finance Committee Presentation

Former Surplus MainePERS Funds Use for 2016:

At their September 15, 2015 Meeting, the Finance Committee endorsed the below-listed plan for 2016. At some point, a plan would be endorsed for multiple years, however, at this time, we need to budget for 2016. The funds are locally invested on a temporary basis for up to several months while we work through the final investment strategy. The Town's attorney returns at the beginning of October, 2015 who is excellent with financial issues so we are in the process of consulting on the proper investments for these type of funds. The Finance Committee Meetings with the chosen financial institutions for further information were fruitful, however, we need to resolve the type of investments that are legal for these type of funds. There are different opinions on this even within the financial institutions.

While this is in process, there is no reason why we can not discuss and reach consensus about the use of funds for Year 1 or 2016 only. This plan is on the front page of the Town's website.

**Surplus Funds Returned to the Town by MainePERS
(formerly known as the Maine State Retirement System)
ACTION PLAN FOR USE as endorsed by Finance Committee**

These funds date back to the 1990's and are no longer needed by
MainePERS for the Town's liability

Town received	\$1,946,934.77
Utilize	\$146,934.77 (For Town's match of employees' contribution which is estimated as \$17,390.88 for 2015-2016)

Separated out the funds for the Town's required match. This match was coming from the Town's funds that were at MainePERS and being automatically deducted out of our account. This should guarantee payments for at least 7 years if the rate increases 3.0% each year and 8 years if the rate increases 1.0% each year (excluding interest earned). Approved 08/18/2015.

Amount for Action Plan: \$1,800,000 (These are Municipal Funds)

General Discussion: Page 1 (the page numbers correspond to the free-standing
Detailed Plan: Page 2 – 3 document)

Recommendations for use of funds:

1. Must invest a majority to create interest and to have funds for future years.
2. If invested with CDs at 1.0%, can create at a minimum \$18,000 a year. If invested in a combination of securities with collateral, could create a higher level of interest. If we invest in a combination of securities without collateral, can receive even higher interest, however, there is a risk.
3. In a conservative approach as these are municipal funds, can be utilized for:
 - A. Tax Rate Stabilization
 - B. Budget Supplementation (including Capital such as Paving which had to be curtailed in several past years)
 - C. Emergencies
 - D. Legal Issues

Finance Committee to make recommendation to the Town Council:

Other items discussed: special project at the beginning; economic development incentives; energy project for the Town, etc. The majority of the funds would be invested to bring in funds for the future for the Town so that we could utilize some funds each year to assist in stabilizing the taxes.

If simply invested at 1.0% each year for 3 years, the Town would accumulate \$54,541.80 in interest. If we utilized \$200,000 per year over the 3 year period, the Town would obtain \$48,521.80 in interest with a balance of \$1,248,521.80 remaining (with the transfer of \$200,000 being made at the end of each year).

If we could increase interest to 3.0% each year for 3 years, the Town would accumulate \$166,908.60 in interest. If we utilized \$200,000 per year over the 3 year period, the Town would obtain \$148,728.60, having \$1,348,728.60 remaining (with the transfer of \$200,000 being made at the end of each year).

Detailed Plan for Use of Funds for 2016, plus ideas for 2017 and 2018.

Total for 2016	\$150,000
Idea only for 2017 and 2018:	\$136,000

A. Tax Rate Stabilization: The Town's tax rate is now \$19.30/\$1,000. Each year, if necessary, an allocation would be used by the Town to stabilize the tax rate so that it does not climb over \$19.50 for example or another figure chosen by the Town Council. Once the Town's budget, SAD #53 Assessment, County Assessment and Town Valuation were available, a determination would be made on how much would need to be withdrawn from the account to be used as revenue. This would assist our citizens, many of whom are struggling to pay their taxes.

For example, in order to have kept the 2015 tax rate at the 2014 rate of \$19.10/\$1,000, the Town would have needed an additional \$52,122.20 in revenue.

The figure that would be needed each year will depend upon the town budget, assessments from SAD#53 and Somerset County and ultimately upon the town's valuation. The amount, if needed, could definitely vary. For 2016, budget \$50,000 for use if needed.

