

MINUTES

for a regular meeting of the Pittsfield Town Council, held on *Tuesday, January 18, 2022* at 6:30 pm in the Council Chambers at the Pittsfield Municipal Building at 112 Somerset Avenue and by teleconferencing technology.

Councilors Present: Mayor Michael Cianchette; Deputy Mayor Peter Logiodice; Councilor Brent Frost; Councilor Jason Hall; Councilor Eric Saucier; and Councilor Ronald Jester (joined later).

Councilors Present by ZOOM: Councilor Ronald Jester.

Councilors Absent: None

Also Present: Town Manager Kathryn Ruth and Heather Donahue

Also Present by ZOOM: Amber Quint.

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

Mayor Cianchette opened the meeting of the Council by leading the Pledge of Allegiance. The Council observed a Moment of Silence.

2. ADOPTION OF MINUTES OF:

Regular Meeting held on January 4, 2022.

Moved by Deputy Mayor Logiodice and seconded by Councilor Frost to approve the Minutes of January 4, 2022 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
- f. Ceremony

4. PUBLIC HEARINGS:

None.

5. REPORTS:

A. Council Committees: Finance, Ordinance and Recycling

No reports as the Committees have not met.

B. Board and Committee Updates by Town Councilors and Town Manager

Town Manager reported that the Recreation Committee met to talk about Winter and Spring sports and ideas to enhance the recreation. They are putting together a list of work that would be good for a high school or college student or someone that would like a few hours a week and likes to work outside. The Recreation Director's position is now open. It is advertised on the Website, MMA and other sites.

C. Town Manager's Report

1. 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

2. 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.

3. 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 been registering dogs since 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!

4. 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.

5. On-line Council Materials: 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. Cleaning out Your Home / Downsizing - 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 in our Textile container as you enter the Transfer Station. The building is still accessible this winter so we are still taking items. If at any point, we have to stop taking items, we will advise of this.

Current and Upcoming Activities:

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

Although more 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 as of yet, 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.

8. 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:

9. 2019 Tax Liens foreclose on Friday, January 21, 2022:

For those who have not yet paid their 2019 taxes, the liens on the property will automatically foreclose at the end of business on January 21, 2022. This is for taxes that were due in October 2019. There are now 24 properties on the foreclosure list. We urge those owners to pay their taxes in full by Friday. Notices of impending automatic foreclosure went out in December. If the taxes are not paid in full on Friday, the Town will own these properties. The Town does not want to own any tax acquired properties. In order to buy the property back, all taxes, interest and costs for 2019, 2020 and 2021 will need to be paid in full in order to receive a Quit Claim deed from the Town after a public hearing. This would be very expensive so we would encourage you to pay off the 2019 tax lien in full.

10. Code Enforcement Actions:

Our Alternate Code Enforcement Officer Al Tempesta is working in Town now for a few weeks. We have provided the files on the code enforcement actions that the Council approved for his review and to see if any more information needs to be collected. Mr. Tempesta will be the Code Enforcement Officer who will be bringing the cases to court so he needs to be involved. For the Somerset Avenue property, the elderly owner was repairing the facility himself and fell off the roof. He has a long recovery period in order to be able to get around. The gentleman did work on the property. We will send the file to the Town Attorney, however, ask how to address this. Basically, the owner is recovering from a dreadful fall and will be unable to go to court. The Washington Street property file has more enforcement action in it against the former owners of the property vs. the current owner. I wrote a letter for the former Code Officer just before he retired after I went out and saw the property last year. Bob Geaghan, the new Code Officer has written letters requesting compliance. We are asking the attorney for advice on how to proceed. The Leonard Street property seems to have more junk now than it had before so that file is going to the Town Attorney. The Manson Street property is neat and orderly in the yard, however, the building needs considerable work. The owner wrote to the Town that he has been ill and explained out what has been taking place. We will ask for advice on all of these. Since Al will be taking the cases to court, we needed him to be involved which he now has been. Copies of the files are being forwarded to the Town Attorney on Wednesday, 01/19/2021.

The Code Enforcement Officer was dispatched to a property at the corner of Harriet and Madawaska Avenue which is a very dilapidated building. The owner was to be instructed to tear it down due to its condition.

The Code Enforcement Officer was persistent with the owners of the property at the corner of Lancey Street and Peltoma Avenue. After multiple calls and letters, the owners did schedule a major tree cutting day at the property. The owners have also pulled a building permit to fix up the property. The CEO has been instructed to keep in contact with the owners to monitor their progress.

Today, the Alternate Code Enforcement Officer was working on a letter to the property owners on Webb Road. The facilities at this property have expanded without proper permits.

11. 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. The Town has many committees and boards and perhaps there is an area that you might be interested in. Since COVID, we have had trouble filling spots and that is understandable, however, we do need to proceed forward with meetings.

12. 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 for 3-year terms.

13. Recreation Director:

The Town is seeking positive and proactive candidates for Recreation Director. This part-time year-round position implements a dynamic and active program involving volunteers, committees and groups. If you would like to work for the benefit of children and enhancing program opportunities for not only children but also seniors and other citizens, this would be a great opportunity to make a difference. Application package materials are available at www.pittsfield.org. Applications will be accepted at the Pittsfield Town Office, 112 Somerset Avenue, Pittsfield, ME 04967 (487-3136) until the position is filled. EOE.

