

# MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, March 6, 2018 at 6:30 pm in the Council Chambers.

**PRESENT:** COUNCILORS: Michael Cianchette, Caleb Curtis, Timothy Nichols, Howard Margolskee, Heather Donahue and Matthew Bolster **ABSENT:** Robert Stackhouse. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included Dorothy Knowlton, Jeff Knowlton, Chuck Dunton, Jeff Vanadestine, Bonnie Vanadestine, Madeyn Watson, Andrew Walker, David Walker, Debra Walker, Kasey Watson, Jim Dinkle, Don Hallenbeck, Police Chief Pete Bickmore, Christopher Carr, J. Chretien, Matt Casavente, Constance Cummings, Donnie Chute and others.

1. **Mayor Cianchette** 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 February 20, 2018.

Moved by **Councilor Nichols** and seconded by **Councilor Margolskee** that the minutes of the meeting held on February 20, 2018 be adopted.

**VOTE: UNANIMOUS AYE**

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

#### **Commendation for outstanding community service to Jeffrey Knowlton and Charles Dunton for their combined actions on January 31, 2018**

Mayor Cianchette presented Mr. Knowlton and Mr. Dunton with certificates.. The child affected and her grandfather presented cards to the gentlemen. It was noted how much the family appreciated the help of the gentlemen, the Town and especially the police.

#### **Commendation to Pittsfield Police Officer Jeffery Vanadestine and Maine State Police Corporal Christopher Carr for their combined life-saving efforts on December 31, 2017**

Mayor Cianchette presented Officer Vanadestine and Corporal Carr with certificates of commendation.

#### **Presentation by Executive Director Jim Dinkle regarding recent Kennebec Regional Development Authority (KRDA) Activities and Future Plans**

James (Jim) Dinkle was hired late last year to bring KRDA (known locally as FirstPark) forward. His appointment came after a national search took place conducted by a well known consulting firm that operates throughout the USA. Jim believes in collaboration, networking,

leveraging assets of a region, and joint projects. He is emphasizing making the right connections, having a regional presence, working with a lead generation company to grow FirstPark; and utilizing his past experiences working for economic development organizations in several regions of the USA. The Council Package included weekly updates for February 2018 which is a new enhancement that Jim has created. The Town Manager noted that it is very interesting to be on the Executive Board and Chair of the Marketing Committee.

Jim Dinkle noted FirstPark has been in place for 18 years. It is close to 200 acres with 18 available lots for sale. When the park was being planned, the master plan was for 3,500 employees. We currently have 800, which 700 are at T-Mobile. The other 100 are scattered throughout the remaining offices. FirstPark has an adequate cash flow with an annual revenue of approximately \$259,000 distributed to Towns. We had a great audit and live within our means. Appraisals should be done by May 1<sup>st</sup> and we are looking to sell in bulk. In 2020, it will be the end of debt service and the park will be paid off. The obligation to Cianbro, who put the bonds up each year, will be complete at that point. The expenses will be far less with more income. A number of possibilities of lot use were discussed. The Town Council thanked Jim for his presentation.

### **Presentation by Recycling/Transfer Station Coordinator Don Chute on the 2017 Recycling Program and 2018 Enhancements**

Donnie Chute noted in 2017 our tonnages were down. Plastic recovery has a big market currently. We were selling at \$176 a ton with disposal at a cost of \$46 a ton. We are trying to focus on dump stickers. We are finding people are coming from other communities in vehicles that used to be registered in Pittsfield. This happens especially on Saturdays. Donnie plans to have several details, checking all the vehicles during varying times. Our fee schedule for haulers needs to be reviewed. We are working on recycling enforcement and making recycling user friendly. Additional storage is a necessity at the Transfer Station. Organic waste was discussed as well as white paper/shredding collection. We need to get the numbers on these items to review. Demo debris need to be reviewed. We need to take all or none. Councilor Bolster questioned implementing pay per bag. Donnie noted he thinks that is this may be the best program. We tried this approach twice before and people were very upset. That was tried just before Kathryn came and people were very unhappy. Trash should be looked at as a bill, like a utility. There are communities both smaller and larger than us that use pay per bag. Some communities use scales which are very expensive to purchase and for upkeep. Ideas for getting dump stickers out to residents were discussed.