B. Budget Supplementation: The budget process has been extremely difficult over the years to produce a spending plan that does not increase the Town's portion of the tax rate. This has resulted in items that would be worthwhile not being added to the budget. However, we have always met the budget goals and been commended by the citizens for doing so. The Town Council and employees have worked very hard to stabilize the Town's budget in order to reduce the burden upon the citizens. For 2016, budget \$100,000

This would be three-part as follows:

Efficiency Account: An additional account added to the budget for a set amount of funds to be applied for by the departments for items that would improve their efficiency and effectiveness. The departments would apply for the funds through a simple documentation process. All use of funds would be tracked by the Town Manager in a regular report to the Town Council. This account would be decreased as needs are met. The first year would be \$25,000 and then the account would decrease based upon projected uses from town department applications. The Town has had extremely conservative budgets over the last 10 years, therefore, this account would be of great assistance. \$25,000 in 2016 (less in 2017 and \$0 in 2018)

Paving Funds Increased by obtaining a loan: If the Town obtained a paving loan for \$300,000, the loan payment could be paid through the use of this fund, thereby not increasing tax dollars while allowing the Town to improve the rideability of its roads. When the paving price went from \$33.00/ton to over \$100.00/ton and State Revenue Sharing was cut, the Town's paving plan was shelved. The #1 item that people have been asking for is new pavement due to the condition of the roads and sidewalks. At this time, a loan for \$300,000 in 2016 over 10 years would result in a payment of \$36,000 or less yearly. \$ 0 in 2016 (\$36,000 in 2017 and for 9 more years)

established under the Town's ordinance. The next step is to set the ordinance selling the property to public hearing on 10/06/2015.

Carol and Whitney Schmidt wanted to thank the Town Council and the Town Manager for all their help with obtaining the property and the difficult process with the IRS. Deputy Mayor Nichols stated it is too bad it is not June so you could go walk around in the grass. It feels different when you own it free and clear.

VOTE: UNANIMOUS AYE

ORDINANCE 15-12: (Public Hearing) That the Town Council hereby Ordains that Chapter 2B General Assistance Ordinance, Appendices A-D be rescinded and the new Appendices A-D be adopted to reflect the revised maximums for the period of October 01, 2015 – September 30, 2016 and to continue to use Appendices E-F set forth and filed with the Department of Health and Human Services (DHHS) until any new appendices are approved.

The Public Hearing was opened. No one wished to speak for or against the Ordinance. The Public Hearing was closed.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Ferland** that Ordinance 15-12 is adopted.

The Town Manager noted each year, MMA and the DHHS review the going rates for basic necessities in the State of Maine twice a year and propose revisions, if necessary. This is the second review of the year. The Town Council received a copy of the appendices.

A review of the General Assistance Appendices shows the following changes for 2015-2016:

Overall Maximums have increased as well as monthly rent.

For overall maximums, for 1 person, the increase is 77 dollars; 2 people is 82 dollars; 3 people is 97 dollars; 4 people is 132 dollars and 5 people is 120 dollars per month

For the monthly rents, unheated has increased for 1 bedroom by 85 dollars and 4 bedrooms by 155 dollars. For heated monthly rents, the rent allowable has increased for 1 bedroom by 770 dollars and 4 bedrooms by 130.

VOTE: UNANIMOUS AYE

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

Town Manager's Report: Town Council Meeting of 10/06/2015:

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

2. Small Business Saturday: November 28, 2015 is Small Business Saturday – a day to celebrate and support small businesses and all that they do for their communities. Please shop at a small business on November 28 and all year round.

3. SVH Upcoming Events: SVH is holding a number of events in October including the Community Health Fair from 9:00 am to Noon Saturday, October 17, 2015 in the MCI Wright Gym. SVH will also hold its Breast Cancer Awareness Walk with a 9 am registration. SVH also has courses and classes for Living Well for Better Health, Heartsaver CPR; Heartsaver First Aid; and Take the Next Sep to quit tobacco. More materials available on the Sebecook Valley Health website and the Town of Pittsfield website.

4. Proposed 2016 State Valuation: The proposed 2016 State Valuation has come in at \$247,400,000 million for the Town of Pittsfield. Our Assessor William VanTuinen indicates that for the period of time utilized, this is a reasonable valuation for the Town of Pittsfield.

5. General Guide to Consumer Fireworks Use: The Town found a very nice handout when researching the fireworks law due to a citizen's concern. The handout was forwarded to the Town Councilors, placed on the Town's website and being distributed in the Town Office. It will also be taken over to the Library. The best item about this is that the Police Chief has made copies for the officers to hand out when citizens call in issues regarding consumer fireworks so this is a very good communications tool. The handout is very clear about the requirements of the law.

