

# MINUTES

for a regular meeting of the Pittsfield Town Council, held on *Tuesday, August 02, 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 and Councilor Lindsay Holmstrom.

Councilors Present by ZOOM: None

Councilors Absent: Councilor Eric Saucier

Also Present: Town Manager Kathryn Ruth; Annaleis Hafford, Vice-President, Olver Associates; Peter G. Vigue; Ben Hall; Corey Verrill; Kaitlyn Budion, Morning Sentinel; and Heather Donahue.

Also Present by ZOOM: Nancy Breau and Nicole Steeves.

## **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 July 19, 2022 and Special Meeting held on July 26, 2022

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Frost to adopt the Minutes of the Regular Meeting on July 19, 2022 and the Special meeting on July 26, 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. Planning Initiative Program Update
- b. Main Street Sidewalk Project
- c. Route #11/10 (Route 100) and Main Street Highway Construction/Rehabilitation
- d. Main Street Sidewalk Project Community Development Block Grant Funding; Northern Border Regional Commission Grant; Project Canopy Grants; and multiple smaller grant projects
- e. Main Street Sewer Main Rehabilitation Project including DEP American Rescue Plan Act (ARPA) Grant Funding
- f. Airport Grants
- g. Many other smaller Grant Opportunities
- h. Certificates and Ceremonies

The Town Manager advised of several updates on the grant projects including an update on the work completed by the MaineDOT Planner after meeting with the Town Council on the Main Street

project for the Planning Initiative Program. She will be forwarding the information received today from the State Planner to the Town Councilors for their review. Ms. Ruth also advised that discussions were still on-going regarding the period of time that funding would be available from the many funding sources that we have. Most of the funding sources will be fine. We have already been advised that one will not be amended but was told that perhaps it could be re-issued. The Airport grant is underway for the new funding available for the Airport Hangar.

#### **4. PUBLIC HEARINGS:**

##### ***ORDINANCE 22-07: (Public Hearing)***

### **TOWN OF PITTSFIELD ORDINANCE AUTHORIZING ISSUE OF UP TO \$2,488,000 PRINCIPAL AMOUNT OF GENERAL OBLIGATION BONDS**

The Town of Pittsfield Town Council hereby ordains the borrowing of up to \$2,488,000 to finance costs of improvements to the Town's sewer system through the State's Clean Water State Revolving Fund on the following terms:

1. Pursuant to the Constitution of the State of Maine, Maine law, including Title 30-A, Section 5772 and Section 5953-B of the Maine Revised Statutes, as amended, and the Town Charter, and all other authority thereto enabling, the Town of Pittsfield is authorized to borrow from the Maine Municipal Bond Bank Clean Water State Revolving Loan Fund (SRF) pursuant to a loan agreement between the Town and the Maine Municipal Bond Bank (the "Bank"), a principal amount not to exceed Two Million Four Hundred Eighty Eight Thousand Dollars (\$2,488,000), and to expend the proceeds of the loan or loans to finance the improvements and upgrades to the Town's sewer system which may include, but are not limited to the rehabilitation of sections of Birchwood Terrace Main and Hunnewell Main (the "Project"), or such amount of the foregoing Project as is approved by the State for participation in the SRF. The Town hereby approves and authorizes the issue, sale and delivery to the Bank as evidence of any loan and against payment therefor, General Obligation Bonds of the Town in a principal amount not to exceed \$2,488,000, for a term not to exceed 20 years, and any Notes in anticipation of such Bonds; such Bonds and Notes to be executed on behalf of the Town by the Town Treasurer and counter-signed by the Mayor of the Town and to be at such interest rates, if any, as may be established by the Bank and approved by the Treasurer and the Mayor, with such maturities, and to be on such further terms and conditions as may be prescribed by the Bank, and approved by the Treasurer and the Mayor (the "Bonds" and the "Notes"), such approval to be conclusively evidenced by their execution of the Bonds or Notes. If the Bank approves only some but not all of the foregoing Project as eligible for funding under its SRF program, the Town is authorized to proceed with the borrowing of the amount and project approved by the Bank, even though the State may have approved only some but not all of the Project described above.

