

# MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, February 19, 2013 at 6:30 pm in the Council Chambers.

**PRESENT:** COUNCILORS: Tim Nichols, Caleb Curtis, Michael Cianchette, Gary Jordan, Jr., Donna Chale and Heather Donahue. **ABSENT:** Christopher Carr. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Annaleis Hafford, Ron Porter, Timothy Cherniski, Donna Dunphy, Gary Whitman, John Whitman and others.

1. **Gary Jordan, Jr.** opened the meeting by leading the **Pledge of Allegiance**. The Council observed a moment of silence.
2. Adoption of minutes of the regular meetings held on February 5, 2013.

Moved by **Councilor Cianchette** and seconded by **Councilor Chale** that the minutes of the meeting held on February 5, 2013 be adopted.

**VOTE: UNANIMOUS AYE**

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

#### **Meeting with Olver Associates re: USDA Grant for Sewer Projects Recommendation:**

Annaleis Hafford stated there is approximately \$350,000 of remaining funds from the Lagoon Sludge Removal/Sewer Remediation Grant. It is in the best interest of the Town to spend the money so it does not need to be sent back. The next suggested phase of work would be Franklin Street. It is in extremely poor condition. We could have also suggested Chester Street, but there is not enough funding for both. It is possible that there will be additional monies with the other open projects, but it is not possible to know how much at this time. Video is still needed on Stinson Street, on a cross-country between Birchwood and School Street and a cross-country between Franklin Street and West Street. Due to the added scope, the design fee for the additional work would be \$25,000. The contract administration and inspection services fee would be \$27,000. These costs are included within the project budget. The Town will also be provided an updated environmental review.

#### **Community and Economic Development Activities and Events:**

#### **Report on New Business Activity & Opportunities in Pittsfield:**

AE Robinson has met with the Planning Board at their 02/11/2013 meeting and will be finalizing their site plan review at the 03/11/2013 meeting for a new larger store at its present location on Somerset Avenue off I-95.

A project is in initial stages at the former Pittsfield Village Pizzeria location on Somerset Avenue.

Several small projects and business reviews are underway.

**Argo Marketing Group is interested in expanding its operations:** Argo has advised that it would like to apply for a second CDBG Ec Dev Grant. DECD has confirmed that the Town would be eligible to apply for a second grant. Currently, we have a conditional approval of having satisfied the grant we received last year. Once the audit, which is scheduled for the end of March 2013, is completed for December 2012, then we send the audit on all the grants to the agencies, such as DECD and then we receive a final letter of approval. The funds for the 2013 CDBG Ec Dev grants will not be available until July 2013. Therefore, we can apply for a second grant. When Argo Marketing group determines its request, I will start the process. This will work as it did last year, with a Letter of Intent, Public Hearing, Grant Application, Public Hearing and all of the Phase II paperwork.

**United Technologies (UTC) has been nominated for the Governor's Award for Business Excellence:** The Town, working with UTC and their engineering firm for background information, nominated UTC for the Governor's Award for Business Excellence. The company is truly committed to safety, health and wellness of its team members.

**Report on Meetings & Events:**

Listed below are Community and Economic Development meetings and events. All activities that do not have a location specified are at the Pittsfield Municipal Building.

02/06/2013	Recycling Committee Regular Meeting on Wednesday, 02/06/2013 at 6:00 pm (reducing carbon footprint, biking, walking, etc. and have contacted the schools)
02/07/2013	Sebasticook Valley Chamber of Commerce Strategic Planning Committee Meeting on Thursday, 02/07/2013 at 5:00 pm in Palmyra (committed to a Quiet Recreation Campaign with Retirement, Relocation and Quiet Recreation)
02/07/2013	Sebasticook Valley Chamber of Commerce Board of Directors Meeting on Thursday, 02/07/2013 at 6:00 pm in Palmyra
02/14/2013	Somerset County Community College Network Meeting in on Thursday, 02/14/2013 at 9:00 am in Fairfield
02/14/2013	Sebasticook Valley Chamber of Commerce Annual Meeting on Thursday, 02/14/2013 from 5:00 pm – 8:30 pm in Dexter (SVFCU was awarded the Business of the Year Award and Al Wyman was awarded the Joyce Packard Community Spirit Award).

