

# MINUTES

for a regular meeting of the Pittsfield Town Council, held on *Tuesday, June 07, 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 Jason Hall, Councilor Brent Frost, Councilor Ronald Jester, Councilor Eric Saucier and Councilor Lindsay Holmstrom.

Councilors Present by ZOOM: None

Councilors Absent: None

Also Present: Town Manager Kathryn Ruth; Alternate Code Enforcement Officer Al Tempesta; Jared Farn-Guillette, Region 4 & 5 Transportation Planner; Randall Gray, Senior Project Manager; Heather Donahue; Peter G. Vigue; Jan Laux; and Kaitlyn Budion, Morning Sentinel Reporter.

Also Present by ZOOM: None

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

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

## **2. ADOPTION OF MINUTES OF:** Regular Meeting held on May 17, 2022.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Hall to adopt the Minutes of May 17, 2022.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

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

- A. Meeting with MaineDOT Representative Jared Farn-Guillette, Region 4 & 5 Transportation Planner re: MaineDOT Opportunities, specifically the Planning Partnership Initiative (PPI)
  - 1. Review of Opportunities available to the Town for a decision on whether to Pursue a Planning Partnership Initiative (PPI) for the Main Street Project
  - 2. Question and Answer SessionOther Relevant Programs, if any

The Mayor introduced Jared Farn-Guillette and Jared introduced Randy Barrows, the MaineDOT Project Manager for the Town's Main Street project. Jared indicated that he is here to talk about the Planning Partnership Initiative (PPI) and the Workplan. The PPI current programs are relatively new having been in operation for 7 months. Why do this? Jared explained that the program provides for a comprehensive review and planning for the downtown as defined by the Town. The Town has quite an extensive amount of funding that has been compiled and an impressive amount of grants. There currently has not been a vision created for this project and the PPI would do this.

There will be a walk around the site, discussion of a scope of work and the information put together to be provided to the Town Officials. First, there will need to be an entire start and end point defined by the Town as to its historic downtown and connectivity to other facilities. Once the scope of work is agreed upon, we move to a Memorandum of Understanding and then to a contract. The MaineDOT requires at least two public meetings which will be held by the engineering firm/landscape architect hired. This public process is to review the downtown as we define it for the next 100 years. A typical PPI will have details on the sidewalk; renderings of the sidewalk, façade work, crosswalks, and so forth. Once the area of the project and the work to be done are clearly defined, there will be visuals put together on the concept. Then the project will be 80% of the way completed. The Project then proceeds to engineering. Right now the department has one-half of the PPIs proceeding and there are some openings due to COVID so they have capacity to add another project such as Pittsfield's if there is interest in moving forward. He made it clear that he is not here to recommend or not recommend that Pittsfield proceed forward with a PPI - that is a Council decision. There was a lengthy discussion on funding and the earmark that is underway. He noted that the position that he likes to refer to as a Money Whisperer has determined that the earmark will not lapse. There needs to be a MOU that is provided to the feds that makes it clear that this work is going to get done. The Council asked many questions including what would happen with the backup of engineering work if we were unable to obtain and schedule an engineer to get this done. Jared advised that if there is a good faith effort made that there will not be an issue. The cost of the PPI was discussed. Mr. Farn-Guillette advised that this is a 50-50 partnership. An estimated cost for a project such as ours is \$75,000 so half would be the Town's responsibility. The Town Manager asked if MaineDOT had been able to determine which of our grants would be able to be used as a match for the federal grant application that may result from the PPI process? Jared advised that it will depend on the exact federal grant applied for, however, with the Town's current workplan, it is likely that the CDBG funds may not be able to be used and may need to be separated from the project to be expended on something else if possible. In response to a question, MaineDOT Project Manager Randy Barrows advised that from consulting phase to project start could be 2-3 years. If the downtown is extended and the time period lapses, advised that the historical review and permitting process that has already been completed will need to be revised/take place again which will take considerable time as it did before. Councilors asked if there is 3-year delay, would the Town still have the federal money? Jared advised that when an earmark is approved that it is for the Town of Pittsfield and can be moved to a different project. The next step if the Town is interested in proceeding forward is to have a meeting of the interested parties to talk about the vision, problems and the future so that he can draft a scope of work. This will take a week once it is started. To recap, Mr. Farn-Guillette advised that the steps are (1) Determine the scope of work; (2) MOU; (3) Contract; (4) RFQ; and (5) Select Consultant.