### **Community and Economic Development Activities and Events**

Events scheduled:

**2018 Annual Banquet for Sebasticook Valley Chamber of Commerce (SVCC) on Wednesday, 02/21/2018 from 5:00 pm – 8:00 pm at Maine Central Institute Savage Family Dining Room:** The Town Manager attended and discussed the event.

**11<sup>th</sup> Annual Regional Job Fair for Kennebec, Somerset and Sebec Valley on Wednesday, 05/09/2018 from 3:30 – 6:30 pm in the Gym and Cafeteria at Warsaw Middle School:**

This is the 11<sup>th</sup> Regional Job Fair. People wanted the fair to happen as the employers are having extensive trouble finding employees and people who are qualified for the positions. Even with training, in many cases, the people who are applying for the jobs do not have the appropriate background. We will have the support of the Ken-Som Transition Team Director Dana Hamilton and then when the event takes place, that of the Career Center. Fortunately, we have been adopted by the State of Maine and placed on the State's promotional system for Job Fairs so this is helpful. Initial promotion of the event has taken place. To date, we have 26 employers and Resource Providers signed up. That is from Friday of last week. We will be looking for several small grants or sponsorships. READ List of Registrations.

**46<sup>th</sup> Central Maine Egg Festival scheduled for Monday, 07/09/2018 - Saturday, 07/14/2018:**

The next Egg Festival Committee Meeting is Thursday evening, 03/08/2018 at 6:30 pm here at the Town Office. We are having a fun time with the theme for this year. The winner of the theme contest was Jarett M. Thies with "Marvel Super Eggs". The children are pretty excited about this one. We have conducted notifications to all media on the dates and events. All the regular events will be on-going. Now we are looking to come up with some new items and have a great idea that the Chamber is interested in sponsoring – we will be having a Marketplace at Hathorn Park for farmers, crafters, artisans and independent consultants. The planning is in progress. The Egg Festival receives inquiries every year for people to sell items that are not allowed in the Marketplace at Manson Park which is for items made by the individuals. This type of event during the daytime will be a market for a variety of vendors.

**Updates:**

**Major Economic Development Project: Pittsfield Solar Tax Increment Financing**

**District:** The Town Manager discussed how the project was approved and when the first tax dollars would be received.

**Community Development Program Achievements**

**Report on New Business Activity & Opportunities in Pittsfield:**

**A. General:**

For the **UTC Factory**, please see the lengthy history in prior meeting minutes. The property has been acquired by a developer who is located in Southern Maine. The property is being marketed by The Dunham Group for lease opportunities. Lead generation efforts did not yield any potential businesses from Canada. The Town and PEEC will need to assist to help market the property. The Developer has the entire building rented out for cold storage for the winter-spring, however, would like to have a permanent business in the facility later in 2018.

**Bangor Savings Bank** plans to move into the former TD Bank location in July 2018. A building permit has been issued for the internal renovations commissioned by Bangor Savings Bank to the former TD Bank facility on Main Street.

The **Community Development Block Grant Project for Innovative Specialties LLC** has started in the Industrial Park Expansion. This was a \$260,000 grant toward the cost of the new Manufacturing Facility.

The Town was formally awarded a **Community Development Block Grant for Economic Development for the Main Street Sidewalk Project** on Wednesday, November 15, 2017. This will be a great project. We have a group of excited volunteers ready to work on the project in mid-2018.

In addition, we will continue to work with several companies that wish to expand and/or locate in Pittsfield. These are on-going in the development and feasibility phases.

