

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, June 3, 2014 at 6:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Gary Jordan, Jr., Caleb Curtis, Trudy Ferland, Robert Stackhouse and Heather Donahue. **ABSENT:** Michael Cianchette and Tim Nichols. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Donnie Hallenbeck, Michael Gray, Chris Carr, Michelle Carr, Ray Berthelette, Lori Glidden, Faye Anderson, numerous students and parents from Warsaw Junior School, Donnie Chute, Deb Susi, Autumn Pepin, Caitlin Hutt, Anna Peterson, John Dickson, Lori Schwartz and others.

1. **Mayor 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 meeting held on May 6, 2014

Moved by **Councilor Stackhouse** and seconded by **Councilor Cianchette** that the minutes of the meeting held on May 6, 2014 be adopted.

VOTE: UNANIMOUS AYE

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

Presentation of the SAD #53 Warsaw School Students re: Ideas for the Town Farm Property – Take A Hike

Warsaw School classes visited and studied the Town Farm Property. This property is comprised of 123 acres off Peltoma Avenue across from the Transfer Station and Recycling Center. We are estimating 115 acres in the actual Project Canopy Forest Management Plan. The visit to the site, research and compiling ideas for uses and development of the property is part of a new learning model called expeditionary-based learning, which includes more hands-on learning and experiences. This property was studied by a professional forester who compiled the Forest Management Plan that laid out the forest types and areas as well as a proposed cutting plan. The project was presented in early 2013. The Town then became part of a region-wide trail-mapping project that has been on-going since late last Spring. The project is led by HealthySV and is in conjunction with the Seabasticook Valley Chamber of Commerce. A few groups had expressed interest in having dedicated space on the property in addition to several current operations – Community Garden, Dog Park, etc. The students provided a wonderful analysis and summary combining many important ideas and details for the Town's use.

The 7th and 8th grade students gave a great presentation highlighting the many ideas they had on the project. The students participated in an Expeditionary Learning Program, which included outdoor learning and meeting with experts to compile a proposal.

The students discussed the economic, educational and health benefits additional trails would provide to the Town. The students also noted the ecological and historical value of this property. The students discussed the other trail systems they explored during this project. The students were excited about the possibility of holding a biathlon and shooting range

possibilities. Town Councilors and the Town Manager thanked the students for their well thought out and detailed presentation.

Community and Economic Development Activities and Events:

Monday, July 14, 2014 – Saturday, July 19, 2014: 42nd Central Maine Egg Festival
Saturday, May 2, 2015: 19th Annual SVCC Trade Show and Community Fair

Report on New Business Activity & Opportunities in Pittsfield:

Several private sector business activities remain under review and small projects continue to be underway. Several commercial properties have recently been sold, are under option or will be leased.

Planning continues for the recently announced factory closure of the local UTC facility by Global UTC Headquarters beginning in the 3rd quarter of 2014 through full closure in March, 2015. Planning consists of two phases, which includes recovery for the employees and for the site/community. The first Kennebec-Somerset Transition Team Meeting took place on May 01, 2014. The second meeting is June 26, 2014.

The Pittsfield Economic Expansion Corporation has met with UTC at the plant and reviewed the factory on a detailed tour on May 23, 2014.

To address remaining available locations, an additional promotion piece beyond our regular promotion of available properties has been provided to economic and community development resources and sites. This has affected one available property positively and resulted in some phone calls. Other locations have filled in or have commitments due to the strategic locations. Three specialized promotional pieces have been issued with the last one in April 2014.

We plan to design spec sheets for the remaining available properties in Town - the Corner Cupboard, the Friends' property and the Quint's property off Central Street. One is a vacant building and two are undeveloped lots. These sheets are used to help promote properties to prospective businesses or developers. We have utilized spec sheets for other large projects in town such as the Plaza.

The new Plaza owner has now agreed to provide details on site vacancies to the Town and these have been advertised for the Plaza.

North Lancey Street Business Building placed on the market by Lancey Associates and is offered by Better Homes and Gardens Real Estate The Masiello Group. Gary may compile a spec sheet for this property.