14. Celebration:

We are working on the plaque and gift for our former Town Councilor Timothy P. Nichols who served the Town as a Town Councilor from the age of 39 to the age of 63. He was the Mayor and/or Deputy Mayor for several years as well as served on many boards/committees over his terms. We hope to finalize the celebration details shortly.

15. Next Town Council Meeting:

At the next meeting on 02/01/2022, (if scheduled) we will have a public hearing on the Loan/Bond for Capital Improvements as well as authorizing the application form to be filed with the Maine Municipal Bond Bank for the Capital Improvements Loan/bond and a variety of contracts and projects.

6. OLD BUSINESS:

None.

7. NEW BUSINESS:

ORDINANCE 22-01: (Set to Public Hearing on 02/01/2022)

Town of Pittsfield Ordinance Authorizing Borrowing of up to \$2,090,000

The Town of Pittsfield Town Council hereby ordains the borrowing of up to \$2,090,000 to finance costs of the certain capital improvements in the Town as identified herein on the following terms:

1. Pursuant to the Constitution of the State of Maine, Maine law, including Title 30-A, Section 5772 of the Maine Revised Statutes, as amended, and the Town Charter, and all other authority thereto enabling, the Town of Pittsfield is authorized to borrow from the Maine Municipal Bond Bank (the "Bank") pursuant to a loan agreement between the Town and the Bank, or through a private banking or financing institution upon the terms and conditions mutually agreed upon by the Bank and the Town subject to the limitations of this ordinance a principal amount not to exceed Two Million Ninety Thousand Dollars (\$2,090,000), and to expend the proceeds thereof for one or more of the following projects: 1. Up to \$1,000,000 for the purpose of paving roads within the Town and/or site preparation related to such paving; 2.) Up to \$600,000 for the purchase or lease purchase of a fire truck to be used by the Town; 3.) Up to \$180,000 for the purchase or lease purchase of a dump truck to be used by the Town; 4.) Up to \$70,000 for repairs and improvements to certain Town-owned bridges and culverts; 5.) Up to \$60,000 for the purchase or lease purchase of a new truck to be used by the Town's Highway Department; and 6.) up to \$180,000 for the purchase or lease purchase of self-contained breathing apparatus ("SCBA") equipment to be used by the Town's Fire Department (the "Projects"). The Town hereby approves and authorizes the issue, sale and delivery to the Bank or another lender as evidence of any loan and against payment therefor, the Bonds of the Town in a principal amount not to exceed \$2,090,000, for a term not to exceed 20 years, and any Notes in anticipation of such Bonds; such Bonds and Notes to be executed on behalf of the Town by the Town Treasurer and counter-signed by the Mayor of the Town and to be at such interest rates, if any, as may be established by the Bank for its Spring 2022 issue or another lender, and approved by the Treasurer and the Mayor, with such maturities, dates, denominations, place of payment, paying agent and registrar, form and other terms and conditions as may be prescribed by the Bank or another lender, and as approved by the Treasurer and the Mayor (the "Bonds" and the "Notes"), such approval to be conclusively evidenced by their execution of the Bonds or Notes. The Treasurer and Mayor are hereby authorized to provide on behalf of the Town that any of the Bonds may be made redeemable or callable, with or without premium, prior to maturity.

2. The Mayor, the Treasurer, and other proper officials of the Town be, and are hereby authorized in its name and on its behalf to execute and deliver, under the seal of the Town, attested by its Clerk, any agreements, certificates or other documents relating to the issuance of the Bonds and any Notes in anticipation thereof, to be in the usual and ordinary form utilized by the Bank or another lender, which is hereby approved, and to contain such other terms and provisions, not contrary to the general tenor hereof, as the Treasurer may approve, with his approval to be conclusively evidenced by his execution thereof. The Mayor, the Treasurer, and other proper officials of the Town be, and hereby are, authorized and empowered in its name and on its behalf, to do or cause to be done all such acts and things as may be deemed necessary or desirable in order to effect the borrowing authorized herein.

3. The Mayor and the Treasurer are hereby authorized to execute and deliver on behalf of the Town a loan application and other applications to the Bank or any other lender as needed for approval to issue the Bonds or Notes.

4. The Mayor and the Treasurer and other municipal officers and officials of the Town be and are hereby authorized in its name and on its behalf to do or cause to be done all such acts and things as may be necessary or desirable in order to affect the issuance, sale and delivery of the Bonds or

Notes in anticipation thereof hereinabove authorized, including to execute all documents and certificates, as may be necessary or appropriate in connection with the sale of the Bonds

5. The Town is authorized to issue General Obligation Bond Anticipation Notes, in anticipation of such Bonds, such Notes to be signed by the Town Treasurer and countersigned by the Mayor and to be sealed with the seal of the Town and attested by its Clerk; and to be in such form and contain such terms and provisions as the officers executing the same may approve, their approval to be conclusively evidenced by their execution thereof.

