

MINUTES

for a regular meeting of the Pittsfield Town Council, held on *Tuesday, January 4, 2022* at 6:30 pm in the Council Chambers at the Pittsfield Municipal Building at 112 Somerset Avenue and by teleconferencing technology.

Councilors Present: Councilor Peter Logiodice; Councilor Michael Cianchette; Councilor Brent Frost; Councilor Jason Hall; Councilor Eric Saucier; and Councilor Ronald Jester.

Councilors Present by ZOOM: None.

Councilors Absent: None

Also Present: Town Manager Kathryn Ruth and Heather Donahue

Also Present by ZOOM: Michael Gray, Nancy Breau and Kaitlyn Budion, Morning Sentinel.

1. OPEN MEETING/PLEDGE OF ALLEGIANCE, FOLLOWED BY A MOMENT OF SILENCE:

Deputy Town Clerk Ruth opened the meeting of the Council by leading the Pledge of Allegiance. The Council observed a Moment of Silence.

Council members elected at the November 2021 Election take the oath of office administered by Deputy Town Clerk Ruth and are seated:

Michael Cianchette, Town Councilor At-large
Eric Saucier, Town Councilor District 4
Ronald Jester, Town Councilor District 1

ORDER 22-01: Ordered that the Town Council elect from among its members a Mayor to serve for the 2022 year.

Moved by Councilor Cianchette and seconded by Councilor Logiodice to set Order 22-01 for discussion and vote.

Deputy Town Clerk Ruth called for nominations. Councilor Cianchette was nominated for Mayor.

The Councilors voted to elect Councilor Cianchette as Mayor for the 2022 year.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

Councilor Cianchette was sworn in by Deputy Town Clerk Ruth to serve as Mayor for the 2022 year.

ORDER 22-02: Ordered that the Town Council elect from among its members a Deputy Mayor to serve for the 2022 year.

Moved by Councilor Hall and seconded by Councilor Logiodice to set Order 22-02 for discussion and vote.

Mayor Cianchette called for nominations. Councilor Logiodice volunteered to serve as Deputy Mayor.

The Councilors voted to elect Councilor Logiodice as Deputy Mayor for the 2022 year.

Councilor Logiodice was sworn in by Deputy Town Clerk Ruth to serve as Deputy Mayor for the 2022 year.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

2. ADOPTION OF MINUTES OF:

Regular Meeting held on December 21, 2021.

Moved by Councilor Hall and seconded by Deputy Mayor Logiodice to approve the Minutes of December 7, 2021 as presented.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

3. PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:

- A. Community and Economic Development Activities and Events
 - 1. Projects and Grants:
 - a. Route 11 (known as Route #11/10 and Main Street) Highway Construction/Rehabilitation
 - b. Main Street Sidewalk Project; Project Canopy Grants; and multiple smaller grant projects
 - c. Airport Grants
 - d. Many other smaller Grant Opportunities
 - e. Certificate/s

The Town Manager very briefly reviewed the major projects before the Town and noted that she will be putting together a timetable as there are many grants and steps involved as soon as she meets with the Engineer on the Main Street Project. A meeting of the group to oversee the Community Development Block Grant (CDBG), Town staff and Interested parties will then be held.

Town Manager Ruth read the following certificate to be signed and presented to Dean Homstead: The Town of Pittsfield would like to congratulate Mr. Dean Homstead of Homstead Enterprises d/b/a/Bud's Shop 'n Save on their outstanding presence in the Town of Pittsfield from April 30, 1959 to January 1, 2022. While it is an end of an era, there will be many fond memories of heading to Bud's, seeing your neighbors and friends and getting caught up on what is going on in Peoples' lives. Thank you so much to Dean, Bud, Chris and all the staff over the years that made us feel at home at our Bud's Shop 'n Save. You made a large difference in our lives.

Town Manager Ruth recognized Tim Nichols' 24 years of service being a record as a Councilor and suggested that the Council give a plaque and formal recognition to Mr. Nichols. The arrangements will be forthcoming.

