

MINUTES

for a regular meeting of the Pittsfield Town Council, held on Tuesday, June 4, 2019 at 6:30 PM in the Council Chambers.

PRESENT: COUNCILORS: Mayor Nichols, Deputy Mayor Donahue, Councilor Margolskee, Councilor Stackhouse and Councilor Billings.

ABSENT: Councilor Bolster and Councilor Curtis.

Also present: Town Manager Kathryn Ruth, Assistant to the Town Manager Michael Feole

AUDIENCE: Joe Sanborn, Donna Russell, Jaime Jensen, Michael Gray, Jan Laux, Jane Woodruff, Donald Woodruff, Michael Lynch, Ann Mathews, Molly Thieren, Ron Watson, Denise Savage, Pete Logiodice, Don Hallenback and Pete Bickmore.

1. Mayor Nichols opened the meeting by leading the Pledge of Allegiance.
2. The Council observed a Moment of Silence.
3. Adoption of minutes of the Regular Meeting held on May 7, 2019 and May 21, 2019.

Moved by Councilor Billings and seconded by Deputy Mayor Donahue that the Minutes of May 7, 2019 be moved from the Table.

VOTE: UNANIMOUS AYE

Moved by Councilor Billings and seconded by Deputy Mayor Donahue that the minutes of the meeting held on May 7, 2019 be adopted.

VOTE: UNANIMOUS AYE

Moved by Councilor Billings and seconded by Councilor Margolskee that the minutes of the meeting held on May 21, 2019 be adopted.

VOTE: UNANIMOUS AYE

4. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS**

- a. Community and Economic Development Activities and Events
Events:

-47th Central Maine Egg Festival Monday, July 08, 2019 through Saturday, July 13, 2019

-4th Annual Maine Cheese Festival Sunday, September 8, 2019 in Manson Park.

5. **PUBLIC HEARINGS/OLD BUSINESS: None**

6. **REPORTS:**

A. COUNCIL COMMITTEES:

FINANCE - The committee met last Thursday and discussed the budget schedule and the borrowing for the paving and Capital improvements

ORDINANCE - No report.

RECYCLING - No Report, the next meeting is tomorrow.

B. BOARD AND COMMITTEE UPDATES BY TOWN COUNCILORS AND MANAGER

Bicentennial Committee - Met this morning and finalized the schedule for the week of 6/19/2019. We had a great day for the River Cleanup last weekend. The Maine St. Gallery is showing the historical art created by students. The cupola is now finished.

Media and Communications Committee - Waiting for the Town Office to contact other towns to see how the committee is structured in other communities.

Theatre Committee - It is bitter-sweet time for the Theatre. We have Donna Dunphy leaving us shortly and we also have Donna Russell and Jaime Jensen coming on board as co-managers. Thanks to Kathryn for coming to the last meeting and discussing Theatre Committee policies and the budget changes.

C. TOWN MANAGER'S REPORT

1. The special events at the Pittsfield Community Theatre have brought in approximately \$10,000.00 since the beginning of the year, not counting expenses.
2. The new Communications Policy has been provided to the committees that have met and I will be visiting the rest soon to deliver it to them.
3. The Pittsfield Summer Recreation programs have been started and we are now receiving the signup sheets.
4. We have Senior Living help advertised on our website on the Citizen's Resources page.
5. We received a lot of bids for the paving program and the lowest, if adopted, will leave funding for improvements prior to paving from the \$500,000 to be borrowed so that is good news.
6. The Legislature has worked on several state revenue sharing bills and while it did not approve the full 5% it did raise it from 2% to 3%. The Legislature also raised the Homestead exemption from \$20,000 to \$25,000 and hopefully the Governor will sign both bills.

7. NEW BUSINESS:

ORDINANCE 19-07: (To be set to Public Hearing on 06/18/2019) That the Town of Pittsfield hereby ordains the borrowing of up to \$706,000 to finance costs of the paving of public roads and capital improvements in the Town, and in order to raise said amount, general obligations bonds and/or notes shall be issued in a total aggregate principal amount not to exceed \$706,000 and the Treasurer and the Mayor shall determine the date, maturities, denominations, interest rate or rates, place of payment, paying agent and registrar, form and other details of the Bonds, including the signing and delivery of said Bonds on behalf of the Town. The Bonds shall be executed in the name of the Town by its Treasurer, and countersigned by the Mayor, and be in such form and contain such terms and provisions, not inconsistent herewith, as the Treasurer and Mayor may approve, their approval to be conclusively evidenced by their execution thereof. The Treasurer and Mayor are hereby authorized to provide on behalf of the Town that any of the Bonds may be made redeemable or callable, with or without premium, prior to maturity. The Treasurer, Mayor and other proper officials of the Town be, and hereby are authorized in its name and on its behalf to do or cause to be done all such other acts and things as may be necessary or desirable in order to effect the issuance, sale and delivery of the Bonds hereinabove authorized, including any certificates, and other documents as may be necessary or appropriate in connection with the sale of the Bonds.

Moved by Councilor Billings and seconded by Deputy Mayor Donahue that Ordinance 19-07 be moved the Public hearing on June 18, 2019.

VOTE: UNANIMOUS AYE

ORDER 19-8: Ordered that the Town Council approve a change in the management position at the Pittsfield Community Theatre from two part-time positions which included a theatre manager and assistant theatre manager to two part-time theatre managers who will be co-managers.