6. The Maine Townsman April 1952: Our Assessor was reviewing some of his files and located the 1953 Maine Townsman that featured the Waverly Bridge – Pittsfield Remembers on its cover. The Town now has copies of the page for our records and will provide one to the Pittsfield Historical Society.

7. Somerset County Spirit of America Ceremony: Beverly Rollins will be honored along with the other Somerset County Spirit of America honorees on Wednesday, October 21, 2015 at 6:00 pm in the Superior Court Room of the Somerset County Building. Councilors are invited to attend.

8. Posting Town Farm Property for No Hunting and Trapping: Due to the school activity on the Town Farm Property also known locally as Peltoma Woos, the Police Department has posted the property for no hunting and no trapping. The students will be on a nature and wildlife walk. As noted in the Comprehensive Plan, one of our projects was to have the students be able to utilize the natural beauty of this property as an outdoor classroom for their school classes. The classes will not be going out during the official hunting season, which starts at the beginning of November, however, do have one more walk scheduled for October 16, 2015. The students are accommodated by their teachers, other school personnel, parents and town employees.

9. SECURETHECALL.ORG: The Somerset District Attorney's Office has teamed up with SECURETHECALL.ORG to obtain reconditioned cell phones for crime victims. The phones are received by the organization, wiped clean of data, repackaged and sent to Somerset County at no cost. These phones are inactive and can be used to call 911 only. For more information, please contact the County Administrator at 858-1812.

10. Halloween with the Pittsfield and Detroit Fire Departments: The Fire Departments would like to welcome area youth to stop by the Pittsfield Fire Station on Middle STREET ON Saturday, October 31, 2015 to celebrate Halloween. The doors will be open to trick or treat starting at 5:30 pm until 9:00 pm for children of all ages. The firefighters will be handing out candy, popcorn and other goodies on that evening. Pittsfield Fire will be serving its famous doughboys and Detroit Fire will be serving ice cream sundaes while supplies last.

So come and hang out with the local fire departments on Halloween 2015.omination papers are now available for four (4) Councilor positions: District 1; District 2; District 4; and At-Large as well as three (3) SAD#53 Board positions.

11. Maine Townsman October 2015: MMA conducted a review to find the most unique resources and properties in communities. Pittsfield was chosen as the community with the most curious and unique properties – for our Community Theatre, Pittsfield Railroad Station and the Pinnacle Ski Slope. This is a great article with a whole page about the Town.

12. Pittsfield Public Library Used Book Sale: The Friends of the Pittsfield Public Library are holding Used Book Sale on Thursday and Friday, October 15-16 from 10:00 - 6:00. There are many great adult and children’s books from personal collections, as well as discards from the library shelves. Used audio books, videos, and music will also be available. Come early for the best selection. Donations for the sale may be brought to the library the week before the sale. Proceeds from the sale will benefit the Friends of the Pittsfield Public Library and their support of library programs and services. This event is a great way for book lovers to satisfy cravings for new reads. Customers can feel good about how the sale will benefit the library, and they can get some terrific bargains at the same time. For more information, please call the library 487-5880.

Finance Committee: Information reviewed during presentation.

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

6. NEW BUSINESS:

RESOLUTION 15-116: Resolved that the Town Council approve the Town Manager’s appointment for the P/T Recreation Director Position pursuant to Town Regulations.

Moved by **Councilor Ferland** and seconded by **Councilor Strom** that Resolution 15-116 is adopted.

The Town Manager noted that Deedra comes highly recommended from previous recreation directors. She is team orientated and positive. She is looking forward to working with Sean, our Recreation Assistant and working with all of the coaches, volunteers and employees. This is a difficult position to fill, but works with Deedra’s schedule as she works part time for the school.

Deedra thanked the Town Council and Town Manager for picking her for the position. I look forward to working together with everyone.

Councilor Ferland stated that Deedra will be a perfect fit for the position.

VOTE: UNANIMOUS AYE

RESOLUTION 15-117: Resolved that the Town Council accept the bid of Waste-Quip of Statesville North Carolina in the amount not to exceed \$14,400.00 to purchase (2) two 40-45 yard enclosed solid waste compactor containers and to authorize the Town Manager and Deputy Treasurer to transfer and expend funds from PITT #13 Recycling Equipment Reserve (G 1-603-00).

