

MINUTES

for a regular meeting of the Pittsfield Town Council, held on *Tuesday, May 03, 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 Ronald Jester, Councilor Eric Saucier and Councilor Lindsay Holmstrom.

Councilors Present by ZOOM: None

Councilors Absent: None

Also Present: Town Manager Kathryn Ruth; Kaitlyn Budion, Morning Sentinel; and Heather Donahue.

Also Present by ZOOM: Chief Bernard Williams, Lynne Nash, and a resident.

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.

Lindsay Holmstrom, elected at the April 2022 Election received the oath of office from Deputy Clerk and was seated as a Councilor at Large.

2. ADOPTION OF MINUTES OF: Regular Meeting held on April 19, 2022.

Moved by Deputy Mayor Logiodice and seconded by Councilor Jester to adopt the Minutes of April 19, 2022.

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 Grant Funding; Project Canopy Grants; and multiple smaller grant projects
 - c. Main Street Sewer Main Rehabilitation Project including DEP American Rescue Plan Act (ARPA) Grant Funding.
 - d. Airport Grants
 - e. Many other smaller Grant Opportunities
 - f. Certificates
 - g. Ceremonies

Town Manager Ruth summarized several developments on the grants associated with the Main Street Project and then the grants focused on the airport.

4. PUBLIC HEARINGS:

5. REPORTS:

A. Council Committees:

The Finance Committee, Ordinance Committee and Recycling Committees reported that they had not met.

B. Committee Updates by Town Councilors and Manager: Ms. Ruth noted that there had not been any meetings convened, however, that she expected a couple of meetings to be scheduled shortly to report on at the next Council Meeting.

C. Town Manager's Report

TOWN MANAGER'S REPORT FOR 05/03/2022:

The Town's Computer System upgrade has taken considerable time. We have spent our time since the upgrade making sure that customers are assisted with their payments and questions. Due to having older computers which work best with the required printers and setups by the State of Maine, we may have been slower in processing items but there were few conflicts so we were able to utilize our time effectively in processing the many types of registrations. We are now experiencing quite a few issues as a number of the types of printers required by the State in order to process State registrations and licenses are not compatible with our new computers. We continue to work through the issues with our first priority being that citizens' payments and registrations are able to be processed. This has resulted in few projects being worked on since the upgrade began. Training took place at the end of April on the web-based TRIO application, It was not satisfactory and everyone could not participate due to how busy it was that day. We requested a copy of the training video or link to utilize for a week before the official transfer to the web based financial system on May 02, 2022. The link arrived on May 02, 2022 so the date of the transfer was moved back two weeks. One employee now has access to the web-based link to become familiar with the new program. We had requested the ability of all employees in the office to utilize this link on their computers.

Important Reminders:

These items will be referred to but not read as the Council has heard them several times. The items are important though for the citizens, especially those who are new and tune in to Town Hall Streams, watch the videos later or use the website:

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.

The staff are policing the facility, therefore, please obtain your sticker. We do not want to have you show up at the Transfer Station and have to turn you away. There are still a few households that need to pick up their new sticker to utilize the Transfer Station.

3. Important Reminder: 2022 Dog Licenses: All dogs over 6 months old must be registered prior to January 31, 2022. As of February 01, 2022 there is a \$25.00 late fee per animal licensed. The State law requires the late fee be assessed. We have been registering dogs since October 15th and have had this information advertised for quite some time with regular updates at the Town Council Meeting. We apologize, however, the fee must be charged.

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. All on-line tabs have been checked and all are working fine.

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 package 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 closed now, 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. At times we are taking items up at the Transfer Station and moving them down to the Re-Use Building depending upon staffing. It is almost time to start planning yard sales so if anyone would like to cut down on the items to move around, think of the Re-Use Center and Pennywise.

New Items:

7. Request for Proposals (RFP) for the 2022 Paving Plan: The Town received six (6) bids for the paving projects listed in the RFP. The quotations ranged from a low of \$868,007.40 to a high of \$1,385,651.30. Generally, the bids for paving are all over the place as we will have some small and/or new companies bidding lower due to their overhead and the more established companies bidding higher as their operational costs are more. Two of the bids are under \$1 million dollars. There are some issues with a few of the bids so we are working on a spreadsheet to compare the bids and determine if the price quoted addresses all the required work. Bids are good for 90 days. In addition to making sure that the bids are valid, we cannot award a bid until the Maine Municipal Bond Bank funds are available which is later this month.

8. Maine Municipal Bond Bank Closing on the General Resolution Bond: The Town joined the Maine Municipal Bond Bank General Resolution Spring Bond Issuance in order to receive funding for the 2022

Paving Plan. The \$1,070,000 bond was a large amount of funds to try to strike out on our own. The Bond Bank closed on the bond which came in at a higher interest rate than the examples from last year. Due to the rather volatile situation that the world has found itself in quite quickly this year, the interest rate runs from 2.42% to 3.26%. This is higher than our other two CIP loans which were 2.542% for the 2019 CIP and 2.51% for the 2020 CIP. The funds will be available later this month.

9. Potential grant funding for Critical Infrastructure Projects: We have learned of a possible grant opportunity for a generator for the Municipal Building which houses critical infrastructure for the Fire Station, Police Station and Town Offices. The Public Safety services are essential for emergency situations and having the Town Office available for administrative backup to order items, make calls, issue reports and track expenses is very important.

Current and Upcoming Activities:

10. Spirit of America County Presentation:

On May 4th beginning at 3:00 pm, the 2020 and 2021 Awards for the Spirit of America for all towns in the county will be announced. Our recipients were:

2020 – Paul E. Bertrand

2021 – In the Memory of Alton Cianchette

Unfortunately, due to the pandemic, both the County and the Town were unable to hold an award ceremony in person. Our District's event will be held on May 4th to honor the recipients of the 2020 and 2021 Spirit of America Award for outstanding volunteerism in each Town in Somerset County. This will be a ZOOM meeting in which every recipients' name will be called off and a brief description of the volunteer work will be read. This notice was placed on the Town website.

