

# MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, March 21, 2017 at 6:30 pm in the Council Chambers.

**PRESENT:** COUNCILORS: Robert Stackhouse, Timothy Nichols, Scott Strom, Michael Cianchette, Marie Manning and Heather Donahue. **ABSENT:** Howard Margolskee. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members: Peter Logiodice IV.

1. **Mayor Stackhouse** 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 March 7, 2017.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that the minutes of the Regular Meeting held on March 7, 2017 be adopted.

**VOTE: UNANIMOUS AYE**

### 3. PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:

**1. Community and Economic Development Activities and Events:** Further updates will be provided regarding projects as information becomes available:

Events being planned:

Business Resources Night on Tuesday, April 25, 2017 at Warsaw Middle School Gym in conjunction with the Seabasticook Valley Chamber of Commerce

10<sup>th</sup> Annual Kennebec-Somerset Transition Team Job Fair on Wednesday, May 17, 2017 from 3:30 – 6:30 pm at the Warsaw Middle School Gym

Seabasticook Valley Chamber of Commerce Networking Breakfast on Wednesday, May 24, 2017 from 7:00 am – 9:00 am (approximately) at the Newport Public Works/Public Safety Facility

BikeMaine Event in Pittsfield on Sunday, September 10 and Monday, September 11, 2017 at Manson Park and Downtown locations

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

**A. General:**

A few private sector business activities remain under review and small projects continue to be underway.

To address the few remaining available small locations, additional promotional pieces beyond our regular promotion of available properties had been provided to economic and community development resources and sites. As of the date of writing this agenda item, the Town continues to work on two proposals/ background materials for two business proposals/property inquiries on a regular basis. One additional project is not moving forward as the company cannot logistically move their multiple facilities this year to Pittsfield. The company plans to look at this option again later in 2017.

The Town has received a number of new inquiries about available buildings in Town and provided information and assistance to business representatives collecting information on potential sites for their business or client. Some of the inquiries were from our website marketing materials while others were from the economic development information that we sent out on the internet. Still other inquiries were from advertising conducted on behalf of the property owners by their real estate agent or themselves.

The Dunkin Donuts' restaurant received its Planning Board Site Plan Review approval on Monday, 02/08/2016. The Traffic Movement Permit was officially issued by MDOT and received by the Town later in 02/2016. The DEP Permit for the transfer of Somerset Plaza from Apple Mountain LLC to Dana Cassidy, the current owner, was received. The developer and the Plaza owner continue to work on this project. The plans have been received for the building and reviewed by the third-party inspector. The contractor has been hired and we have been advised that the company will hire local subcontractors. The construction company has contacted the Town to start the sewer hookup process. On 09/01/2016, the Town received a copy of the DEP Site Location Permit for the project to proceed forward to construction. The Town has been advised that bids are being sought on the project. The Dunkin Donuts project began at the Plaza on 10/11/2016. Site work is underway. The restaurant was to be built over the winter. The construction is now scheduled with the facility to open in late Spring 2017. The Town was advised that once the project starts up in Spring, it will be completed quickly. At the Planning Board Meeting on 03/13/2017, we were advised that the facility would be open by June 15, 2017.

Cianbro Corporation officially purchased the Tech Center on Thursday, 02/18/2016 from the Pittsfield Economic Expansion Corporation. The building is under renovation inside as the building is to be tailored to Cianbro's needs. Cianbro has advised that now that they have completed their new Southern Maine location where they have a tenant that needed occupancy, that the company will be back working on the Tech Center. There has been some recent activity in the building. Mechanical work has been taking place in the facility over a multi-week period. Cianbro's plans for the facility to be their company-wide training center are now on-going.

Cianbro Corporation's Pittsfield Solar, a 9.9 Megawatt Solar Array Farm received Site Plan Review approval at the 03/14/2016 Planning Board Meeting. This is the first approval in a number of approvals required for the project to be built. This project is currently going through the CMP review process and discussions. The project is under development planning and moving forward. We have heard of good progress and more land is being purchased. Updates and meetings have started up in 03/2017. Cianbro is in hopes that the

project will move forward in May 2017 to be completed by year-end. This is a \$24 million-dollar project.

Bangor Savings Bank's proposed new bank facility on Somerset Avenue to be located next to Family Dollar was approved for its site plan review before the Planning Board. Neighbors in favor of the project attended. We were very impressed with the bank's plans for the property which will be an impressive addition to the community. The back of the lot will be left in its pristine natural condition. The engineering firm was very professional in its review and estimates that the bank will be in service in early 2018.