SAS Property placed on the market by MTC Holdings, LTD of San Antonio, Texas and is offered by the LandVest, a Luxury Property Real Estate Company in Camden – The website promoting the property is linked to the Town's website. The Town has recommended that the building be available for lease of needed space, however, the company would like to sell the entire building/s. The December appointment with the out of state developer/investor was cancelled due to the winter storm. The Town met with commercial interests about the property in January 2014. Several projects are underway to enhance the ability to develop this unique and interesting property. The pre-application required for the Historic Status of

the SAS property (former Waverly Mill) to proceed forward to the National Register was completed in April and submitted. The Town has been advised that the Mill has received approval of its pre-application and has been placed on the State of Maine Historic Sites database. The Town now has a State of Maine Historic Commission letter stating the Mill's suitability for the National Register which can be presented to a developer who wishes to pursue the National Register application process or the Town can utilize the letter to hire an architectural historian or other expert to complete the process (upon receipt of appropriate funding source, i.e, grant or donation).

Certificates of Thanks from the Town of Pittsfield for Boy Scout Troop #428

Eight boy scouts and their troop leaders participated in the Recycling Committee's Earth Day/Arbor Day Project cleaning up the trails in the triangular area between the Historical Depot, Pittsfield Woolen Mill, Library Street and Maine Central Institute. The entire lot is very large, however, a nice area was cleaned out. This is the area that previously was a hang-out for students and Public Works removed all the furniture and accumulated trash at that time. The work completed on Saturday, 05/24/2014 was greatly appreciated.

Scoutmaster and Assistant: Scott Varney; and Peter Logidice Sr.

Scouts: Ethan Varney; Devon Varney; Bryce Tuttle; Jack Morton; Logan Rollins; Will Wescott; and Peter Logidice Jr.

Volunteers: Tony Stewart and TJ Stewart.

There are games Tuesday night for Little League, therefore, we will process the certificates and provide them to the Scoutmaster Scott Varney.

4. PUBLIC HEARINGS/OLD BUSINESS: NONE

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

Town Manager's Report: Town Council Meeting of 06/03/2014:

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

2. Langlais Art Trail includes Pittsfield: The Town of Pittsfield is part of the Colby College Langlais Art Trail. Colby College is producing a state-of-the-art interactive map, which will serve as an extensive guide to Langlais works across the state of Maine. The launching of the Trail recognizes a state-wide art community that was created through the Kohler Foundation and celebrates the collaborative efforts to recognize this influential artist. The Town will receive a copy of *Bernard Langlais*, a copiously illustrated 250-page monograph on the artist, with essays by Hannah W. Blunt, Diana Tuite, Vincent Katz, and Leslie Umberger. This monograph is produced in conjunction with the Museum's retrospective exhibition this summer, opening July 19th. The scheduled launch date of the Langlais Art Trail is set for early July 2014.

3. Hooked On Fishing – Outside Recreational Opportunity for Youth: Our Annual Hooked on Fishing event will take place on Saturday, June 7, 2014 from 9:00 am to 1:00 pm at Manson Park in the lower area past the parking lot. There will be free hotdogs and hamburgers while

supplies last. Please bring fishing poles; dress for outside weather conditions; and small children must be accompanied by an adult. The Town will provide volunteers with fishing experience; tackle and worms; fishing poles for those who need them; and fish stocking of Manson Park. Learn how to fish and spend some time outside. Sponsored by Pittsfield Police and other police agencies.