**Upcoming Meetings & Events:**

02/20/2013	Sebasticook Valley Chamber of Commerce meeting with Department of Economic and Community Development Governor's Account Executives on Tuesday, 02/20/2013 at 10:00 am in Palmyra (to discuss how to initiate an action plan to brand the valley for Relocation, Retirement and Quiet Recreation).
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Many meetings are in the process of being scheduled for 2013. In addition, a number of subcommittee and group meetings are in progress.

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

***ORDINANCE 13-01:*** (Public Hearing):

**TOWN OF PITTSFIELD**  
**ORDER AND ORDINANCE AUTHORIZING TAX ANTICIPATION BORROWING**

That the Town of Pittsfield Town Council hereby ordains the tax anticipation note borrowing for the fiscal year ending December 31, 2013 on the following terms:

Ordered that, pursuant to Section 5771 of Title 30-A of the Maine Revised Statutes, as amended and the Ordinance adopted on the date hereof, the Town Treasurer is hereby authorized and empowered to borrow money from time to time during the fiscal year ending December 31, 2013 in the principal amount or amounts not exceeding \$500,000 at any one time outstanding, in anticipation of the collections or receipts from taxes, by the issuance of tax anticipation notes of the Town, each of which notes shall be designated "Town of Pittsfield 2013 Tax Anticipation Notes." All of such tax anticipation notes, and any extensions, renewals or replacements thereof, shall be signed by the Town Treasurer and countersigned by at least a majority of the members of the Town Council, shall be payable on or before November 1, 2013, out of money raised by taxation during the fiscal year ending December 31, 2013 shall bear interest payable at maturity at a rate determined in the manner as approved by the Treasurer, and shall contain such other terms and provisions, not inconsistent herewith, and be in such form, as shall be approved by the officers signing the same, whose approval shall be conclusively evidenced by their execution thereof, and

Be It Further Ordered that the Treasurer is hereby authorized to award the notes to such person or entity as approved by the Town Council, such approval to be conclusively evidenced by the execution of the 2013 Tax Anticipation Notes; and

Be It Further Ordered that the notes authorized by the foregoing are hereby designated as qualified tax exempt obligations for purposes of Section 265(b) of the Internal Revenue Code of 1986, as amended, and

Be It Further Ordered that the Treasurer of the Town be authorized to covenant with the purchasers of the notes on behalf of the Town and for the benefit of the holders of the notes, that the Town will take whatever steps, and refrain from taking any action, as may be necessary or appropriate to ensure that interest on the notes will remain free from federal income taxes, including without limitation, the filing of information returns and reports with the Internal Revenue Service and the payment of any rebate due to the United States of America.

The Public Hearing was opened. There was no one who wished to speak for or against Ordinance 13-01. The Public Hearing was closed.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Curtis** that Ordinance 13-01 be adopted.

The Town Manager noted this is the first step in the authorization process in order to issue a Tax Anticipation Note until the Town's major revenue source in the form of property taxes are received later this year. As the property tax bill is due in October of each year for the calendar year, the Town is spending funds for 8-9 months with smaller revenue sources coming in until October.

**VOTE: UNANIMOUS AYE**

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

**Town Manager's Report: Town Council Meeting of 02/19/2013:**

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

2. Bin Sale: PITTSFIELD RE-USE CELEBRATION: BACKYARD COMPOST BIN SALE: The sale is over with, however, people can still order a bin as we were under the maximums required for an order so we have a few more that will be available for each of the Earth Day products. To celebrate re-use in the community, the Town of Pittsfield is part of a statewide backyard composting bin sale. A home compost bin and how-to-guide with a combined retail value over \$100 can be purchased for only \$45.00 (tax included). The bin is black, has a 10 year warranty, and is made of 100% recycled plastic. It's approximately 35" high and 33" wide, or large enough for a family of five. The Town will also have the wing digger compost turner for a discounted price of \$17.00 and the Reotemp Backyard Compost Thermometer with a 20" stem for \$18.50.

