

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, January 16, 2018 at 6:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Michael Cianchette, Robert Stackhouse, Caleb Curtis, Timothy Nichols, Howard Margolskee, Heather Donahue and Matthew Bolster **ABSENT:** NONE. Also present: Town Manager Kathryn Ruth. Audience members included Pete Logiodice, Scott Strom and Don Hallenbeck.

1. **Mayor Cianchette** 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 January 2, 2018.

Moved by **Deputy Mayor Stackhouse** and seconded by **Councilor Nichols** that the minutes of the meeting held on January 2, 2018 be adopted.

VOTE: UNANIMOUS AYE

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

Events Scheduled:

Open House of Pittsfield Solar, Maine's Largest Solar Array on Wednesday, 01/17/2018 at 11:00 am at 199 Canaan Road CANCELLED due to the impending weather

2018 Annual Banquet for Sebecook Valley Chamber of Commerce (SVCC) on Wednesday, 02/21/2018 from 5:00 pm – 8:00 pm at Maine Central Institute Savage Family Dining Room Officers and the Board of Directors for SVCC for 2018 were read.

46th Central Maine Egg Festival scheduled for Monday, 07/09/2018 - Saturday, 07/14/2018 We have our group assembled and Chairs for almost every event/activity. I will put the meetings together for Chairman Steve Cianchette and work on publicity. Crystal Chute will organize the Corporate Sponsorships and Walter Reuter will organize fundraising so I am very happy as I had to step in last year. We made a profit last year and have money in the bank and are starting early so this is great! We also chose a theme which will be announced once we are able to talk to the person who submitted the winning entry.

Updates:

Community Development Program Achievements and Events:

Bangor Savings Bank Announcement about their 138 Main Street Location in the former TD Bank building. We are advised that the new branch will open its doors in July 2018 that is subject to regulatory approvals.

Community Development Block Grant (CDBG) for \$250,000 for the Main Street Sidewalk Project – Agreement fully encumbered guaranteeing payment up to \$250,000 from the State from federal funds as long as the Town meets all of the conditions. It appears that this will be a 2019 construction project due to MDOT’s schedule. We can get started in the future so that we have plenty of time after I finish the major time-sensitive items identified at the last meeting.

4. PUBLIC HEARINGS: NONE

5. REPORTS:

A. COUNCIL COMMITTEES: FINANCE, ORDINANCE & RECYCLING: NONE

B. BOARD AND COMMITTEE UPDATES BY TOWN COUNCILORS AND MANAGER:

Bicentennial Committee: The Committee meeting was put off as several members were very ill and could not make the meeting. It has been rescheduled for January 17, 2018.

SVTV Ad Hoc Committee met on January 11th. We discussed several items. One was a letter from Positively Florida, the 501c3, regarding disbursement that was given to TV for Your Soul which is Marie Manning’s publishing company. SVTV is currently only a mobile TV station with the website. There is a hold on equipment located in Massachusetts at a sister station. That is the actual programming box that communicates from things that are uploaded and scheduled and goes out to the cable television program. Without that box there is no automated program scheduling. A lot of the discussion was how to move forward with the project. There are a few options. Right now it would be an online project until further funding support. SVTV could be adopted by an operating PEG station. Those stations are receiving funds from their participating towns. The minimum to join another PEG station as a sister station would be about \$7,500 a year. Funding of \$40,000 plus the \$7,500 would be considered a fully serviced partner. That would cover Town Meetings and any events with a backpack producer. Another option is if SVTV merged with an existing station that would mean reduced production pricing and the ability to collaborate. We focused on getting support from Pittsfield and surrounding towns and services SVTV can provide to participating towns. We discussed distributing to a wider audience and bringing speakers to the community. Moving forward we discussed taking a second look at the contract with the Town of Pittsfield. SVTV is willing to revise the contract in order to address the Town Attorney’s questions.

C. Town Manager's Report: Town Council Meeting of 01/16/2018:

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. Theatre Golden Ticket Sale: Although Christmas is over with, we still have the Theatre Golden Tickets that can be a gift or even for yourself: Purchase a book of 10 Gift Certificates at \$55.00. Come and enjoy the Pittsfield Community Theatre!

3. Date Night at the Theatre:

WED: DATE NITE: 2 ADMISSIONS+ 2 MED FOUNTAIN DRINKS+ 1 LARGE POPCORN FOR \$18 + SENIORS \$14.

