

MINUTES

Prior to the meeting CMP Designees gave a brief presentation on the Maine Power Reliability Program Project. The Power Point presentation is on file at the Pittsfield Town Office.

For a regular meeting of the Pittsfield Town Council held on Tuesday, June 15, 2010 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Mayor Tim Nichols, Caleb Curtis, Deputy Mayor Gary Jordan, Jr., Donna Chale, Christopher Carr, Louise Baker. **ABSENT:** Robert Stackhouse. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Mike Lange, Debra Billings, John Titus and others.

1. **Mayor Nichols** 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 June 1, 2010.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Chale** that the minutes of the regular meeting held on June 1, 2010 be adopted.

VOTE: UNANIMOUS AYE

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

Presentation by Debra Billings, President of Central Maine Egg Festival:

Debra Billings gave a brief presentation on the progress of events scheduled for the Central Maine Egg Festival. It was a rocky start, but with Kathryn Ruth's help, we have gained dedicated volunteers. New this year is the Corporate Sponsorship Program. So far, \$19,000 has been raised from 32 sponsors. This sponsorship has allowed us to make some positive changes to the Central Maine Egg Festival. There are many new events scheduled for the year. Some of these events are an Art Show at the Pittsfield Public Library, an Open House at the Pittsfield Community Theater, Wind Turbine Tours, a Children's Area at the Festival, a Farmer's Market and a MCI Tent. We are also bringing back some events such as the Fireman's Muster and the Cheesecake & Quiche Contest, among other events. We are currently working on the layout of the park with the Parks and Recreation Committee. Many people in past years have mentioned there were not enough chairs so we have ordered an additional 500 chairs in addition to the Kiwanis chairs. The Seabasticook Valley Weekly has given the Central Maine Egg Festival the banner on the top of the front page and will printing the Festival schedule in the paper shortly. On a sad note, there will be no pageant this year. There was just not enough interest this year to hold the contest. There will be a plan formed in the fall to strike up interest for the next years pageant.

4. **PUBLIC HEARINGS/OLD BUSINESS:**

Tabled at the 06/01/2010 Town Council Meeting:

RESOLUTION 10-63: Resolved that the Town Council accept the proposal of _____ of _____ for sludge removal at \$ _____ per ton for 3,500 dry tons in the amount of \$ _____ and authorize the Town Manager to execute a contract for said services.

This item remains tabled at this time.

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

Town Manager's Report: Town Council Meeting of 06/15/2010:

1. The FYI Folder: FYI Folder which contains items that come in between the Town Council Meetings has the following this evening: NONE for this report.

2. Make a Splash – Read!: Hazel Mitchell, local children’s author and illustrator, will present a program for elementary age children Wednesday, June 16 at 2:00 in the Warren Community Room. She will perform a reading and demonstrate her illustration process. This is the kick-off event for the library’s summer reading program, “Make a Splash – Read!”. Children can sign up for library cards and get further information about the summer activities following the program.

3. Safety Enhancement Grant Program: The Town received notification of an award of \$2,000.00 for the Safety Enhancement Grant application submitted to the Maine Municipal Association. The funds will be used to purchase 200 traffic cones and 6 signs. Donnie Chute wrote the grant application. The last Highway-type safety grant that we received was back in 2003 and we are in the need of replenishing our outside safety equipment.

4. Water/Sewer Services: With over 60 miles of water and sewer pipes and approximately 700 gate boxes, 1400 service boxes, 500 manholes and 10 sewer cleanouts, the Water and Sewer Department can be kept quite busy. If anyone notices a manhole or box sunken or heaved in the roadway, please call Assistant Water/Sewer Superintendent Scott Noble at the Water/Sewer Garage at 487-5203 listing the road and approximate location. With literally hundreds of these items in the roadway and the difficult winters we are having now, a few of them are going to shift out of place.

5. The Welcome Table: The Welcome Table is open from 10:30 am to 1:30 pm every Friday at the First Universalist Church in the Community Hall at 6 Easy Street. This is a local program staffed and funded by volunteers whose mission is to provide a warm place to gather, socialize and share a hot meal. Games, puzzles and cards are always available. All are invited to attend. For further information, please call Trudy Ferland at 487-6523.

Finance Committee: None

Ordinance Committee: None

Recycling Committee: None

6. **NEW BUSINESS:**

RESOLUTION 10-65: Resolved that the Town Council accept the recommendation of Plymouth Engineering and the Town Manager for a performance guarantee in the form of 100% Payment and Performance Bonds as a surety bond in the amount of \$3,279,300 and a cash escrow of \$70,000 pursuant to Site Plan Review Ordinance, Section 10.4.2. Form of Guarantee to be required of Central Maine Power Company on the Maine Power Reliability Program prior to project initiation.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Curtis** that Resolution 10-65 be adopted.

The Town Manager noted the Planning Board has required the posting of a performance guarantee in such amount and form as specified by the Town Manager (and engineering firm hired to review the project). This is a massive project; will last in excess of one year; and involves extensive truck traffic and equipment hauling over the Town's roads.

The materials have been reviewed by the Town Attorney who agrees with the need for the performance guarantee and approach of the engineer.

The Council received in their package the engineering review of the project addressing the materials submitted by the applicant for the project involving roadway, stormwater, drainage, and other road-related issues.

Surety bonds can be hard to obtain funds from in order to fix necessary repairs. Therefore, if a surety bond is to be utilized as the type of performance guarantee, the Town also needs access to a cash escrow account so that we can address emergency repairs that may not be taken care of in a timely fashion by a contractor.

