

MINUTES

for a regular meeting of the Pittsfield Town Council, held on Wednesday, January 7, 2020 at 6:30 PM in the Council Chambers.

PRESENT: COUNCILORS: Mayor Timothy Nichols, Deputy Mayor Heather Donahue, Councilor Amanda Collamore, Councilor Debra Billings and Councilor Peter Logiodice.

ABSENT: Councilor Matt Bolster

Also present: Town Manager Kathryn Ruth and Assistant Michael Feole

AUDIENCE: Michael Lynch, Michael Cray, Robert Stackhouse, Molly Thieren, Joe Sanborn, Pete Bickmore, Ryan Warner, Marty Cochran, Michael Leblanc, Ann Mathews, Grace Lommell, Hunter Quinlin, Michael Rizo, Don Chute, Bernard Williams and many family members.

1. Mayor Nichols opened the meeting by leading the Pledge of Allegiance. The Council observed a Moment of Silence.
2. Council members elected at the November 2019 Election take the oath of office and are seated:

District 3: Peter Logiodice

At-Large: Amanda Collamore

Councilor Logiodice and Councilor Collamore were sworn in.

3. ADOPTION OF MINUTES OF THE REGULAR MEETING HELD ON DECEMBER 17, 2019.

Moved to amend by Deputy Mayor Donahue that Ordinance 19-19 read “Moved by Deputy Mayor Donahue to amend Ordinance 19-19 to read “The Town of Pittsfield hereby ordains that the 2020 Operating Budget now have \$3,949,756 be approved and the total sum of \$6,523,556 be appropriated for Operating plus Capital Budgets; and further that \$1,981,550 be raised through taxation”, seconded by Councilor Curtis.”. This motion was seconded by Mayor Nichols.

VOTE: UNANIMOUS AYE

Moved by Deputy Mayor Donahue and seconded by Mayor Nichols that the Minutes of the regular meeting held on December 17, 2019 be adopted.

VOTE: UNANIMOUS AYE

4. PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:

Certificates were passed out by Mayor Nichols and Chief Bickmore with Chief Bickmore reading from a prepared speech about the commendations for

The **Community and Economic Development Report** was shortened by the Town Manager due to the lengthy agenda this evening to the following:

A. Events: 48th Annual Central Maine Egg Festival Week on Monday, July 6 – Saturday, July 11, 2020 including the Kiwanis Karnival on Wednesday, July 8 – Saturday, July 11, 2020

B. Two Certificates of Welcome will be prepared for the Town Council to sign:
Peterson Bookkeeping by Julie M. Watkins located at 121 Somerset Plaza, Suite B; and
Tiny Treasures Childcare by Jennifer Rancourt at 20 Dogtown Road

C. The Town has successfully closed out its Northern Regional Board Commission (NRBC) grant for the replacement of a deteriorated older sewer main on Madawaska Avenue. We will be receiving a check for over \$173,000.00 for reimbursement toward this project.

Presentation by Kathryn Ruth, Town Manager re: Freedom of Access Training:

The Town Manager conducted a training session that reviews the Freedom of Access Law requirements in effect. This review was conducted from the Freedom of Access Law Training materials currently available on the State’s website. The purpose of the training was to meet the State Law requirements for elected officials and to assist not only the Councilors but also citizens as to the requirements. After the session, the Town Councilors filed their certification paperwork for the training with the Town Manager.

5. PUBLIC HEARINGS/OLD BUSINESS:

ORDINANCE 19-23: (Public Hearing) The Town of Pittsfield hereby ordains that Chapter 8, Personnel Policy, Article 2: Employee Compensation, Section 202. Overtime be rescinded and the new Chapter 8, Personnel Policy, Article 2: Employee Compensation, Section 202. Overtime be adopted as follows:

In emergencies or when unusual circumstances warrant overtime work, a Department Head may prescribe a reasonable period of overtime to meet the Town’s operational needs. Complete records of overtime worked by employees shall be maintained by each Department Head. *All overtime must be approved in advance. There shall be no compensatory time accrued.*

~~With the approval of the Department Head or Town Manager or his/her appointee, an employee may be granted compensatory time in lieu of overtime pay. Compensatory time shall be granted on a time and one-half basis for hours worked beyond forty (40) hours per week.~~

Public Hearing opened by Mayor Nichols
For: None
Against: None
Public Hearing closed by Mayor Nichols

Moved by Deputy Mayor Donahue and seconded by Councilor Billings that Ordinance 19-23 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 20-01: Resolved that the Town Council ratify the vote of the Town Council to approve Ordinance 19-20 taken at the December 17, 2019 meeting.

Moved by Deputy Mayor Donahue and seconded by Councilor Collamore that Resolution 20-01 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 20-02: Resolved that the Town Council ratify the vote of the Town Council to approve Ordinance 19-21 taken at the December 17, 2019 meeting.