4. Assistant to the Town Manager: The position added to the budget by the Town Council is being advertised now with a due date of February 8, 2018. It is on the Town's website; on-line BDN, ad tomorrow in the BDN, JobsinMaine site/US Jobs/50 sites distribution; etc. Three sites that we use for free including the Maine Job Bank rejected our materials because we had not advertised for so long so the sites are dormant and we have the paperwork submitted. More on-line free sites will be utilized.

5. Snakeroot Road Road Bridge:

MDOT will be attending our 02/06/2018 Meeting at 6:30 pm to talk about the Pittsfield Snakeroot Road Bridget Project which is to replace the wearing surface on a bridge in Pittsfield over the interstate on the Snakeroot road in the Summer of 2018.

6. Pinnacle Ski Slope is now open: Ski or Snowboard With Us

Hours:

Wed & Fri: 6-8pm (night skiing under the lights)

Sat: Noon-4pm

Sun: Noon-4pm

Location: 271 Waverly Street Pittsfield Maine

Check out what is taking place at their website or Facebook Page.

7. Freedom of Access Training Required by State Law:

Reminder to the new Councilors to bring those completed forms in as soon as you can read the on-line materials from the State of Maine. Our other option is a training session at a meeting as a refresher.

6. NEW BUSINESS:

(TABLED AT THE 01/02/2018 MEETING):

RESOLUTION 18-05: Resolved that the Town Council form an Ad Hoc Council Committee on Cable and appoint two Town Councilors and the Town Manager to the Committee with one Councilor to serve as Council Liaison and the Town Manager as staff; and task the Committee to bring back an Action Plan to enhance cable and programming for the community.

Moved by **Councilor Nichols** and seconded by **Deputy Mayor Stackhouse** that Resolution 18-05 be removed from the table.

VOTE: UNANIMOUS AYE

Moved by **Deputy Mayor Stackhouse** and seconded by **Councilor Margolskee** that Resolution 18-05 be adopted.

Councilor Margolskee noted he thinks this Resolution is worthy due to what we have learned over the last year and if the Town is willing to move forward with a station or other programming. We need to develop an action plan to move forward before we jump into anything. **Mayor Cianchette** noted he agrees with Councilor Margolskee and it is his understanding that Councilor Margolskee would be interested in being a Councilor Liaison. **Councilor Margolskee** stated he would.

Councilor Bolster asked if there has been a lot of public asking for some sort of a cable channel for the town. How did this come about? **Deputy Mayor Stackhouse** noted that in the past, when MCI had their station, a lot of the older folks would watch the Town Council meetings and/or local programming such as historical or recycling. MCI lost the funding and pulled the station. A lot of people miss it. We don't get a lot of people here at the meeting but we used to get a lot of phone calls after the meeting was televised. **Councilor Bolster** stated his input comes from a younger generation, but it seems like a lot of trouble to go to for this PEG station. Have we looked into simply making a YouTube channel for Pittsfield?

The Town Manager noted that is exactly one of the items that could be looked at by this group. There are other items that Towns are using that are not whole TV stations or PEG stations. They do web-based broadcasting or other types of broadcasting. This can be less expensive. I have collected some data showing other opportunities. The Resolution is worded in a general sense so that other programming means besides a full TV station could be explored. The group can look at a variety of items with all the newer technology out there and not necessarily have to have a whole TV station. The committee would look at all options and make recommendations. **Councilor Bolster** said that is his point that it may not need to be a station.

Mayor Cianchette noted the very fact of a web-based system is one of the things that has been discussed in detail. It would be the easiest and quickest way with the biggest bang for the buck. The one concern that I have personally is there are a lot of older people here in Town that don't have a laptop. The convenience of them being to turn on the TV was fantastic. We got a significant amount of feedback when those meetings were broadcast. There were some really good broadcasts. It has been a void. There is a lot of support for it.

Councilor Donahue added that SVTV already got the ball rolling on that. They have done negotiations to get more funding from the cable company. We are already paying for the station but not receiving the benefit from it. As far as the benefit of a web-based YouTube channel vs having a website is that the website is already up and running. What is missing is