It is estimated that 25% of the average household's waste consists of kitchen scraps and yard trimmings which can be easily composted. Pittsfield residents can save \$54.12 for every ton of waste they compost rather than placing the material in with their garbage that is shipped out of town for disposal.

Pittsfield's recycling rate for 2011 was 62%. Let's keep working at our recycling rate and boost it even more while helping our gardens grow!

3. Maine Municipal Association Workshop: The Town will be the host of a regional workshop on Thursday, 04/11/2013 in the Town Council Chambers. Set-up is at 3:00 pm with Registration at 4:00 pm and the workshop on roles and responsibilities for elected officials and town managers/administrative assistants will be held from 4:30 pm to 8:30 pm with a break for dinner at 6:00 pm. This is a rare opportunity to have a workshop right in Town for the region with less travel distance for everyone. We recommended that Vittles cater the workshop.

4. Walking Maps & Promotion: HealthySV, the regional HealthyMaine partnership and the Seabasticook Valley Chamber of Commerce will be joining with the Town to work on walking maps for the area. This project will be utilized for physical exercise, tourism and to promote walks such as the 4/20 walk that we will hear about shortly focused on not using drugs.

5. Activities Maine Guidebook – Town of Pittsfield, Egg Festival and Fly-In will be in the Summer edition.

6. Regional Job Fair: - Information was reviewed.

**Finance Committee:** None.

**Ordinance Committee:** None.

**Recycling Committee:** The Recycling Committee met on February 6, 2013. It was a good meeting. We discussed education in schools to promote Reduce & Reuse, as well as Earth Day, the 4/20 Walk, bike racks in Town, and a possible bike swap. Paul Faria is looking into educational materials for a presentation at the schools.

6. **NEW BUSINESS:**

**ORDINANCE 13-02:** (To be set to Public Hearing 03/05/2013) The Town of Pittsfield hereby Ordains to accept all tax year payments of Craig D. Conary (Pers. Rep.) & Estate of Michael Carter, including interest and lien costs, for the property at 374 North Main Street (Map 029, Lot 021), the Town having acquired said property as a result of automatic foreclosure of a 2010 property tax lien, recorded in the Somerset Registry of Deeds on June 17, 2011 at Book 4405, Page 204, which matured on December 18, 2012. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Craig D. Conary (Pers. Rep.) & Estate of Michael Carter.

Moved by **Councilor Chale** and seconded by **Councilor Cianchette** that Ordinance 13-02 be set to Public Hearing.

The Town Manager noted the property owner's representative paid up the taxes in full as soon as contacted for payment after the foreclosure. This is the first step in the process to quit claim the property back to the prior owner.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-24:** Resolved that the Town Council authorize the Town Manager to sign Amendment #2 to the Standard Form of Agreement as required by the United States Department of America (USDA) Rural Development Agency with Olver Associates for engineering work on the sludge removal, SSES Study and Sewer Remedial Work, once approved for funding by the USDA, such work to be sewer remedial.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Chale** that Resolution 13-24 be adopted.

The Town Manager noted as the Town was fortunate to have funding left from the Sludge Removal Project and to receive such competitive sewer line replacement bids, the Town authorized additional work not originally contemplated on March 6, 2012 for Somerset Avenue, Elm Street and Morrill Street, as amended (original project had another road, however, this was a less costly approach).

This would be the second set of additional work not originally contemplated due to the exceptional bid pricing. The sewer lines under review are Franklin Street, Stinson Street, Cross Country Birchwood to School Street and Cross Country West Main Street Improvements.