2. The Mayor and the Treasurer are hereby authorized to execute and deliver on behalf of the Town a loan agreement, relating to the issuance of the Bonds and any Notes in anticipation thereof, in such form and on such terms as the Bank shall require, which loan agreement is hereby approved, and may contain such other terms and provisions, not contrary to the general tenor hereof, as the Treasurer may approve, with his/her approval to be conclusively evidenced by his/her execution thereof.

3. The Mayor and the Treasurer are hereby authorized to execute and deliver on behalf of the Town loan application and other applications to the Bank for borrowing under its SRF Program.

4. The Mayor, the Treasurer and other municipal officers and officials of the Town are hereby authorized to execute all documents and certificates, and to take all action, including affixing the seal of the Town, as may be necessary or convenient to carry out the full intent of the foregoing votes or any one of them, and are hereby authorized and empowered in its name and on its behalf, to do or cause to be done all such acts and things as may be deemed necessary or desirable in order to effect the borrowing authorized herein.

5. Funding for this project is a blend of Clean Water State Revolving Loan Funds and American Rescue Program Funds (ARPA) which were received by the State of Maine. Currently, ARPA grant funding has not been awarded for this project, however, if at any time in the future such funding becomes available, this Ordinance shall allow such ARPA funding to be applied and expended for this project.

6. This Ordinance shall become effective in thirty (30) days.

The Mayor opened the Public Hearing.

Proponents: None

Opponents: None

The Mayor closed the Public Hearing.

Councilor Jester asked the Town Manager to advise if there would be any increases in the rates from the new payments required for the Clean Water loans. The Town Manager advised that as long as the Town Council continued with the 20-year term payments rather than borrow for a shorter period of time which results in a higher payment and there are no more loans or large projects taken out, the loan payments will be covered by the budget. She advised that if the Town takes out more loans this year or in the future, it will affect the budget and require a rate increase so this needs to be kept in mind for future budget periods. Councilor Jester thanked the Town Manager for the review and noted that he has always thought it is good to go over the financing for items like this and the Town Manager agreed.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Frost to adopt Ordinance 22-07.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

## **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:**

The Town Manager reported that the Parks and Recreation Committee had a very good meeting on July 25, 2022 discussing the fees, field work and many other projects and items.

The Mayor asked the Town Manager to add the Recreation Committee to this list to assist him at the meetings and the Town Manager advised she will take care of this for the next meeting.

C. Town Manager's Report

**TOWN MANAGER'S REPORT FOR 08/02/2022:**

**STREAMLINED VERSION FOR TOWN COUNCIL**

1. Solar Ordinances and Moratoriums: In addition to the Solar Siting Guide for Maine Towns *Balancing Solar Development and Farmland Protection* available with the Council Package, the Town has asked that several ordinances and background materials be forwarded for our use. The materials received to date will be available at the Town Council Meeting for those who would like a hard copy.

2. Smart Growth: GrowSmart Maine is easily available by typing the name into a search engine such as Goggle. Copies of helpful information from the site will be available at the Town Council Meeting for those who would like a hard copy. This information will build upon the work being compiled by the Pittsfield Economic Expansion Corporation (PEEC) as presented at the last Town Council Meeting.

3. Kennebec Valley Council of Governments (KVCOG) Planning Contract: The Town Council had authorized that a Planning Contract be executed by the Town Manager for planning assistance with Site Plan Review applications, Subdivision applications and complicated planning matters for the Planning Board. The first contract expired and the contracts will now be lined up by the fiscal year. The cost of the Planning Director has increased from \$64/hour to \$70/hour and the cost per hour for assistance from other Planning Department employees remains at \$64/hour. As with the past contract, up to 5 hours will be allotted per Site Plan application as needed. Except for the cost increase, the agreement remains the same as the original agreement, therefore, it will be executed so that the Planning Board has assistance.

In addition, I did ask the KVCOG Planning Director to discuss Smart Growth at the next scheduled Planning Board meeting. KVCOG can also assist with Solar Ordinances if requested. As reported at an earlier Town Council Meeting, the Planning Board did discuss the need to review certain criteria regarding solar projects.