the ability to generate content for that. More equipment is needed in order to train people to go out and generate the programming. Whether it is setting up a camera for this meeting or going to school events, there has to be some kind of equipment to do that. SVTV is the conduit to put that content on but not to generate it unless it is funded to the point of having an in-house producer. **Councilor Curtis** asked how expensive is the box? **Councilor Donahue** believes in Marie's December report she noted it was about \$10,000 for the whole system. Without that extra piece of equipment you are limited to using the website. **Councilor Curtis** questioned if SVTV came up with a letter with answers in response to the Town Attorney's questions at their meeting. **Councilor Donahue** noted there was not a letter per say, but Marie provided a copy of a statement from Positively Florida that they received the funds in the 2017 calendar year and that the funds were transferred to TV for Your Soul. This is Marie's publishing company. The transfer was necessary to have the funds dispersed. Marie sent a breakdown of the website creation costs but I did not receive it in time to print it out as I wasn't home. The Town Manager noted if that could be printed out it would be helpful. The Town Manager asked if it states to whom the payments were made? Does it list the companies that were hired? **Councilor Donahue** noted it does not. It is generic information vs the actual project website showing specifics like the number of pages, design, copy write, etc. This is because to do an actual invoice stating individual pricing and companies paid, it is like giving a blue print to set up a website and this kind of programming. The Town Manager asked so is it being said that if the document specified what was disbursed to companies X, Y and Z, someone could figure out how to do this? **Councilor Donahue** noted this was correct. The Town Manager questioned, does this mean we will not be allowed to have the names of the companies? **Councilor Donahue** noted this is correct. **Councilor Curtis** asked if Marie mentioned during the meeting if she was still going to try to pursue suing the Town? **Councilor Donahue** noted this was not mentioned. **Councilor Donahue** noted that she believes that was just out of frustration. From Marie's point of view she still views this as a valid agreement with the town. Marie is willing to review the contract to be sure it works for everyone. We have already invested \$15,000 in this project. If the Town is looking at this and saying we have no obligation to do anything else, we will do this on our own, that shows we are wasting this money by not following through with the project. The Council decided this was a valid project and then decided to drop it like a hot potato and not follow through. **Mayor Cianchette** noted that this committee, as a spokesperson who will interface with SVTV, I assume you are interested in the committee. Councilor Margolskee has also shown interest. I think this would be items that the committee would work on to get the data. I would like to move forward and have Councilor Donahue and Councilor Margolskee appointed as members, with Councilor Margolskee being the liaison. The Town Manager noted that this will make it very difficult as Councilor Donahue is representing SVTV. **Councilor Donahue** noted she is representing the Council. The Town Manager noted won't this be a conflict of interest as Councilor Donahue will be on 2 committees? The Town Manager said that this committee was proposed to be an independent review of cable and options action plan. We need to look at all items, and you are proposing to only look at SVTV. **Councilor Donahue** noted that we should start by working with the issues we have with SVTV to make it a functional partnership with the Town before we invest time and effort in doing essentially parallel work. The Town Manager noted if that is the direction we are going to take then we do not need to have the committee. This will be a

waste of time. We can look at SVTV without forming a committee. **Councilor Donahue** said that she is all for that. She noted she is not saying this is the only way to go but we have already started on this task and invested in this, we should see it through and make this a good working relationship. **Mayor Cianchette** asked if it is not reasonable that several avenues could be investigated at the same time? I can see a usefulness for this committee. We can't focus just focus on SVTV, we should look at other options. **Councilor Donahue** questioned what other options are there? The Town Manager noted that is what the committee would explore such as the options mentioned this evening. **Mayor Cianchette** noted that it could be a program that compliments or works with SVTV. **Councilor Curtis** feels that it would be good to review it not thinking about SVTV, but thinking about what contracts look like that other Towns use for broadcasting. Looking at the questions the Attorney has it seems as though the contract is way too vague. It looks like the Town jumped in this a little too quickly. Just because we jumped in without doing enough due diligence doesn't mean we will do it again. The Town Manager noted it was a five-year contract in which the Town had one requirement, which we met. **Councilor Bolster** stated in his opinion it feels like the Town paid \$15,000 and has nothing to show for it. SVTV made a website but there is no one who can actually broadcast. The community hasn't benefited from what we spent and it feels like we got burned. Deputy **Mayor Stackhouse** noted the problem is the website was created before the money was spent. There is no extra content since the money was spent. He questioned the expenditure. **Councilor Donahue** noted she looked at it and there is a lot more content on it. The Town Manager noted a PSA were taken from Mt. Blue TV station and was just put on the website. Councilor Donahue noted those were examples of what kind of content could be generated. The Central Maine Group stations from Fairfield, Farmington and Madison all fully fund their PEG stations from franchise fees. Marie offered to come give a presentation and talk to the Council to give us a better understanding of how stations operate. The Town Manager noted this is something the Ad Hoc committee would work on. The committees do the work and bring recommendations to the Town Council. **Councilor Donahue** stated this would be a presentation to the full Council. The Town Manager noted she would see it as something the Ad Hoc Committee would research. **Councilor Nichols** stated he can see how the committee would gather information and then present it to the Council. **Councilor Donahue** noted SVTV would be providing a contact for those people who would be coming to talk to us. They would be providing it to the full Council. **Councilor Nichols** noted it is like the Recycling Committee. Donnie doesn't have enough time, so the committee does the leg work and collects the information. I understand it is different as SVTV is a private entity. **Councilor Donahue** noted her only other concern would be with SVTV's goal of representing several towns in the region, if every community that participates sets up a committee that has to interact with SVTV it would be a logistical nightmare for 13 Towns to have a committee meeting every month and then have SVTV attend those meetings on a regular basis. **Mayor Cianchette** states he sees this committee as a representation of this particular town and does not have anything else to do with the other towns. SVTV is an entity that will serve a couple dozen towns or municipalities. **Councilor Donahue** noted yes, but SVTV is going to have to interact with each of those communities. **Mayor Cianchette** understands, however, that would be for SVTV to deal with. Our responsibility is to the taxpayers of this town. He sees that this committee will help the Town Council with this. **Councilor Curtis** said this committee will