11. Special Election for Town Councilor Results:

The Election held to fill the vacancy in the position of Councilor – At Large took place on Thursday, April 21, 2022 from 12:00 noon – 6:00 pm. The official results of the Special Election are as follows:

Heather J. Donahue: 72

Lindsay M. Holmstrom: 120

12. Somerset County Dispatch Software Upgrade with Municipal Contribution:

It appears that the consolidated meeting of the affected communities of Fairfield, Pittsfield and Skowhegan will be held with Somerset County and the proposed vendor Central Square on Tuesday, May 10, 2022 from 10:00 am – 11:30 am in the County Commissioners Office in Skowhegan. There will be a ZOOM option for those who cannot attend in person.

The Acting Police Chief and I were going to write up the results of the meeting that we had with the County Sheriff's Office, EMA Office and Skowhegan Chief, however, it was still not clear as to the plan of action. We did learn that the County strongly believes that the Towns are responsible for a share of the project. The beginning estimates of \$100,000 for each Town has now been lowered to \$87,903.76 for Pittsfield with a breakdown of Licenses \$16,297.77; Support \$4,954.99 and Services for the vendor to move over and set up the system is \$66,651. This is still an estimate. We were advised that we would likely have

until mid-2024 to pay our share so this could be completed over the 2023 and 2024 budgets. There are still a lot of questions as it is not entirely clear as to why we should pay more than the licenses.

If any of the Councilors would like to attend, I can provide the background information in a PDF or the ZOOM link if you would like to watch the meeting. I have included the brochure we received in Attachment #1.

13. MSAD#53 District Public Hearing:

As discussed at the Town Council Meeting, the District was going to verify the date of the upcoming hearing. That date is Thursday, May 19, 2022 at 6:30 pm in the Warsaw Gym. After the hearing, the second part of the process, which is the referendum vote should be scheduled in June with the State vote. Our Primary and potential Referendum Election is scheduled for June 14, 2022. The Town Council previously received the updated Budget Assessment.

14. Summer Concert Series for 2022

The concert series begins on July 7 with Scott Cole, a Singer/Songwriter and ends on August 25 with Conspiracy with Danceable Rock. All concerns are at Hathorn Park on Thursday nights from 6:00 pm – 8:00 pm. The Town Council previously received the schedule.

15. Water, Sewer and Road Construction Costs for Pittsfield:

Based upon past work and a review of the most current costs for recent projects, Olver Associates and the Town have calculated a preliminary cost to update the Town's water, sewer and roads. While this is an estimate, it is a reasonable preliminary estimate to replace water and sewer mains and rebuild and pave roadways. The figures were presented at the 04/05/2022 meeting for the old mains to be replaced and roads to be re-built:

Sewer Mains Total Preliminary Estimate if all work is done now:	\$ 32.3 million
Water Mains Total Preliminary Estimate if all work is done now:	\$ 46.4 million
Road Re-building Total Preliminary Estimate if all work is done now:	<u>\$ 48.1 million</u>
Total Preliminary Estimated Cost if all work is done in 2022 dollars:	\$126.8 million

16. 2022 Speed Trailer Application:

Update for May 03, 2022: Luckily, we were approved to have a time slot for the Speed Trailer and we received a Radar Speed Feedback Zone Sign. The loaner Speed Trailer arrived the afternoon of Friday, April 29, 2022 and will be here for two weeks. The PD and Highway Departments will be coordinating on locations. Last time, we had the trailer for 2 weeks and a few days. It was quite helpful in slowing down speeders. When I spoke with Acting Chief Cochran and our Public Works Director, we thought of the same speeding spots where the Speed Trailer is really needed – various locations on Somerset Avenue, Peltoma Avenue, Hartland Avenue, etc. In addition on April 6, 2022, our Radar Speed Feedback Zone Sign (a stationary sign) arrived. As we would like to put it up on Peltoma Avenue, MaineDOT has been contacted. MaineDOT will need to approve any location that is utilized for the stationary sign as it is a State road.

History:

We are awaiting our new Speed Device that we were awarded last Spring. Unfortunately, chain supply issues prevailed after COVID hit. I did not sign up to borrow the Speed Trailer for 2022 as we thought the units were coming in. Unfortunately, the chain supply issues and now contract issues are continuing. Therefore, I did submit an application for the Town to have the Speed Trailer which we would move around town. It will display the current speed of a driver as he/she comes upon the sign. This was very effective the last time that we borrowed it. If chosen, we would receive the unit for two weeks and be responsible to coordinate transportation of the unit from the previous town and coordinate with the next town for pickup.

17. Airport Multi-Sector General permit:

We have not yet received confirmation for our application to cease the stormwater runoff testing at the Pittsfield Municipal Airport. This was a new permit nearly ten years ago which required testing of the stormwater runoff at the airport and quarterly reporting. It seemed overkill at the time given that all of our maintenance at the airport is conducted inside the hangars. The State of Maine has re-evaluated its position and determined that most small airports do not conduct aircraft maintenance outside of a building. As long as our fueling activity is covered by a Spill Prevention, Containment and Countermeasure Plan as required by the Environmental Protection Agency and the plan and training requirements are up to date, we are being allowed to terminate this program. Caleb Curtis, Fixed Base Operator, has verified that he has this plan and training as well as the fact that aircraft maintenance does not take place outside. One less permit requirement for the airport!

18. Airport Stormwater Project Warranty Work:

RA Paradis was onsite on Monday, May 02, 2022 at the airport to complete warranty work associated with the trench across the hangar access taxi lane and the potholes in front of one of the hangars. It has been reported that the pavement repairs were successfully completed. The company will be back this week to re-seed the areas where the grass has not taken yet. In 30 days, the company will return one last time to paint the taxilane centerline that was disturbed by the pavement repairs.