Moved by Deputy Mayor Donahue and seconded by Councilor Collamore that Resolution 20-02 be adopted.

VOTE: UNANIMOUS AYE

6. REPORTS:

A. COUNCIL COMMITTEES:

FINANCE: No report.

ORDINANCE: No report.

RECYCLING: No report. The next meeting is at 4:00 pm tomorrow, Wednesday January 8, 2020.

B. BOARD AND COMMITTEE UPDATES BY TOWN COUNCILORS AND MANAGER

Theatre Committee- Ann Mathews: We were thrilled to get home and find out that we have been given another year. Our next event will be a Night of Live Music with some local favorites: Steve Dunphy, Pete Witham and special guests Hawk Kallweit, Jenny Jumpstart, and Pip Walter on January 11, 2020. Doors open at 7:00 pm and tickets are \$10. They can be purchased at the Theatre or at Bud's Shop & Save.

Theatre 501c3 Committee- Ann Mathews: Jen Watson and I have been working towards getting the Theatre recognized as a 501c3 corporation. She was happy to announce the Centre Theater in Dover Foxcroft will be the fiscal sponsor. They have been discussing this with Patrick, who heads that organization and he has agreed to sponsor our Theatre since many of the goals and objectives mesh.

C. TOWN MANAGER'S REPORT

1. The Town Office has new hours per the Town Council's vote for 2020: Monday, Tuesday, Thursday and Friday 8:00 am to 5:00 pm and Wednesday, the office is closed. This is being done to allow for more time for work and projects as we cannot afford to go back to the total number of employees that we had years ago. This will allow more efficiency and effectiveness. In addition, the Town has been open more hours than any town office around and more hours than most town offices in the state.
2. Watch for the Pinnacle Park Skating Rink official opening ceremony coming up soon. With 50-degree weather and rain coming in, they are waiting for good skating weather for the ceremonies. This has been a great volunteer project and so organized!
3. The Town has acquired two properties from automatic foreclosure after non-payment of 2017 taxes. One is in a mobile home park and the mobile home is likely unlivable. The other property is at the corner of Lancey St. and Peltoma Ave.
4. Asked the Councilors to bring in their budget books to be updated for 2020.
5. Advised that the Town intends to move over to some web-based State applications as soon as possible. The Moses program needs a few updates and when that is completed, we plan to apply for some of the other State programs. We will get this completed as soon as everything is in order for the State. Items such as motor vehicle re-registrations will be available in the near future so that people can re-register these items at their homes or businesses. New registrations would need to be taken care of at the Town Office.
6. The Town has been asked to supply photographs of the community as we have been chosen to be on the Reader's Digest website as 1 of 20 towns in Maine to visit this summer. This is quite exciting!

7. NEW BUSINESS:

ORDER 20-01: Ordered that the Town Council elect from among its members a Mayor to serve for the 2020 year.

Moved to Table by Councilor Billings, seconded by Mayor Nichols.

VOTE: AYE: Councilor Billings and Mayor Nichols.

**NAY: Deputy Mayor Donahue, Councilor Collamore and Councilor Logiodice
Motion Failed**

Moved by Councilor Billings to have Councilor Bolster be Mayor, seconded by Mayor Nichols.

VOTE: AYE: Councilor Billings and Mayor Nichols.

**NAY: Deputy Mayor Donahue, Councilor Collamore and Councilor Logiodice
Motion Failed**

Moved by Councilor Collamore to have Councilor Donahue be Mayor, seconded by Councilor Logiodice.

VOTE: AYE: Deputy Mayor Donahue, Councilor Collamore and Councilor Logiodice

**NAY: Councilor Billings and Mayor Nichols.
Motion Failed**

These Orders will be placed on the next meeting agenda for consideration.

ORDER 20-03: Ordered that the Mayor appoint from among the Councilors a Finance Committee, an Ordinance Committee and a Fair Hearing Authority consisting of three (3) members each and a Police Labor Negotiating Committee consisting of two (2) Councilors and the Town Manager.

Appointed by Mayor Nichols as follows:

Fair Hearing Authority Committee: Councilor Bolster, Councilor Collamore and Councilor Billings.

Finance Committee: Councilor Collamore, Deputy Mayor Donahue and Councilor Billings.

Police Labor Negotiating Committee: Mayor Nichols, Councilor Billings and Kathryn Ruth.

Ordinance Committee: Deputy Mayor Donahue, Councilor Bolster and Councilor Logiodice.

Moved by Deputy Mayor Donahue and seconded by Councilor Logiodice that Order 20-03 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 20-03: Resolved that the Town Council appoint Kathryn Ruth as Official Representative, Councilor _____ as Official Representative and Councilor _____ as Alternate to the general Assembly for the Kennebec Valley Council of Governments (KVCOG).