not meet every month. It's just to get started, make sure we have a fair contract, and see what other towns our size are doing. They would make a fair assessment of everything and decide what is the best thing for Pittsfield to do. Is it best to continue giving money to SVTV?

Mayor Cianchette noted it would be everything from budgetary to content. **Councilor Donahue** noted she doesn't think it will operate that way. None of the existing PEG stations do. **Councilor Curtis** stated he would be surprised that they would just give the money to the PEG stations. **Councilor Donahue** noted she believes the station would do an annual report like Marie did. It would be we serviced this many towns, we ran this many PSA, we established this many backpack producers. It's a report of activity not a penny by penny accounting. It would be like asking Bolster's to open up their books to the Town because they provided dumpster services. **Councilor Curtis** stated if we gave a public grant to Bolsters to do something I think it would be fair to ask Bolsters to prove they spent the money on what they were supposed to. For instance, say we gave them money to install 50 dumpsters. **Councilor Donahue** stated they would say we have 50 dumpsters. They wouldn't open the books and show where every penny goes. **Councilor Curtis** feels it is a little harder here as there was already a website. Some people feel like they don't know where the money went. They put it towards the website but they already had the website. There is a little bit more content, but did that cost all of this money? **Councilor Cianchette** noted this is a discussion that has happened. It will happen in the near future. There are still questions, concerns, etc. This resolution is to form a committee. This all sounds like good reason for the committee to dig into all of this. **Councilor Donahue** asked if we can further define what the committee is going to be doing? The Town Manager noted all of the items discussed by Councilors would be items the committee would be working on. She noted that she thinks this discussion is getting too complicated for just establishing a committee.

VOTE: UNANIMOUS AYE

ORDINANCE 18-01: (To be set to Public Hearing on 02/06/2018) That the Town of Pittsfield hereby ordains to re-enact the Town of Pittsfield Retail Marijuana Establishments and Retail Marijuana Social Clubs Moratorium Ordinance.

Moved by **Deputy Mayor Stackhouse** and seconded by **Councilor Donahue** that Ordinance 08-01 be set to Public Hearing.

The Town Manager noted the Town Council re-approved the Moratorium on 08/15/2017 which went into effect on 09/14/2017. The Moratorium was for 180 days which expires on 03/13/2018. At this time, we do not know the regulations that will be in effect when the State's moratorium expires on 02/01/2018 or if it will be re-approved. Very few cities and town shave been drafting language. It would be advantageous to learn from cities and towns that are experienced in addressing marijuana businesses in order to have appropriate background. In addition, the Maine Municipal Association usually drafts a model ordinance on items that affect a majority or all of the communities in the State. The Moratorium to be re-enacted was in the Council Package.

VOTE: UNANIMOUS AYE

RESOLUTION 18-12: Resolved that the Town Council authorize the Town Attorney during 2018 to send legal letters to property owners with code violations in which the owners have not made an effort to correct such violations and those property owners who have repeat violations as identified by town staff and reviewed by the Town Council.

Moved by **Deputy Mayor Stackhouse** and seconded by **Councilor Margolskee** that Resolution 18-12 be adopted.