Moved by **Councilor Strom** and seconded by **Deputy Mayor Nichols** that Resolution 15-117 is adopted.

The Transfer Station Coordinator noted the Maine DEP inspector visited the Transfer Station last September and took one of the current 3 trash compactor dumpsters out of service due to rust and holes throughout the container. He also said that another container needed to be fixed in the next 6 months or taken out of service. We sent out bid specifications to 5 reputable companies and received 2 bids back in return for the two solid 40-45yd solid waste compactor cans. The companies both met the building and material specifications but one failed to meet the enclosed container requirement. Waste-Quip out of Statesville North Carolina bid a cost of \$14,400.00 for two 42 cubic yard enclosed containers. The other bidder Custom Container Solutions out of Pennsylvania gave a price based on a 40 yard open top containers. Their price was cheaper at \$11,797.00; primarily due to them not have to pay for the steel to cover the top of the waste container. The containers from Waste-Quip actually exceed the build qualifications and are heavier duty than specified so with that being said I recommend that we accept the bid of Waste-Quip for the \$14,400.00 and get the containers here as soon as possible to alleviate any future licensing violations from the Maine Department of Environmental Protection.

VOTE: UNANIMOUS AYE

RESOLUTION 15-118: Resolved that the Town Council accept the bid of W. D. Matthews in the amount not to exceed \$21,673.00 for a new 2015 Toyota 3500 lb. Forklift for the Recycling Center and to authorize the Town Manager and Deputy Treasurer to transfer and expend funds from PITT #49 Recycling Forklift (G 1-657-00) closing the account; utilize the 2015 Capital Budget allocation of \$5,000; and to transfer and expend the remaining funds needed from PITT #13 Recycling Equipment Reserve (G 1-603-00).

Moved by **Councilor Ferland** and seconded by **Deputy Mayor Nichols** that Resolution 15-118 is adopted.

The Transfer Station Coordinator noted the current 1997 GU18 Toyota 3500lb has run into constant maintenance issues over the past 2 years. This past May 2015 we spent well over \$3500.00 on fixing OSHA safety issues so we may continue to use the current forklift. The forklift still will need another \$3000.00 of maintenance work done to make it feasible to keep it in service for another 4 years at best. The current 3500lb forklifts value is around \$3500.00 so to spend any more money on this machine than what it is currently worth is pointless. We should be able to bid out the current forklift and recover some of the cost for the new machine. We put out specifications to 4 forklift dealers and only received one bid back for the 3500lb rated forklift which was W.D Matthews of Auburn Maine. I believe the price for the forklift of this size and type was very competitive compared to other makes and model years. The Toyota forklift also has extra safety features like the rollover stability system which no other make or model has and it comes standard with all models. The Toyota also has the best current warranty with 36 months and 6000 hours on the trucks powertrain. We currently have the Toyota 6000lb model forklift we purchased in 2013 that we have had no issues with and all employees like to operate due to its advanced safety features. The maintenance and service that we receive from WD Matthews is also superior compared to other companies we have used in the past for similar repairs. This forklift with an aggressive preventative maintenance plan should serve the town for at least 15-20 years. They are always a phone call away and very helpful with any questions we may have in regards to operation of their vehicles. I believe that we should act quickly and purchase this forklift

before we have to spend any more money on the current machine. It is my recommendation we should accept the current bid on the 3500lb machine from WD Matthews.

VOTE: UNANIMOUS AYE

RESOLUTION 15-119: Resolved that the Town Council sign a letter to the Maine Department of Transportation requesting that the I-95 Northbound Bridge over the Town's Recreational Trail (Rail Trail) be re-decked, that the Town's trail system not be re-routed along Hartland Avenue and that the Town's trail system be left in place on the Town's property.

Moved by **Councilor Strom** and seconded by **Deputy Mayor Nichols** that Resolution 15-119 is adopted.

The Town Manager noted Mayor Robert Stackhouse, Councilor Scott Strom and myself attended the Maine Department of Transportation's Preliminary Public Meeting on the proposed work to the bridge that is over the Recreational Trail. Little information was available prior to the meeting, however, the Town did advertise the meeting as widely as we could in the Rolling Thunder, town website, free websites and contacting interested parties and groups.