19. Grant Paperwork filings:

Update for May 03, 2022: Many of the Town's grants have a filing deadline of April 30, 2022 and June 30, 2022. The federal websites are up and we have been filing with the new federal numbering system. With one exception, this has worked well but was slower than in the past. As many of the federal websites had been combined, it was anticipated that it will take longer than usual to file the quarterly and semi-annual reports. Time will be dedicated to the filing of all of these reports to ensure that we are current and our funds are not jeopardized.

Several grant filings and requests for reimbursement have taken place. The Town has received several grant payments. All programs worked well except for the U.S. Treasury which would not allow any users to use the American Rescue Plan Act (ARPA) accounts that were set up even though we were administrators for the Town's site. An additional step is required in which an administrator is approved for the site even though we had already filed paper work. We did receive a case # by the filing deadline and are awaiting certification to be able to proceed back to the website address to file for the funds utilized under the American Rescue Plan Act. As we have a case #, we have been told that the website filing process will remain open so that we can be certified as the administrator and file the appropriate report.

Updated and/or Continuing Items:

20. 2022 Clean Water State Revolving Loan Fund (CWSRF) Infrastructure (Construction) Projects:

Update for May 03, 2022: This item is on the agenda. Olver Associates and the Town worked on the amortization charts which are included in Attachment #2 . Although I am sure that we are not interested in any more debt, the good thing about this program is that the interest rate is 1%. There are fees and an administrative cost for being involved in the program.

Update: The three CWSRF applications filed by Olver Associates for the upcoming Infrastructure (Construction) Projects that allow for the use of the Clean Water State Revolving Loan Fund and hopefully if we are fortunate enough, some forgiveness of principal and/or reduced loan interest rate were attached to the 04/05/2022 Town Manager's Report. One year we were fortunate to receive a 0.0% interest rate which frankly over a long-term loan is similar to receiving a grant for part of the project. Applications were submitted for Birchwood Terrace and Library Street as they are listed as two of the Town Council's priority projects and Hunnewell Avenue as the sewer has some issues on that road.

History: Olver Associates is working on the applications that will need to be filed by the March 18, 2022 deadline. I have not yet seen copies of them to submit with this report. The applications that we talked about were for Birchwood Terrace and Library Street as these were on the Town Council's original priority listing. As we seem to be applying for both water and sewer on the priority projects, Annaleis has brought to my attention through the collection of material for the water and sewer status lists the fact that Hunnewell is going down hill on the water side, which means that we would submit an application for the sewer also. These are applications for funding and if awarded, the Town is not committed to the projects. Given that three applications are being submitted, it is unlikely that all three applications would be approved.

Background: A recommendation on the applications to file for this program will be part of the March 15, 2022 Council meeting. With all the additional funding available it may provide for an increased amount of forgiveness. If so, the Town will have a much better chance to score high enough to obtain funding. While funds are available for straight loans at a low interest rate, the Town can only encumber a certain amount of debt before it starts affecting the Sewer and Water Enterprise Funds and our ability to perform other work.

I know that it has been said that we should be saving money for all of these projects, however, given the cost of sewer main replacement, the Town will be unable to save the millions of dollars that are needed. Right now, we have the opportunity to compete for forgiveness so that part of the sewer project will not be required to be paid back which is similar to getting a grant. Therefore, we should take advantage of this opportunity to apply for some projects.

I will work with Olver Associates Senior Process Engineer Annaleis Hafford on this opportunity to determine proposed projects. We will need to determine how far in the future the projects will be as that will determine when roads are paved so funds will need to be available. One never knows which project will be chosen, if any, which makes the paving component difficult to determine.

The loan program for 2022 for Sewer Construction (and Rehabilitation) projects was just received with a due date of March 18, 2022. Each year, the United States Congress has appropriated federal funds for the base CWSRF program to finance wastewater infrastructure projects and water quality improvement or protection projects. The funds are passed through the Environmental Protection Agency to State CWSRF programs to capitalize their loan programs. The Maine Department of Environmental Protection and the Maine Municipal Bond Bank administer Maine's CWSRF program. This program's allotment and the

share of the funds that can be distributed in the form of loan principal forgiveness depending on the passage of the federal budget and the Appropriations Act language. The DEP has not yet received notification of the State's base CWSRF 2022 allotment, however, the Department is soliciting projects for funding so that they can make funds available as soon as possible.

President Biden signed the Bipartisan Infrastructure Law (BIL) on Monday, November 15, 2021. This is a huge and bold investment in our nation's infrastructure. For the State of Maine's CWSRF program, DEP is anticipating this supplemental funding to be \$13.7M for 2022, with an increasing annual amount from this fund through 2026.

The CWSRF Program will also be incorporating the remaining \$8.8M in ARPA funds that was announced with the enactment of Public Law 2021, Chapter 483 (LD1733) of the 130th Maine Legislature, which was approved by Governor Mills' *The Maine Jobs & Recovery Plan*. This will further assist municipalities' wastewater infrastructure needs throughout the State.

Thus between the base CWSRF, the BIL Supplemental CWSRF, the ARPA funds, and the CWSRF repayments that come back into the program for reuse, the program will have an estimated \$80M in funds of which an estimated \$22.6M will be in the form of principal forgiveness and/or Grants. In the past, the base CWSRF and the CWSRF repayments for reuse would only provide an estimated \$50M in funds, of which \$4.9M was given out in the form of Principle Forgiveness. This is a significant increase in funding for our wastewater community in this time of need.

These projects will be environmentally ranked, and, if available, principal forgiveness will be offered to applicants based on the applicant's ability to afford the proposed project. Given the larger amount of funding available, the Town of Pittsfield, which often does not rank high as our sewer rates are lower than average and to date, we have had few environmental problems, may be able to score high enough for forgiveness.