The Councilors had many questions. The Town Manager was asked to review the funding currently approved for the project. The Town Manager advised that with the funding awarded and the matching funds, the Total Project is \$2,194,227 for everything. She advised that specifically the funds that the Town has excluding the ability to use the Madawaska Sewer Main funding as a match is \$1,840,426. She had checked on the ability to carry forward and retain the funding for a 9-month period as discussed previously, however, now that we have been advised that it could be up to 3 years, she needs to go back to the funders to check on the need for this much time. Ms. Ruth advised that the CDBG funds will definitely not be held for another 3 years. She can re-apply for the Project Canopy funding and has the application materials. She has received the funding from several of the grants and non-profits so those are all set. The others need to be reviewed to see if they can be available in 3 years.

Concerns were expressed regarding work in the area that has been put off due to the project timetable being moved back. With another delay in the timetable for the project, can Madawaska Road be paved with a skinny coat similar to Main Street? Randy Barrows advised that this work is not in the Workplan so the funds are not available, however, he can check.

Heather Donahue asked if the project area could be extended from the Downtown to the hospital. Mr. Farn-Guillette indicated that the Town would determine the area and as long as it is connected by a State or State Aid Road, the area can be expanded. In reference to a question, Jared advised that there are usually 20 PPIT's in a year and he has 4 with contracts in his region. He would like to have 1 more. He will be the main contact on the project. There are 4 Planners in the office and an Assistant Director. They are trying to hire two more and are nearly at full roster.

The Mayor polled the Councilors informally to see if they would like to proceed with the PPI. All Councilors would like to move forward on the PPI at this time.

#### B. Meeting with Peter G. Vigue regarding the need for more Code Enforcement in Town

Mr. Vigue stated that he has lived in Pittsfield for 67 years. The community used to be very robust with the Lancey House, all the mills, very involved clubs and then over 25 years this went away. One side of Main Street had wooden structures, the Town Hall was down by Frost's Garage with only one bay for the Fire Station. He stated that in 1976 a group of people changed the whole community in 5 years to take care of all of these issues bringing in water and sewer, attracted a bank, convinced the Cianchette's to build their office here. The Town did well and now the Town is going downhill. He stated that Cianbro did not stop during COVID as the Town did. Mr. Vigue stated that the Town Office needs to be open more than 4 days a week, the Town needs more staff and there needs to be a full-time Code Enforcement Officer. He passed out photographs taken by a drone of locations in Town which do not meet the code starting with the garage beside the Cianbro Office – the gas station and the debris on their lot beside the church; the old Ford Garage; the Industrial park covenants that need to be followed; the mobile home park across from the Industrial Park with trash not being removed; the Quonset hut; and then the Webb Road location where there are campers, trash and a large mess. He requested that the Town take action on these violations, give the authority to the Code Enforcement Officer to act and allow him to work more than one day a week. He stated that the Town also needs to spend more money on paving as the work has been pushed down the road indicating that Forest Park has not been paved for 40 years since it was built.