The Town currently has \$350,613.81 remaining in the grant that is not encumbered. The project would be bid out as Franklin Street with alternates to determine the extent of the work that can be completed. This is an additional project, therefore, there is an additional engineering cost proposed which is \$25,000 for design and \$27,000 for contract administration and inspection services fee, which is a total of \$52,000 from the letter of explanation from Olver Associates.

In addition, Rural Development has requested that Olver Associates add money to one of the project budget lines from an on-going project. Rural Development has requested that both amendments be placed in this one document rather than two amendments, therefore, \$5,000 has been added for the Somerset Sewer Main Project. The proposed lines would also be cleaned and videoed for a budget of \$5,000. Geotechnical expenses will be budgeted at \$4,000 for ledge probes.

This motion continues the relationship with Olver Associates and approves additional work to be performed for the USDA grant funding to close out the grant.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-25:** Resolved that the Town Council authorize the Town Manager and Deputy Tax Collector to issue two Notices of Tax Acquired Property Sale and place Tax Acquired Parcels out to bid.

Moved by **Councilor Cianchette** and seconded by **Councilor Curtis** that Resolution 13-25 be adopted.

The Town Manager noted the Town Attorney has reviewed the proposed Tax Acquired Property Sale documents. It was recommended that due to requirements for the commercial lot that two Notices of Tax Acquired Property Sale be issued. Both would have a due date of April 10, 2013 at 11:00 am.

The package included two Tax Acquired Property Sale Notices.

Ads would be placed in both the Bangor Daily News and the Rolling Thunder. Notices would be distributed to interested parties that the Town is aware of as well as abutters. Notices would also be posted in regular posting locations.

The Town's regulations allows the former owner to redeem the property within 21 days of the mailing of the letter of notification of the tax acquired property sale that is publicly advertised. Therefore, the former owner has the ability to redeem the property by paying up all taxes, interest and costs including advertisement, quitclaim notice and legal fees, if any.

The bid opening will be Wednesday, April 10, 2013 at 11:00 am. The Town Council will consider the bids received at their Tuesday, April 16, 2013 meeting. If bids are accepted, the successful bidder has 21 days to make full payment of their bid. The public hearing for the transfer of the tax acquired property/ies is proposed for the Tuesday, May 21, 2013 Council Meeting.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-26:** Resolved that the Town Council accept the bid of Sonic Equipment Company of Iola, Kansas in an amount to not exceed \$ 60,681.95 for the Digital Theater Cinema Projection System for the Pittsfield Community Theater and to waive any technicality or formality in the proposal; and to authorize the expenditure of the funds in the Theatre Fundraising Account in the sum of \$ 52,063.00 and the expenditure of funds from the Theatre Budget in the amount of \$ 8,618.95, for a total cost of \$ 60,681.95; and further to authorize the Town Manager to execute all necessary paperwork at the necessary times.

Moved by **Councilor Cianchette** and seconded by **Councilor Curtis** that Resolution 13-26 be adopted.

The Town Manager noted after much brainstorming at Committee meetings, staff research time and anticipation, the cinema projection system was put out to bid. The Town Council received a brief update on the bids received at the last Town Council Meeting on 02/05/2013.

The Town Council received a copy of the Bid Opening Results. Sonic Equipment of Kansas was listed as the low bidder and was determined to be the low bidder at the Theatre Committee Meeting. The Theatre Committee recommends the purchase of the digital theater cinema projection system from Sonic Equipment if we were able to address our questions on the proposal, which were all answered immediately by the company. A copy of Sonic Equipment's proposal is attached as well as the Request for Proposals issued.

Sonic Equipment has guaranteed their pricing through 02/28/2013 as they have received special pricing from the company for this digital projector. At this time, the Town has \$52,063 in the Theatre Fundraising Fund and would need an additional \$8,619 to sign all paperwork. The Town Attorney has reviewed proposed avenues to utilize other funding and approved using the Theatre Budget. The Committee will raise as much funding as possible to pay this back by the end of the year.