4. Summer Recreation Program Sign-ups: THE PAUL E. BERTRAND COMMUNITY POOL COMPLEX opens for swimming and fun in June, 2014 after school is out for an eight-week schedule. Please make sure that your children are signed up for swimming lessons! Summer Recreation Program sign-ups will take place from Monday, May 19th – June 6th (added a week) at the Pittsfield Municipal Building. Please drop off completed form and payment to the Pittsfield Town Office, 8:00 am – 5:00 pm weekdays, excluding holidays. The Town does not provide refunds. Registration forms were available Monday, May 19, 2014 and the cut-off date is Friday, June 6, 2014 (added a week). Children may register for basketball, golf, field hockey, soccer, tennis, arts and crafts and swimming lessons. If there is enough interest, an evening swim class that meets Tuesdays and Thursdays from 6:00 – 7:00 pm will be offered during both sessions. Public Swim will be Mondays – Fridays 2:00 pm – 5:00 pm; Mondays, Wednesdays 6:00 pm – 8:00 pm, Tuesdays and Thursdays 7:00 pm – 8:00 pm and Saturday afternoons 1:00 pm – 4:00 pm from June 23 – August 15, 2014. This is free for Pittsfield residents!

5. Sebecook Regional Land Trust Farm & Habitat Ride: The 6th Regional Land Trust Farm & Habitat Tour will be held on Saturday, September 13, 2014 at 9:00 am now starting at Hathorn Park. . This will be our 2nd Tour in Pittsfield. You can Pedal or Paddle Your Way through the Sebecook Valley. Explore the heart of Maine with Sebecook Regional Land Trust at the 6th Annual Farm & Habitat Tour. There will be a registration tent for participants to sign in or register for the bike/paddle tour. The bike trip will feature Balfour Farm at 461 Webb Road, which is an organic dairy farm owned by Doug and Heather Donahue and the Bag End Suri Alpaca of Maine at 226Snakeroot Road owned by Jill McElderry-Maxwell. A third stop will be at Diverse Farm – Beef, Honey & Maple Syrup owned by Gail & Don Beregeron at 277 Bubar Road in St. Albans.

Registrations will be accepted beginning at 8 a.m. the day of the ride, but people are encouraged to register early to ensure they receive this year's tour t-shirt. The registration fees for either the bike or paddle tour are \$15 per person or \$30 per family (up to 2 adults and unlimited children).

All stops will offer locally produced or sourced refreshments, and hosts will be available to answer questions and provide assistance. A bicycle support vehicle will be available to attend to minor bike repair, first aid needs and weary riders.

For those who would rather be out on the water, there will be a guided paddle along the Sebecook River beginning in Pittsfield. Please note that the paddle will likely last no more than 2 hours and will end sooner than the bike tour. Paddle participants must provide their own boat and wear a personal flotation device (PFD).

6. Library News: The Friends of the Pittsfield Public Library will be meeting at the library on Wednesday, June 11 at 1:00 PM. All members and prospective members are invited to attend. There will be discussion about how the Friends can support the library and plans for future programs and fund raising activities, including a used book sale June 20-21. The Friends are soliciting donations of good gently used books for their next book sale. Used

audio books, DVDs, and music are also welcome. For more information, call the library at 487-5880

Finance Committee: None. **Ordinance Committee:** None. **Recycling Committee:** None.

6. **NEW BUSINESS:**

RESOLUTION 14-51: Resolved that the Town Council Waive the Bid Policy, Chapter 2, Administrative Code, Section 106 to address replacement of the 3126 Motor for the 1999 Chevrolet 12 Cy Dump Truck/Sanding Truck in an amount to not exceed \$20,000.000 and to authorize the Town Manager and Deputy Treasurer to transfer and expend up to \$20,000.00 from the PITT #05 Highway Equipment Reserve (G#1-601-00) for the same.

Moved by **Councilor Stackhouse** and seconded by **Councilor Curtis** that Resolution 14-51 be adopted.

The Town Manager noted while not an emergency, this issue does need to be resolved. The 1999 Dump Truck is a wheeler and therefore, the largest truck that Public Works has in its inventory. The Public Works Foreman had the truck taken to Daigle & Houghton to determine the issues when it did not work properly. Daigle & Houghton will be our garage for the new Dump Truck recently purchased to replace the 1982 Dump Truck as it is under warranty and it would be advantageous to have it worked on at the company where it was purchased and has a warranty. Therefore, it was thought that we should try out their garage for repairs to the next vehicle needing it. This repair came up much faster than Public Works thought it would, however, the vehicle is 15 years old. Public Works can take the vehicle to some other garages for an estimate, however, we will have to pay to have it taken apart and assessed for the quotation due to the time involved. I believe there is a limited warranty for the rebuilt motors sold to the Town, however, may not be a warranty if the truck's engine is rebuilt. The Public Works Foreman will verify this.