A group of town residents and business representatives attended the meeting.

The MDOT Project Manager is Joel Kittredge who the Town is familiar with and found to be helpful in the past when he assisted with the Safe Routes to School projects.

A Power Point was presented by MDOT at the meeting. There are four options, however, it became clear at the meeting that the preferred MDOT choice is to take out the bridge and re-route the many users of the Recreational Trail onto Hartland Avenue. This was viewed by the participants as not safe and basically dangerous. In addition, if the trail is re-routed as presented, it will affect SKILLLS client facility on Hartland Avenue.

The Town presented the history of the trail, making it clear that we have worked on it, that it is an official trail of the Town and that it is included in the Comprehensive Plan. MDOT is required to check on their project's consistency with Comprehensive Plans.

MDOT will utilize all the information received at the public meeting plus other information sent in shortly for their planning process. Another meeting with a detailed plan will likely be available in January, 2016. It is very important that we make the Town's position clear as well as contact everyone who utilizes the trail for a letter writing campaign. I have been distributing copies of the power point.

Anna Bockis noted that she had spent over an hour on the phone with the Audubon Society. They are working on improving the trails and want to work with MDOT.

The option of through traffic was discussed. MDOT noted that this option is not cost possible. There was also the option of filling the area with gravel or re-decking. The Town Manager noted that MDOT has to take the Comprehensive Plan into consideration. The Town Manager noted this is a dangerous change and the Town is against moving the trail.

Mayor Stackhouse noted that the letter the Town Manager wrote is great, as well as the presentation she made at the meeting.

VOTE: UNANIMOUS AYE

RESOLUTION 15-120: Resolved that the Town Council return the cash escrow from Hunt Real Estate Services, Inc. for landscaping for the new Family Dollar store pursuant to the Site Plan Review Ordinance and to authorize the Town Manager and Deputy Treasurer to close the bank account for such escrow.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Ferland** that Resolution 15-120 is adopted.

The Town Manager noted the Building Inspector has inspected the landscaping. All has been completed in accordance with the approved site plan as agreed. In case the trees, for some reason, do not live, we have received a notarized statement from the developer that they will be replaced in accordance with the requirements. The Building Inspector recommends the return of the Cash Escrow. Hunt Real Estate was very good to work with on this project.

VOTE: UNANIMOUS AYE

RESOLUTION 15-121: Resolved that the Town Council move the regularly scheduled Town Council Meeting of Tuesday, November 3, 2015 to Wednesday, November 4, 2015 due to the Election.

Moved by **Councilor Strom** and seconded by **Deputy Mayor Nichols** that Resolution 15-121 is adopted.

The Town Manager noted this is a regular housekeeping item when the Election falls the evening of the Council Meeting.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Updates:

Water & Sewer Projects Update: Over the past few weeks the W/S departments have been busy addressing regular duties with customer concerns and needs; fixing items; sewer treatment plant fencing item; water leaks and preparing for winter. Water and Sewer have been assisting other departments.

Drinking Water State Revolving Loan program (DWSRF): The Town has been working with Olver Associates on two proposed projects to submit due to the time involved. We started out with the 4 projects discussed at the last meeting and have narrowed it down to the two projects as follows:

Hunnewell Avenue line replacement and Cross Country Line (for redundancy): This project has turned out to be estimated at \$1,253,000. Hunnewell Avenue line just broke again since our last meeting. There are continual water main breaks. In addition, we need redundancy in

case there is an issue on Peltoma and the water can not make it into town, this would be a backup to provide water.

Water Main Replacement and Upgrade for North Main Street: This project has been estimated at \$1,283,000. There are multiple breaks along this line going up the hill to the hospital. There are many bands on this line. It is not buried very deeply due to ledge.

The interest rate on our CWSRF was .15. The interest rate estimate for the DWSRF is approximately 1% at a maximum of 20 years. Both applications were filed by the deadline and we will hear in the future once the projects are ranked.

Highway Projects Update: Has been quite busy with many highway and building projects. Several pieces of equipment are being updated and/or repaired as well as preparing for winter. Salt deliveries have been delayed as the vendors were not receiving the salt orders so the Town's sand/salt pile mixing has been slow. However, highway is working on everything else!