The Dover-Foxcroft Theatre has also chosen to purchase their digital projector system from Sonic Equipment, therefore, both installations would occur about the same time. Dover-Foxcroft is first as they have ordered, so we can keep up-to-date on their experience to learn as much as possible prior to our installation.

With such a major investment, it is important to review all procedures at the Theatre to have a more effective and efficient operation. The Theatre Committee and the Town Manager are committed to making changes at the Theatre this year that are needed.

Donna Dunphy, Theatre Manager, noted all the additional opportunities the new equipment would bring the Community Theatre.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-27:** Resolved that the Town Council Authorize the Town Manger to sign the blanket approval letter to the Department of Public Safety, Licensing and Inspections Unit, for the Pittsfield American Legion to have games of chance and beano/bingo in the Town of Pittsfield at the Sebasticook Valley Elks Lodge. This letter will expire 12/31/2017 and will be renewable at that time.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Curtis** that Resolution 13-27 be adopted.

The Town Manager noted the American Legion would be holding games of chance and beano/bingo at the Elks Lodge to fundraise in order to support their legion's activities and the veterans and their families of the region.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-28:** Resolved that the Town Council Approve the issuance of a parade permit to Healthy SV for a 1K and 5K Walk – High on Life, Not on Drugs on April 20, 2013 at 4:20 pm and waive the permit fees.

Moved by **Councilor Chale** and seconded by **Councilor Cianchette** that Resolution 13-28 be adopted.

The Town Manager noted this agenda item is for the walk mentioned at the last two Town Council Meetings regarding a walk on 04/20 at 4:20 to promote not using drugs and becoming involved in physical exercise.

HealthySV, Police Department, MCI Student Leadership Group, the Town and others are involved with this project.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 13-29:** Resolved that the Town Council sign a Resolution expressing its concern with and its opposition to multiple proposals to shift the burden of funding State Government to Municipalities through the Property Tax and to the Property Tax Payer for the next Biennium to include proposed cuts, phasing out or diversion of Municipal Revenue Sharing, Commercial Excise Tax, General Assistance Reimbursement, Circuit Breaker and Homestead Exemption, BETE Reimbursement, and K-12 Education Funding while increasing Teacher Retirement payment from SAD #53.

Moved by **Councilor Cianchette** and seconded by **Councilor Chale** that Resolution 13-29 be adopted.

The Town Manager noted the Town Council received a draft resolution regarding this amazing focus in the proposed state budget of removing multiple funding sources from municipalities or increasing payments from schools, all of which divert funds to the State of Maine to fund the State's budget.

Town Councilors agreed that it is important to show our opposition to the proposed changes.

**VOTE: UNANIMOUS AYE**

## 7. **DISCUSSION ITEMS:**

### **Financial Reports as of 01/31/2013:**

Budget Expenditure Report  
Revenue Collections Report  
Tax Acquired Property Report  
Economic Development Revolving Loan Update  
Housing Revolving Loan Update  
Transfer Station/Recycling Monthly Report  
Theatre Monthly Report  
Excise Tax Collections Comparison Report  
State Revenue Sharing Comparison Report  
Personal Property Tax Collection Report  
Real Estate Property Tax Collection  
**Briefly Reviewed by Town Manager**

### **Other Reports as of 01/31/2013:**

Building and Plumbing Permit Reports  
Library Report-Librarian's and Library Trustees Minutes  
Police Report  
**Self Explanatory – Not Reviewed**

## Updates:

**Water Projects Update:** We have had a few water breaks. I asked the Assistant Water/Sewer Superintendent to map out the breaks on Grove Hill that he is aware of since he started with the Town in the Year 2000. There have been 15 breaks. This is an expensive project last estimated by Olver Associates as \$836,000 for line replacement. That does not include any upgrade for water pressure.