The Town continues to work with an upcoming small company Innovative Specialties, with a great skillset seeking an expansion in our community in the Industrial Park Phase II. This item was on the agenda for the 04/19/2016 meeting with three actions listed and on the agenda for 05/03/2016 with two ordinances set to public hearing and a resolution. The CDBG grant was approved for submittal after a very positive public hearing was held. The grant application was filed by the deadline in May. The project was approved at the 09/12/2016 Planning Board Meeting. All grant paperwork for the Phase II Project Development was filed on time at the beginning of October. The project is under review by the State. An RFP was drafted by the Town and reviewed by the State for engineering assistance for Innovative Specialties. The RFP has been provided to the company along with a list of suggested engineers to contact as well as any engineers that Innovative Specialties would like to obtain pricing from for assistance with the building. The Town has received a number of approvals and is awaiting the Town Attorney's review of the Side Agreement with Innovative Specialties, LLC so that we can execute all paperwork and start the project. The grant is in the process of encumbrance with the State of Maine. The engineering firm with the low bid was chosen by Chad Dow and is now working on the project's engineering required to obtain permits for construction. The owner has requested that the engineering firm have the project ready to go out to bid in February 2017. As of the writing of this agenda item, the project remains at the Engineering firm. The Engineering firm has filed a revised site plan for review at the March 13, 2017 Planning Board Meeting. Approval was received. Additional clearing is required on the property and is expected to start this week. The first bills for reimbursement have been received for engineering. Once this project starts up, it will take 10-20 hours a week for months until completion.

The Town Council signed the following Business Certificates in 2016:

1. Puretech Window Cleaning at 115 Main Street
2. Pittsfield Redemption Center at 418 Main Street (new facility under new management on the other side of town).
3. Andrea Amara for Andrea's Salon at 11 Huff Road for a hair salon.
4. Kimberly Wick for The Sitter Center Daycare at 50 Mount Road
5. Steven Lamarre for Off The Wall Collectibles at 129 Morrill Street
6. Bag End Suri Alpacas of Maine's new Farm Store at 226 Snakeroot Road
7. Dysart's expansion for restaurant seating in the North Main Street section of the building
8. Lisa Lewia, LMT with her massage therapy business at 15 Gleneagle Court. This is a home occupation.

The Town Council signed the following Business Certificates in 2017:

1. Eden Day Spa at 145 Main Street (the corner of Main and Central Streets)
2. Artful Alterations owned by Becky Thompson who has returned to our community.
3. A New You owned by Terri-Jean Wilkinson which is a new business to open at 113 North Lancey Street as of March 1, 2017.

The Economic Development Lead Generation Project went well with the issuance of the Situational Assessment and recommendations for sectors to promote for business attraction for the UTC Facility, SAS Facility and the Pittsfield Industrial Park Expansion, Phase II. The final report was issued in February 2017. Lead generation is now underway. One lead was obtained to date. We were advised that the company had expressed interest in one of the facilities here in Town and has talked about coming to Pittsfield in February – March 2017. No further information has been received.

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. UTC Factory:** Please see the lengthy history in prior meeting minutes. On August 6, 2015, the Town was advised that the property will be available for occupancy in three months. Work continues at the facility. The Town has been advised that the property can now be marketed as of mid-November 2015. As of last contact with UTC on 12/31/2015, the Maine Department of Environmental Protection paperwork for closure of the facility had not been received. The Town was notified by UTC on 02/09/2016 that the property likely cannot be sold until later this year. The internal industrial cleaning was completed with very good results. The Town was able to receive a copy of the final paperwork for the inside of the building on 05/23/2016. The outside work was not totally completed prior to winter, therefore, it will resume this summer with MDEP signing off likely by early Fall 2016 or another company may have to address this. Marketing has started again inside the State of Maine and then will start up outside the State of Maine with the Consulting Contract. The Town has contacted the company regarding a desirable business for the community that has interest in the building. The company has also received a proposal from someone else that is under consideration. The Town has learned that there is a Purchase Sale Agreement for the property. A tour was conducted of the facility at the end of July 2016. The Purchase Sale has been reported to be moving forward to its conclusion. A meeting was held with the prospective owner on January 05, 2017. Materials have been requested of the prospective owner regarding a proposal for the building. In February 2017, information was received and with the review of the information, it was determined that additional details are needed. Acquiring the additional information is underway.

**2. 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 State of Maine called about the building in late February 2017.

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

#### **Hancock Lumber:**

Hancock Lumber was working on their development project to assist with production and has submitted the map for the agreement. The company is forwarding the Town agreement through the authorization process. This is being checked upon to see if the Town can assist in any way. As of the writing of this agenda item, information has not been received and it is believed that this project was put on hold or cancelled.