The Town Manager noted as discussed at past Town Council Meetings, the Code Enforcement Officer has identified numerous code violations generally in the property maintenance category in which the property owner has not kept up their property and it is either unsafe for habitation or it is undesirable for the neighborhood in terms of safety, aesthetics or for other reasons. The Town Council received a copy of the chart showing the current violations as well as past violations that have been corrected or have been successfully resolved. Also, in the Council Package is a copy of the background on two properties that require resolution. The CEO has identified these two properties as those on the list that should be addressed first. These properties are located at 132 Peltoma Avenue (Map 23, Lot 5) which is at the corner of Peltoma/Lancey and 139 Mason Street (Map 25, Lot 42).

Councilor Bolster had several questions regarding the process. The Town Councilors and Town Manager discussed the proposed process which is resolve the violations in a proactive fashion. This is to send the letters only in order to move enforcement forward and not to take the violators to court. That would require another approval by the Town Council.

VOTE: UNANIMOUS AYE

7. DISCUSSION ITEMS:

Updates:

Water and Sewer Projects:

The Department has been tasked with setting up a comprehensive work plan for improvements to the water and sewer system for those items that do not require any more debt service. As you know, we added a major payment to the water system to address the North Main Street (Grove Hill) water line which had over 30 breaks to it and needed to be replaced. It was extremely expensive so we now have a large debt service payment to absorb into the budget with our current revenue stream. There are many smaller cost items that we can do such as install valves at strategic spots in Town so that we do not have to turn over an extensive area to work on a broken valve; comprehensive look at the fire hydrant replacement which we have had a lot of success with and it would be good to list out the areas to be worked on for a multi-year period; and other projects of this nature. The Assistant Water/Sewer Superintendent will be working on this project. A project that we have saved up funds for is the painting of the

Standpipe at Phillips Corner so Scott is pulling together information on this as we will need to issue a RFP. This is a project that should be completed in summer- So it will be good to lay out a work plan for the year. Right now, he will be starting with the quarter to gain momentum and then we will proceed beyond that period of time to the year.

Board and Committees:

The Town Clerk and I are working on the vacancies. After advertising with signs and website, we are advertising in the Rolling Thunder and posting at other locations.

Grants Update: Reviewed a list of projects completed and list of ongoing grants.

Spirit of America Nominees for 2018: A comprehensive list of potential nominees for this year's Spirit of America award as well as background on the organization was included in the Council Package. The Town Councilors discussed the award nominees. **Deputy Mayor Stackhouse** nominated Lancey Bradshaw. **Councilor Nichols** noted that Lancey was a good choice. He would like the Council to consider Tom Brown next year. The Town Council agreed that the 2018 Spirit of America Awardee would be Lancey Bradshaw. The Town Manager will contact Lancey. The Town Council will have a ceremony in February.

8. REPORTS: Audience, Council

Audience:

Don Hallenbeck: Explained the history of cable in the community.

Representative Strom: Discussed the marijuana legislation which is ready to proceed forward. The question is whether Towns will be required to opt in to be a part of recreational marijuana sales or opt out to not be involved.

Pete Logiodice: Inquired as to why the roads and especially the sidewalks were in bad condition. The Town Manager discussed the unusual weather conditions with a blizzard, bitter cold, freezing rain and so forth. It was overwhelming conditions for most of the state and crews could not keep up with everything. Councilors noted that the roads were bad all around.

Council:

Councilor Bolster: No report.

Councilor Donahue: Advised of an upcoming Tree Pruning event in March to learn skills to rejuvenate trees. This is being put on by the Somerset County Soil & Water District.

Councilor Margolskee: Noted that the Main Street will be renovated in 2019 and the Town will be celebrating the Bicentennial so coordination will be very important. Believes that the Town needs to look at the condition of roads beyond shim and overlay. Talked about the Historic Museum and other projects that we can work on as part of the Bicentennial.

Councilor Nichols: Advised of how they got television when he was younger by utilizing a brass bed in the attic as an antenna!

Councilor Curtis: No report.

Deputy Mayor Stackhouse: Pleased that Lancey Bradshaw was chosen. Thanked the Council for setting up the Council Ad Hoc Committee on cable and programming. This needed to be done and we need to look at other options. Thanked the Town Manager for her hard work noting that she had put the Town in a good position for items in the future so that we can capitalize on all of the improvements that have taken place.

Mayor Cianchette: Sent condolences to the family of Mr. Lashon who passed away recently. He will be sorely missed at the Theatre.

10. ADJOURNMENT

Motion by **Councilor Nichols** and seconded by **Councilor Curtis** that the meeting be adjourned at 8:40 p.m. All in agreement.

VOTE: UNANIMOUS AYE

Nicole Nickolan, Town Clerk