B. Freedom of Access Training

Town Manager Ruth provided information on the Freedom of Access Training and briefly reviewed the training and the legal requirements as set out in the training materials on the State website. The Town Councilors, upon the conclusion of the training, signed certificates acknowledging that the provisions of the law were met through this review.

4. PUBLIC HEARINGS: None.

5. REPORTS:

A. Council Committees: The Committees will be set up and their timetables determined.

Finance: No report.
Ordinance: No report.
Recycling: No report.

B. Board and Committee Updates by Town Councilors and Manager

No reports due to the end of the year being the busiest time of the year.

C. Town Manager's Report

New Items and Important Reminders:

1. Town Offices closed:

The Town Offices and Public Library will be closed on Monday, January 17, 2022 in observance of Martin Luther King's Day.

2. Maine On-line Burn Permits Became Free of Charge:

On-line Burn Permits are now free of charge. Burn permits are available at maineburnpermit.com

3. Important Reminder: 2022 Transfer Station Stickers:

In order to reduce costs at the Transfer Station by making sure that only those who should be dumping garbage are doing so, new stickers are being issued each year. Stickers have been sale since December 01, 2021. Residential stickers are \$20.00 each and Commercial are \$40.00 each.

4. Important Reminder: 2022 Dog Licenses:

All dogs over 6 months old must be registered prior to January 31, 2022. The State law requires a late fee be assessed after that date. The Town has received the new tags and can start registering your dogs on October 15th. We want to make sure that you license your dog/s prior to the deadline so that you do not have any extra fees. The Doggie Jewelry is here!

5. Important Reminder: Online Services:

For re-registration of vehicles, boats and other services go to www.pittsfield.org and click on the Citizens' Tab, choosing on-line services at the top of the page.

Please remember that Motor Vehicle has advised the Town that there is an aluminum shortage and we will receive a reduced inventory of new plates so if you do not need a new plate and can use your current plate, please do so. We are also going to receive reduced inventories of stickers.

We would also like to make sure that people know where to go to get the Town Council packages. Go to www.pittsfield.org to the right-hand side of the home page and click on Government Services, then click on Town Council Packages and then on 2022 Council Packages. Then you can review the pack. If you print it out, make sure that you look at it first to see how many pages it is as you may only want a section of the page along with the agenda.

6. Left over Items from Yard Sales – Think of the Re-Use Center:

Please consider donating your left-over items to the Trash to Treasure Re-Use Center. Citizens who are cleaning out their homes for sale or just downsizing may contact the Pittsfield Town Office at 487-3136 or finance3@pittsfield.org to schedule an appointment to drop off items to the Re-Use Center. As the Center is now closed due to COVID restrictions, an appointment is needed. Please do not drop off items in the yard as they will get wet and not be of any use to anyone. We are currently re-stocking the building so we need new materials. Please remember, no bedding or clothing. All clothing should be donated to Pennywise. Bedding can be dropped off for our container as you enter the Transfer Station. It has been quiet so we are getting to the point where we may not be able to get into the building after a large storm and at that point, we will stop taking items and advise you.

Current and Upcoming Activities:

7. Water Excavation on 01/05/2022:

Pittsfield Water Works will be excavating a service line so that a family can have water service up on Arbor Terrace. We have been assured that the water will not have to be turned off, however, given that a small area was to be turned off the last time there was a dig in that area and the area had to be extended for a shut off to safely conduct excavation, we wanted to advise that there is a small possibility that water would be out for a limited time in the Forest Park Subdivision. It is not expected by Olver Associates, however, we did want to advise that the possibility is small. We applied for a Drinking Water Project for Birchwood Terrace late last year and are waiting for the results from the State. We are looking into whether we can add Arbor Terrace or a section to that project if it was to be funded.

8. Community Development Block Grant (CDBG) Advisory sessions:

Although the snow is coming down shortly, we will be planning out the Main Street Sidewalk and learning more about the Main Street Road Rehabilitation Project. Once we have more members for the Committee to oversee the CDBG project, we will start meeting in earnest. Some of the partners have not been available for meetings prior to the holidays, however, we need to start up shortly in order to have plenty of time to make sure that the project is planned out correctly. There are many grants, requirements, deadlines and it is complex so all the help that we can get would be appreciated. Once we are organized as we are still looking for members, then it would be great to have a little zoom meeting that people could watch or some slides that explains the progress on the project.

