

TOWN OF PITTSFIELD

2019 DEPARTMENT ACCOMPLISHMENTS

ADMINISTRATION

1. Developed a comprehensive capital improvement plan including financing options.
2. Successfully received loan funding through a commercial bank after developing a streamlined timetable and step by step process for financing for the 2019 Capital Improvement Plan.
3. Worked with the federal agency for the Northern Border Regional Grant (NBRC) to start the sewer reconstruction process. Completed all federal paperwork for the \$250,000 grant which will assist with business development and other types of development.
4. Applied for and awarded a Project Canopy Grant for Pittsfield's gateway to the downtown.
5. Applied for and awarded a BikeMaine Community Grant to promote bicycling within the town.
6. Worked with the staff to advance Economic Development through the Marketing Plan, Industrial Park Expansion and resource referrals. Provided input for new marketing materials, website enhancements and marketing outreach to promote the new Industrial Park Expansion and our businesses.
7. Assisted the Egg Festival Committee to publicize the 47th Central Maine Egg Festival.
8. Served on multiple regional boards and subcommittees for economic, community and workforce development, healthy communities, workforce health and business development. Permitted by several entities to use long-distance modes of participation which saved travel time and cost.
9. Continued to work with and coach department supervisors on long-range planning, implementation, teamwork and resource sharing in a challenging economy with less revenues.

ANIMAL CONTROL

1. Spent time with residents to help solve their animal issues when officers are on important calls.

CEMETERY

1. Removed shrubs at Village Cemetery.
2. Repaired and straightened 15 stones at Village Cemetery.
3. Cut trees between Manson Park and Village Cemetery.
4. Straightened 5 stones at Powers Cemetery.
5. Worked on Weymouth Cemetery to replace Civil War Markers.

CODES ENFORCEMENT AND BUILDING INSPECTION

1. Attended state offered classes and other training for CEO's.
2. Provided the services required of Building Inspector, Code Enforcement Officer and Local Plumbing Inspector within budget and time frame allotted.
3. Provided assistance and direction to Site Plan Review and Business License applicants in the interest of promoting economic desirable businesses in town.
4. Drafted proposed Ordinance changes as requested.
5. Provided studies and reports requested by the Town Manager.

FINANCE

1. Received the Town's 17th unqualified audit.
2. Continued to upgrade the filing system for easy access of important financial records.
3. Continued to upgrade the filing system for easy access of current year discharges and quit claim deeds.
4. Called citizens on outstanding taxes encouraging payment and/or payment plans prior to maturity to reduce their interest and costs.

TOWN OF PITTSFIELD

2019 DEPARTMENT ACCOMPLISHMENTS

5. Called businesses with outstanding older personal property tax bills to encourage payment and/or payment plans. Researched and tracked down prior business owners to acquire payment for outstanding bills and/or determined that outstanding bills were legally uncollectible due to court proceedings and/or other filings. After exhausting all possible means of collection, successfully received approval from the Town Council to write off old personal property taxes from the Town's books.

FIRE DEPARTMENT

1. Operated within budget.
2. Completed Annual training time for basic requirements.

GENERAL ASSISTANCE

1. Effectively aided families in need in accordance with State General Assistance Rules and Regulations.

HIGHWAY DEPARTMENT

1. Supported the Town of Pittsfield 200th Anniversary Bicentennial effort.
2. Added surface gravel to degraded road locations caused by uncommon Spring thaw to make various road sections passable.
3. Replaced culverts at various locations, removed high shoulders, cleaned or replaced culverts in preparation of the 2019 Road Paving Program.
4. Resurfaced 400' worn out gravel section of Taylor Road.
5. Assumed and executed the plowing of two of the intown plow routes.
6. Continued progress of the Public Works Department's migration toward road infrastructure maintenance and safety as a priority.