Al Tempesta, the Alternate Code Enforcement Officer spoke at length about how he has come to help the Town and the new Code Enforcement Officer. He stated that there are areas to clean up and letters have been issued, giving a period of time to do this. When a case is taken to court, it can take a while. He had one in Dexter that took five years but in the end the place was cleaned up. COVID put all of this work behind. Al noted that the Town Attorney recommended letting the case on Somerset Avenue rest until the owner who had fallen off the roof was back on his feet. The owner is trying to sell the property. He advised that the coverage is 24 hours a week and he comes in on Friday to help Bob for 4 hours. He said that two properties are on a 30-day countdown. We can not use the photographs provided tonight for the Webb Road as there is not a subpoena. They were prohibited from going into the entire property. He noted that this is a large issue. The Councilors asked a variety of questions and thanked Al for helping out the Town in his busy schedule as he works for several other towns. There was a lengthy discussion on code violations and the budget. He stated that they got the Peltoma Avenue property moving forward without court. Those that go to court cost \$8-10,000 each. The Council talked about how Code

Enforcement needed to be more of a priority. The Council and Town Manager thanked AI for his assistance and guidance.

Heather Donahue advised of the history of code enforcement for the last few years and the budget. There had been other attempts to increase code enforcement in the past, however, for the last two budget cycles, the Town Manager has submitted a budget request to have F/T coverage in order to address code violations and have more code enforcement take place. This request was cut by the Town Council both times and it was not as high of a priority as other needs. It needs to be a priority in Fall 2022 during the 2023 budget process. Also, code enforcement legal funds were requested by the Town Manager and these funds were not approved at the level requested to take cases to court. There have been numerous attempts to budget for more code enforcement, however, it has been cut time and time again. She cautioned on starting all of these cases at the same time as we can not take everyone to court at the same time.

The Mayor stated that we need to wrap this up and there is a lot to talk about. He wanted to know more about how the people on the Webb Road were allowed to live there, build a house and so forth. The Alternate Code Enforcement Officer indicated that code enforcement needed to be a priority. Right now, building inspector duties are a priority to provide permits and inspections due to the time available. Everyone thanked AI for coming to the meeting and indicated that they are not beating up on him about enforcement, but need to support him more with proper funding.

C. 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

Due to the time spent on other presentations, the Town Manager briefly advised of the progress on grants. She noted the priority is to meet all the deadlines on the many grants with submittals and to focus on obtaining an amendment for additional time on the Community Development Block Grant for the sidewalk funds. The Airport grants are being reviewed for options to address the hangar.

**4. PUBLIC HEARINGS: N/A**

**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 the Planning Board will be holding a meeting next Monday, June 13, 2022 to review two solar projects, one

which will have a minor amendment from its original approval and the other to be a re-application of an original approval.

C. Town Manager's Report

**TOWN MANAGER'S REPORT FOR 06/07/2022:**

**STREAMLINED VERSION FOR TOWN COUNCIL**

1. State Primary Election/Referendum and MSAD#53 Budget Vote:

The State Primary and MSAD#53 Vote on the 2022-23 Budget will take place on Tuesday, June 14, 2022 from 8:00 am – 8:00 pm at the Pittsfield Municipal Building in the Council Chambers.

2. Notification to Pittsfield Water Works from Northern Lights regarding testing result for Legionella: (due to the importance of this issue, included the full report):

Olver Associates advises of the following update on May 25, 2022:

“The Pittsfield Water Department is providing our customers with this update regarding the water quality. Last Tuesday, for additional confirmation that the water is safe and as recommended by the State, we collected five samples throughout the distribution system and had these tested for *Legionella* bacteria at a certified lab. This testing was in response to *Legionella* being detected in some water samples collected at the hospital. Since our last update, we were notified that the sample the hospital had collected at their water supply entrance had passed with no *Legionella* being detected. We just received the results for our samples due to the analysis requiring one week to be completed. All five of our samples passed with no *Legionella* being detected. One of these samples was collected at the supply to the hospital.

It is our position that the detection of *Legionella* in some water samples at the hospital is isolated to this one customer and is not indicative of the water quality anywhere else in the distribution system. The water connection at the hospital is fitted with certified and tested backflow prevention devices that prohibit any backflow at that location from entering the municipal water supply. We will continue to work every day to ensure the Pittsfield Water Department customers are always provided with safe and reliable water service. If you have questions, please contact Annaleis at 478-1497 or Dan at 858-5898.”