21. Airport Hangar, Apron and Taxiway Project updates:

Update for May 03, 2022: The Town Council has received a copy of the letter that was filed with the Town Engineering Consultant on the Airport Project as part of the process to move forward with this project. The Town has been advised that a letter is coming from the company regarding the Town's request. As of May 02, 2022, the reply has not been received.

Update: A course of action is being pursued regarding the error that took place on the Airport hangar. Information was collected and reviewed for the record. This is a claim that has now been filed. Under separate cover, a copy of the notice is provided.

Background:

Bids are due on March 24, 2022 at 2:00 pm for the re-bid hangar, apron and taxiway project. If the low qualified bid is lower or the same, we have the solution in place. If the low bid is higher than the various funding sources that were compiled for the original project after great effort, we will need to determine if we can locate the appropriate funding for a new hangar, apron and taxiway in this day and age. The Advertisement of the Bid is in Attachment #3.

The meeting with Federal and State Representatives, Town Engineering Consultants, Fixed Base Operator and myself went well. It was agreed to re-bid the project which has already gone out to re-bid, been advertised by the Town and had the Pre-Bid Meeting held. When the bids are received and reviewed, we

will have a better understanding of what needs to be done. It seems that additional funding may be able to be made available, additional time will be provided to pay back the inter-airport loan and the engineering consultant, once the bids come in and the situation is known, will go to their board to confirm their level of participation. We were asked to come up with additional funding, which is reasonable if the Town receives more grant funding and then should allocate the 5% match. Whether the Town itself, would put up additional funding is another matter and when asked, I did not commit to this indicating that we did not think that we were going to be obligated for any additional funding especially as we had received additional grants which lowered our need to contribute a higher amount. The action/s that are necessary will become evident when the bids are received.

History:

I

wanted you to know about this as we are reviewing the Site Plan for the Airport project at the Planning Board Meeting Monday evening.

Over the weekend, it became apparent that there is a large wrinkle in this project. The State and Federal Government have worked on a potential solution. Unfortunately, the contractor with the lowest bid that was accepted by the Town Council for the project last October has pulled out of the project indicating that their company needs an additional 20+% due to higher costs for building materials and supplies as well as labor. This seems to be over \$350,000. Although this is upsetting, it is better to happen now rather than to have extensive change orders brought forth throughout the project that we could not approve. A general concept has been put forth by MaineDOT that would result in re-bidding the project. If the pricing is favorable, which likely will be higher, then there could be an additional year added onto the multi-year grant in which the Town would receive additional funding; the inter-loan agreement with Rangely will be moved back one year which Rangeley has agreed with as they do not need the funds until then; and the Town would be loaned funds by another Town that has funding that it does not need right now and would likely lose. The Town has an intergovernmental loan put together by the MaineDOT with Rangeley now. We would need to amend that loan document and perhaps re-do the Ordinance authorizing it and process a new Ordinance with a second town. The funds that the Town borrows would then be paid from our future entitlement funds that airports receive each year. This is in concept stage right now with a meeting just scheduled for Thursday, 02/17/2022 early in the morning to work out the details. We have been advised that within reason, we would receive additional grant funding so that the project can move forward.

22. 2019 Tax Liens foreclosed:

Update for May 03, 2022: One of the several former property owners whose tax lien foreclosed has paid up the taxes, liens, interest and costs in full. Deeding the property back to the taxpayer has been placed on the agenda for this meeting to schedule to public hearing. When the Town receives full payment for all taxes, utilities, liens and costs, the property is deeded back to the former property owner by a quit claim deed after a public hearing is held. As the Town must issue a quit claim deed, this means that a payment for all years of taxes due including the current year must be paid first.

Update:

We have some valuations now from the Assessing Consultant. As soon as the computer upgrade is complete, the process will begin. Some of the former property owners have been talking with the Town. There is a redemption period and some calculations have been made for the costs that are owed and back bills that provide the figure to redeem property.

History: I will compile the information so that we can move forward on this project. The Assessors are going to be out straight now as we near April 1 which is the Assessing date. Our regular Assessor did not

come in today, March 14th. Last week, he had a large pile of information to go through so beyond asking about the Business Tax and how it applies to our mil rate, I did not inquire on several other items. Our regular Assessor has been out and the individual who is filling in is working on other types of projects so the properties that have foreclosed have not been reviewed with the Assessor who is familiar with the Town and properties.

Unfortunately, a few people did not pay their 2019 property taxes and to redeem their property will have to pay the 2019, 2020, 2021 and 2022 taxes if after April 1 of this year along with the Town's costs such as advertising fees and notices. Letters will be sent to the last known address for those whose property now owned by the Town due to the automatic foreclosure process. If someone does redeem their property within the timeframe that is established, an Ordinance will be placed on the Council Agenda to schedule a public hearing to transfer the property back to the former owner and then the public hearing held. After the public hearing is held, the Council would then vote to authorize the quit claim deed to be issued.

There are 6 new properties added to the town's rolls, properties that we do not want to own so after the redemption period is completed, it is likely that some properties will go out to Tax Acquired bid. Those individuals interested in Tax Acquired properties when the TAP Sale is authorized by the Town Council, please call the Town Office and provide your e-mail address for the notice and packs to be sent to you. There are two parcels of land and some land with dwellings. We need to see if the people can redeem their property in accordance with the law first. An agenda item will be submitted to meet with the Planning Board to see if any of the properties should be retained by the Town as a requirement of the TAP Ordinance. Then in the future after all of the steps are completed, there will be discussion and action, if appropriate at the Town Council Meeting to schedule a sale. From reviewing the parcel histories dating back to 2019 and before, one has had significant assessing issues and may need to be mitigated.

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.