The following are prices received for a variety of options:

1. R.M.P. Rebuilt 3126 motor is \$13,083 plus a \$3,000 core charge plus labor to install it, estimated at a total to not exceed \$20,000 – Daigle & Houghton
2. CAT Rebuilt 3126 motor is \$20,000 plus a \$3,000 core charge plus labor to install it, estimated at a total to not exceed \$26,000 – Daigle & Houghton
3. Rebuild the current motor in the vehicle - \$17,645.76 – Whited Ford
4. New 2014 International Wheeler which Plows - \$177,147.25 – Daigle & Houghton (to provide an idea of the cost for a new wheeler – if bid, it would likely be reduced)

The Highway Equipment Reserve has a balance of \$239,210.43 as of 04/30/2014.

A list of the Public Works Department Inventory was included in the Town Council Package for your background.

VOTE: UNANIMOUS AYE

RESOLUTION 14-52: Resolved that the Town Council accept the proposal of Haley Construction of Sangerville for the 2013 Sewer System Improvements under the USDA Rural Development Grant in an amount to not exceed \$37,090 for Alternate #2 Stinson Street and \$63,330 for Alternate #3 Davis Street to total \$100,420, and authorize the Town Manager to execute a Change Order for same once approved by the United States Department of Agriculture (USDA), Rural Development (RD) and the State of Maine

Department of Environmental Protection (DEP), as applicable; and further authorize the use of USDA funds first and then necessary funds from G3-707-00 Designated Fund Balance saved for sewer main line work to complete the projects.

Moved by **Councilor Stackhouse** and seconded by **Councilor Curtis** that Resolution 14-52 be adopted.

The Town Manager noted at the Town Council's 09/17/2013 Meeting when the Franklin Street Base Bid and the Alternate #1 Main Street Project were accepted, it was discussed that 1 or 2 of the remaining Alternates may be able to be completed. Both the Main Street and the Franklin Street projects to date are well under budget with a lot less ledge located than budgeted.

Olver Associates has requested the approval of up to \$9,000 for additional inspection work for both projects and has noted that if all funds are not utilized then the funds will go toward the construction on the project.

It appears with the funding remaining that only Alternate #3 Davis Street could be completed, however, if we utilize some of the funding in designated fund balance left over from another loan for a project that came under budget, both projects can be completed. These were funds that the Town was going to utilize for small sewer line replacements, however, due to an extensive workload and medical leaves, this work was not completed. This is a good use of the funds on a project fully designed and fully inspected. In addition, it allows the Town to fully utilize its USDA grant funding so that these funds are not returned to the federal government/not disbursed to the Town.

VOTE: UNANIMOUS AYE

RESOLUTION 14-53: Resolved that the Town Council authorize the Town Manager to sign Amendment #4 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 Remedial Work, once approved for funding by the USDA, such work to be sewer remedial and to not exceed \$9,000 for additional inspection.

Moved by **Councilor Ferland** and seconded by **Councilor Curtis** that Resolution 14-53 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 14-54: Resolved that the Town Council approve the Request for Proposals for the 2014 Small Paving Projects and authorize the Town Manager and Public Works Foreman to seek proposals for same.

Moved by **Councilor Stackhouse** and seconded by **Councilor Curtris** that Resolution 14-54 be adopted.

The Town Manager noted just under \$20,000 will remain from the 2014 Paving of Streets if all goes according to plan. There are multiple patched and broken up areas that currently are consuming a lot of patch and are only going to get worse unless they are fixed now. In addition, many of these locations are at the entrances to town streets, some of which are between the Town and State roads. The areas are bumpy and aesthetically displeasing, and

will only continue to deteriorate. We can not pave all the streets that need it, however, we can pave some of these deteriorated areas to create better rideability.