Moved by Deputy Mayor Donahue that Acting Deputy Mayor Donahue be the Official Representative and Councilor Collamore be the Alternate, seconded by Councilor Billings.

VOTE: UNANIMOUS AYE

Moved by Deputy Mayor Donahue and seconded by Councilor Collamore that Resolution 20-03 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 20-04: Resolved that the Town Council appoint _____ as the Alternate representative to the General Assembly for the Kennebec Regional Development Authority (KRDA) also known as FirstPark.

Moved by Deputy Mayor Donahue that Mayor Nichols be the Alternate, seconded by Councilor Collamore.

VOTE: UNANIMOUS AYE

Moved by Deputy Mayor Donahue and seconded by Councilor Collamore that Resolution 20-04 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 20-05: Resolved that the Town Council appoint _____ as an Alternate to the Maine Services Center Coalition in addition to the Town Manager.

Moved by Deputy Mayor Donahue that the current Mayor be the Alternate, seconded by Councilor Collamore.

VOTE: UNANIMOUS AYE

Moved by Deputy Mayor Donahue and seconded by Councilor Collamore that Resolution 20-05 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 20-06: Resolved that the Town Council sign the expense warrants upon recommendation of the Finance Committee for the year 2020.

Moved by Councilor Billings and seconded by Deputy Mayor Donahue that Resolution 20-06 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 20-07: Resolved that the Town Council sign the Certificate of Commitment for Sewer User Rates and Water User Rates during the year 2020.

Moved by Deputy Mayor Donahue and seconded by Councilor Collamore that Resolution 20-07 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 20-08: Resolved that the Town Council authorize the Town Manager to hire Independent Review(s) and execute all paperwork for Airport Grants for the Year 2020 as necessary in accordance with the Town's Bid Policy, the Federal Aviation Administration (FAA) regulations and the Maine Department of Transportation (MaineDOT) regulations.

Moved by Deputy Mayor Donahue and seconded by Councilor Billings that Resolution 20-08 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 20-09: Resolved that the Town Council approve the School Resource Officer Memorandum of Understanding between the Town of Pittsfield and MSAD #53 and authorize the Town Manager to execute the Memorandum.

Moved by Councilor Collamore and seconded by Councilor Billings that Resolution 20-09 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 20-10: Resolved that the Town Council sign the Earth Day Proclamation supporting community-wide activities (Earth Day is Wednesday, April 22, 2020).

Moved by Deputy Mayor Donahue and seconded by Councilor Billings that Resolution 20-10 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 20-11: Resolved that the Town Council sign the Arbor Day Proclamation supporting community-wide activities (National Arbor Day is the last Friday in April: Friday, April 24, 2020) and Maine's Arbor Day Week is the 3rd full week in May: Sunday, May 17 – Saturday, May 23, 2020.

Moved by Councilor Collamore and seconded by Councilor Logiodice that Resolution 20-11 be adopted.

VOTE: UNANIMOUS AYE

8. DISCUSSION ITEMS: NONE

9. REPORTS:

AUDIENCE: No reports.

Council:

Councilor Bolster: Absent

Deputy Mayor Donahue: Welcome to Amanda and Pete. Thanked Pete for acknowledging emergency personnel. She is looking forward to Maine's Bicentennial. She is also happy about the news on the Theatre's 501c3. Talked with Patrick from the Centre Theater last fall, he was very nice and approachable

and they have a lot of what we want to do. The Skating Rink Committee has a Facebook page that has their schedule and other information on it. Happy New Year to everyone!

Councilor Collamore: Congratulations to the new childcare business that opened. She is also excited about the Theatre's 501c3.

Mayor Nichols: The Theatre Committee needs help now more than ever. Indicated that they have turned a corner with the news tonight. Congratulated the emergency responders for all they do (police, fire and EMS). This is especially true when we have 50 car pileups like today on I-95. Congratulations to Pete and Amanda. Wants new people to step into the Mayor and Deputy Mayor roles and wishes them luck whoever they are. Happy New Year to everyone! Believes we will have a good year going ahead and is optimistic!

Councilor Curtis: Absent

Councilor Logiodice: No report.

Councilor Billings: Welcomed Amanda and Pete to the Council.

10. ADJOURNMENT

Moved by Councilor Billings and seconded by Councilor Collamore to adjourn at 8:30 PM.

VOTE: UNANIMOUS AYE

Michael Feole, Deputy Town Clerk

Minutes are a synopsis of a meeting. For more detail, please go to www.pittsfield.org and click on Town Meeting Videos to listen to videos of Town Council and other Board/Committee Meetings.