

MINUTES

For a regular meeting of the Pittsfield Town Council held on Wednesday, November 6, 2013 at 6:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Gary Jordan, Jr., Michael Cianchette, Caleb Curtis, Tim Nichols and Heather Donahue. **ABSENT:** Christopher Carr. Also present: Town Manager Kathryn Ruth and Deputy Treasurer Emmalee Reed. Audience members included: Robert Stackhouse and others.

1. **Mayor Jordan, Jr.** 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 October 15, 2013.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Curtis** that the minutes of the meeting held on October 15, 2013 be adopted.

VOTE: UNANIMOUS AYE

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

Presentation by the Town Manager on Town Goals and Achievements

As an introduction for the upcoming budget process for 2014, The Town Departments and Supervisors have prepared accomplishments and determined goals for the future. There was a brief discussion with highlights.

Community and Economic Development Activities and Events:

Report on New Business Activity & Opportunities in Pittsfield:

Important economic and community development events scheduled:

Wednesday, April 09, 2014: Regional Business Resources Night 6:30 – 8:30 pm

Wednesday, May 14, 2014: 7th Annual Regional Job Fair 3:30 – 6:30 pm

Saturday, November 30, 2013: Small Business Saturday – Make sure to support and frequent small businesses in Town and the region on this day!

Several private sector business activities remain under review and small projects continue to be underway.

The new restaurant is making good progress; an application for the new store is forthcoming; several commercial properties have recently been sold or are under option.

To address remaining available locations, the Town will provide additional promotion beyond the flyers at the Town Office, Available Properties list, website listing, internet listings on free websites and verbal promotion. This is in progress now with an additional posting.

SAS Property placed on the market by MTC Holdings, LTD of San Antonio, Texas and is offered by the LandVest, a Luxury Property Real Estate Company in Camden – The website promoting the property is linked to the Town’s website. The Town has recommended that the building be available for lease of needed space and is awaiting a decision.

North Lancey Street Business Building placed on the market by Lancey Associates and is offered by Better Homes and Gardens Real Estate Town & Country.

The Economic Development Opportunities for the Town as well as the Economic Development Marketing Plan were updated in October 2013. We have a number of properties that the Town has received permission to market for the individuals and real estate companies and there are a number of opportunities with very reasonable pricing now. The new listing update was reviewed in depth with the Town Councilors.

Report on Meetings & Events:

First Park General Assembly Meeting on Thursday, October 24, 2013 at 5:00 pm at T-Mobile in Oakland

Theatre Committee Meeting on Tuesday, October 29, 2013 at 6:00 pm

Ken-Som Transition Team Meeting on Thursday, October 31, 2013 from 9:00 am – 11:00 am at KVCOG in Fairfield

Upcoming Meetings:

First Park Marketing Committee Meeting on Wednesday, November 6, 2013 at 2:00 pm at FirstPark in Oakland

Strategic Planning Committee Meeting on Thursday, November 7, 2013 at 3:30 pm – 4:30 pm at the Chamber Office in Palmyra

Sebasticook Valley Chamber of Commerce Board of Directors Meeting on Thursday, November 7, 2013 at 5:00 pm at the Chamber Office in Palmyra

Somerset Economic Development Corporation Legislative Breakfast and Board of Directors Meeting on Friday, November 8, 2013 at 7:30 am – 9:30 am and 10:00 am – 12:00 noon.

Recycling Committee Meeting on Wednesday, November 13, 2013 at 5:00 pm.

4. **PUBLIC HEARINGS/OLD BUSINESS: NONE**
5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES:**

Town Manager's Report: Town Council Meeting of 11/06/2013:

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

2. Burns W. Knowlton Jr. Post 32: The American Legion will hold a Veterans' Day Service at Veterans' Park in the downtown on Monday, 11/11/2013 from 3:00 pm – 4:00 pm. All veterans are invited to attend the ceremony which will begin with a prayer and have a speaker. Afterwards, veterans can socialize with their friends and network with new acquaintances.