4. Fendler Park Boat Launch Update: Lauren Walsh, Cianbro Environmental Manager, talked with Kleinschmidt who indicated that the staircase is going to be the same footprint. She is waiting on their final design to reach out to DEP on whether a new permit is needed. She does not see any reason why there would be a need provided the footprint is the same and the stairs are precast and not poured in place. If they are poured in place, DEP may want to explore a Tier 2 NRPA permit due to the possibility of pollutants leaching out into the water from the cement. Lauren was traveling last week but hopes to wrap this up the following week with a path forward for permits.

History: With the change in the stair set up from wood to concrete, the permitting needs to be updated. Kleinschmidt is working on the plans and is nearly done. We have asked the Environmental staff person at Cianbro if she can assist with the permitting and been advised that if the project is in the same footprint, it should not be difficult to permit.

5. Taxes: The Town is now preparing for the tax bills to be issued at the end of the month. We are working on new addresses for all of the 30-day notices that were sent to the last known address, however, the owners moved. We are also locating new addresses for mail that came back from the issuance of other mass mailings. Mortgage holders are being updated as well as unassessed owners. If we prepare now, the issuance of the tax bills should be much easier and more streamlined.

6. Water/Sewer Meter Errors: All accounts that were identified as having a meter reading issue from being moved between locations in the field and not reported to the Town Office have been check out by the employees of our Contractor Olver Associates. Both Olver Associates and the Town would reiterate that this was an aberration from the long-standing practice and forms that had been in place for reporting any meter changes. The meters have all been entered into the computer and now are under review. The analysis is taking time but requires that dedication of time to ensure accuracy for billing.

7. Water/Sewer New Property Owners/New Customers: We are also entering all of the changes from the extensive sale of property in town with new customers signing up for service. The pile of changes is quite large.

8. Airport Hangar Contract: It has been reported by HTA that the Airport Contractor is targeting the beginning of September to start the flat work and foundation. He expects the building to arrive Feb or March 2023 and then to put the building up first thing in Spring 2023. MaineDOT is requesting that a Pre-Construction meeting be scheduled shortly. The grant application is underway for the use of the additional allotment of funding available to the Town through the new Bi-Partisan airport program put into place. Using the funds toward the Airport Hangar would utilize one of the four years of funding that has been allotted for the Town.

History: The Airport Contractor was issued the Notice of Award the next day after the Council Meeting to move this project along. The Notice of Contract was received in the appropriate filing time. Now the Contractor is working on his schedule which will be forwarded to HTA and then to the Town to issue the Notice to Proceed.

9. Effluent Discharge Gate Railing Bids:

Update for 08/02/2022: The bids for the Effluent Discharge Gate Railing project were opened with two bids received. The low bid is for \$12,456.00. Olver Associates will be reviewing the bids to determine a recommendation on how to proceed.

History: Olver Associates put out a request for bids to determine if there were any companies interested in upgrading the gates to the Effluent Discharge area. Two bids were received so this will be an agenda item in the near future.

10. Tax Liens:

Update for 08/02/2022: The 30-day notices were processed with 204 notices printed. A few people came in to pay the day that the notices were printed. As of 07/31/2022, \$377,021.34 remained unpaid for 2021 taxes consisting of 177 accounts. The number of accounts outstanding as of this time period vs. the last few years is less so that is good news.

Update for 07/19/2022: The tax lien season is fully engaged with research being conducted, calls made and verification of background material for new owners on the outstanding property tax report. The 30-day notices need to be processed before the new program goes into effect as we cannot leave work in the computer during the transition to the new TRIO program as there is a chance that the data could be affected. We have talked to other towns to understand that it was not an entirely smooth transitional period.

Update for 07/05/2022: It is now time to start the tax lien process for the 2021 taxes that are not yet paid. This is a very detailed process which needs to take place in July, therefore, I will be dedicating considerable time to it for the next several weeks. This is one of our statutory requirements.

11. Street Crosswalk Paint:

Update for 08/02/2022: Exciting News - The Public Works Director was talking with a company working in town and received a lead on traffic paint. We have just ordered 100 gallons of water-based traffic paint from a company out of state. The paint should be delivered in time to paint the crosswalks for the Fall School Season. We ordered as much as possible and will have it in stock for next year to start painting early. We held off on ordering the traffic signs for the crosswalks due to the backlog and waiting period.