The Town is on the list for the distribution of the Rapid Rectangular Beacons similar to those installed on Somerset Avenue. Tentatively, we have requested 2 sets – one for Main Street by Maine Central

Institute and one for Lancey Street for the Elementary School. These would be blinking lights that allow for the ability to get across the road. The sets will be available next year as we received a set this year.

Main Street looks like a good location for a set. For Lancey Street, it does not seem that the small children at the school should be crossing the street in the vicinity of the school on any of the roads.

The Town would receive the units free and then be responsible for installing them. We have Insource Renewables here in Town which installed the first set and they work quite well. Are there any other locations that we can think of that we need assistance with crossing the roads that would be a better location than Lancey Street? Update: The Town received a set of Rapid Rectangular Beacons and they are being stored in the Town Garage.

Pan Am has offered to fix the Industrial Park Road crossing if the Town paves it. As you may recall, the Town has made multiple requests for this area to be fixed, the RR actually stated it was ready to fix it and then did not stating financial issues. The Webb Road crossing is fixed, however, there is no actual pavement there, but rather the mix that Pan Am placed on the crossing after multiple complaints after the train cars went off the rails and the tracks were fixed. Although this is not our responsibility and we have no right to be within the RR right-of-way, it would be advantageous to have this project completed. Public Works Foreman Steve Vance is working with the railroad and soliciting proposals. We will need to receive sufficient written documentation that allows the Town to be immune and/or protects the Town on this item if we were to move forward. If we move forward, the item will need to be on the next agenda. It is very difficult to obtain paving quotations at this time of year. This item is being taken care of at the 09/15/2015 meeting.

Codes Enforcement Update on Junky Yards: The CEO started Code Enforcement Review of Junky Yards for the Year in June and due to the extent of what needs to be done, I requested that certain areas and items be addressed first and then go to more items. This is

to allow for some items to be addressed rather than getting into the whole list and being overwhelmed. We are concentrating on Somerset and Peltoma Avenue which are gateways to the Town from I-95 and the Airport which brings in business executives to different companies in town. There is a very deteriorated property at the corner of Lancey and Peltoma which is being re-possessed. At this point, the residents, attorney doing the foreclosure, Maine State Housing and the bank involved all to date who have been contacted stating someone else must take care of it as it is in the foreclosure process for the next 8 or so months. The resident tried to mow and it is clear that some type of machinery broke down. The resident refuses to come to the door although it is obvious that someone is in the house. All others contacted have done something at their location to clean up, mow or bring materials inside, although things still do not look good. Clyde Dyar purchased Dwight's old house and has cleaned up the yard on Somerset Avenue.

Several lawns have been mowed by the realtors or banks with the properties in foreclosure. While other towns had significant foreclosures early on, we now are getting them. If all of the parties involved with a foreclosure will not address anything due to not having standing as the foreclosure has not gone through and the owner will not, the Town has gone to cut the grass in the town and state right-of-way. This addressed the property at the corner of Lancey Street and Peltoma Avenue which looked dreadful.

These areas look better so we are branching out now to other roads. This is in addition to regular code enforcement for health and safety which involves inspections and properties that were posted for no occupancy until the landlords fixed them and actual violations in the homes.

A couple of homes that were derelict were condemned and some legal issues have emerged. Of the 32 code violations (down from 40 last year), the CEO has made progress or resolved 12 and the Manson Park Committee is in the process of purchasing one derelict home abutting the Park which will be torn down. That will mean that 19 have been going around in circles with no results or small results (including Leonard Street). Several more issues with junky yards are being addressed.

Codes Enforcement Update on Sprague Property Complaint to Court: The Town Council authorized the multiple code violations at the Sprague property to go to court at their meeting on 08/21/2015. The Town Attorney compiled a draft complaint on 08/28/2015 to the Town with items required of code enforcement. I have spoken with the CEO about providing the additional information which he has been working on and been promised that this project will be completed shortly. There has been an abundance of permit for projects including new homes, which is very good news. Richard has been working on the side of his home with a natural wood type siding composite.

Update: The complaint with all of its handouts has been compiled. The initial appearance is scheduled for October 30, 2015.

Citizen Request: Fireworks Ordinance: A copy of the review of the Fireworks Complaints, which to date, have been few, was included in the Town Councilors' package. The Police Chief analyzed the complaints received to date and provided a recommendation that if there are extensive complaints in the future, we can consider an ordinance, however, at this point, there are not many calls. We did find a handout on-line which looked really good. A copy was provided to the Town Councilors, placed on the Town's website, is a handout at the Town Office, and distributed to other locations.