Late last year, the Parking Lot began to seriously deteriorate in a large section past Connor Street to the block of buildings which houses the SVH facilities. This area goes past the recycling bin further into the parking lot. A lot of bumps appeared last year and it is a rolling bumpy ride if you drive in the wrong place. I have been told when the buildings were torn down in the 1970's that all the materials were dumped into the parking lot, gravel was put in on top and it was paved. If so, objects may have made their way to the surface. Last year, a part of the municipal parking lot down by the Elks collapsed in and when the town employees dug it, a lot of building materials were found as well as other objects. That area was filled in, compacted and paved. It was a much smaller area than the section of parking lot under consideration for work.

We added the paving around the sewer basins, however, it is not defined well and needs better language, which is being created.

VOTE: UNANIMOUS AYE

RESOLUTION 14-55: Resolved that the Town Council authorize the Town Manager to execute an amendment to the Maine Department of Transportation Memorandum of Agreement and/or Municipal/State Agreement Proposed Improvements to Somerset Avenue to provide for reimbursement from the State of Maine for ADA Compliance for the Sidewalk Project Construction Area.

Moved by **Councilor Stackhouse** and seconded by **Councilor Donahue** that Resolution 14-55 be adopted.

The Town Manager noted the Town has notified Callahan Construction LLC of their selection for the 3 sidewalk construction areas, however, has not been able to execute a contract or hold a pre-construction meeting.

The Town does not yet have the proposed amendment, which guarantees reimbursement for the work that is being completed to sections of Somerset Avenue, a state road, to meet ADA compliance for the sidewalks. The funding that the State has available can pay for the ADA compliance, however, the State's procedure is for the Town to do the work and then the State will reimburse the Town. In order for the Town to complete the three sections, the reimbursement is needed. Once we receive the amendment from MDOT, which authorizes \$23,919 for reimbursement, the project can begin.

The State is aware that the revised documents are needed and that this is why the project has not begun. Hopefully as we have less time now, the Town's contractor will be able to get far enough ahead of MDOT so that all work will flow well. If the Town's contractor is still working during Egg Festival week, we will barricade off the area that is being worked on and request that work does not take place on Thursday – Saturday of Egg Festival Week.

VOTE: UNANIMOUS AYE

RESOLUTION 14-56: Resolved that the Town Council authorize the Town Manager to execute the Land Use Agreement with Unity College for the Bear Study for the Town Farm Lot, Map 12, Lot 12 as approved by the Town Attorney.

Moved by **Councilor Stackhouse** and seconded by **Councilor Curtis** that Resolution 14-56 be adopted.

The Town Manager noted the Town Council received a copy of the Land Use Agreement from Unity College. Back at the April 15, 2014 meetings we discussed the request of Unity College to study the bears that have been located on a corner/side of the Town Farm Property. The Town Council was in agreement with having Unity College perform this work if insurance coverage was provided. When the college contacted the Town originally, I was advised there would be a landowner permission slip which I have signed before and have authorization to do so. When the document arrived, it was more of an official agreement, which will need to be endorsed by the Town Council.

This is a typical land use agreement, which has been designed to fit the Bear Study.

In reviewing the document, it would need additional language for the following:

1. Attach a Map which depicts the location of the property under the study as it is a 123 acre property and needs to be defined;
2. Add language that the agreement requires the Town to be added as Additional Insured so that the insurance certificate we received will be valid;
3. Needs a start and end date so that if we wanted to make changes, there will be a time that this can take place;
4. Indemnification language; and
5. Termination clause.

VOTE: UNANIMOUS AYE

RESOLUTION 14-57: Resolved that the Town Council authorize the Town Manager and Deputy Tax Collector to issue the notice of Tax Acquired Property Sale and place the Tax Acquired Parcels out to bid.

Moved by **Councilor Stackhouse** and seconded by **Councilor Donahue** that Resolution 14-57 be adopted.

The Town Manager noted the 3 tax acquired parcels have been out to sale twice without acceptable bids being received. In the case of the two lots with dwellings, no bids were received and one bid less than the minimum quotation required was received for the parcel without a dwelling.