9. Airport Hangar, Apron and Taxiway Project updates:

This also will be a major project at the Airport and really put the Pittsfield Municipal Airport on the map as there will be actual new spaces to rent for people to bring or locate their airplanes at the airport. Currently, over 30 planes are housed at the airport, however, some are outside and others are closely fitted in rental spots. Anyone interested in a new T-Hangar spot, please contact Caleb Curtis, Fixed Base Operator and Airport Manager at 487-5213. Once this project starts moving forward, it would be interesting to have some photographs or overhead pictures to place on the Town's website.

Updated and/or Continuing Items:

10. Board and Committee Positions:

The Town is looking for volunteers for its boards and committees. This is a yearly process. We know that there are issues over having enough time as life does seem busier now and about COVID concerns. We have set up the Meeting Room with nice air filtering devices. The Fire Chief/EMA Director selected them and in talking with contractors who come to the building as well as people who have had COVID, we have been told that these are really good units. A list of boards/committees with expiring terms was published in The Rolling Thunder and is available at the Town Office.

11. The Planning Board is very important:

While we have a list of committees looking for volunteers, I would like to bring your attention to the Planning Board. This is a very important board for the Town. Activity in terms of commercial growth is coming to Town and you can be a part of it by being on the Planning Board. This board generally meets once per month to review applications and may be meeting to review ordinances at various times during the year. The membership is down and as people are already planning for projects for this summer – 3 applications are coming in – we need volunteers. You would receive a package of materials, review the materials and then attend a meeting to make sure that the project meets the ordinance requirements. There is staff assistance including a planner from the Kennebec Valley Council of Governments who reviews materials. If you like helping businesses or you like making sure that business projects are good for the Town, the Planning Board is for you. Although terms are 5 years in length, there are a few unexpired terms available.

6. OLD BUSINESS:

7. NEW BUSINESS:

ORDER 22-03: 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.

Moved by Deputy Mayor Logiodice and seconded by Councilor Hall to set Order 22-03 for discussion and vote.

Finance Committee: Councilor Hall, Councilor Jester and Councilor Frost

Ordinance Committee: Deputy Mayor Logiodice, Councilor Frost and Councilor Saucier

Fair Hearing Committee: Councilor Hall, Deputy Mayor Logiodice and Councilor Jester

Police Labor Negotiating Committee: Mayor Michael Cianchette, Deputy Mayor Logiodice and Town Manager Ruth

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-01: Resolved that the Town Council appoint Kathryn Ruth as Official Representative, Mayor Cianchette as Official Representative and Councilor Hall as Alternate to the General Assembly for the Kennebec Valley Council of Governments (KVCOG).

Moved by Deputy Mayor Logiodice and seconded by Councilor Frost to set Resolution 22-01 for discussion and vote.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-02: Resolved that the Town Council appoint Mayor Cianchette as the Alternate Representative to the General Assembly for the Kennebec Regional Development Authority (KRDA) also known as FirstPark.

Moved by Deputy Mayor Logiodice and seconded by Councilor Hall to set Resolution 22-02 for discussion and vote.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-03: Resolved that the Town Council appoint Councilor Saucier as an Alternate to the Maine Services Center Coalition in addition to the Town Manager.

Moved by Deputy Mayor Logiodice and seconded by Councilor Frost to set Resolution 22-03 for discussion and vote.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-04: Resolved that the Town Council sign the expense warrants upon recommendation of the Finance Committee for the year 2022.

Moved by Deputy Mayor Logiodice and seconded by Councilor Frost to set Resolution 22-04 for discussion and vote.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-05: Resolved that the Town Council sign the Certificate of Commitment for Sewer User Rates and Water User Rates during the year 2022.

Moved by Deputy Mayor Logiodice and seconded by Councilor Hall to set Resolution 22-05 for discussion and vote.