12. Open Positions Recruitment:

The Town of Pittsfield is experiencing 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 which has led to more issues. Once in a while, we do find a very good candidate. Since COVID, we have had to address many difficult situations and inappropriate behavior. 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 issues that we have never seen before including some strange items since COVID started and we went into mandatory lockdown (but still worked). There are still 17 pages of jobs 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 in all departments with most pages having 20-30 position listings so there must be more than 500 jobs listed. The major issue we are running across is that people do not want to wait on customers and most applicants want to work remotely. It is certainly a different work environment now.

Updated for Week of 08/02/2022:

Position	Vacancy	Filled/Status
Assistant (Revised by Town Council to handle Personnel/HR rather than assist Town Manager)	As of late 03/2022	Applications & Interviews
Deputy Treasurer/Tax Collector <u>OR</u>	As of late 08/2021	
Financial Clerk	No vacancy*	Applications & Interviews
Public Works Driver/Equipment Operator	1-2 positions open again	
Police Officer	1 as of each 04/2022; 05/2022; 07/2022	Interviews & background checks
Fire Department	Always recruiting, handles own hires	On-going all year

The general ad in The Rolling Thunder for part-time or day help for the outside departments when staff are assigned duties as needed brought in several applications with 2 hires to date. Update: More applications received so this is going well. No applications received from other sources such as MMA Website; Town Website; Jobs in Maine; Jobs in the USA; State of Maine; Career Center, LinkedIn and several on-line publications. Received a few by asking people to spread the word, Indeed and Zip Recruiter.

\*Financial Clerk positions are filled. As it is easier to hire a Financial Clerk than the Deputy Treasurer, we will advertise for three positions and then hire for the 2 positions that candidates with good skills and good attitude are available to fill.

13. Computer Services / Managed Services Onboarding/Transfer to New TRIO:

Update for August 02, 2022: The Town did not go live as scheduled. On July 20th, we did not hear from Harris until 12:27 pm at which point we received a multi-page list of programming items to check out for the first time. It was estimated that it would take a day and 3-4 hours to complete the requested information. The work started later that week to find out that we were not supposed to test these items in the TRIO system but in a "Play" version. The Town Clerk has attempted to re-schedule the changeover to August 3,

2022, however, it has not been scheduled as of yet. It is more realistic that the transfer will take place on August 10, 2022.

Update for July 19, 2022: Still on schedule to go live on July 20, 2022. Focus has been on making sure all postings that can be completed are taken care of as well as reports printed out -so that as much as possible can be closed off before the transfer takes place. It is important to not leave any items open. Whereas we are working on the tax lien process, everything must be processed and out of the computer prior to Wednesday so that is the focus now.

Update for July 05, 2022: The meeting went well with Harris staff agreeing that the Town should have had more assistance with our calls instead of being told repeatedly that they do not service the version of TRIO that we have; their staff agreed that they can help and should have done so. We were advised that the assessing module issue with trailers had been fixed in June and then there was some discussion about the ticket for the company that requested that we not move over to the web version. Rather than get in the middle of a dispute that was not ours, we asked to move on to discuss how we needed actual training and the setup to practice on and explore that we had been promised. It has now been set up on all the computers except the TM, who also needs it also as I am required to be the town's bookkeeper. We go live on Wednesday, July 20, 2022 with the web version which is the newest version of TRIO. Therefore, we will put some signs on the door and website that we have a new software setup and that there may be delays, however, there are delays now with being bounced out of the system so it will be good to move over. Finding out that nearly 300 trailers would not have to be entered as supplemental bills was a relief as it would be hard to have the correct tax commitment which is a requirement of the law and to be fair to everyone. Now we can change over and hopefully, have the additional financial reconciliation issues that developed this year when we upgraded the computers but were asked to not update the software until after the tax commitment be eliminated. This is very good news.

14. Grant Applications: Several new opportunities have been located as well as the ability to revitalize a grant opportunity and connections that had not yet been applied for and completed.

15. Public Works Reports:

Update for 08/02/2022: The new bridge/culvert inspection reports were provided to Plymouth Engineering. The bid document has not yet been received. We are also waiting for pricing and a plan of action for Lancey Street.

Snowman's Construction, which had been hired to grade the gravel roads has graded several of the roads to very good reviews. The Town's grader has served the Town admirably for decades, however, it is obsolete and hard to obtain parts for so it is time to retire it.