## **B. Properties for Sale:**

**1. SAS Property:** Please see the lengthy history in prior meeting minutes. We are working with SAS intermittently to see if a company can utilize the factory for storage as it is great space that is going to waste. It has been very hard to have any type of deal for a business at this facility due to its current organizational structure. The interested company has made contact with the SAS representative and is awaiting approval. The Town then has followed up numerous times to request that there be a decision made. The Town has now learned that proposals will be reviewed on this property so we are working with a company on a proposal for a new manufacturing facility. The company is very interested in this facility. The company has been requested to provide their proposal for the project to the Town in writing so that we can proceed ahead. A proposal has not been received. It is reported that other parties are looking at the facility. The Town has requested that the company move forward. The Town has not been contacted regarding another non-business use of the lot, however, a project seems to be in the planning stages for the future. The property is not listed for sale. The State of Maine called about the building in late Feb. 2017. The Trust owning the property continues to not have much interest in selling the property.

The Northern Border Regional Commission Grant project is now underway with the issuance of the Request for Qualifications for Engineering for the Madawaska sewer line project. The Town has asked for guidance from the federal government on this project and is awaiting a phone conference.

**2. Former Seabcoook Valley Health (SVH) Office Building:** The former SVH Offices which included the Dental Clinic is now for sale. This property is in excellent condition inside. The Town has reviewed the facility with SVH Officers and will be listing the property to assist in its sale. SVH is also talking with real estate agents and has now officially listed the property for sale in late September 2017. Several referrals have been made by the Town.

### **C. Projects Under Review:**

#### **American Legion:**

The American Legion's demolition project is well underway with the building coming down the week of September 12, 2016. The demolition was concluded by September 23, 2016. Now the Legion is working on the details for the foundation. The site looks great! There have been many good comments about how nice the area looks. The foundation has been filled in. The American Legion is looking at options for a modular unit for the property. This is such an improvement to the neighborhood. A project is in the process of being planned. The lawn is being mowed regularly with grass returning to the lot. The American Legion continues to look for a suitable modular unit to place on the site.

### **D. Report on Meetings & Events:**

#### **Report on Meetings:**

Kennebec Regional Development Authority (FirstPark) Executive Committee Meeting on Thursday, February 22, 2018 at 5:00 pm at the FirstPark Office in Oakland

Kennebec Valley Council of Governments Strategic Planning and Marketing Committee Meeting on Monday, February 26, 2018 at 9:00 am at the KVOCG Office in Fairfield

Theatre Committee Meeting on Wednesday, February 28, 2019 at 6:00 pm

Kennebec Regional Development Authority (FirstPark) Website Discovery Meeting on Thursday, March 01, 2018 at 11:00 am in Augusta

Sebasticook Valley Chamber of Commerce Board of Directors Meeting (SVCC) on Thursday, March 01, 2018 at 5:00 pm at the Chamber Office in Palmyra

#### **Upcoming Meetings:**

Central Maine Egg Festival Committee Meeting on Thursday, March 08, 2018 at 6:30 pm

Kennebec Valley Council of Governments (KVCOG) Executive Committee Meeting on Tuesday, March 13, 2018 at 9:30 am at the KVCOG Office in Fairfield

Kennebec Regional Development Authority (KRDA) Marketing Committee Meeting on Wednesday, March 14, 2018 at 2:00 pm at FirstPark Office in Oakland

Bicentennial Committee Meeting on Wednesday, March 14, 2018 at 6:00 pm at the Library

Theatre Committee Meeting on Wednesday, March 28, 2018 at 6:00 pm

Kennebec Regional Development Authority (FirstPark) General Assembly Meeting on Thursday, March 29, 2018 at 5:00 pm at T-Mobile in Oakland

#### 4. PUBLIC HEARINGS: NONE

#### 5. REPORTS:

##### A. COUNCIL COMMITTEES: FINANCE, ORDINANCE & RECYCLING:

**Recycling Committee:** The Committee met on February 21<sup>st</sup>. The Town Manager presented a draft of the recycling brochure and possible improvements were discussed. Donnie updated us on recycling trends. The Town Manager advised on a grant possibility. The possibilities of a glass crusher, new dumping containers and used trailers for storage needs were discussed. We are discussing an informational display for the recycling can outside the Town Office.