3. Paul E. Bertrand Community Swimming Pool: The pool is scheduled to open Monday, June 27, 2022. Devon Varney will be available to assist the new Recreation Director Jacob Marcoux as needed for a few weeks of the summer program. Staff is being interviewed now with background checks taking place.

4. Kennebec Valley Council of Governments (KVCOG) General Assembly Meeting: This yearly meeting will take place on Wednesday, June 22, 2022 at 11:30 am in Waterville to vote on the KVCOG budget and hear about the year's accomplishments and activities.

5. Street Crosswalk Paint: For several months, Public Works has been calling around for crosswalk paint to not find any available. Public Works advises that the State does not have any paint for the lines on I-95 this summer when they pave. The staff has called as far away as New York. There is a chain supply issue with this product at the factory. Last year, we were able to acquire a small amount of paint which with our inventory from the prior year, we were able to paint the main crosswalks.

As we had a limited supply, the crosswalks along the side streets were not painted. This year, we do not have any paint.

6. Furnace and Hot Water Heater Repairs: Last year the Town approved repairs in the Municipal Building Boiler Room. The parts just arrived as there was a delay with one part due to a chain supply issue. AAA Energy was in twice to work on the Furnace and Hot Water Heater. The work and use of the reserve funding was approved last year so I will transfer the funds when the bill arrives.

7. Bipartisan Infrastructure Law (BIL): The Town is eligible for \$159,000 in 2022 Airport Infrastructure Grant (BIL AIG) funding. We have been told that this funding cannot be applied to the Town Hangar project. My inquiry into the due date for applying for grant funding resulted in a date of September 30, 2025 for a grant obligation for the 2022 funds. Therefore, I would recommend waiting a bit to see if there is not some way that we can use the funds for the hangar project such as trying to re-apply for the grants, etc.

8. Bulk Water Sales: While we have always had a company, generally from Newport, load up water and pay for it once in a while, a local company is now using Pittsfield Water Works to load up water for swimming pools in Pittsfield effective this month. Nearly every week, the company buys several loads of water with pricing as depicted in the Terms and Conditions.

9. Maine Department of Transportation Project Notifications:

- a. Notice of an on-demand public meeting to discuss a group of four (4) deck replacement projects on I-95 in Pittsfield located 1.15 miles north of Exit 150 on Interstate 95. The link is at [mainedot.gov/vpi](http://mainedot.gov/vpi).
- b. On-The-Line, Inc. of Bangor has been awarded a contract for Pavement Grooving and Polyurea Paint along I-95 in Pittsfield.
- c. Pike Industries, Inc. has been awarded a contract for HMA Overlay with Drainage and Safety Improvements in Pittsfield beginning 0.03 of a mile northeast of Pooler Road and extending east 9.00 miles on Route 2 including 0.32 of a mile on Route 2W.

10. Boston Post Cane: The oldest citizen in Pittsfield is honored with a presentation of the Boston Post Cane and a plaque/certificate. Usually there are some refreshments and photographs taken. The family will be invited. In 2019, Mr. Floyd James was recognized at the age of 96. Unfortunately, Mr. James passed away recently. Members of the Pittsfield Historical Society led by Mr. Alvin Wyman are working on the next presentation having identified the oldest citizen. When the cane is presented, it is just for the ceremony and then taken back to the office for display with the oldest citizen receiving a nice plaque/certificate.

11. Airport Hangar, Apron and Taxiway Project updates:

Update for June 07, 2022: A meeting was scheduled for Friday, June 03, 2022 for HTA representatives, their legal counsel, the Town Manger and the Town's Attorney to discuss possible solutions. A report will be provided under separate cover.

Update for May 17, 2022: The Town received a response from HTA's insurance company that they would like to sit down with the Town and other parties involved to discuss the issue and determine how more funds can be made available.