3. Somerset Avenue Mill and Fill Project: The Town has received an official public notice that MDOT is planning to design and advertise the Somerset Avenue project in the Winter-Spring of 2013-2014 with construction scheduled for Spring-Summer of 2014. This notice has been distributed to all departments, the Heart of Pittsfield and other interested groups. The notice will be provided to the Planning Board at their next meeting.

4. Seabasticook Regional Land Trust Farm & Habit Ride: The Town has been contacted by representatives of the Land Trust to start the collection of information for the 2nd Annual Farm & Habitat Ride. This year, the group is going to check all schedules to try to plan the ride on a day that another significant bike ride is taking place. This will lead to more participants as many of the regular bicyclists were at a large biking event. As soon as the date is chosen, we will start to promote and publicize the bike ride and padding event.

5. Somerset County Budget Committee Meeting: The County Commissioners have requested that all Municipal Officers and Municipal Officials meet at the Town of Palmyra Office at 768 Main Street in Palmyra for Towns in County District 3 to caucus and select members to fill a vacant position on the Budget committee. District 3 is comprised of Canaan, Detroit, Hartland, Palmyra and Pittsfield. This is a vacant seat term to expire December 2014. There is interest in having one of the Palmyra Selectmen appointed to the Budget Committee.

6. Tax Liens for 2011 Matured next month: The automatic foreclosure notices went out last week. As of 11/05/2013, the Town had 40 properties for which taxes for 2011 were not paid. These liens will mature next month which means that the Town will own the properties. Looking at the list, I see a number of properties for which the property owner waits until that time to pay off the taxes. I also noted that of the 40 properties listed that 1 person owns 5 properties and another person owns 6 properties. So basically 11 of the properties are owned by 2 people.

7. 2013 Taxes outstanding as of 10/31/2013: The collection rate for the 2013 real estate taxes has increased over the 2012 collections as of 10/31/2013 by \$17,525.00. Last year at this time, \$543,236 was outstanding and this year \$525,711 was outstanding. This is very good news. The Town continues to receive payments for the taxes so this is also very good as people will not have to pay so much in interest.

8. Playground Equipment Installation: The playground equipment for Harthorn Park has arrived and will be put together by the Public Works Department and interested volunteers next Wednesday, 11/13 or Thursday, 11/14 starting early in the morning. At this time, the playground equipment company owner and the town staff are working out the details. I will advertise this as soon as I know the specifics to generate some volunteers.

Finance Committee: None.

Ordinance Committee: None.

Recycling Committee: None.

6. **NEW BUSINESS:**

RESOLUTION 13-127: Resolved that the Town Council accept the proposal of _____ of _____ in an amount to not exceed \$ _____ to replace a 1981 Ford F8000 with a _____ Dump Truck contingent upon approval of financing of the vehicle.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that Resolution 13-127 be tabled until the 11/19/2013 Council Meeting.

The Town Manager noted a copy of the bid results and the bids are available this evening. With the photocopier breakdown and then the scanner breakdown, copies of the large bid package were not available until yesterday. The Public Works Foreman is reviewing the information and will call the low bidder to go over the specs on the proposed truck. I have asked that John and our mechanic review the truck, consult with other staff members and check with local companies for advice as this is a large purchase.

If all needed items are included in the low bid, then the Town does have sufficient funds to purchase the vehicle without a lease/purchase or bond. The Town had saved funds for several years for this purchase and then the department wanted to save money for another piece of equipment, which we have done. The 1981 Ford is tired and subject to constant repairs so it needs to be replaced.

We would utilize the funds in the Carry Forward Account, which is specifically for the Dump Truck Purchase, which is \$73,746. The remainder of the funds would need to be approved for transfer and expenditure from the Highway Equipment Reserve, which currently contains \$249,738.22.

After some discussion, the Town Council decided this item should be tabled until the next Town Council Meeting. The Public Works Foreman will be reviewing the bids to determine the lowest bidder as there are many different equipment options noted on each bid.