##### B. BOARD AND COMMITTEE UPDATES BY TOWN COUNCILORS AND MANAGER:

**Bicentennial Committee:** The Committee met last week and discussed approaching businesses with a letter of introduction. We hope to discuss headline projects and the boat landing coming up.

**TV/Cable Liaison:** The Committee met this morning and discussed where we can go from here. We met once with SVTV. There are both positives and negatives. We also met with the Somerset County Off-Road Educators (SCORE) run by Andy Beach and Kim Shorey. They work on 4-wheelers to rehabilitate them and want to be in media enterprise. There are also pluses and minuses with this group. There may be more options locally. We also have communicated with an individual that Bolsters gave us contact information for. The Station Manager/IT person at Cianbro is very knowledgeable and may be a good resource. Space is an issue. There are 2 possible sites in Town we are looking at. There will be an executive session scheduled at the next meeting to discuss this matter.

**Theatre Committee:** The Committee met on February 28 to discuss regular business as well as Fundraisers as well as a Fundraising Plan. It would be great to create promotional materials for the Theatre in addition to our movie line-up and special events. Specifically, we would talk about what the theatre is, why we have it and what we envision for the theatre. In other words, we would create a mission statement and a vision statement. I have provided some very streamlined background including forms for the Committee members to work on their ideas. Once we have this information together, we will create a small fundraising plan to focus our efforts and we will be off and running looking for funds. There are no grants for bricks and mortar which is what we need. We have a lead due to an involved citizen on some items that we could definitely use in the Theatre so we have some projects in the works as well as looking at the overall project. We have the Theatre assessment which talks about the renovations and projects needed in the theatre which exceed \$780,000 so this will be a project of building blocks. Find some funds, work

on a project, find some more funds, work on the next project and so forth. The Assessment was completed by an Architect specializing in historic preservation. She only charged us a fraction of the cost of the Assessment. We need to remember that this is not a specialized assessment so it does not have the mechanical and electrical review as those projects would have needed to be outsourced.

## **C. Town Manager's Report: Town Council Meeting of 03/06/2018:**

### **1. The FYI Folder:**

FYI Folder which contains items that come in between the Town Council Meetings has the following this evening: READ List.

### **2. Theatre Golden Ticket Sale:**

Although Christmas is over with, we still have the Theatre Golden Tickets that can be a gift or even for yourself: Purchase a book of 10 Gift Certificates at \$55.00  
Come and enjoy the Pittsfield Community Theatre!

### **3. Date Night at the Theatre:**

WED: DATE NITE: 2 ADMISSIONS+ 2 MED FOUNTAIN DRINKS+ 1 LARGE  
POPCORN FOR \$18 + SENIORS \$14.

### **4. Theatre Movie Line-Up:**

March 2-8 THE COMMUTER  
Matinee Sunday, March 4 at 2 PM

March 9-15 MAZE RUNNER: THE DEATH CURE  
Matinee Sunday, March 11 at 2 PM

March 16-22 PETER RABBIT  
Matinee Sunday, March 18 at 2 PM  
Matinee Wednesday, March 21 at 10 AM and also plays at 7:30 PM

March 23-29 BLACK PANTHER  
Matinee Sunday, March 25 at 2 PM

March 30- April 5 EARLY MAN  
Matinee April 1 at 2 PM  
Matinee April 4 at 10 AM and also plays at 7:30 PM