The Town Attorney has indicated that we must bid the property and can not negotiate an arrangement, however, the Town can accept an offer less than the taxes, interest and costs accrued if deemed to be in the best interest of the Town.

I have re-written the notice so that it is more user-friendly and added details about the properties, which may assist in obtaining bids. We will also provide the notice to real estate companies, land management companies and others we believe might be interested.

I have not listed a minimum in order to see if we can sell these properties. However, if there is not a minimum, we may have to write off part or all of the taxes, interest and costs depending upon the bids received and what is decided to be done with each parcel.

A copy of the last TAP package was provided to Councilors so that the materials are easily available.

VOTE: UNANIMOUS AYE

RESOLUTION 14-58: Resolved that the Town Council sign a support letter for the Northern Border Regional Commission Grant application for the joint FirstPark/Central Maine Growth Council to build additional capacity in their respective organizations for the region to benefit from additional foreign direct investment (FDI) and business-to-business (b2b) development.

Moved by **Councilor Stackhouse** and seconded by **Councilor Donahue** that Resolution 14-58 be adopted.

The Town Manager noted the Town Council received background materials regarding the Northern Border Regional Commission Grant Application being compiled by FirstPark and the Central Maine Growth Council. The Foreign Trade Zone application would be a huge benefit to the region as it will allow for alternate site framework for savings in tariffs to be delivered to companies that import/export materials. In marketing the UTC facility, this could be a benefit that would assist successor company/ies and help promote interest in the property when added to other incentives.

VOTE: UNANIMOUS AYE

RESOLUTION 14-59: Resolved that the Town Council approve the issuance of a parade permit to Sebec Regional Land Trust for a bicycle tour on September 13, 2014 and waive the permit fees.

Moved by **Councilor Ferland** and seconded by **Councilor Curtis** that Resolution 14-59 be adopted.

The Town Manager noted this is the second annual Sebec Regional Land Trust Bike and Paddle to view farms and natural areas. It is on Saturday, September 13, 2014. As soon as the permit is approved, we will assist the Trust in advertising the event.

VOTE: UNANIMOUS AYE

RESOLUTION 14-60: Resolved that the Town Council set the Town Council Meeting Schedule for Summer 2014.

Moved by **Councilor Stackhouse** and seconded by **Councilor Donahue** that Resolution 14-60 be adopted.

The Town Manager noted during the Summer, the Town Council has scheduled one meeting per month with the understanding that if a time-sensitive item arose such as economic development items that a special meeting can be held.

Due to how busy it has been, we will need a meeting on June 17, 2014, which we also had last year. This meeting is needed for the pavement cuts and parking lot bid; applications for parades; etc.

July 22, 2014 (avoids Egg Festival Week and is one month after the June meeting)

August 19, 2014 (one month after the July meeting)

If Council Committees meet during the summer, they will need to start early. With a meeting at 6:30 pm, the Finance Committee will need to be able to meet earlier, such as at 5:45 pm and the Ordinance Committee at 5:45 pm or 6:00 pm depending upon the complexity of items under consideration.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Updates:

Water & Sewer Projects Update: In addition to the Water Pump work, multiple small and medium water and sewer projects are planned for the month to include the replacement of water hydrants on Madawaska and Waverly areas; replacing the gate valves at SAS on Waverly; replacing various curb stops around town; installing a new service line on First Street; and locating and finishing the water main break at the Cedar Mill off Greeley Street. As indicated at the last Council Meeting, an excavator will be rented for the month, which is less expensive than using it for several days – 1 week. Highway and the Transfer Station will utilize the rented excavator as needed. The telemetry system is out to bid.