23. Computer Services / Managed Services Onboarding:

Update for May 03, 2022:

The Town Office staff tried to train the morning of April 22. The TRIO representative promised a video or web location that we could each go to on our computer for the next week. This did not happen and the training session was not productive. As the web site location was available on May 2, 2022 the changeover had to be moved back two weeks. As each problem develops, it is worked on to resolve it or we are advised that we have to live with it until we go live with the TRIO web-based version. Talking to those who have changed over to the web-based version shows that this upgrade has its own issues also.

Background:

The new computer installation started after the last Council Meeting (March 15, 2022) and was finished last week (ending April 1, 2022). There are still wrinkles to fix as the state required printers are not very compatible with newer computers. Our Assistant retired during this process. Our Town Clerk brought the

project to fruition and did a great job. It was a frustrating two weeks as we have regular work that needs to be done, however, most of the computer functions do work. We will continue to tie up loose ends, and then get our many mandates and requirements taken care of for the first quarter. After a little non-computer focus time, we will then head out to work on the TRIO Programming Update.

History: Logically's plan was to have their Engineer onsite on Thursday, March 3, 2022 to install the new server. The staff was told that installing the new server will take a couple of hours and not result in any down time. TRIO's Implementation Project Manager/Technical Consultant from Harris (TRIO) was to join Logically's Engineer on Friday morning, March 4, 2022 to complete the migration. We understood that this will take a few hours and staff had been advised that there would be about 20 minutes of downtime for TRIO. This will be advertised as the staff will be unable to process any financial transactions during this period of time.

March 3rd worked out according to plan. This was not the case on March 4th as the server was down for several hours. We advertised on Facebook, the Town's website and the doors. We were able to assist many customers as we obtained a book of receipts to take in cash and checks. That way the citizens received a receipt and we used these hand written receipts to then enter the checks and cash into the TRIO system. We could not assist everyone as some items had to be done on the system with forms signed by the customer for the transaction to be complete.

Still no word on the individual computers which are to be installed so that we can move over to the new TRIO software. I do not see why we cannot have the new TRIO software setup on a Wednesday when we are closed as to not to inconvenience our citizens.

Background:

To date, we have not received a schedule as the company does not know when all the parts will be available due to supply chain issues. Electronics seems to be quite affected. The company is starting to work on e-mail, software and other items. The company project manager calls to ask questions about our current setup as they are in the planning stages while waiting for enough equipment to arrive. In the meantime, we applied for and have received the paperwork for the new Recreation bank account at Androscoggin. It should be ready to go this week

The contracts for the new server and new computer equipment were signed the day after the December Public Hearing on the new 2022 budget. The order was then placed for the upgrade. Logically has received a number of the computers and/or parts, however, is lacking a number of strategic electronics in order to proceed ahead. The company is going to start to put the computers together. So far, they do not have a time that the electronics are going to be delivered to their company but hopefully will the next time that we call back. I provided the Assistant with a number of questions on the process and whether on the timetable we can install all or part of the new setup on a Wednesday when we are closed to avoid the disruption of customer service or can we leave two computers up and running to serve customers while they work on the complete upgrade. When our Assistant has the schedule, I will provide an update to the Town Council.

24. Code Enforcement Actions:

Update for May 03, 2022: Through morning and afternoon meetings with the Code Enforcement Officer, the code violations as well as other situations requiring resolution are discussed. I have learned that the Code Enforcement Officer thought that the property on Somerset Avenue had been sold, however, it turns out that the sale is pending. Hopefully the sale will go through and there will be a new property owner to work with on a resolution.

These are the updates received from the Code Enforcement Officer as of the close of business on Friday, April 29, 2022:

132 Peltoma Avenue: The property owner acquired her own dumpster which is full and she is now tearing the walls down. The owner is beginning the remodeling of the home.

232 Somerset Avenue: The sale of the house is pending. The current owner states that he has enough Emery roofing to finish the metal roof.

140 Leonard Street: Apparently the owner has already made several dump runs with his flatbed truck and would like a dumpster to clean up the yard. The Transfer Station/Recycling Coordinator was contacted and agreed that this would work well. He will coordinate with the owner for the placement of the dumpster. This is a one time offer only. If the yard fills up again, there will be no dumpster from the Town.

198 Lincoln Street: No response to three letters.

154 Peltoma Avenue: No response to three letters.

139 Manson Street: The Code Enforcement Officer spoke with the property owner about his plans for the home which includes putting an open porch on the front of the house and working on the back shed.

152 Washington Street: The Code Enforcement Officer was advised by the owner that their resolution to the building is to fill the basement with gravel and convert the house into a garage. In addition, the owners are in the process of remodeling the house up back and then will sell the property. The owners acquired their own dumpster.

367 North Street: The Code Enforcement Officer was told that the building will be torn down by the owner. The owner will rent an excavator to tear down the building if the Town can provide a dumpster.

While there has been some progress, it has taken many meetings and there still are not concrete plans that were requested so that we could write consent agreements. With a consent agreement, the work has to be done and then if we need to go to court, there is an official record on the work that was agreed upon but not completed.

Update:

Fourteen (14) meetings with the Code Enforcement Officer have taken place. To date, we now have seven (7) letters issued to property owners with code violations. All of these letters request a plan of action for cleanup and a one-time offer of utilizing a town dumpster free of charge for the cleanup of the site. If the offer is not taken or another solution is not provided by the property owner, then these items will need to continue on the path to court. We realize that the courts are very backed up and these 80B appeals are low on the priority list, however, everyone is tired of constant requests and nagging to have properties cleaned up. People need to be responsible.

So far, one person has accepted the offer of the dumpster and provided a plan. We are waiting on a second individual. The property on Somerset Avenue has changed hands so it is fortunate that we did not file at the court system as we would have to re-file under a new name. The new owner of the property has been contacted.