## **5. Maine Venture Fund: A Match Made in Maine:**

A common theme among growing Maine companies is the difficulty in finding, attracting, and hiring talented employees. Some companies resort to hiring out-of-state remote workers and have even opened offices in Boston and beyond. This is certainly a drag on Maine's economic growth, and a complex problem with no one solution. However, one program, aimed squarely at this problem is making a difference – the Innovate for Maine Fellows Program. The program's goal is to match talented college students with Maine's growing companies for an internship of 400, 200, or 100 hours over the course of a summer. Companies are selected for the program based on their interest in innovation, a desire for scalable growth, and ability to provide fellows with a meaningful learning experience. Student interns must either be enrolled in a Maine-based college or be a Maine resident attending school outside of Maine. All selected fellows are expected to live in Maine and work on-site during the internship. The program is designed to add no extra burden to the companies. The Foster Center for Student Innovation at University of Maine handles all recruiting, screening, matching, payroll, and initial innovation and workplace training. This allows the company and paired fellow to focus on achieving workplace goals. Several Maine Venture Fund portfolio companies have successfully used this program which had a number of students intern with them, many of whom have later been hired on full-time. Companies are finding what worked best for them was to have the interns work alongside employees on real-time problems, as opposed to having them focus on independent work projects.

## **6. Somerset Cultural Plan:**

At long last, the Wesserunsett Arts Council's plan is completed. WesArts is a regional nonprofit that works to build cultural connections in Somerset County through visual and performing arts, heritage, agriculture, education, and recreation. They have been working with Skowhegan Main Street. The two groups were working on a strategic plan for raising awareness of cultural offerings, enhancing cultural education and creating cultural opportunities and experiences in Somerset County. The Heart of Pittsfield will be reviewing the plan at their next meeting on Thursday, March 15 at 6 pm at the Pittsfield Public Library. I will forward the plan to those who are interested.

## **7. Easter Egg Hunt:**

Greater Pittsfield Area Annual Easter Egg Hunt will be held on Saturday, March 31 at 9:00 am at the Pinnacle Ski Club at 271 Waverly Avenue, Pittsfield.

## **8. Greater Pittsfield Area Kiwanis Yearly Bike Rodeo will be held on Saturday, May 5, 2018 at 10 am**

The Bike Rodeo has been here in Pittsfield for a couple of years so it now needs to move over to Newport. The rodeo will be held at Nokomis Regional High School. The event is educational, fun and there are prizes.

## **9. Recreation Department Spring Sports 2018:**

It is now time to sign up for Spring Sports. Forms are available at the Pittsfield Town Office. The deadline for sign-ups is Monday, March 26. Completed forms with payment can be brought to the Town Office during office hours or mailed. The fee per child per sport is \$20.00 for Pittsfield residents and \$25.00 for non-residents. We have T-Ball for Ages 5 & 6; Farm League for Ages 7 & 8; and Softball is for Grades 3 – 6. Little League has its own sign-up form.

## **6. NEW BUSINESS:**

**RESOLUTION 18-16:** Resolved that the Town Council appoint Constance Cummings as Animal Control Officer in accordance with the Personnel Policy Regulations

Moved by **Councilor Donahue** and seconded by **Councilor Margolskee** that Resolution 18-16 be adopted.

The Town Manager noted Constance Cummings accepted her conditional offer of employment for the position of Animal Control Officer (ACO) for the Town of Pittsfield. She is also the ACO in Palmyra and Clinton. With the addition of Pittsfield, she is all set with the three towns. She will be an employee of the Town working part-time on call for when the dogs and cats run around.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-17:** Resolved that the Town Council waive the bid policy, Chapter 2, Administrative Code, Section 106, to follow the State Bid Package for Police Cruisers and to accept the proposed bid of Quirk Ford of Augusta in an amount not to exceed \$25,143.00 (original price is \$34,740.00 – \$6,792.00 discount and - \$3,000.00 Trade In, adding \$195.00 for 2 key fobs) for a 2017 Fleet/Non-Retail Ford Utility Police Interceptor.

Moved by **Councilor Nichols** and seconded by **Councilor Donahue** that Resolution 18-17 be adopted.

The Town Manager noted this is a housekeeping item. It is time for a new vehicle. This is a 2017 Ford Utility so it is the larger vehicle like our last purchase and there is one 2017 left.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-18:** Resolved that the Town Council waive the bid policy, Chapter 2, Administrative Code, Section 106 and to accept the proposed bid from Yankee Communications in the amount of \$9,416.90 for equipment to outfit a 2017 Ford Utility Police Interceptor.

Moved by **Councilor Donahue** and seconded by **Councilor Margolskee** that Resolution 18-18 be adopted.