**Sewer Projects Update:** The Town has had its first sewer system discharge on the ground since 2005. A cross country line going behind the Hunnewell Apartment building discharged sewerage and the area was cleaned up and appears to be from blockage of items thrown in the flush that do not belong there.

**MDOT Paving Announcement for 2013:** A copy of a letter received from MDOT verifying that the Town is part of the Light Capital Paving project this year was in your Council Package. The paving of Route #11 is listed which is Route #100/#11; Phillips Corner Road, Madawaska Road, and Route #69. MDOT has confirmed that Pan Am and MDOT will re-pave and fix the area at the Main Street crossing as part of this project.

**Pioneer & Waverly Dams Management:** The 30-year contracts to manage the dams will be coming up in the near future: The Waverly Dam contract expires 07/06/2013 and the Pioneer Dam contract expires 05/16/2004. The current contractor has advised that he is working with a group of investors, however details have not been forthcoming. Searching for bid documentation has been fruitless. If this project is bid out, I expect the best way would be to issue a general RFP for managing and operating the first dam that comes up or combining the dams.

**Spirit of America: 2013 Pittsfield Spirit of America Foundation Tribute:** The Spirit of America Foundation is requesting that the Town Council pick the local person, project or group to receive the 2013 Pittsfield Spirit of America Foundation Tribute for outstanding community service using our own criteria and to honor the recipient at a local ceremony in April (National Volunteer Month). There will be an event in May 2013 honoring all 2013 Spirit of America award winners throughout Somerset County.

Spirit of America Foundation is a 501(c)(3) public charity established in Augusta, ME to encourage volunteerism & it allows the Spirit of America Foundation Tribute to be presented in the name of any Maine municipality. There is no fee involved, and local officials chose their community's 2012 Spirit of America winner in over 60 towns!

The Town will earn a Maine Spirit of America's 2012 Gold or Silver Distinction for conscientious efforts helping volunteerism & having their own local award ceremony before the county-wide event. So if we hold an award in April, there will be a higher distinction for the volunteer/s honored and the Town. Last year, we honored the Pittsfield Community Food Bank/Christmas Project. Think about the individual or organization the Town would like to honor this year. If you would like, I can make a list of community volunteers who have done so much for the town and its citizens. Councilors can submit names also.

Other Items:

**Utility Billing:** While dealing with significant networking, TRIO financial software issues, internet and e-mail problems along with several computer crashes, we did discover that not every utility account is being billed although the computer program indicates it is. We have only found a

couple, however, we need to create a system for this. So, we are implementing hand and calculator counts and a tally sheet is being developed. On the Financial system, I have reconciliation sheets that can find malfunctions, postings that partially post due to malfunctions, and I can always tell when something is off, then I find it. The loop closes because there are enough ways to verify. With the subsidiary systems – taxes and utility billings, there is no way to have a closed loop. So we are trying to figure out a document we can use to check everything. The financial reconciliations are fine, that is not the issue – it is what is billed. The Town Attorney has been consulted and I have the information on how to address the few accounts. Another issue that has happened is that the billing total = the bills printed of course, however, a bill did not print but the computer says it did. This seems isolated but no pattern yet and so we will figure out the pattern and correct it.

**Code Enforcement:** The Town has been unable to straighten out the activities taking place at the Sprague Property.

A few weeks ago, the Code Enforcement Officer told me that he advised the owner of the property to not live there and that there was nothing more to be done. The CEO was requested to contact MMA Legal and we were advised for the CEO to begin the 80K process. The CEO has stated that he does not want to become certified in this process in the past, however, has been required to do so and is taking a training session in June when it is offered. In the interim, the CEO was requested to find another Code Officer who was certified in 80K that we could hire as an Alternate to assist him to learn the process and to take violations to court. We thought we could wait until we obtained assistance from a Certified CEO for the 80K process.