Anna Bockis noted that recently, all has been quiet. The Town Manager noted that handouts will be provided if complaints are called in as well as on the website and in the Town Office. The Police Chief will be reviewing calls regarding this situation as well. Anna thanked the Town Council and the Town Manager for looking into this.

Theatre Revitalization Project: RFP for Assessment of Current Conditions: I put out a RFP for a review of current conditions which includes the mechanical systems, recommendations for work to be completed, cost estimates and rendering or pictures. This work would accomplish the following:

- a. Determine the cost to revitalize the theatre;
- b. Determine projects to do;
- c. Have a report which can be utilized for requests for foundation funding; and
- d. Have a drawing or drawings that can be utilized for foundation funding.

This was done to move the theatre forward. We had saved up the funds for it, but then it was discovered that the theatre façade has been leaking for years so now that project needs to be funded.

I had talked to the low bidder to get the project down within the Town's price range and we also need to conduct work on the façade.

The approach, if safe, is to patch it. We have an engineering firm reviewing it now. If it is safe, fine, patch it and get the Assessment completed to move forward. If not and we need a new arrangement, then we will have to assess the costs and how to fund it.

Grants Update:

New Grants:

Airport Grants: Airport Master Plan Update – The Town was advised on 07/14/2015 that the project will move forward with a copy of the preliminary Airport Master Plan being received by the Town and then a public informational session on the plan scheduled for September. To date, we have not received a copy of the preliminary plan. As of 09/15/2015, the engineer has requested additional information that will be sent out this week.

Airport Grants: Airport Taxiway Reconstruction – All work was completed and approved by MDOT and the Airport Engineering Consultants. This paperwork for this project will be completed this Fall so that the grant can be closed out. The invoice from Cianbro was received and we await the grant reimbursement paperwork from the engineer. The final figure for reimbursement from Cianbro has been approved and we await the grant reimbursement paperwork.

Airport Grants: Airport Apron Expansion – All work was completed and approved by the MDOT and the Airport Engineering Consultants. Same as the above grant.

Bangor Savings Bank Community Matters More – The check was received. The bank promoted the project. Once we get past the Egg Festival and get caught up on theatre operations, we plan to promote this award and work on the plan to spend the funds.

Maine Local Roads Sign Replacement Program – The Town applied for a grant for replacement of numerous town directional signs that are outdated, not reflective, missing/damaged due to vandalism or new ones that should be installed. The match for the award will be 10% which is a wonderful deal. Depending upon the number of towns that applied and the funds available, we will see if we qualify later this year. The Town identified 84 signs for replacement. The Town may not receive a grant for

84 signs, but we could receive a grant for a percentage which would be helpful. Signs and sign posts are extremely expensive.

The Town has received word that we have qualified for this sign replacement project.

The State came down to ride around with the former Public Works Foreman before he retired to review all of the signs. Most requests were approved, a few were not and some new ones were added to the list. This Fall we will hear exactly what the award will be, however, we are approved at what the Maine Local Roads Center agreed the Town would be approved for, however, they do not know the extent as all the Towns that applied need to be added into the equation.

Update: The Town received word last week that we will receive funding for 118 signs which includes a number of signs identified in the field that we had not applied for originally. With all the posts and bolts, the value is \$5,569.96 with the Town's match of 10% or \$557.00. So this is great news.

Our Public Works Foreman went to the required class for the project. A distribution date for the signs will be determined by the Maine Local Roads Center.

Police Byrne/JAG Grant for Body Cameras - The funds were received for this project.

Project Canopy Grant: Gateway to Downtown – The project was approved by the State to proceed once the training video is available. No training video has been available so the project has not begun. We will need to revise this a bit as the students will be out of school once it is time to do this, however, there are many students at MCI during the summer who would likely find this project to be of interest as well as the ability to pass out flyers at Recreation at the Pool where hundreds of people go.

USDA Sewer Rehabilitation Grant – Retainage is left and will be addressed later this year so this grant can be closed out as punch list of work was completed on one of the projects. The Engineers were reminded on 07/20/2015 that we need to formerly close this out. The final application was submitted to close out this grant which is now formerly closed.