Background:

I have met with the Code Enforcement Officer nine (9) times regarding the properties in question. Specifically, we were to send letters requesting a plan of action to address the code violations at the four priority sites plus the other identified sites. The intent is to have a plan provided to clean up or fix up the sites based upon the work identified by the CEO with the Town providing a dumpster (to move this along). If a plan with appropriate due dates can be identified and agreed to between the property owner and the CEO, then a Consent Agreement will be drafted and signed. If the project is cleaned up and/or fixed up, then fine. If not, we file for court. This will show the designated judge in our backed-up court system that we did try to address these problems, we have a signed consent agreement that was not followed and there is no recourse but court.

We have been notified that the Somerset Avenue property is in the process of being sold.

There was an interesting Portland Press Herald article last week regarding “Backlogs causing delays in thousands of Maine court cases”. Things are more backed up than one would think.

Background:

153 Washington Street: The Fire Chief followed up on this property and reported at the last Council Meeting that the wires are just too close. Chief Williams is checking with Central Maine Power and the telephone company regarding whether their lines can be protected given the proximity of the burn. In addition, the smoke and debris are being reviewed as homes are in close proximity.

The Code Enforcement Officer has followed up on two of the properties:

140 Leonard Street: The property owner agrees to clean up the property and pledged to the CEO that he will start April 1. He has asked for the dumpster from the Town to be available and then hauled to the Transfer Station when he fills it up. I advised the CEO this is good, however, that we are going to sign a consent agreement on this to ensure that it takes place. We are verifying with the Transfer Station/Recycling Coordinator the possibility of the Transfer Station hauling the dumpster to the site. We also need to estimate the number of loads.

231 Somerset Avenue: The legal firm representing the property owner is no longer involved with the case. Therefore, the property owner is likely representing himself. I have advised the Town Attorney and asked for a recommendation on how to proceed given the situation.

No further reports have been received on these properties.

History:

At the Council Meeting on 02/15/2022, we discussed these recommendations and are proceeding ahead to have the Code Enforcement Officer work with the individuals to get these code violations addressed

Regarding the 4 specific cases, below is the review of Attorney McCall working on these code violations:

153 Washington Street (Map 29, Lots 50 & 51): The file indicates that this property is likely dangerous within the meaning of the dangerous building statute, *i.e.* siding is missing, holes in foundation, etc. The Town Council can most effectively address this property by noticing and conducting a dangerous building proceeding at the local level. Upon completion, the property owner may be forced to undertake the necessary repairs or else risk having the building demolished. This property should be the Town’s immediate priority, given the available options and need for more immediate remediation.

140 Leonard Street (Map 26, Lot 37): This property was the subject of a Rule 80K land use enforcement matter in 2015, regarding alleged violations of the Town's plumbing and fire codes, as well as the illegal establishment of a junkyard. The matter was resolved by entry of a final order and judgment on January 9, 2016. The Order required the property owner to: (i) remove or fully screen all junk materials from the property, (ii) fully enclose or secure the property's foundation to prevent further vermin infestation, and (iii) reimburse the Town for its attorney's fees and costs, totaling \$3,247.35. Later correspondence from the CEO, dated April 9, 2021, shows that full compliance with this court order was not achieved. Recent photos of the property show a tall stockade fence surrounding the entire yard, making a determination of the structure or yard's status difficult. The Town could attempt to enforce the existing court order from 2016 by filing a motion for contempt with the District Court; however, additional proof of non-compliance would be needed, and absent the property owner's consent, an administrative inspection warrant is likely required to allow for further inspection. Alternatively, the Town could focus efforts on the state of the structure itself, and consider initiating a dangerous building proceeding (correspondence from April of 2021 describes this as a possibility). Further evidence of the structure's dilapidated state would be needed in order to substantiate such a finding. Ultimately, the potential difficulty of collecting additional information regarding the property's current state could prove to be expensive and time-consuming. The Town Council should consider those costs and weigh the same against the benefits of moving forward at this point in time.

231 Somerset Avenue (Map 28, Lot 51): This matter has been ongoing for many years. The photographs in the file do indicate potential violations of the property maintenance code, but they do not appear to be major. We also understand that the property owner may still be in a long-term care facility due to a fall from the roof. Given the nature of the problems with the building, the fact that some progress appears to have been made, and the property owner's current condition, the Town should consider monitoring this property for further improvement. Reaching out to the property owner's attorney for any potential status update could also improve the situation. However, moving forward with a Rule 80K proceeding at this stage is probably a step too far at this point, given the nature of the violations and the potential difficulty of conducting a hearing and/or enforcing any court order given the property owner's current condition.

139 Manson Street (Map 25, Lot 42): I agree with the Town's assessment that proper remediation of this property has taken too long. However, the property owner has a documented history of health issues that have stalled efforts to complete necessary renovations. Furthermore, reports from the then-CEO in November of 2021 indicate that substantial repairs have been made to the building, including the installation of a new roof, and that "Over all I would say that the house is sound." The most recent pictures do indicate issues with some windows, peeling paint, and other issues with the siding. It is possible that the property still remains in violation of the Town's property maintenance standards, particularly given the state of the building's exterior walls. However, given the progress made, and the difficulty in navigating the court system with a defendant with a documented history of health issues, continuing to work with this property owner towards and eventual resolution of the documented issues is likely the most effective and cost-efficient way forward.

History:

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 (CEO) was asked to address the property on North Main Street that has its windows removed and sitting outside which is resulting in further deterioration.

The Code Enforcement Officer (CEO) 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 CEO 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.

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

25. Water/Sewer Projects:

Update for May 03, 2022: Two major projects will be scheduled – first the Spring Flushing for the lines which is very important and second, a visit to the Town’s mobile home parks to confirm the location of all meters as there has been so much movement in two parks, that this is needed to ensure accuracy as well as to determine the condition of the meters.