VOTE: UNANIMOUS AYE

RESOLUTION 13-128: Resolved that the Town Council authorize the Town Manager to execute Change Order #1, which is the proposal of Cianbro Corporation previously reviewed as the basis for the second grant received for the Reconstruct General Aviation Apron Project specifically titled Reconstruct Taxiway, AIP #3-23-0036-015-2013 as received and approved by the Federal Aviation Administration (FAA) and the Maine Department of Transportation.

Moved by **Councilor Cianchette** and seconded by Councilor Donahue that Resolution 13-128 be adopted.

The Town Manager noted the Town has received two large grants for economic development opportunities at the Pittsfield Municipal Airport for the original project of the Airport Apron Expansion including taxiways.

As you will remember, the project was submitted as one grant, then requested to be broken down into two grants, and is now being combined together.

AIP 3-23-0036-014-2013 dated August 5, 2013 is for \$526,302 plus the State grant of 5% at \$29,239 and the Town's 5% match of \$29,239 totaling \$584,780

AIP 3-23-0036-015-2013 dated September 16, 2013 is for \$290,196 plus the State grant of 5% at \$16,122 and the Town's 5% match of \$16,122 totaling \$322,440

Total project is \$907,220 plus required additional engineering to be submitted as a grant amendment, if necessary.

This project will provide room for:

11 more tie-downs increasing the current number of tie-downs of 13 to 24 or by 85%.

Enhanced safety between airplane movements

More trips and activities at the airport which will increase Town and Fixed Base Operator business

More opportunity of economic development as currently all hangers are utilized and generally all outside tie-down space is filled.

VOTE: UNANIMOUS AYE

RESOLUTION 13-129: Resolved that the Town Council accept a donation of artwork as a gift from Colby College and Kohler Foundation, Inc. from the Bernard Langlais Collection and authorize the Town Manager to execute the necessary paperwork.

Moved by **Deputy Mayor Nichols** and seconded by Councilor Cianchette that Resolution 13-129 be adopted.

The Town Manager noted Community volunteer and board member Jane Woodruff has been communicating with representatives of Colby College/Kohler Foundation to see if the Town could acquire some of the artwork of Bernard Langlais that is being distributed from the collection.

Some interior pieces are available, therefore, as time was of the essence, we have determined 3 pieces of the collection that could be placed in the library or other town buildings, possibly rotating among facilities. These are smaller pieces that can be placed on a shelf or hung on a wall.

This artist is quite well known, creating abstract reliefs that caught the attention of the art world in the era of Abstract Expressionism, assemblage and Pop art. The intent of the Foundation was to preserve and ultimately gift the works, which includes wood reliefs, paintings, sculptures and works on paper to non-profit institutions throughout Maine and the United States to enable other communities to enjoy the works of Langlais.

As this is a sizeable donation, it should be accepted by the Town with a vote of the Town Council.

VOTE: UNANIMOUS AYE

7. **REPORTS:** Audience, Council

Council:

Councilor Donahue: Noted there is a new sign at The Pitt Stop Tavern. The building is getting ready to open and the lot has really been cleaned up.

Councilor Carr: Absent.

Deputy Mayor Nichols: Noted he is looking forward to the Job Fair. I would like to see the SAS building sold and used for something. I want to thank the Town Manager and all the Town Employees for all their hard work.

Councilor Curtis: No Comment

Councilor Cianchette: No Comment.

Mayor Jordan: I want to thank the Town Manager for putting the budget book together. Town & Country will be moving their office back to Main Street. We will be in the old Nexus location. Noted with the \$1.2 million dollar sale price on the SAS Building, it will probably be an out of state buyer. I would really like to see that building sold. It would be a great building for someone who has the cash to renovate it. The Town Manager noted that a TIF will be needed for the project and the State would approve the TIF.

8. **ADJOURNMENT**

Motion by **Councilor Cianchete** and seconded by **Councilor Curtis** that the meeting be adjourned at 7:16 p.m. All in agreement.

Nicole Nickolan, Town Clerk