Civil War Historical Grant has a small amount of funding left. I noted previously that they would like to put a picture up on the front of the Depot to show the Civil War items in Town. It will be post with vinyl as the cover to be sturdy with pictures of the Civil War and other historic sites in Town. It will be removable but hard to remove so it should not be stolen, however, when we have enough money to restore and/or preserve The Depot, we will be able to remove it.

MDOT 3 Foot Signs: Towns are eligible to receive free signs to enforce the fact that bicycles are supposed to have 3 feet in the roadway to utilize. These will only be placed on State and State-aid roads at this point. The Town would have to install them and buy the posts. The Pedestrian Bicycling Plan group has been talking about this. HealthySV has offered to pay for the sign posts and the Town would install them. This is a win-win. We will apply when the list is developed and write up the application. The KVCOG planner is still working on the overall bike/pedestrian plan so this project has been on hold.

Other Grant Opportunities:

Efficiency Maine Incentives – will be exploring possibilities for some of the town buildings.

PeopleForBikes Grant – obtain funds for a variety of projects is under review. In order to apply the Bike Pedestrian Committee will need to meet and we have made another request to KVCOG's Planner who was organizing this project free of charge.

Rural Community Development Initiative (RCDI) – The Town is part of the KVCOG’s Grant application for an Economic Development Plan for Somerset County (being the rest of Somerset County not covered by the Somerset Economic Development Corporation’s project up in the Northern part of the county.

Rural Development – USDA has advised that they have RD funds available through loan and grant that would fit well with the future sewer work. If the Town would like, RD will meet with the Town. There was a discussion about our new debt and how it is being handled in the sewer enterprise fund.

8. **REPORTS:** Audience, Council

Audience:

Anna Bockis: Anna noted that she recently went to the dump with her husband. All the guys were upbeat and the place was in tip-top shape. They really do hard work over there. Donnie Chute thanked Anna for the compliment and will be sure to let the guys know. Anna asked if Farnham Brook can be redone to help the water flow. Things have grown up and this cause flooding into yards and on the street by her home. The Town Manager explained there are strict regulations when cleaning out these areas due to wetlands. The Town is not able to change these brooks and streams. The Town Manager will contact the Public Works Department to look at this and take out the source documents in the safe.

Council:

Councilor Donahue: Absent.

Councilor Ferland: I am thrilled that we hired Deedra. I think she will do a fabulous job. Councilor Ferland asked if the Economic Consultant will only be for large properties. The Town Manager noted that they can work on other items as well.

Councilor Ferland noted on Saturday there was a lot of water that ran down the street and into my neighbor’s lawn. The Town Manager noted that we were aware of the situation. The fire hydrant was being bled. We have apologized to the homeowner and have talked to the Water Department regarding their process to avoid this in the future. The Public Works Foreman is to meet with Vaughan Woodruff regarding their concern on the sidewalk.

Councilor Nichols: Congrats to Deedra. After this storm I had water up to the third step of my house. Everyone was on the ball and did the best possible.

Councilor Strom: The water came nowhere near my home, I live on the third floor. As far as MCI, there are not a lot of things for teenagers to do. It would be a shame to take away the events at the football games. MCI is a big part of this Town. I moved back to Pittsfield so my children could earn their education there.

Councilor Ferland noted the cannons are very loud. Dogs can get very scared of the noise. We should also remember there are people that have PTSD and can be affected by the noise.

The Council had a lengthy discussion regarding the football games and the events. It was noted that the home games only occur 5 times in a school year. This has been an MCI tradition and there have never been any complaints per the Police Chief. It was noted that per Town Ordinance school functions are exempt from the Town Noise Ordinance.

Councilor Cianchette: Absent.

Councilor Stackhouse: Kathryn, keep up the good work upstairs. Everyone is doing a great job. I stopped in to see Donnie Hallenbeck at the hospital. It looks like he will be there 6 – 8 more weeks. Visitors are welcome.

9. 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 8:01 p.m. The motion was seconded by **Councilor Strom**.

Motion by **Councilor Ferland** to return to regular session. The motion was seconded by **Deputy Mayor Nichols**. The Town Council exited executive session at 8:40 p.m. No action was taken by the Town Council.

VOTE: UNANIMOUS AYE

10. ADJOURNMENT

Motion by **Deputy Mayor Nichols** and seconded by **Councilor Ferland** that the meeting be adjourned at 8:41 p.m. All in agreement.

Nicole Nickolan, Town Clerk