

**Minutes
Pittsfield Planning Board
Special Meeting
May 13, 2013**

The Pittsfield Planning Board met on Monday, May 13, 2013 at 7:00 pm, in the Council Chambers of the Pittsfield Municipal Building 112 Somerset Ave.

PRESENT: Royce Sposato, Brent Newhouse, Kelly Flanigan, Walter Reuter, Jan Laux and Alan Dunphy. **Absent:** Holly Zadra and Jack Wright **Also Present:** Building Inspector Steve Seekins, Tom Ruksznis of Cianbro Corp., Christopher Hopkins of Maine Central Institute and Donna Dunphy.

1. Chair **Alan Dunphy** opened the meeting by leading the Pledge of Allegiance to the flag. The board approved Jan Laux to vote.
2. Motion by **Walter Reuter** and seconded by **Brent Newhouse** to adopt the minutes of the meeting of March 25, 2013.

VOTE: UNANIMOUS AYE

Motion by **Jan Laux** and seconded by **Kelly Flanigan** to adopt the minutes of the meeting of April 8, 2013.

VOTE: UNANIMOUS AYE

Motion by **Jan Laux** and seconded by **Walter Reuter** to adopt the minutes of the meeting of April 23, 2013.

**VOTE: UNANIMOUS AYE
Royce Sposato abstained**

3. **Public Hearing: NONE**
4. **New Business: NONE**
5. **Old Business:**

Alan Dunphy discussed the tree removal at the A. E. Robinson Convenience project. He explained the town awaits a letter from A. E. Robinson on their plans to replant.

Alan Dunphy discussed the DEP Permit By Rule that was obtained by the Sargent Corp. pertaining to the use of the Isabelle Robinson property on Somerset Ave for lay-down yard for the sewer work project.

- a. Site Plan Review on a proposed project by Maine Central Institute and Cianbro Corporation to encase the waterway on Tax Map 22, Lot 24-1 by extending the existing culvert on Tax Map 25, Lot 3 to allow the area of Lot 24-1 to be converted into a sports /practice field on Maine Central Institute's West Campus.

Alan Dunphy read the email from Mike and Peg Gray dated 04-25-2013 in support of the propose sports field project.

Tom Ruksznis provided a brief overview of the project. Stating the project consists of leveling the field into a lawn area and extending the drainage culvert 400 feet. He states the project will start in July after all permit are received and be complete before school starts.

Alan Dunphy read the email from Tom Ruksznis dated 05-06-2013 on the tree removal and stream restoration plan for the section of the stream south of MCI property.

Alan Dunphy lead the review of the Finding of Facts.

It was noted the date in section 7.3 E reads 5-63-13 and should be 5-3-13

The Board decided the following:

A site visit would not be necessary.

A technical fee would not be needed.

Tom Ruksznis provided an engineer stamped site drawing.

Item 8.3-1, the board determined that all required permits listed here and in the Conditions of Approval on the last page of Finding of Document must be obtained before work can proceed.

The Board recommends the MCI install additional speed limit signs for west bond traffic and add a cross walk on Stinson St. from the parking lot to the ball field.

Other items on the Finding of Facts document were approved as noted.

Motion by **Walter Reuter** and seconded by **Royce Sposato** that Sports/Practice Field be approved per the conditions set in the Finding of Fact Document.

VOTE: UNANIMOUS AYE

- b. Discussion on drafting an ordinance to address un-kept buildings and yards.

The board was provided copies of the following ordinances obtained from other towns and the ICC:

Town of Woodstock, Maine Property Maintenance Ordinance

Town of Fairfield, Maine Property Maintenance Ordinance & Definitions

State of Maine Dangerous Building MRS Title 17 Chapter 91 subsection 2851

ICC International Property Maintenance Code

Overall the board favored the Fairfield, Maine Property Maintenance Ordinance that would be incorporated in the Town's existing Chapter 13 Zoning Ordinance. The following sections from the Woodstock, Maine Property Maintenance Ordinance would also be incorporated:

Abandon buildings, Placement of Fill, and the Consent Agreement

Sections 1, 2 and 3 of the Fairfield Ordinance would not be needed, as these exist in our current ordinance. Definitions would be added as needed.

Steve Seekins will prepared a draft for the next meeting that incorporates the above and addresses the number vehicles, motorized recreation vehicle, lawn movers and other junk allowed to be stored outside. Alan Dunphy will assist with draft.

Alan Dunphy requested the June 10, 2013 meeting address the changes suggested by the State to the Comprehensive Plan and review a draft ordinance prepared by Steve Seekins and Alan Dunphy to address un-kept buildings and yards.

6. **ADJOURMENT:**

Motion by **Walter Reuter** and seconded by **Royce Sposato** that the meeting be adjourned at 8:20 pm.

VOTE: UNANIMOUS AYE

Respectfully submitted by:
Steve Seekins, Building Inspector
Nicole Nickolan, Town Clerk