6. The Town covenants and certifies that, as to any of the Bonds and Notes that are issued with the intent that interest thereon be exempt from federal income taxation, no part of the proceeds of the issue and sale of such Bonds and Notes authorized to be issued by the foregoing (including any notes and bonds in renewal thereof) shall be used, directly or indirectly, in such manner which would cause such Bonds or Notes of the Town to be "private activity bonds" or "arbitrage bonds" within the meaning of Sections 141 and 148, respectively, of the Internal Revenue Code of 1986, as amended (the "Code").

7. This Ordinance shall take effect 30 days after its adoption.

There were significant technical issues at this point that prevented some people on Zoom from hearing the meeting.

There was a lengthy discussion concerning the Ordinance.

Moved by Councilor Hall and seconded by Deputy Mayor Logiodice that Ordinance 22-01 be adopted.

Motion passed with all votes in favor.

AYE: Hall, Saucier, Jester, Logiodice, Frost, Cianchette

RESOLUTION 22-10: Resolved that the Town Council declare Council Seat – At Large vacant and call a special election for Councilor – At Large on Thursday, April 21, 2022.

Moved by Councilor Hall and seconded by Deputy Mayor Logiodice that Resolution 22-10 be adopted.

Motion passed with all votes in favor.

AYE: Hall, Saucier, Jester, Logiodice, Frost, Cianchette

RESOLUTION 22-11: Resolved that the Town Council approve that nomination papers for Councilor – At Large be made available on Tuesday, January 25, 2022 and that the filing deadline for said nomination papers will be Monday, March 7, 2022 by 5:00 PM.

Moved by Deputy Mayor Logiodice and seconded by Councilor Frost that Resolution 22-11 be adopted.

Motion passed with all votes in favor.

AYE: Hall, Saucier, Jester, Logiodice, Frost, Cianchette

VOTE: UNANIMOUS AYE

RESOLUTION 22-12: Resolved that the Town Council appoint Adrienne Baker as an interim director for the MSAD #53 Board of Directors to serve until the next General Election and until a successor is elected and qualified.

Moved by Councilor Hall and seconded by Councilor Saucier that Resolution 22-12 be adopted.

Motion passed with all votes in favor.

AYE: Hall, Saucier, Jester, Logiodice, Frost, Cianchette

RESOLUTION 22-13: Resolved that the Town Council confirm the Town Manager's appointment of Marty Cochran as Acting Police Chief and to further authorize the Acting Police Chief to execute concealed weapon permits.

Moved by Deputy Mayor Logiodice and seconded by Councilor Frost that Resolution 22-13 be adopted.

Motion passed with all votes in favor.

AYE: Hall, Saucier, Jester, Logiodice, Frost, Cianchette

RESOLUTION 22-14: Resolved that the Town Council waive the Bid Policy, Chapter 2, Administrative Code, Section 106, to accept the proposal from _____ of _____ for a total to not exceed _____ to provide all the work for the Pittsfield Water Department High Lift Pump Variable Frequency Drive (VFD) and to authorize the Town Manager to execute all necessary paperwork for the project.

Moved by Councilor Hall and seconded by Councilor Frost that Resolution 22-14 be adopted as amended; Resolved that the Town Council waive the Bid Policy, Chapter 2, Administrative Code, Section 106, to accept the proposal from Staltz Electric of Portland, Maine for a total to not exceed \$8,545.00 to provide all the work for the Pittsfield Water Department High Lift Pump Variable Frequency Drive (VFD) and to authorize the Town Manager to execute all necessary paperwork for the project.

Motion passed with all votes in favor.

AYE: Hall, Saucier, Jester, Logiodice, Frost, Cianchette

RESOLUTION 22-15: Resolved that the Town Council accept the Federal Aviation Administration (FAA) Airport Rescue Grant (ARPA) #3-23-0036-023-2022 for the Pittsfield Municipal Airport to not exceed \$32,000 and authorize the Town Manager to execute all required documents including the grant application, grant agreement and any other necessary paperwork.

Moved by Deputy Mayor Logiodice and seconded by Councilor Hall that Resolution 22-15 be adopted.

Motion passed with all votes in favor.

AYE: Hall, Saucier, Jester, Logiodice, Frost, Cianchette

8. DISCUSSION ITEMS:

- A. Financial: Department Report for 12/31/2021.

All reports except for the Cemetery and Recreation Department are included in the Councilor's packets and on-line.

9. REPORTS: Audience, Council

Audience:

Councilor Frost: No report.

Deputy Mayor Logiodice: No report.

Councilor Jester: No report.

Councilor Saucier: No report.

Councilor Hall wished the Police Chief to well soon. Noted the Police Department assisted on a drug bust.

Mayor Cianchette indicated that Chief Bickmore is dealing with some issues. He wishes him the best, and noted that Chief Bickmore is a close friend of his and will be offering his prayers with what he is dealing with and hopes for a quick and positive resolution.

10. ADJOURNMENT:

Moved by Deputy Mayor Logiodice and seconded by Councilor Hall to adjourn the meeting at 8:09 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.