#### **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.

### **D. Somerset Avenue Projects:**

#### **Report on Somerset Avenue Sidewalk Project and Impact of the Somerset Avenue Mill & Fill Project.**

The Town inquired into the changes made in the road by MDOT during the paving in the Mill & Fill Project and the resulting water issues by Hartland Avenue. On 12/07/2015, the Public Works Foreman met with the Bangor Division Engineer John Devin about the continuous water problems at the end of Somerset Avenue and its intersection with Hartland Avenue, a very flat area without enough catch basins in the State system after the mill and fill project. To date, the Town has not been contacted with the proposed solution. MDOT has been trying to clean out and explore the catch basin system on Somerset Avenue due to issues.

**E. Report on Meetings & Events:**

**Report on Meetings:**

Sebasticon Valley Chamber of Commerce Business Networking Committee on  
Wednesday, March 8, 2017 at 4:00 pm at the Chamber Office in Palmyra  
Central Maine Egg Festival Committee Meeting on Thursday, March 9, 2017 at 6:30 pm  
Kennebec Valley Council of Governments (KVCOG) Board of Directors Meeting on  
Tuesday, March 14, 2017 at 9:30 am in Fairfield  
Kennebec Valley Council of Governments (KVCOG) Comprehensive Economic  
Development Strategy Meeting on Tuesday, March 14, 2017 at 11:30 am in Fairfield  
(Re-scheduled due to storm)  
HealthySV Coalition Meeting on Wednesday, March 15, 2017 at 9:00 am (Re-scheduled  
due to storm)  
Kennebec Regional Development Authority (KRDA) FirstPark Special Executive  
Committee Meeting on Thursday, March 16, 2017

**Upcoming Meetings:**

Kennebec Regional Development Authority Marketing Committee Meeting on Wednesday,  
March 29, 2017 at 2:00 pm in Oakland  
Theatre Committee Meeting on Wednesday, March 29, 2017 at 6:00 pm  
Kennebec Regional Development Authority General Assembly Meeting on Thursday,  
March 30, 2017 at 5:00 pm in Oakland

**4. PUBLIC HEARINGS: NONE**

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

**Town Manager's Report: Town Council Meeting of 03/21/2017:**

- 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. Pittsfield's Birthday on June 19, 2019:** The Town was incorporated on June 19, 1819 so our 200<sup>th</sup> birthday is coming up. READ Notice.
- 3. Somerset Cultural Plan Surveys:** Today the Town received notification of the surveys that are available through the Somerset Cultural Plan Committee of the Wesserunsett Arts Council.

The Wesserunsett Arts Council and Main Street Skowhegan are gathering information about cultural resources in Somerset County, including those related to recreation, agriculture, the arts, history, community, and more. We'll use the information to craft a cultural plan that will leverage and promote those resources to help drive tourism to the region and boost the economy.

Whether you live, work, or just spend time in Somerset County, your feedback is essential! Please help shape the cultural plan by taking a few minutes to complete the Public Opinion Survey.

There is also an Artist & Performer Survey and a Business & Cultural Organization Survey for those who fit those categories. You may fill out as many of the surveys as apply to you.

Each survey takes 5-10 minutes, and by completing the Public Opinion Survey you will be entered into drawings for artwork from local artisans! Winners will be announced in May.

**4. Anniversary Committee Meeting to be held on April 7, 2017 at 12:00 noon:**

The next meeting of the 200<sup>th</sup> Anniversary Committee will be held on Friday, April 7, 2017 at 12:00 noon in the Warren Community Room. Please bring a brown bag lunch! The meeting will continue with brainstorming and exchanging ideas.

**5. Central Maine Egg Festival to be a "Musical Egg-spression" for its 45th Year:**

Central Maine Egg Festival Planning Meeting on Thursday, April 13, 2017 at 6:30 pm in the Council Chambers - come with your ideas for the 45th Annual Event for new items and also help keep the traditions alive!

The 45th Year Egg Festival will be held on Monday, July 10 - Saturday, July 15 with the Kiwanis Karnival expanded to 4 days for the first time in our history. The Karnival will be here Wed., July 12 through Sat., July 15, 2017.

Our 45th Year Egg Festival will be exciting and such a dynamic event needs an equally dynamic theme. We received an amazing number of entries for the Egg Festival Theme - in fact, more than we have ever received for all of our past contests. The Egg Festival Committee chose the theme idea submitted by Kathryn Miller of Pittsfield. The 45th Egg Festival theme will be "Musical Eggspression". Kathryn is a musician and piano teacher so she is very excited to join in the fun this year!