Update for 07/19/2022: New bridge/culvert inspection reports have been received from the State which shows continual deterioration of the two sites (Mosher Bridge on the Crawford Road and Seabasticook Culverts not previously re-lined).

A number of culverts have been addressed. A grading company has been hired with Sibley Pond first on the list to then move toward Town along Route #2 to the side roads to access the gravel roads.

The Sand Bid will be prepared for the next available Town Council Meeting for authority to put out to bid. We will not need to purchase a lot of sand this year given the size of the sand pile. We may want to put the bid out for a smaller quantity but also have an option to increase by a certain amount if the price is reasonable.

Update from 07/05/2022: Requested that Plymouth Engineering put together a re-bid for the Crawford Road Bridge work and a new bid for the remaining Seabasticook Street culvert/s re-lining. Previously, the Town had bid out the work for the Crawford Road bridge abutments and the re-lining of one of the Seabasticook Street culverts. Due to the cost of the work, only the Seabasticook Street culvert was completed. Funding had been budgeted for some work to be completed to the bridges/large culverts in the Capital Improvement Plan this year. This is included in the large 2022 CIP loan.

Also requested that Plymouth Engineering look at Lancey Street which had been rebuilt entirely in 2001-2002 to determine a course of action in addressing the condition of the road and to put together a budget to do so.

#### 16. Code Enforcement Status:

Update for 08/02/2022: A full update will be provided at the Town Council Meeting including the updated excel spreadsheet.

Update for 07/19/2022: Our Alternate CEO had to take last Friday off for some other responsibilities. He will be back in the office on Friday, 07/22/2022. During the week he has been working with the Town Attorney as well as myself. Below is an update from the Town Attorney.

A. Washington Street – The Town Attorney believes they have been able to locate a probable alternate address for the property owners. We have been advised that if AI is still uncomfortable pursuing a dangerous building proceeding as he does not view the building as dangerous, then he should draft a notice of violation detailing the identified MUBEC violations and send to the new address as well as any other address that the Town has on file. Assuming no action within 15 days (the timeframe that the firm has used in the other Notices of Violation, then if the Council authorizes a Rule 80K case, it will be pursued in court.

B. Webb Road – A notice of violation was sent to the property owners on or about June 27. That Notice of Violation only dealt with the lack of an adequate septic system. Further violations may be present, but the CEO has been refused entry to the property, and photographs taken from the roadway do not show a sufficient number of potentially uninspected or unregistered vehicles to qualify the property as an automobile graveyard. The deadline for compliance with the requirements of the June 27 Notice of Violation has passed. However, given the change in mailing address just communicated to the Town, it was recommended that another copy of the Notice of Violation be sent to the property owners on Monday, July 11. The Town Attorney advises that we should reassess at the end of July to determine if pursuing a Rule 80K matter is appropriate. The Town Attorney advises that given the nature of the alleged violation – failing to have an adequate septic system – it is unlikely that compliance will occur, even with a court order. If the Town wishes to pursue additional violations, *i.e.*, junkyard and automobile graveyard, then we will need to request an administrative inspection warrant from the Court.

C. Leonard Street – a notice of violation was sent on June 21, 2022. The Alternate CEO has verified that as of last week no progress has been made by the property owner in cleaning up the property – despite a free dumpster being provided. The Attorney suggests preparing a citation and complaint (junkyard) if the Council approves moving in that direction.



Please note that the property owner at Leonard Street got his friends together and cleaned up 2/3 of the junk in the yard either late last week or on the weekend so that there is a very distinct improvement. Next, we need to work on the vehicles and the remaining junk.

Update for 07/05/2022:

Our Alternate Code Enforcement Officer has stated it will take some time to address a Code Enforcement Plan. He is here 5 hours a week on Fridays (except when before a holiday). Some of that time is helping the current CEO finish or re-align items. Mr. Tempesta had advised that he is not comfortable with volunteers working in the CEO Office. He is more than willing to meet with any Town Councilor or citizen to update him/her on a specific code issue. However, people could get called into court which is too much for a volunteer position and/or too much can go wrong when people are trying to help. Therefore, he requests only staff work on code issues.