However, the property now has new vehicles hauled in, and it was shocking to see how much junk and debris has been moved in out back of the house/garage. Late last week, there was an oil spill on the property from the partial installation of an oil tank that was not plumbed. Therefore, I asked the Town Attorney an estimated budget to address this issue from beginning to end:

- (1.) What would be an estimated budget to address the attached property write-up and the steps to take to stop this mess and obtain cleanup?
- (2.) I have asked before about the Town going in to clean up the property and been advised that we can not do this. I read in the paper that in the Town of China, the Town was allowed by the Court to go in to clean up a bad code violation where there was danger to the tenants.

The property owner is living in this property, which does not have a certificate of occupancy. We believe at times that children are there, although there may be just one child at this time off and on. Unfortunately at this time, we are basically close to a budget freeze due to the revenue situation and the Governor's budget plan, which if passed, would affect the Town in many ways as we are a high receiver for SRS, BETE Reimbursement, Commercial Excise Tax and so forth. Therefore, we are lacking the funds for a drawn out and expensive legal battle. The Town Attorney provided a detailed response that basically indicates that the case would be affected substantially due to a number of variables. Details were reviewed.

### **Grants Update:**

#### **New Grants:**

Airport Grants: Environmental Assessment (Engineering to prepare for Apron Expansion)

Airport Grants: Engineering to Design the Apron Expansion: Need to file the next grant application. Waiting for the State documents to bid out the engineering consultant choice, and

need to have an Independent Review take place which may need to be performed now while waiting for the State.

Belvedere Fund for Historic Preservation: Paperwork has been forwarded to the fund with all of the required submittals to receive the \$11,000 grant award which must be spent by year end.

Davis Family Foundation

HealthySV Grant: Healthy Communities – Exercise is Fun Program for Children: Outside Skating Event was held at MCI for families and children to promote physical exercise.

HealthySV: Healthy Communities – Proactive Student Presentations: The police need to get back into the school to address more classes and is working with HealthySV on this.

HealthySV Grant for Tobacco Free Signage

Jobs for Maine's Graduates (JMG) School Grant through Town/Region (pass-through)

Jump Start Our Youth (JOY through JMG) Recreation Department

Kiwanis Mini-Grants for Programming & Sponsorship for children

L&W Conservation Fund: Hathorn Park Legge's Field & Sports Complex, Phase II: Major project that will need to go out to bid in March/April, 2013.

Library Mini-Grants (Cornerstone of Science and Gates for computers)

National Heritage Railroad Grant: Closed out with payment to the construction company for the roofing project.

Rural Engineering & community Assistance Grant Opportunities

#### **Grants waiting to be closed:**

Economic Development Administration Grant: Pittsfield Industrial Park Expansion

Law Enforcement Bryne Federal Grant: Radio Equipment

Project Canopy: Town Farm Forest Management Plan

PUC Energy Efficiency: Block Grant to Towns

Renewable Resources Grant from PUC: Wind Turbine

#### **Closed Grants:**

Airport Grants: Apron Reconstruction Grant

Airport Grants: Design Engineering for Apron Reconstruction

Airport Grants: Runway Obstruction Clearing

Airport Grants: Stormwater, Security and FAA Review

Airport Grants: Vegetation Plan/Permitting Grant

Brownfields Grant: Cleanup Grant for Eelwier (now known as 8 Mount Road)

CDBG/Economic Development Grant: Argo Marketing Group, Inc.

CDBG Grant/Business Assistance: Moosehead Cedar Log Homes

CDBG Grant/Business Assistance: Walpole Woodworkers, Inc.