This is the cost to remove equipment from the old 2013 Ford Taurus police cruiser and to outfit the new 2017 Ford SUV Police Utility vehicle with various electronic and safety equipment for a new cruiser. Yankee Communications has provided the same service to the Pittsfield Police Department for many years and they are the only local dealer in this area.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-19:** Resolved that the Town Council authorize the Town Manager and the Recycling Coordinator to expend up to \$18,000.00 from the Recycling Reserve Account PITT #13 (#G-1-603-00) to purchase miscellaneous recycling equipment for enhancements of our current program and further to authorize the Town Manager and Deputy Treasurer to transfer the funds from the reserve for the expenditures.

Moved by **Councilor Donahue** and seconded by **Councilor Bolster** that Resolution 18-19 be adopted.

The Recycling/Transfer Station Coordinator noted the cost of solid waste disposal tipping fees will increase from \$48.00 per ton to \$65.00 at the end of March as we begin to start hauling our solid waste from PERC to the Crossroads landfill in Norridgewock Maine. This change is an \$17.00 per ton increase in the overall cost per ton. It still saves the Town \$19.00 more per ton than continuing to haul our waste to PERC in Orrington. This is still a substantial increase and we need to find additional ways to recover more recycling from our waste stream. We need to reduce the amount of other materials that do not belong there by removing them. It has been the focus of the Recycling Committee to find ways to help reduce costs while finding alternative ways to increase overall revenues. We are asking for these funds to help expand our operational ability to retrieve more recyclables from the solid waste and have the ability to handle/store them properly.

The following are the requests:

The request is to purchase a **glass crusher** to start crushing our glass products into usable aggregates and to remove one of the heaviest recyclables that seems to get thrown away. These aggregates can be used in road construction projects as well as paving projects saving us the avoided cost of disposing of them in the MSW.

The other miscellaneous equipment needed would be for **metal dump carts** that are used on forklifts to handle the glass. We would also like to purchase **plastic totes** to put in front of the office area so we could make it easier for the public to throw recyclables in those totes rather than into the trash hoppers in hopes of recovering more recyclable materials.

We would also like to purchase **storage trailers or steel shipping containers** to be able to store more baled processed materials until we can get enough to sell for a profit. We currently are running out of room in the buildings and in order to expand our capabilities we need

places to keep materials until marketed. We have the opportunity to recover more plastics that will allow us to make more revenue for our program. In order to do this at some point we will have to buy more roll off containers for storage of these products until they get baled. At the current time I have **3 of these containers that need repairs** and could be used for some of our expansion and storage of these materials in the interim but by late fall we would need to purchase two more. I would like to use reserve funding for those modifications and repairs.

I believe at this point if we can make a small investment we can help reduce our current costs which are escalating due to the increase in tipping fees. I think we could accomplish most of these improvements with these small changes. All expenditures will be in accordance with the Town's bid policy. Most of these purchases are below the town's bid policy limit for the Town Manager's approval. However, we would utilize reserve funding for the purchases and each expenditure from the reserve funds requires Council approval. This agenda approval will save time from having to come in for several approvals which would slow down the completion of the projects.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-20:** Resolved that the Town Council accept the donation from Kleinschmidt valued at \$5,000 for services pertaining to the proposed Fendler Park Boat Launch and authorize the Town Manager to sign the agreement for the donated services.

Moved by **Councilor Nichols** and seconded by **Councilor Margolskee** that Resolution 18-20 be adopted.

The Town Manager noted as discussed at the last Town Council Meeting and previously at Bicentennial Committee meetings, Kleinschmidt has been assisting Mr. Cunningham with advice on the boat launch project and has committed to the donation of services valued at approximately \$5,000.00. The agreement for the donated services was included in your Council Package. We will not sign the agreement until we know if the Town will apply for the grant or not.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-21:** Resolved that the Town Council adopt the Somerset County Maine Hazard Mitigation Plan – 2017 Update and sign the County Resolution.