12. Open Positions Recruitment:

A report will be passed out at the meeting as I have just received some applications this weekend to review and have received back the background checks I have been conducting for some departments with open positions that need to be reviewed.

1. Staffing and Open Positions:

The Town of Pittsfield continues to experience the same issues as many employers in Pittsfield and the State with positions unfilled and very few applicants. With very few applicants or sometimes one applicant for a position, the Town is often hiring people who do not match the qualifications, have the background or work abilities. Once in a while, we do find a very good candidate. Since COVID, we have had to address firing people who cannot come to work regularly, requests for people to just work from home and not come into the worksites; an employee causing trouble at the worksite when the supervisor leaves; insubordination, mental health issues, personal situations and emotional turmoil over personal life, financial issues and so forth. While it is not appropriate or legal to go into specifics due to the State law and the Charter requirements, I will say that several supervisors and myself have had to deal with some difficult and strange items since COVID started and we went into mandatory lockdown (but still worked). It is certainly a different work environment now.

There are 17 pages of jobs available on the Maine Municipal Association Job Bank, the one site in the State where nearly all municipal positions are listed. It is full of municipal positions vacant in all departments.

**Updated for 06/07/2022:**

<b>Position</b>	<b>Vacancy</b>	<b>Filled</b>
Assistant (Revised by Town Council to handle Personnel/HR rather than assist Town Manager)	Late 03/2022	Interviews**
Deputy Treasurer/Tax Collector	Late 08/2021	
Financial Clerk	Beginning 05/2022 (not technically a position but since the Deputy Treasurer/Tax Collector is so hard to fill and we need help, listed this position)	Interviews**
Public Works Driver/Equipment Operator	2 new positions	Beginning 06/2022*
Hired 2 applicants (TM found applications in the HR Office files from earlier in the year who had never been contacted, gave them to Dept Head in 05/2022, both hired after background review)		
Transfer Station Attendant (TM Found application in the HR Office files from earlier in the year, provided to Dept. Head in 05/2022).		Pending more testing
Police Officer	1 as of 04/2022 and 1 as of 05/2022	Applicants withdrew
Assistant Recreation Director	New, have not had for several years	Filled 05/2022
Pool Director	Temporary Summer Position	Filled 06/2022
Lifeguards, etc.	Temporary Summer Positions	2 hired, rest in progress
Fire Department	Always recruiting, handles own hires	On-going all year

\*After filled, another Employee left for an enhanced benefit package beyond anything the Town has in the private sector.

\*\*Zip Recruiter was utilized, although candidates do not match the job descriptions, there are several applications. No applications received from any of the other sources such as the MMA website, Jobs in Maine/USA, State of Maine, Town website, etc.

**Updated for 05/17/2022: Listed below are the 8 positions that are open; of which we have 4 applicants being vetted:**

Assistant (Revised by Town Council to handle Personnel/HR rather than assist Town Manager)	Late 03/2022
Deputy Treasurer/Tax Collector	Since late 08/2021
Public Works Driver/Equipment Operator/Laborer	(2 new positions added to PW)
Transfer Station Attendant	(several times over the last two years)
Police Officer	(1 as of 04/2022 and 1 effective 05/23/2022)
Assistant Recreation Director	(new)

Vetting candidates now with background reviews to cover Highway, Transfer Station, Police and Recreation. Promotion had been newspaper ads, town website; Maine Municipal Association; State website; several on-line publications; Career Center contacts and as of late, Indeed (recommended by Cianbro). Indeed brought in several candidates, however, due to carelessness/errors, my credit card was not utilized properly by a prior employee and this option is no longer available (still working on this). All methods will be continued except newspaper ads as these are ineffective. As requested, this will be added to future TM Reports.

13. Computer Services / Managed Services Onboarding:

Update for June 07, 2022: To date, we have not received an update from TRIO regarding this matter. As we are preparing for the Election, many due dates for filings and meetings as well as serving lines of customers, we have not pushed the issue.