Since the last meeting:

- A. A staff member who lives in town has advised that he is going to assist the property owner at the corner of Madawaska Road and Harriet Street with the falling in barn to get this addressed.
- B. The tenants on the Webb Road property where there are alleged violations arrived at the Town Office to express outrage. The Town Attorney is working with the Alternate CEO to obtain access to the property.
- C. The Town Attorney is reviewing how to address the Washington Street property with the owners having no forwarding address available. The Town Attorney has advised that we are required to serve them to proceed forward and if we cannot, then we have to file with the court for permission to utilize an alternative service. In any case, the owners have to have actual knowledge of the proceeding or any resulting court order.
- D. The dumpster was dropped off at the Leonard Street property but was not fully utilized for the week as the property owner arrived home after arranging this with the Transfer Station, locked up and left for a while. A violation letter reviewed by the Town Attorney had been sent to Mr. Sprague by the Alternate CEO and it was made clear that the availability of the dumpster did not relieve the owner of any of the obligations to clean up his property and bring it into compliance with town regulations.

17. Budget Calendar: More Councilors responded regarding availability for the Audit Presentation and Budget Workshop. August 23, 2022 was the preferred date as well as the recommendation of the Mayor. The Auditor was contacted to confirm the date that had been offered. As of today, I have not heard back as he may be on vacation and will check again in a few day. With the Budget Workshop now scheduled for August 23, 2022, that will be the kickoff date for the 2023 Budget process. The draft Budget Calendar will be available at the Town Council Meeting for review/discussion.

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

## **7. NEW BUSINESS:**

**ORDER 22-05:** Ordered that the Town Council hereby approves the following fee changes for the Recreation Department as listed on the Town of Pittsfield Fee Schedule Excerpt for Recreation Fee Proposal from Committee dated 07/25/2022.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Hall to adopt Order 22-05.

Parks and Recreation Committee Chairperson Ben Hall presented background on the Committee's review of the need to increase the fees and why some fees were higher for some activities. A

season pass for sports and other activities excepting the pool and golf was proposed. In addition, a \$5 late fee for registrations submitted after the due date as a method to decrease the number of late registrations is requested to be added to the Order.

Moved by Deputy Mayor Logiodice and seconded by Councilor Hall to amend Order 22-05 with the addition of a \$5 fee for late registrations.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 22-75:** Resolved that the Town Council waive the Bid Policy, Chapter 2, Administrative Code, Section 106, Regulation of Bids and Contracts to accept the proposal of Sports Fields, Inc in an amount to not exceed \$12,250 for the rebuild of Hathorn Park Legge's Field (Little League Field) in accordance with the Scope of Work revised 06/07/2022 and authorize the expenditure of the funds.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Frost to adopt Resolution 22-75.

The Parks and Recreation Committee Chairperson Ben Hall spoke of the need to complete a rebuild of Legge's Field.

Councilor Jester asked about the funding available for this project. The Town Manager advised of the last budget process and how the funds were allocated so sufficient funding is available for this project even with a price increase as Recreation expenses are well under budget at this point in time.

The need to properly irrigate the field was discussed and if the cost is around \$3,000 as discussed at the Committee meeting, then the Town Manager can issue a purchase order for this work. It was agreed by all that if we were going to finally rebuild this field rather than have volunteers and staff continue to fix it each year, then we needed to have it properly watered so that the rebuild would be successful.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 22-76:** Resolved that the Town Council authorize the Town Manager to work with the Town Attorney to draft a moratorium ordinance to allow the Planning Board and Ordinance Committee time to review and propose amendments to the Zoning and Site Plan Review Ordinances or to propose a new Ordinance to regulate the location and development of commercial solar facilities to ensure that they are properly regulated and sited in the Town, and to bring the moratorium ordinance to the Town Council for review and potential adoption.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Jester to adopt Resolution 22-76.

The Town Manager advised of the history of this Resolution from the discussion at the last Council Meeting regarding a review of solar projects during the Pittsfield Economic Expansion Corporation (PEEC) economic development update on important items for the future of the Town; materials were forwarded to the Town Manager to be distributed to the Town Council about farmland and solar projects; and an agenda item was requested for a moratorium by a Town Councilor.

There was a lengthy discussion on this topic with Peter G. Vigue speaking against the measure based upon how this was a bad precedent and that if we were going to have a moratorium on this type of development then we should address other types of developments too. He spoke of how solar projects were good for the state and explained Cianbro's solar projects in the community.