Nancy Breau indicated that she would not support any increases in the rates until everyone receives a bill and pays their fair share. She recently heard of two families in town who have never received a bill. The Town Manager asked Ms. Breau to contact her at the Town Office to discuss this. Mayor Cianchette encouraged Ms. Breau to contact the Town Office and indicated that he did not think that this was known. Ms. Breau did not think that she should provide the information, instead that the Town should make sure that everyone was paying their fair share. There was a discussion about how the accounts could be cross referenced with the tax maps, and the possibility that some citizens were tapping into the line illegally.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-06: Resolved that the Town Council Authorize the Town Manager to Execute a contract with the Humane Society – Waterville Area for the period of January 1, 2022 – December 31, 2022 for the sum of \$1,970.51 per quarter to not exceed \$7,882.05 for the year and authorize the Town Manager to sign same.

Moved by Deputy Mayor Logiodice and seconded by Councilor Frost to set Resolution 22-06 for discussion and vote.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-07: Resolved that the Town Council authorize the Town Manager to hire Independent Review(s) and execute all paperwork for Airport Grants for the Year 2022 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 Logiodice and seconded by Councilor Frost to set Resolution 22-07 for discussion and vote.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-08: Resolved that the Town Council sign the Earth Day Proclamation supporting community-wide activities (Earth Day is Friday, April 22, 2022).

Moved by Deputy Mayor Logiodice and seconded by Councilor Hall to set Resolution 22-08 for discussion and vote.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-09: 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 29, 2022) and Maine's Arbor Day Week is the 3rd full week in May: Sunday, May 15 – Saturday, May 21, 2022.

Moved by Deputy Mayor Logiodice and seconded by Councilor Frost to set Resolution 22-09 for discussion and vote.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

8. DISCUSSION ITEMS: None.

9. REPORTS:

Audience:

Heather Donahue brought to the attention of the Council upcoming items at the State level. There is a possible marijuana bill that will allow stores and cultivation facilities licenses to deliver adult use marijuana throughout the State including municipalities such as Pittsfield that have not adopted an ordinance authorizing operation of those establishments. Ms. Donahue also brought to the attention of the Council an article in the Town and City Magazine from MMA. The article concerned allowing accessory dwelling units on a single-family lot. This may be something the Ordinance Committee may want to address as far as development.

Nancy Breau was hoping to get an update on the white house on Washington Street. She mentioned that things have quieted down on Washington Street. There was a discussion with the Chief about the resident's concerns. Town Manager Ruth reported on the request that was made of the Code Enforcement Officer. She advised that Alternate Code Enforcement Officer Tempesta would be returning to Town to cover for the Code Enforcement Officer at the end of next week. At that time, the file will be reviewed in detail with Mr. Tempesta and updated as to the current situation at the home. The materials will then be ready for review by the Town Attorney for formal recommendation to the Town Council on how to proceed.

Nancy Breau noted she hears concerns from citizens about the Town Manager's hours. She is there all day and she should have the same hours as the Town Office. She is concerned that the Town Manager may be getting too much work. Everyone should be able to leave their place of work.

Councilors:

Councilor Frost: Noted that he saw the wind turbine has been taken down at the Transfer Station. Town Manager Ruth added that the wind turbine was damaged and unable to be salvaged. This was a demonstration grant project paid for by the State so that citizens and students could learn about wind power. It was able to be taken down for under \$5,000.

Deputy Mayer Logiodice: No report.

Councilor Jester: No report.

Councilor Saucier: Looking forward to the opportunity to help the Town.

Councilor Hall: Would like the Alternate Code Enforcement Officer to go take a look at the property on Webb Road. Town Manager Ruth noted that this property is to be reviewed and added that any information that he had would be appreciated. He also heard that the Recreation Committee lost their Recreation Director. Town Manager Ruth has requested that the Committee provide any changes to the job description prior to posting the position.

Mayor Cianchette: Asked the Council to consider sites for long term solar. He thanked the new Councilors for joining and the existing Councilors for stepping up.

10. ADJOURNMENT:

Moved by Deputy Mayor Logiodice and seconded by Councilor Hall to adjourn the meeting at 8:15 p.m.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

Respectfully submitted,

Kathryn Ruth, 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.