LIBRARY

1. Participated in the Bicentennial festivities by hosting the time capsule throughout the winter and having the grand opening of the capsule in front of the library. Also presenting a fall Community Read program centered around Sanger Cook's book, Pittsfield on the Seabacoak.
2. Participated in the Central Maine Egg Festival by hosting a week-long art show, opening the library on Saturday, and offering two sessions of wooden egg decorating in collaboration with the ARTS Club and a session of outdoor games with the Darling's Ice Cream Truck.
3. Partnered with the Newport and Hartland libraries to bring summer science programs from the Maine Discovery Museum. Partnered with the Newport Library to bring author Sarah Perry to our patrons for the adult state-wide summer reading program, ReadME.
4. Staff maintained skills by participating in appropriate professional development activities (in-person, online, and on DVD) and by reading professional literature.
5. Staff supported the Friends fundraising efforts (used book sale) and appreciated their efforts.
6. Special children's and adult programs were held, some with the support of the Friends of the Library.
7. Adult reading group and Lego Club have been well attended and appreciated by the community.
8. Maintained a small core of volunteers to help at the library and recognized them with a cake party.
9. Purchased library materials to satisfy patrons and worked with other libraries to obtain desired materials.
10. Created more of a social media presence due to both Facebook posts and our new Instagram account.
11. Unveiled a new library website.

POLICE DEPARTMENT

1. Initiated School Resource Officer (SRO) Program for MSAD #53.

TOWN OF PITTSFIELD

2019 DEPARTMENT ACCOMPLISHMENTS

2. Purchased safety equipment which included a new laptop and portable radios.
3. Hired one new Reserve Officer.
4. Enhanced community and law enforcement outreach.
5. Plan to hire a new officer/ACO/Detective.
6. Received grants to off-set spending.
7. Increased compensation for reserve officers.
8. Co-sponsored Trunk-or-Treat Event.

RECYCLING CENTER

1. Performed aggressive maintenance to all 3 town-owned recyclable balers to extend their service life and longevity.
2. Successfully marketed all recycling commodities due to the high-quality product produced. Other communities that went to single stream are paying over \$100 per ton to get rid of their recyclables and we averaged selling our materials for \$60 per ton saving thousands of dollars in taxpayer's money.
3. The reuse center has continued to be a huge success in diverting solid waste being sent to the landfill. We are currently saving a minimum of \$5,000 annually in disposal costs.
4. Continued to increase our processing of cardboard from other private businesses and enterprises to boost overall recycling revenue.
5. Processed more glass and aggregates for beneficial use in road and other construction processes saving money.
6. Assisted the Public Works department with multiple projects including painting park benches, flagging and preparing for the Bicentennial while short on manpower through interdepartmental planning and coordination.
7. Performed tree and brush cutting for a month in June/July on the left-handed approach at the Municipal Airport to help secure funding toward a FAA hanger expansion.

THEATRE

1. Effectively reduced expenditures at the Pittsfield Community Theatre after the budget was reduced.
2. Creatively developed new revenue funding through different types of shows and performances.
3. Performed outreach to businesses to develop a sponsorship program for movies.
4. Continue to research foundation funding sources.
5. Enhanced marketing of theatre programming.

TRANSFER STATION

1. Cut and removed 96 trees that were infringing on the closed landfill cap area of the facility and chipped them for beneficial use.
2. Continued aggressive maintenance on the two – 20 plus year old solid waste compactors to keep them operational past their intended service life.
3. Policed the disposal of MSW more aggressively diverting metals and other materials from being disposed of in the compactor. This allowed us to earn more revenue instead of paying tipping fees.
4. Monitored dump stickers and stopped numerous people from other communities from disposing their wastes at our facility saving tax dollars.
5. Performed closed landfill maintenance by correcting divots and deviations in the landfill cap. Filled all problem areas with material and seeded for cover.
6. Maintained new inert storage area and closed and capped old inert storage.
7. Kept entire facility neat and clean for all residents who use the facility.