Update for May 17, 2022: The training for the new web-based TRIO has not been scheduled due to notification by the Town Assessor that this program has seriously malfunctioned in the Assessing module. Evidently, it does not pick up any value for mobile homes and the Assessing company has been advised that it is being worked on. Currently we have issues with vehicle registrations, postings that malfunction and so forth and now if we move over to the web-based version that was in works, we are being told that there will be issues with the tax commitment. This notification on the assessing module problems was received on 05/16/2022 at which point our Assessor requested that we not upgrade to the web-based TRIO under after the tax commitment in late August.

14. Public Works Reports:

A. Powers Cemetery (off Route #2): I was advised by the Cemetery Sexton that the Highway Department has finished the work for the expansion and that it is top notch (as their construction work always is).

B. Radar Speed Feedback Sign: The grant that we were awarded for a feedback speed sign was delayed due to chain supply issues with some parts. One was located for us and dropped off at the Public Works Garage by the Maine Local Roads Center. Through the MaineDOT website, I contacted the engineer for our District in Bangor for permission to put up the sign. I was told that we could move the sign around as we wanted. I have explained that it is the fixed sign that would be erected on their road and not the moveable sign that we just won through the lottery. These issues both arose at the same time. Donnie is going to determine the location for the sign and then we will contact the DOT engineer. To erect a sign on a state road, the Town is required to obtain permission. This will be a very noticeable sign when installed and should help with speeding.

C. 2022 Paving Program:

The meeting with Northeast Paving of Bangor was held on June 1, 2022 and went well. As Northeast is a large company, they have large state contracts and so we need to fit our work into their schedule. The company is willing to look at the additional roads. Their representative is preparing added costs as well



as deletions for the two roads identified as only requiring paving over the culverts to be replaced. The Town is to receive the list of added cost per road and deleted cost per road the week of June 6, 2022. As the scheduling is tight, it appears that the in-town roads, which they like due to the composition and closeness, would be paved after June 21, 2022. The company's plan is then to pave our out-of-town roads with all of their roads that have binder in October, which we were assured would only be paved when the temperature was over 40 degrees. Therefore, this item will be scheduled for final disposition for the June 21, 2022 meeting.

15. County Dispatch Project and Request for funding:

There was a lengthy discussion on this request. The Town Manager had provided the Town Councilors with the latest information received on the project in the absence of the Police Chief. The Town Manager re-capped the background. The prior information received on the breakdown of costs from Central Square was incorrect. The Town Councilors had been provided with the following: (1) a billing estimate breakdown titled no name on April 04, 2022 received at the meeting with the Police for a total estimated payment of \$87,903.76 previously discussed in April 2022; (2) a detailed Scope of Services Exhibit A received the week of May 25, 2022 from the County; (3) Somerset County EO ME Export Breakdown received from the Town of Fairfield on June 02, 2022; (4) Somerset County EO ME Export Breakdown dated June 05, 2022 formatted differently received from the Town of Fairfield; and (5) Services Breakdown Calculated by the Fairfield Police Chief on June 06, 2022. After all the requests were made for clarification and the confusion on how towns were charged for other town's services, Central Square worked on the breakdown over the weekend after advising Fairfield late last week that the billing estimate was not correct. The Town Manager advised that she had called the Town of Fairfield to see if their questions had been answered as she had not heard anything on her requests. The Town of Fairfield shared the documents they had. Ms. Ruth noted that that the information received is more correct and can now be discussed and recommended that a letter to be sent to the County asking for a meeting. After more discussion on this subject, the Town Manager was directed to contact the other Towns to see if the Mayor and Deputy Mayor and/or a couple of Councilors could get together with their counterparts in the other two Towns to discuss the request for funding. This meeting would also include the Police Chiefs and Town Managers of each Town.

