

Minutes

Pittsfield Planning Board

Regular Meeting

September 11, 2017

The Pittsfield Planning Board met on September 11, 2017 at 7:00 pm at the Council Chambers of the Pittsfield Municipal Building, 112 Somerset Avenue, Pittsfield, Maine.

Members Present: Jan Laux, Vaughan Woodruff, Matt Bolster, Royce Sposato, Morris Pollard and Anna Bockis. Members absent Simone Engelhardt, Brent Newhouse and Tom Cote. Also, present: Kyle Holmstrom, Nancy Monterey, Town Manager Kathryn Ruth and Building Inspector Steve Seekins.

1. Chair Royce Sposato opened the meeting with the Pledge of Allegiance to the Flag.

Chair Royce Sposato authorized associate member Morris Pollard to vote due to 3 members being absent.

2. Adoption of the Minutes:

Motion by **Jan Laux** and seconded by **Vaughan Woodruff** to adopt the minutes of the meeting of July 10, 2017.

VOTE: UNANIMOUS AYE

3. Public Hearing: None

4. Old Business: None

5. New Business:

- a. Application of Cianbro Corp. for additional signage at 129 Hunnewell Ave. Tax Map 25 Lot 120 in Zoning District C-3 Industrial District.

Chair **Royce Sposato** opened the discuss on Cianbro's request for 1 additional sign at the above site. Steve Seekins advised that currently there is 1 sign for each business located on site, Cianbro Institute and Cianbro Wellness Center. The board considered the Zoning Ordinance Chapter 13 "Signs" section "O". Cianbro is requesting one additional sign for the Institute. It was discussed that the additional sign would be on Hunnewell Ave. and that location would not create a nuisance to abutting property owners. **Vaughan Woodruff**, owner and tenant at the building across the street agreed.

Motion by **Jan Laux and** seconded by **Anna Bockis** to approve one additional sign for Cianbro Institute.

VOTE: UNANIMOUS AYE

- b. Application of Nancy Monterey of PopOnOvers Café and Baked Goods for additional signage on Connor Street. Tax Map 25 Lot 87 Zoning District C-1 Town Center District.

Chair **Royce Sposato** opened the discussion on Nancy Monteryo's request for 1 additional sign at the above site. Nancy Monteryo advised currently there is 1 sign for each business located on site, Big Bill's Ice Cream and the PopOnOvers Cafe. The board considered the Zoning Ordinance Chapter 13 "Signs" section "O" for the request for 1 additional sign. This is allowed because the business fronts on 2 streets.

Motion by **Jan Laux** and seconded by **Matt Bolster** to approve one additional sign PopOnOvers Cafe.

VOTE: UNANIMOUS AYE

- c. Discussion on the "Notice to Extend Time to Prevent Vacation of Proposed But Unaccepted Ways". Dated September 26, 1997, which expires September 26, 2017.

Chair **Royce Sposato** opened the discussion on accepting or vacating paper streets. Steve Seekins provided a list of suggested paper streets that the board may want to recommend keeping. Each paper street on this list was reviewed. Following a long discussion and determining a decision to act on the acceptance or discontinuance could not be extended the following motion was made:

Motion by **Jan Laux** and seconded by **Anna Bockis** that the Planning Board recommend that the paper streets on the list entitled "Paper Streets Being Considered for Acceptance" (attached) be referred to The Town Council with a recommendation of acceptance. All other streets listed on the "Notice to Extend Time to Prevent Vacation of Proposed But Unaccepted Ways". Dated September 26, 1997 (attached) will be vacated. Steve Seekins is to meet with the tax assessor to determine a list of properties, for the Town Council's reference, that will be affected by increased taxes.

VOTE: AYE

by **Jan Laux, Vaughan Woodruff, Royce Sposato, Morris Pollard and Anna Bockis.**
Matt Bolster abstained.

6. Presentation by Town Manager on the CDBG Economic Development Project of the Main Street Sidewalk - Take Appropriate Action.

The Town Manager noted that the Town has been invited to Phase II of the Community Development Block Grant (CDBG) Program for a \$250,000 grant to rebuild the west side of the Main Street sidewalk (the side by the Town Office). This will be matched by the Town's \$250,000 in the Economic Development Fund and backed by jobs created by Cianbro. The Town's Letter of Intent was accepted by the State of Maine Department of Economic Development and the Town was provided with the opportunity to file a grant application for the project. The Town's application scored well so the Town was offered the opportunity to enter Phase II Project Development. This project has a checklist of steps to follow and the checklist is underway including environmental clearance. The environmental package has been completed. We are now working on the policies and regulations required, reviewing the budget and jobs creation as well as compiling many project components.

Main Street is comprised of an older sidewalk system including curbing, lighting and greenscape which has severely deteriorated over the last 40 years. The sidewalk is heaved and the antique lighting system is poor. The Town has saved funds for over 15 years for this project, however, due to the cost, has been forced to continue to repair the facilities. Cianbro proposed to rehabilitate the former Tech Center into their company-wide training facility which will result in extensive foot traffic and use of

downtown public facilities. Concern exists with the condition and safety of the sidewalk system. The timing is perfect as MDOT plans to rehabilitate Main Street which includes the storm drains. The sidewalks, storm drain and road profiles are intertwined and must be reconstructed at the same time. The downtown will be revitalized through replacement of the sidewalk in its entirety including curbing, lighting and greenscape.

Cianbro believes this will assist the company to attract qualified employees. This project will create a safe ADA compliant walkway to all facilities including the Maine Central Institute Campus. The schedule for construction will have to match the State of Maine's schedule for rehabilitation of Main Street as the projects are interrelated and must be completed together. If the MDOT project is pushed back, the Town's project will need to be pushed back.

The Planning Board members were interested and pleased with the project. It was indicated that it will be a great project for the downtown.

7. Other items that come before the Board

- a.** Invitation of Municipal Seminar from Jenson, Baird, Gardner and Henry

It was decided that no one from the Planning Board will attend this training.

8. Adjournment:

Motion by **Jan Laux** and seconded by **Anna Bockis** that the meeting be adjourned at 8:50 pm

VOTE: UNANIMOUS AYE

Respectfully submitted by:
Steve Seekins, Building Inspector