USDA Grant Project: Main Street Sewer Project: During the last three weeks, Haley Construction mobilized equipment and materials to the work area on Main Street; Pre-Drilled ledge to proposed manhole 4+75; began ledge removal and sewer installation; installed Main line sewer with ledge removal on Main Street to manhole 6+17 at McCarthy Road. Work this week includes complete sewer installation on McCarthy Street; performing pressure testing of the sewer lines; abandoning the existing sewer; and restoring the work area. Test pits were also begun on Franklin Street and the contractor began to cut the pavement on Franklin Street. Work was scheduled for the week of May 12, 2014 to include the sewer installation on Franklin Street, finishing test pits and ledge probes.

Highway Projects Update: Highway has been completing sweeping, clean up; landscaping, building maintenance, road patching, brush cutting and the list goes on and on. The roads were all graded in May. Projects include scheduling maintenance on town properties during the summer; patching the re-use building roof; and other projects. We have noticed issues developing with the Highway Building Roof. We should plan on having it professionally painted. The PW Foreman is obtaining pricing for this work.

Highway will be completing some work at the Depot to have the temporary boards at the bottom of the broken clapboards painted while we search for funds for Phase III of the project – lead based paint removal; clapboard purchase; all preservation and restoration of the windows, doors, trim and under the roof area. This is a large project and the Town currently has \$11,000 from a grant saved toward this work.

Personal Property Tax: One of the companies with several years' personal property tax outstanding has agreed to a payment plan, offering to pay a year's worth of taxes every 3 months so that was excellent. We have compiled all the information we have in the files for the Town Attorney on the other properties. Considering the time of the year with heating bills

and bleak weather, we have waited until April to make the phone calls to the delinquent taxpayers with several years of taxes due.

Grants Update:

New Grants:

Airport Grants: Airport Taxiway Reconstruction – The remaining punch list work will start up shortly.

Airport Grants: Airport Apron Expansion – A pay requisition for engineering costs will be submitted by next week. The remaining punch list for work will be underway shortly.

Airport Grants: Engineering to Design the Apron Expansion – still processing paperwork for this grant, however, it will be closed out later this year when the Taxiway and Apron projects are closed out. As the Taxiway grant did not provide for any engineering/inspection work, these three grants will be closed out with amendments to reconcile this project. We discussed this last year. The Engineering Consultants recommended this in order to complete most of the project in 2013.

Belvedere Fund for Historic Preservation – The Town has \$11,000 saved toward the clapboard replacement, which is part of a much larger project.

Davis Family Foundation – the sill work was completed and paid for with excellent work completed. The temporary boards placed where the clapboards were broken prior to the work were placed at the site and will be painted. At this point, all funding for the Depot project will be expended with the exception of the saved Belvedere Fund grant award that is encumbered for the sill work.

Library Mini-Grants (Cornerstone of Science and Gates for computers) All of the other small grants have been closed out and these two grants basically remain from the grant acquired during the last several years. The Librarian is working on closing out these two grants also.

Police Grants: Bulletproof Vests – The federal payment was just received and the Accounts Receivable closed out. This grant is also closed out now.

Police Grants: Long Gun – Skowhegan PD had agreed to be the agent for several police departments on a cooperative purchasing project for the guns. There have been staff changes and the grant paperwork and payment was just processed with payment received, therefore, this grant is now closed out.

USDA Sewer Rehabilitation Grant – The project should start up again and we will have some decisions to make on additional projects to approve to expend the available funds. This will mean review of the bid prices of the alternates.

HealthySV Tobacco, Alcohol and Drug Prevention (new) – the Town has a unique opportunity to be a pilot project in providing for more Community Policing without having to hire an additional officer. The Chief is taking to the officers now about this. Basically, a certain amount of time will be dedicated per week with 1-2 individuals who have the proper background and certifications currently officers to focus on community work – prevention of tobacco, alcohol and drug use of the students, meeting with community groups, etc. The grant will pay for the example of 10 hours a week for that officer/officers to not be on patrol and dedicate time to community policing. That shift or period of time would be covered by another police officer. The details will be worked out this Spring/Summer. The program would likely start in October 2014.

Historic Preservation Foundation (new) – Our Historic Preservation Architect has submitted the Town's Theatre Restoration Project for review. This is by invitation only so if the project is viewed well, the Town will be invited to complete the Foundation paperwork.