Moved by **Councilor Donahue** and seconded by **Councilor Nichols** that Resolution 18-21 be adopted.

This plan has been in effect since 2006. We have approved updates over the years. Besides federal requirements, we were advised of the following changes by our Emergency Management Director: Bernard added the lower Peltoma Avenue roadway, the Crawford Road Mosher Bridge and the Seabasticook Street large culverts to the plan. This will allow the

Town to receive funding if the state and federal government approve disaster relief during storms/natural disasters in which damage occurs at these locations.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-22:** Resolved that the Town Council appoint members to fill the vacancies on the various Town Boards and Committees.

Moved by **Councilor Nichols** and seconded by **Councilor Donahue** that Resolution 18-22 be adopted.

The Town Manager noted after discussing the vacancies on the Board of Assessment Review and Board of Ethics at the last Council Meeting, Ronald Watson has volunteered for the Board of Assessment Review position expiring 12/31/2019.

**VOTE: UNANIMOUS AYE**

## **7. DISCUSSION ITEMS:**

### **Updates:**

**Water and Sewer Projects:** The Department has been tasked with setting up a comprehensive work plan for improvements to the water and sewer system for those items that do not require any more debt service.

**Planning Board Training Session on Shoreland Zoning & Invitation to Ordinance Committee:** The Planning Board has invited the Ordinance Committee (and Council members) who would like to attend to join them at their March 12, 2018 meeting.

**Audit for the period ending 12/31/2017:** One of our audits, the financial one, will take place the week of March 19, 2018. The audit will generally be finished by June 30, 2018 with a presentation this summer. We will not be required to have the federal audit this year, although our federal funds will be audited.

**Town Filing Project for Town Manager Files** – the Filing project will start up in earnest. After the meeting I will show you the room that now is filing with all the records that we took out of my office. We have a great room for the storage of water, sewer and financial files. We also temporarily have some economic development files. Now that we can get into the room as it had to be temporarily utilized due to the sewer issue under the building and in the main in the parking lot, we can get back to working on this project to finish it.

**MDOT Bridge Project / Recreational Trail Span:** Several members of the MDOT bridge division called about a revision to the bridge design created by the contractor on the bridge projects on I-95 which is also putting in the span for the Recreational Trail. Basically, the

changes will be that the span is 2' wider and 4' taller which means that is larger and more airy. But if this takes place, it is cutting more into the trail. No further contact has taken place.

**Grants Update:** Due to the late hour, this complex area was not discussed.

## 8. **REPORTS:** Audience, Council

### **Audience:**

**Don Hallenbeck** advised he was surprised to see Seabasticook Street posted. The Town Manager said that the Public Works Foreman posted it due to the road damage.

### **Council:**

**Councilor Bolster:** No Report

**Councilor Donahue:** Thanked Donnie for the great discussion and Jim Dinkle for coming in. Noted that the SVTV information was from her and apologized for not sending it sooner.

**Councilor Margolskee:** Commended Donnie for the work he does and for the HHW Collection. Also thanked Ron for joining the committee, Pete for the commendations and Connie for becoming ACO. Asked about the body in the car trunk. Advised by the Chief it is an ongoing State investigation and that as soon as the call came in, 12 troopers showed up.

**Councilor Nichols:** Thanked the Town Manager and all the town employees for their hard work. Thanked Donnie for the detailed report on recycling. Thanked Jim Dinkle for his presentation. Thanked all the people in the audience for attending.

**Councilor Curtis:** Stated it is great to have someone so knowledgeable at the Transfer Station. Noted he may miss meetings as it is time for his baby girl to be born!

**Deputy Mayor Stackhouse:** Absent

**Mayor Cianchette:** Thanked everyone for attending the meeting including all the presenters. Noted that Donnie brings great enthusiasm and professionalism to his position.

## 9. **ADJOURNMENT**

Motion by **Councilor Nichols** and seconded by **Councilor Curtis** that the meeting be adjourned at 9:05 p.m. All in agreement.

**VOTE: UNANIMOUS AYE**

---

Nicole Nickolan, Town Clerk