**6. OLD BUSINESS: N/A**

**7. NEW BUSINESS:**

**ORDINANCE 22-06:** (Set to Public Hearing on 06/21/2022) The Town of Pittsfield hereby ordains to accept all tax year payments of Uriel J. Cormier, including interest and lien costs, for the property at 140 Manson Street (Map 025, Lot 039), 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 85 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 Uriel J. Cormier.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Frost to set Ordinance 22-06 to Public Hearing on 06/21/2022.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 22-51:** Resolved that the Town Council act as necessary on the MaineDOT Planning Partnership Initiative (PPI).

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Frost to adopt Resolution 22-51.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 22-52:** Resolved that the Town Council authorize the Town Manager to execute the Sidebar Agreement #3-2022 to the Police Collective Bargaining Agreement expiring December 31, 2022 for Lateral Transfers and Scheduling.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Frost to adopt Resolution 22-52.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 22-53:** Resolved that the Town Council authorize the Town Manager to submit an application to the COPS Hiring Program (CHP) for a Community Resource Officer.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Hall to adopt Resolution 22-53.

There was a lengthy discussion regarding the grant; why a Community Resource Officer rather than hiring a regular officer to handle calls; what will the Town really get from it; about how having another officer would be good and the grant process. The first step is to apply for the grant which the Town Manager advised is a long shot for smaller communities. Councilors talked about how if the Town did get the grant, they can decide if they want to go forward or not.

Heather Donahue stated that this agenda item seems to be a knee jerk reaction to the School not funding the SRO. She indicated that the Council should not require the Town Manager to do more work filing a grant that we are not sure that we want. If the Council is not committed to actually funding the position in the beginning, then we should not be applying for this grant.

The Town Manager indicated that the Police Chief really wants to have this project move forward and requested that she apply for the position. Officer Cray requested that she apply for the grant as he really wants to have this position.

The Mayor advised that he has had talked to the Police Chief and Officer Cray about this position many times.

Councilor Holmstrom stated that she and the SRO had worked very closely on many situations so she is aware that it is very important to have a position such as this available to assist.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 22-54:** Resolved that the Town Council authorize the Town Manager to expend and transfer \$4,500.00 for concrete repair to the Municipal Building Entryway and \$6,3874.00 for Storefront Frame and Glass, such repairs totaling \$10,884.00 from PITT#54 Municipal Building Cosmetics (G#1-658-00) and furthermore to close the Reserve as the work has been completed, transferring the balance to the Town's General Fund Reserve Account for expenditure, being \$600.29 as of 04/30/2022.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Hall to adopt Resolution 22-54.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 22-55:** 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 14, 2022.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Frost to adopt Resolution 22-55.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 22-56:** Resolved that the Town Council Appoint Nicole Nickolan as Warden and Tina Farias and Stephanie Kozel as Deputy Wardens for the June 14, 2022 State Primary Election and the MSAD #53 School Budget Election.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Saucier to adopt Resolution 22-56.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 22-57:** Resolved that the Town Council Approve the opening of absentee ballots on June 14, 2022 at 9:00 AM, 11:00 AM, 1:00 PM, 3:00 PM and 6:00 PM for the June 14, 2022 State Primary Election and the MSAD#53 Budget Election.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Hall to adopt Resolution 22-57.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

## **8. DISCUSSION ITEMS: N/A**

## **9. REPORTS:**

Audience: None

Councilors:

Councilor Hall: Appreciated the presentations. Wondered if it would be possible for Al and Bob with the limited number of hours for Councilors or residents to go in to help them with clerical

work they are slow at doing, fill out letters and push more paper out to people. (Town Manager: Will talk to Al and Bob and think about how this would work. Noted to free up Bob so that he could spend more time on code enforcement that she took over the Planning Board meetings, materials and site plan reviews. These needed to be done properly as they are \$1 million dollar or more projects).