Jump Start Our Youth (JOY through JMG) Historic Depot (new) – I filed an application for this mini-grant for the Historic Depot for the Historical Society on February 28, 2014.

Grants waiting to be closed:

L&W Conservation Fund: Hathorn Park Legge's Field & Sports Complex, Phase II – closed out with final payment received.

New Grant Opportunities:

Airport Master Plan Update – The FAA held a scoping meeting on Friday, January 24, 2014 to agree upon the specifics for the project. A grant application was filed for the project prior to the May 01, 2014 deadline. The grants are usually approved in July-August of each year.

TIGER Transportation Grant – The Town is part of a several town area for bus commuter system to assist those areas that have had economic distress due to large closures – Lincoln, East Millinocket and Newport/Pittsfield. This is a federal grant application that will be quite competitive.

8. **REPORTS:** Audience, Council

Audience:

Michael Gray: I have sat through some boring presentations in my years, but these kids did a whale of a job. Mr. Gray also mentioned with the trending economy perhaps we should be looking to consolidate and save some money for the taxpayers. One way this could be achieved is by consolidating with the Newport Police and having only one Police Chief.

Donnie Hallenbeck: We didn't get the Historical Depot Museum opened as we had hoped. Only three people showed up. We are hoping to open next week.

Lori Schwartz: Wanted to remind everyone that the Heart of Pittsfield and Food Council is holding a dinner at 6pm on June 16, 2014. There will be an open mic afterwards.

Council:

Councilor Donahue: The presentation by the students was very impressive. There is a lot of information to digest with this project. Councilor Donahue noted that a citizen mentioned at the playground in Hathorn Park there is nowhere for parents to sit. It is always very busy with kids playing, it would be nice for parents to have someplace to watch the kids.

Councilor Stackhouse: I echo my fellow Councilors comments. These kids were leadership in action. I can see them being part of the future Town Council. I support this project. I think the community will step up and support this project too. All the hard work of our Town Employees is being noticed around Town. I want to thank everyone from the Town Manager and Town Office to the Police and Fire Departments. I also wanted to note the passing of Roland Tozier. He will be missed.

Councilor Ferland: I am really impressed with these students. They had shirts and ties and dresses on. Councilor Ferland asked what the next step would be for the project. The Town Manager noted it is a great project. The Town will need time to digest all the information and gather public opinions. The Town can make a formal response in the form of a letter to the school that is from the Mayor. The Mayor and Town Councilors thought this was a very good idea. Audience member Michael Gray noted it is important to show governmental support for this project.

Councilor Nichols: Absent.

Councilor Curtis: That was a great presentation by the Junior High students. I am in huge support of the project. It is a long-term project. I am very proud of our Public Works Department. I had mentioned to them how a trashcan was needed at the playground at Hathorn Park. One appeared there quickly after the suggestion was made. I appreciate that they follow through and work together.

Councilor Cianchette: Absent.

Councilor Jordan: I want to apologize for missing two meeting back to back. I have been busy with boys tennis at MCI. The students and teachers did an excellent job on the presentation. This gives the kids a lot of learning opportunities. I am in support of this project. We need to take one step at a time and review this project thoroughly.

9. EXECUTIVE SESSION:

Title 1, Section 405, 6.C., Economic Development, Disposition of Property and Acquisition of Property

Motion by **Councilor Stackhouse** to enter into executive session to discuss Economic Development, Disposition of Property and Acquisition of Property under Title 1, Section 405, 6.C. at 8:19 pm. The motion was seconded by **Councilor Donahue**.

VOTE: UNANIMOUS AYE

Motion by **Councilor Stackhouse** to exit the executive session having discussed Economic Development, Disposition of Property and Acquisition of Property at 8:58 pm. The motion was seconded by **Councilor Donahue**.

VOTE: UNANIMOUS AYE

10. ADJOURNMENT

Motion by **Councilor Stackhouse** and seconded by **Councilor Donahue** that the meeting be adjourned at 9:00 p.m. All in agreement.

Nicole Nickolan, Town Clerk