History:

There is a lengthy list of Water and Sewer Projects available for completion. Several Departments Meeting were held which was very informative on priorities and addressing particular items in the most commonsense and systematic fashion.

I was able to meet with several water and sewer employees from Olver Associates to discuss proposed projects for the ARPA funding as well as capital priorities. Annaleis Hafford and I have had several meetings to discuss issues as well as paving/water/sewer projects. Water/Sewer is a large discipline that needs to be a focus for Spring and Summer this year

A comprehensive list of the projects to be undertaken will be provided at a later date once more planning is conducted on how to accomplish as much as possible.

I will mention one item:

A citizen was advised that someone was not billed for 5 years: As I had to review each account that was being billed to address the code processing issue, I reviewed the accounts. I did not see an account that was not being billed unless it had been listed as turned off and there was a record of why it was turned off.

We did find out later on that the individual was provided with incorrect information and neither she nor I could figure out why this took place. I appreciate the fact that she did tell us about this because as a result of her comments, I did locate an item that needs to be reviewed:

The Town has a list for each Book of Locations where water is turned off: In our Departments Meeting, we determined that each of these locations needs to be reviewed in the field.

Update:

In the interim while waiting for good weather for the Water/Sewer Department to check all the turned off locations, we verified all locations vs. account information to have updated lists for the Water/Sewer Department to utilize in the field.

We are also going to check the hookups at the end of the line as some have water and sewer; some have just water and some have just sewer. This will ensure that the last one on the line being billed is actually the last one on the line.

There are many other projects to work on which include:

- a. *Leak Detection, of which we have had fantastic results;*
- b. *Rehabilitation of the Wells;*
- c. *Sewer Video Work for roads that may be paved;*
- d. *Inspection and Cleaning of Water Storage Facilities;*
- e. *VAS Program with E.J. Prescott;*
- f. *Grant for the Stationary Backup Generator;*
- g. *Grant for the Capacity Study;*
- h. Creating and bidding out the Painting of one or more Water Storage Tanks and the most critical one with all of the funding coming up;
- i. To look for, determine and apply for water/sewer funding with the Town Manager.

6. OLD BUSINESS:

7. NEW BUSINESS:

ORDINANCE 22-05: (Set to Public Hearing on 05/17/2022) The Town of Pittsfield hereby ordains to accept all tax year payments of Robert S. & Susan M. Deelsnyder, including interest and lien costs, for the property at Johnson Flat Road (Map 001, Lot 008), the Town having acquired said property as a result of automatic foreclosure of a 2019 property tax lien; recorded in the Somerset Registry of Deeds on July 21, 2020 at Book 5575, Page 88 which matured on January 21, 2022. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Robert S. & Susan M. Deelsnyder.

Moved by Deputy Mayor Logiodice and seconded by Councilor Hall to set Ordinance 22-05 to public hearing on 05/17/2022.

Councilor Frost asked if there were three years of taxes due and how the foreclosure process worked. The Town Manager explained the process advising of the state law schedule for foreclosure. She noted that the Town is to do the best that it can to locate the owners. She advised that the owners do not have to sign the green certified card. They will call the owners with the last telephone numbers on file, use the white pages and other methods, however, sometimes the people can not be located or they do not claim their letters. In this case, the address was changed from Pittsfield to Clinton even though they are in Pittsfield, however, we now have the Clinton address so there will not be any more issues.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-40: Resolved that the Town Council waive the Bid Policy, Chapter 2, Administrative Code, Section 106, to accept the quotation from _____ of _____ for SCBA, cylinders and assorted gear to not exceed \$ _____, with \$ _____ to be paid for from the American Rescue Plan Act funds.

Moved by Deputy Mayor Logiodice and seconded by Councilor Hall to open for discussion Resolution 22-40.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

There was a lengthy discussion regarding the two options, the changes that have taken place in terms of the original quotation and the cost now. There were two major brands and a couple that are less expensive, however, they do not have repair facilities in the State of Maine. MSA and Scott were reviewed in depth as the major brands that can be repaired in the State of Maine. MSA had an 8% increase in cost. The Town Manager was asked about the funding that had been preliminarily approved through the ARPA funds. After discussion, it was agreed that the cost of \$148,317 would be reduced by \$13,000 in Fire Department Carry Forward Funds for a total cost of \$135,317 to come from ARPA funding. The agenda item had not been filled in as the decision had not yet been made by the Fire Department members as to the company to choose and recommend to the Town Council. That decision has now been made as explained by the Fire Chief this evening.

Moved by Deputy Mayor Logiodice and seconded by Councilor to amend and adopt Resolution 22-40 to accept the quotation from Fire Tech & Safety of New England, Inc. of Winthrop for SCBA, cylinders and assorted gear to not exceed \$148,317 with \$135,317 to be paid for from the American Rescue Plan Act funds.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-41: Resolved that the Town Council authorize the Town Manager to execute the Sidebar Agreement to the Police Collective Bargaining Agreement expiring December 31, 2022 for a Signing Bonus to Recruit an Officer for a vacancy.

Moved by Deputy Mayor Logiodice and seconded by Councilor Frost to adopt Resolution 22-41.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-42: Resolved that the Town Council authorize the Town Manager to expend and transfer the balance of funds remaining in PITT#57 Computer Capital Reserve (G#1-660-00), being \$11,838.01 as of March 31, 2022 to place toward the cost of the Town Offices Computer System Upgrade as allocated at the December 21, 2021 Meeting.

Moved by Deputy Mayor Logiodice and seconded by Councilor Hall to adopt Resolution 22-42.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-43: Resolved that the Town Council determine the projects to move forward for Clean Water State Revolving Loan financing and authorize the Town Manager to execute the Applicant Intent to Apply for 2022 Clean Water State Revolving Fund (CWSRF) Loan (Infrastructure/Construction Project/s).

Moved by Deputy Mayor Logiodice and seconded by Councilor Frost to adopt Resolution 22-43.