Councilor Saucier: Thanked the town crew for working on the Powers Cemetery, it had been awhile and then all of sudden it was underway. (Town Manager: Noted she left a phone message for Public Works, the Cemetery Sexton went over and then all of a sudden when the Public Works Foreman came back to work, they whipped right up there, not even having read the Public Works Director's schedule for the project). Need to keep code enforcement on the front of the list in order to get it done. Brent talks about the value of properties and these need to be addressed.

Councilor Jester: Appreciated Al coming in to update us. Appreciated people speaking up and the active discussion is very good.

Deputy Mayor Logiodice: No Report.

Councilor Frost: Explained the grading of McCarthy Road and that the employee who did this who has since left, should have seen that he was destroying the road and stopped but he did not and ended up wrecking it. Major work is going to be needed to fix this. He has talked to Donnie.

Councilor Holmstrom: Indicated that there was some good active discussion and is overwhelmed by the code issues. We need to take a hard look at what we are doing as a Council and the opportunities for cleanup. Thank Kathryn for working with Al and stated that we need to take advantage of them for 28 hours a week. Need to have this on the top of the report out on the pile of work that the Town needs to do. (Town Manager: Advised that nearly all of the 24-hour a week position is working with people on their building and plumbing permits. She is now taking care of the Site Plan Reviews and Planning Board work. Al comes on Friday to work with Bob to help him on how to do items and on Code Enforcement).

Mayor Cianchette: Thank everyone who showed up this evening. Thanked Peter and Al for the discussion. Stated we as a Council need to support Al as much as possible when budget time comes. We can not be sitting here next year at this time not having addressed the code budget. Stated that Lindsay had forwarded him some forms to review and he has been thinking about how every department has a different form. He will forward them to the Town Manager for review for a consistent format for reports Al mentioned that on Monday he gets a list of work from the Newport Town Manager. (Town Manager noted that the Code Enforcement Officer has lists of work to do and there have been many meetings on what needs to be done). The Mayor advised that we need a form that states what was done, what was expected, what was pushed back. Stated that Code Enforcement needs to be a high-profile item. (Town Manager advised that code enforcement used to be high profile but then it was cut. Stated that she understands about the form and started having these reviews and it scared people so she stopped pushing a specific form so the departments use the form that they are most comfortable with. She advised that we will be discussing the format that the Mayor had requested last month on Thursday at the Department meeting). The Mayor stated to use whatever you are comfortable with in order for them to have the same format to make it clear on accountability.

## 10. EXECUTIVE SESSION:

A. For discussion of pending litigation and a proposed settlement offer with the Town Attorney pursuant to 1 M.R.S.A. Section 405(6)(E).

Motion by Deputy Mayor Logiodice, seconded by Councilor Hall to go into Executive Session under 1 M.R.S.A. Section 405(6)(E).

The Town Council entered Executive Session at 9:02 pm.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

**Moved** by Deputy Mayor Logiodice, seconded by Councilor Hall to exit Executive Session under 1 M.R.S.A. Section 405(6)(E).

The Town Council exited Executive Session at 10:12 pm.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

B. For the Town Council Members To Enter into an Executive Committee pursuant to 1 M.R.S.A. Section 405(6)(A) to discuss the assignment and duties of an employee.

Motion by Deputy Mayor Logiodice, seconded by Councilor Hall to go into Executive Session under 1 M.R.S.A. Section 405(6)(A).

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

**Moved** by Deputy Mayor Logiodice, seconded by Councilor Frost to exit Executive Session under 1 M.R.S.A. Section 405(6)(A).

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

## 11. ADJOURNMENT:

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Hall to adjourn the meeting at 11:11 pm.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

Respectfully submitted,

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Kathryn Ruth, Deputy Town Clerk

*Minutes are a synopsis of a meeting. For more detail, please go to [www.pittsfield.org](http://www.pittsfield.org) and click on Town Meeting Videos to listen to videos of Town Council and other Board/Committee Meetings.*