Heather Donahue spoke for the measure indicating that type of action allows the Planning Board to have time to review the regulations and determine if revisions are needed; provides time to review the farmland inventory and update it as necessary; and that this type of measure was to address future development not past developments. She advised that the Comprehensive Plan will be coming up for update and that this was an important issue for review.

Councilors then spoke of their concern that property owners should be able to do what they want with their property, that farmers do not make a lot of money so if a solar project can assist the farms, then farmers should have the option to consider a lease; that solar projects are positive projects for the community and State; and that the Town already regulates this type of project.

**Motion FAILED (1 for, 5 against)**

**VOTE: NAY; Mayor Cianchette; Councilor Hall;  
Councilor Jester; Council Frost; Councilor Holmstrom.**

**VOTE: YEA: Deputy Mayor Logiodice**

**RESOLUTION 22-77:** Resolved that the Town Council authorize the Alternate Code Enforcement Officer to work with the Town Attorney to obtain an administrative inspection warrant from the Court to inspect the property located at 227 Webb Road listed as Map 11, Lot 14 on the Town of Pittsfield Tax Maps.

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Frost to adopt Resolution 22-77.

Motion passed with all votes in favor.

**VOTE: UNANIMOUS AYE**

## **8. DISCUSSION ITEMS:**

- A. Financial Reports as of 06/30/2022:
  - Budget Expenditure Report
  - Revenue Collections Report
  - Excise Tax Collections Comparison Report
  - State Revenue Sharing Comparison Report
  - Economic Development Accounts Update
  - Housing Revolving Loan Update
  - Tax Increment Financing Update
  - Pittsfield Future Account Update
  - Transfer Station/Recycling Monthly Report

The Town Manager briefly explained the reports and specifically reviewed the State Revenue Sharing and Excise Tax reconciliations which are excellent news for the Town. She advised that

the TRIO malfunctions were located in June and that she has one more month of this as the new TRIO software conversion is scheduled to take place on 08/03/2022.

## **9. REPORTS:**

Audience:

Heather Donahue: Stated in reviewing the budget calendar alternatives that if the budget is voted upon in November that the Town Council will not have up to date figures for expenditures. She advised from past experience that a considerable amount of expenditures take place in November and December of each year.

Councilors:

Councilor Hall: As there has been so many issues with the computer software would like to have TRIO and Logically attend a meeting to resolve this. (TM indicate that it had better be resolved Wednesday). Would like to have the Cianbro IT Department consulted so that the new staff can follow up on the discussions that took place (TM noted she did call and will check up on this as the former Manager noted he would leave all the information for the staff). Asked for the PPI document to be forwarded (TM advised that she plans to send it out after receiving it just today). Stated that the gate railing bids could have been addressed at this meeting.

Councilor Saucier: Absent.

Councilor Jester: Thanked everyone for the discussion. Asked for an update on the one grant that was not rolled over for the PPT (TM advised that she will check on the options again).

Deputy Mayor Logiodice: Appreciated everyone's comments.

Councilor Frost: Asked about the third stand down by the railroad tracks (TM noted as discussed that if the stand shows up on the weekend, she is the only employee around so she is going down to provide the licensing requirements to the vendor who does not have a town license).

Councilor Holmstrom: Thanked everyone for their comments. Stated she appreciated the matrix the Town Manager prepared on code enforcement and advised that she wants to be involved in prioritizing the code items (TM noted that she can be involved with this as these items do need to be prioritized for action as we can not do all of them at once). Wants to talk about the vision and strategic planning as well as financial accountability (TM noted that the Budget Workshop is coming up on August 23, 2022 for the priorities to be discussed for the next budget).

Mayor Cianchette: Thanked everyone for their views and noted that there was give and take in the discussions. Advised that he often has passionate views. Asked the Town Council to review the budget calendar samples that the Town Manager has drafted and review them prior to the next meeting for their preference.

## **10. ADJOURNMENT:**

**Moved** by Deputy Mayor Logiodice and seconded by Councilor Hall to adjourn the meeting at 8:20 pm.

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](http://www.pittsfield.org) and click on Town Meeting Videos to listen to videos of Town Council and other Board/Committee Meetings.*