Moved by Councilor Stackhouse and seconded by Councilor Billings that Order 19-8 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 19-48: Resolved that the Town Council confirm the Town Manager's recommendation of two part-time theatre managers in accordance with the Personnel Policy Regulations.

Moved by Councilor Margolskee and seconded by Councilor Stackhouse that Resolution 19-48 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 19-49: Resolved that the Town Council approve the Request for Proposals for Water Operator Services and authorize the Town Manager to seek proposals for same.

Moved by Councilor Stackhouse and seconded by Councilor Margolskee that Resolution 19-49 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 19-50: Resolved that the Town Council sign the Warrant and Notice of Election to Call the MSAD #53 Budget Validation Referendum to be voted on June 11, 2019.

Moved by Councilor Stackhouse and seconded by Councilor Billings that Resolution 19-50 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 19-51: Resolved that the Town Council authorize the Town Manager to sign the Landlord's Estoppel Certificate and Agreement for Curtis Air, Inc.

Moved by Councilor Billings and seconded by Councilor Stackhouse that Resolution 19-51 be adopted.

VOTE: UNANIMOUS AYE

RESOLUTION 19-52: Resolved that the Town Council authorize the Town Manager to execute the Application for an Outdoor Fireworks Display as property owner for the Greater Pittsfield Area Kiwanis Fireworks for the 2019 Egg Festival to be conducted by Central Maine Pyrotechnics subject to receiving approval of the FAA and the appropriate insurance certificate naming the Town of Pittsfield as additional insured.

Moved by Councilor Stackhouse and seconded by Councilor Billings that Resolution 19-52 be adopted.

VOTE: UNANIMOUS AYE

8. DISCUSSION ITEMS: None

9. REPORTS:

Audience:

Denise Savage: Works as an Administrative Assistant for the Town Manager, the Town Departments and half of the time for the Police Department. Wants to know if the Personnel Appeals Board is oriented or trained? (Mayor Nichols - It is set up as a separate entity so that the confidential issues can be discussed in a separate venue and not be discussed in a public format.) Who decides what is applicable in the appeal process? (Councilor Billings - The Personnel Appeals Board can ask for whatever they want.) Asked about a vehicle for an employee reporting directly to the Town Manager to have a resolution for an action that is keeping the employee from doing their job? (Mayor Nichols explained the process). Asked if her requirement to be here qualifies as overtime or comp time to find out what her duties should be? I feel that in the current situation, the Town Manager is judge, jury, adjudicator, the CEO, the CFO and I feel that I am at this point in a hostile work environment and am suffering retaliation. There is protection for me in the Maine Statutes Title 26, Chapter 7 Section 5-b, specifically Section 823. Wanted to know if the Council will investigate my concerns as per Section 2.09 of the Charter? (Mayor Nichols - We have explained the process you need to follow if you feel that you are not being treated fairly. Reminded her there is a 3% unemployment rate right now and municipalities loose employees at greater rates at a time like this.)

Michael Gray: We need to look at the theatre building.

Don Hallenback: As far as the question of ownership, the town paid \$24,000 for it in 1974.

Michael Lynch: If I were an employee of this town, how would comp time be calculated? (Town Manager – At 1.5 times the rate if authorized by the supervisor with either overtime or comp time, the choice of the employee. When will we know how much money we saved by having town employees do the plowing? (Town Manager: The Public Works Foreman will be back shortly). I have an office that overlooks a school crossing and a child almost got hit the other day because the cross walk was not paved. Flags were not out for Memorial Day and that is wrong.

Jane Woodruff: As far as crossing for students, we had a couple of sets of solar lights for crossing and one is still not up. We have 3 benches that are not in Hathorn Park.

Ron Watson: Next Tuesday evening at 5:30 we have the Recovery Boys Documentary showing at the theatre and a panel discussion after it, so I recommend everyone come and see it. The last time I was here I notified you about a meeting that I wanted to have and it will be on 7/24 to discuss communication avenues between the town, businesses and residents.

Council:

Councilor Bolster: absent.

Deputy Mayor Donahue: Echos Howie's remarks to thank all of the people who have given up their time and volunteered for the Bicentennial. Requests information on all of the boards and committees membership. Open Farm Day is 7/28 and we will be open. Other farms are coming to Balfour Farm to have a farmer's market. If you haven't taken the time to fill out the theatre survey, please do.

Councilor Margolskee: Agrees with Deb about the Police reports, whether narrative or statistics. Tim mentioned that we are a policy council. At the last meeting I asked turnover and exit interviews. I have approached 3 former employees and none of them had interviews.

Mayor Nichols: As far as a hotel, I wouldn't mind a small one. Congratulations to the ladies at the Theatre. We do need to look at where those Solar Lights should go when Steve gets back.

Councilor Curtis: absent

Councilor Stackhouse: Welcome to Jaime and Donna. The Depot looks great. Condolences to Henry Perry's family.

Councilor Billings: Is there a master copy of Ordinances and Codes available to the public? Not happy with the answer about Police Reports at the last meeting; wants a narrative or at least statistics. At the last meeting we talked about swapping land for land elsewhere and I think that is a bad idea. Would like PEEC to start meeting with town committees to develop the community as well as the Industrial Park.

10. **ADJOURNMENT**

Moved by Councilor Debra Billings and seconded by Councilor Robert Stackhouse to adjourn at 8:30 PM.

VOTE: UNANIMOUS AYE

Michael Feole, 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.