After a lengthy discussion of the pros and cons of each project, a review of the estimated debt service charts that were included in the Town Manager's Report and the discussion on the estimated cost of the projects, it was agreed that the projects to be applied for would be Birchwood and Hunnewell Avenue.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

RESOLUTION 22-44: Resolved that the Town Council approve the issuance of a parade permit to Warsaw Middle School for a 5K fundraiser for the track team on May 14, 2022 at 10:00 am and waive the permit fees.

Moved by Deputy Mayor Logiodice and seconded by Councilor Hall to adopt Resolution 22-44.

Motion passed with all votes in favor.

VOTE: UNANIMOUS AYE

8. DISCUSSION ITEMS: N/A

9. REPORTS:

Audience:

Lynne Nash: Advised that she had been on the Town website several times and she is unable to access the burn permits. Councilor Frost advised that he had been on the Town website three times since the last meeting to access the on-line burn permits and the site worked well. He advised that Bernard called him to explain the rules. Bernard advised he had checked the Fire Department phone and did not find any messages. Ms. Nash and Mr. Williams discussed the call to the Fire Department which Ms. Nash advised was on March 8 which she noted was not returned. At this

point, the Mayor requested that the meeting move on and noted that Bernard is aware of this issue and the phone will be checked regularly.

Councilors:

Councilor Hall: Wanted to know if there were any updates on hiring as he had looked at the Town website and did not see anything. The Town Manager advised that all positions that are open are listed on the town website and he can easily view them on the website. She has listed them separately to get more web traffic. The Town Manager advised that when Councilor Hall had mentioned at the last meeting that the positions were not listed on the website, that all positions had been listed, however, she took it down on Sunday night into early Monday morning just before the Council meeting, as she had been unable to make a change as the staff had embedded the content. It was then put up on Wednesday and everything is listed. Councilor Hall said okay.

Councilor Hall asked when Expense Warrant #44 could be discussed which was the reimbursement to the Town Manager that he had not signed at the last meeting. He said he did not know if others had questioned it. The Town Manager advised that several Councilors had signed the warrant and that we could go over it right now. Based upon the advice of the Town Attorney and Auditor due to the language in the Charter and Code, the Town does not have a credit card. She advised if the Council does not want the Town Manager to have the mileage reimbursement that is in the budget, then this can be deleted. Councilor Hall stated that the Town Manager should have mileage reimbursement. The Town Manager said to summarize briefly, she read from the reimbursement request in the Expense warrant which was comprised of the following: (1) a request for Microsoft Office Suite and (2) Norton involving the replacement of the Assistant's computer as the staff member did not feel she could wait for and use another computer in the interim. The Town Manager registered two non-profit entities with the state – (3) PEEC and the Egg Festival; (4) Recreation needed to an activation for their new cell phone; (5) Recreation needed the Sam's membership paid to obtain concession supplies and could not wait for a check in the warrant; (6) for recruitment of employees due to the manpower shortage, Cianbro and other businesses had recommended to use Indeed, an on-line service which requires a credit card for the three departments and (7) bathroom/kitchen supplies were needed especially for cleanup and new toilet brushes when there were problems in the public restroom. The Town Manager advised that reimbursements have been completed once per year to save time and that she had been taking care of the Town's items for 19 years this way, with this being the 20th year.

Councilors had questions about the Town not having its own credit card. The Town Manager indicated that as discussed at a prior Finance Committee meeting and Council meeting, the Town Attorney and Town Auditor recommend against this due to the requirements of the Town Charter and Code. She prefers a gift card which she purchases with her own money and then when the items are purchased, she has the third-party list from the website stating the item and cost which is turned in once yearly to be reimbursed, however, some on-line sites will not take the gift card and a credit card is used. She has one credit card dedicated for town items that the departments need. With the thousands of purchases a year that the town makes, there are just a few vendors on-line that will not take a purchase order or check. It was recommended by Councilors that the Town Manager be reimbursed more regularly than once per year as this ties up her money. The Town Manager noted she does not mind as the Charter is very strict. The language is on the office list for review when there is a Charter update. There were questions about PEEC which the Town Manager answered. Councilor Hall said that PEEC is separate from the Town and the Town

Manager advised that while separate, it is part of the Town. Councilor Hall stated that she does not have to do this. The Town Manger advised that she was told that she had to be the Treasurer of PEEC also as the PEEC funds are with the Town's accounts. Every few years, she will obtain the funds from the PEEC account to reimburse the Town such as the mileage, nonprofit fee and the town video. Councilor Jester made it clear from his point of view that there was no issue with the Town Manager, he wants to make sure that there is complete transparency. The Town Manager advised that is why she always has all the receipts and the summary list of items included.

Councilor Saucier: No Report.

Councilor Jester: No Report.

Deputy Mayor Logiodice: No Report

Councilor Frost: No Report.

Councilor Holmstrom: Indicated that the purchase order system is sometimes slow and with Recreation, if they need an item for Saturday activities, they need it fast.

A lengthy discussion took place among the Town Councilors and Town Manager regarding the use of a credit card, gift card and the Town Charter. The Town Manager stated that she does not like using her own credit card or purchasing a gift card, however, it does work to meet the language of the charter and she does it to take care of the very few purchases that cannot take place through the expense warrant as they require a credit card.

Mayor Cianchette: Welcomed Councilor Holmstrom to the Board and indicated it was good to see new people here. Promoted attendance at the MSAD#53 meeting on May 19, 2022. Requested that Town Councilors think about the presentation by MaineDOT staff at the last meeting and how to define what is needed to move forward. Should there be a committee, what size should it be and what should be the membership. This is a big project and it needs to be defined. The Mayor requested that ideas be e-mailed to him.

10. ADJOURNMENT:

Moved by Deputy Mayor Logiodice and seconded by Councilor Frost 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.