CDBG Grant/Public Facilities/Historic Preservation/Library

CDBG Grant/Special Projects Matching Funds/GCS

Conservation Grant for Driftbusters Snowmobile Trail Fund (pass-through)

Efficiency Maine Business Program

FEMA Reimbursements

Jump Start Our Youth (JOY through JMG) Save Our Historic Depot Campaign

Jump Start Our Youth (JOY through JMG) Library

Ken-Som Transition Team/KVCAP Grant for Regional Job Fair

Law Enforcement Bryne State Grant: Tasers

L&W Conservation Fund: Hathorn Park Legge's Field & Sports Complex, Phase II

L&W Conservation Fund: Stein Park Renovation Project

L&W Conservation Fund: Swimming Pool Essential Components

Maine Emergency Management Agency Homeland Security Grant

MMA Safety Grants – Multiple

Project Canopy: Mill Pond Loop  
Project Canopy: Urban Forest  
Safe Routes to School, Phase I  
Safe Routes to School, Phase II  
Sewer Replacement including Sewer Evaluation Study with Camera Work, Dye Test/  
Smoke Test and Report  
State Library Grants dedicated to the Library Building Project  
State Planning Office Recycling Education Grant  
Summer Nutrition Grant (Yearly)  
United Way/Keeping Mid-Maine Warm Grant

**Other Grant Opportunities:**

CDBG/Public Facilities – Historic Preservation  
CDBG/Water and Sewer Projects for Specific areas once SSES is completed  
Community Gardening Start-up Grant  
FEMA Fire Grant – Pumper  
Jump Start Our Youth (JOY through JMG)  
MDOT Quality Community Program: Transportation Enhancement Grant and/or Safe Routes to School Grant  
Wellhead Protection Grant

8. **REPORTS:** Audience, Council

**Audience:**

**John Whitman:** Mr. Whitman discussed the property's history. He would like the time to be able to gather his Mother's personal possessions. Also, if the Town would bring a dumpster I will clean up the garbage and so forth. Is a dumpster being donated a possibility? It was noted that the Town will check into this situation further and John will provide his telephone number.

**Gary Whitman:** Emmalee called me. I offered to pay \$250.00 a month. She advised me that was not acceptable. The Town Manager explained in order to take payments under the law the amount has to be paid off in less than 6 months, in less than 6 payments. This had been discussed with Gary for three years and the Town did not receive any payments from him.

There was a lengthy conversation regarding the Whitman property and if the payment plan noted would be a possibility. The Whitman's noted that the personal representative, Bonnie Richards, in charge of Eleanor Whitman's property, would not work with the Town or even contact them. The Town Councilors all agreed that this was a difficult situation, but in the end all agreed that the Town needed to list the TAP for sale.

**Council:**

**Councilor Donahue:** I have empathy for the situation your family is dealing with. I wanted to mention The Heart of Pittsfield is looking to work together with other groups to get listings in their Google calendar. The Pittsfield Food Policy Council will be meeting and looking at the Pittsfield Food System. There will be a forum on 03/07/2013 focusing on the Pittsfield Food System. I want to express my appreciation to the Fire Department for helping with my over achieving husband and his frozen pipe thawing incident. I am excited about the Theatre.

**Councilor Carr:** Absent.

**Councilor Chale:** I add my concern with Mr. Whitman. I hope it all works out. It is an emotional situation. I am really pleased that we still have extra funds from the Water & Sewer grant for additional projects. I am glad we did the Resolution for the State Budget situation.

**Deputy Mayor Nichols:** I want to thank you guys for coming in. This is a hard thing to go through. I am going through the same thing with my family after my fathers passing. I understand it is an emotional thing. I am glad to hear about the Theatre. It's great that Argo is adding more jobs. Glad we will be having the job fair. People should keep in mind that temp agencies can be a good foot in the door. I am looking forward to working with the Kiwanis this year.

**Councilor Curtis:** I think its great the guys came in. We appreciate you coming in. These are the toughest Council decisions we have to make. It is hard to make decisions that are going to effect people and living situations. I hope it works out and he can be in a better situation.

**Councilor Cianchette:** I am sorry we can't get this issue resolved with the Whitman property. The Theatre Group has done a terrific job. It has been a jewel here in Town for many years.

**Mayor Jordan:** No Report.

## 9. **ADJOURNMENT**

Motion by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that the meeting be adjourned at 8:45 p.m. All in agreement.

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Nicole Nickolan, Town Clerk