VOTE: UNANIMOUS AYE

RESOLUTION 10-66: Resolved that the Town Council confirm the Town Manager's Appointment of an Assistant Treasurer.

This resolution can be passed over due to the lack of applications from the second round of advertising and the Town's Financial Plan to move on by reorganizing the Finance Office.

RESOLUTION 10-67: Resolved that the Town Council authorize the Town Manager to sign a 5-year blanket approval letter to the Department of Public Safety, Licensing and Inspections Unit for the Greater Pittsfield Area Kiwanis to have games of chance, video poker and beano/bingo to expire 12/31/2015 and will be renewable at that time.

Moved by **Councilor Curtis** and seconded by **Deputy Mayor Jordan** that Resolution 10-66 be adopted.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Financial Reports as of 05/31/2010:

Budget Expenditure Report: We are through 41.7% of the period, 37.8% expenditures for Municipal and 35.2% for Municipal, Water and Sewer.

Revenue Collections Report: Through 41.7% of the period, 35.5% collections for Municipal and 35.8% collections when Water and Sewer Enterprise accounts are added.

Tax Acquired Property Report: Down to 3 TAPs with 1 being the Brownsfield property that has been cleaned up. One has not made payment and received a notice that it will be coming to the Town Council for discussion of a sale at this meeting and 1 has paid all taxes except 2010.

Economic Development Revolving Loan Update: No new developments, still collecting up allowances for doubtful accounts each year so that we can write off some of these old 1990's loans that are bankruptcies. We had written off most of them. 1 owner had agreed to pay, made a few payments and stopped. That one is Penny's Booptique. I issued an invoice and request for payment plan to pay off this loan.

Transfer Station/Recycling Monthly Report: Recycling Revenues vs. Expenditures, 5 months program costs were \$12,817.85. Transfer Station Revenues vs. Expenditures, 5 months program costs were \$126,342.91. The cost of the two programs of Revenues vs. Expenditures is \$139,160.76. The Avoided Cost is \$22,512.67 for those items that were recycled or re-used. Net cost of the 2 programs is \$116,648.09.

Theatre Monthly Report: Expenses for March were \$8,560.41, Revenues were \$4,659.20, the net cost for the month is \$3,901.21. For the year, the costs have been \$52,960.14 and revenues have been \$36,649.40, therefore, the net cost to the Town has been \$316,310.74.

Excise Tax Collections Comparison Report: Collections through 05/31/2010 were \$237,507.98, which is \$205.73 more than this time last year or 0% (basically the same). The Excise tax was budgeted for \$530,000 which was \$10,000 or 1.9% less than last year.

State Revenue Sharing Comparison Report: Collections through 05/31/2010 were \$136,313.18, which is \$25,380.95 less than this time last year or 15.7% less. The State Revenue Sharing was budgeted for \$374,189 which was \$35,811 or 8.7% less than last year.

Other Reports as of 05/31/2010:

Building and Plumbing Permit Reports

Library Report-Librarian's and Library Trustees Minutes

Police Report

Self Explanatory – Not Reviewed

Updates:

2010 Tax Commitment Progress Report: The town's valuation is significantly down. The homestead exemption is being reduced by the State of Maine so most of the State will see an increase in property taxes. The County has in a deadlock on their budget which means that the assessment is likely to be late again this year so we will not be able to set the tax commitment and issue bills in a timely fashion. SAD #75 is expected to issue their assessment in the next couple of weeks. Hopefully, we can have some figures for the 07/13/2010 Council Meeting if we can get the assessments so that the Council can discuss this issue at that meeting.

Sibley Pond bridge project and boat launch: The Town Councilors received a copy of the letter that the Town sent in regarding our concerns over the boat launch and the hydrant.

Pinnacle Trail: The Pinnacle Ski Club and the Town would like to secure the trails so that ATVS do not go on the Pinnacle due to public safety and damage to the facilities. This is a hard item to do as signs are ripped down. Any item that is put up needs to be highly visible.

Highway projects: The Highway Department is working on their on-going list of 10 pages. The crosswalks are very nicely striped now.

Water and Sewer projects: The Drinking Water Program has notified the Town that our two other capital water submittals are eligible for financing from the recent Bond Issuance. This is the Summer Street and Franklin Street water main replacements and North Main Street to Grove Hill water main replacement. The Town Manager noted this would require a large rate increase, as these are large ticket projects. The Town Councilors and Town Manager felt that we already have many large Water & Sewer projects going on right now and it would be best to concentrate on finishing a few of these before adding any other projects.

8. **REPORTS:** Audience, Council

Council:

Councilor Baker: No Report.

Councilor Carr: Just wanted to thank Debra Billings for her work.

Councilor Chale: Wanted to thank Chris and Sue for the CMP presentation. Thank you to Deb Billings for all her work. Glad to hear the good news about the Sibley Pond access.

Deputy Mayor Jordan: Glad to hear about the access point at Sibley Pond. Also wanted to thank the Police Chief for getting the signs posted at the Pinnacle.

Councilor Curtis: I apologize for missing the CMP presentation.

Councilor Stackhouse: Absent.

Mayor Nichols: I echo Councilor Chale's statements. The boat launch is important to many people and it will be nice to still have access to Sibley Pond. Wanted to thank Debra Billings for all her work on the Egg Festival. There is a lot of work that goes into that. Wanted to thank CMP for their presentation.

9. **ADJOURNMENT:**

Motion by **Deputy Mayor Jordan** and seconded by **Councilor Curtis** that the meeting be adjourned at 8:12 p.m. All in agreement.

Nicole Nickolan, Town Clerk