Please join our volunteers on April 13, 2017 to brainstorm ideas and activities to plan out this year's celebration. We need help to have a great Egg Festival and keep this tradition alive. You do not have to be on the Committee. just drop by to help out on some important projects and/or to find out how you can join in on an activity or event of interest. There will be a lot of "musical egg-spressions" this year! if you would like to volunteer, but can not make the meeting, please contact Kathryn at the Town Office (487-3136) or [townmanager@pittsfield.org](mailto:townmanager@pittsfield.org)

**6. Upcoming Agenda Items:** The Town Council will hear from the Superintendent at their next meeting on April 4, 2017. Superintendent Tardy will report on the preliminary 2017-2018 MSAD #53 budget.

Other items on the agendas in April will include a Proclamation for Kindness for the Mayor and consideration of the offer from the State for another Drinking Water State Revolving Loan project.

**7. Tax Acquired Property Sale Coming Right Up:** The Town did not receive any bids, therefore, the property should be bid out again at a lower beginning offer.

**Ordinance Committee:** No Report. **Recycling Committee:** No Report.

**Finance Committee:** We have decided to go with Androscoggin Bank for the Town checking account banking service. We will be dealing with a local bank for cash deposits. The Town Manager noted the paperwork is currently being reviewed by the Town Attorney. This will be coming to the Town Council shortly.

## 6. NEW BUSINESS:

**RESOLUTION 17-27:** Resolved that the Town Council Authorize the Town Manager to Execute and Submit a Letter of Intent for a Community Development Block Grant Economic Development Program Grant for Public Infrastructure.

Moved by **Councilor Cianchette** and seconded by **Councilor Manning** that Resolution 17-27 be adopted.

The Town Manager noted the Town has not been able to apply for a Community Development Block Grant for downtown improvements until now. All Economic Development grants have been for specific businesses.

In order to apply for downtown improvements such as the sidewalk, street lighting enhancements and greenspace, the Town would need a large business project taking place in the downtown which would create a lot of jobs. We are teaming up with the Cianbro Corporation with their rehabilitation of the former town-owned Technology Center. This project will result in extensive traffic flow in the downtown when one takes into consideration all of the employees being flown in to the training center from Cianbro's facilities across the United States. The Technology Center will become a first-class training facility on the top floor with a 24-hour use Gym with new equipment for all Cianbro employees in the basement. Employees will utilize downtown businesses for meals, food and supplies and other services.

Cianbro will be guaranteeing the creation of jobs which are tied to this grant. 51% of the positions must be taken by low-to-moderate income individuals.

The Town will be responsible for the 50% cash match for the project as it is our public infrastructure.

This is a unique approach, however, one that is very prominent for improvement of the downtown.

The Town has reviewed so many grants and opportunities for funding, however, is not eligible for many types of grants attached to public infrastructure as our community is not low-to-moderate income. The Census shows that our low-to-moderate income level has dropped from 48% to 42% from the 2000 to 2010 reviews. In order to be eligible for funds

such as this Community Development Block Grant funding, the Town would be required to be at the level of 51%.

The grant application steps are to:

1. Apply by the deadline of April 7, 2017;
2. If the Letter of Intent is accepted, proceed forward to write a comprehensive Community Development Block Grant application which will be due in May 2017.
3. The grant application will require all of the steps that we went through for the recent Innovative Specialties Economic Development Grant including public hearings, authorizations and environmental review. It will require all of the same steps for bidding and construction as the Innovative Specialties project will do.

The Town had been saving funds for a project of substantial worth for economic development or a loan for our use for economic development for several years. That project is now before the Town.

At this point, we received the engineering estimate from Olver Associates today which has been placed on the Council desk for your review. The estimate is \$45,000 based upon Engineering which includes all labor, equipment and expenses needed to provide survey work, drafting, design, bidding, contract administration and part-time construction inspection services with the exception of the legal bid advertisements. This is based upon the project being completed by June 30, 2018.

So the engineering budget is fine. In calculating the engineering budget, Olver Associates compiled an estimate for the sidewalk work which far exceeds the pricing of the one that we received from others. The Public Works Foreman had been too busy with all of the storms and cleanup, so he had been unable to get to this so we received other help.

Cianbro is now reviewing the Olver Associates estimate.

The pricing in the application we had put together was \$407,733 with \$100,000 listed as a place holder for engineering. Revising that figure with \$45,000 engineering would be a project totaling \$349,982.92 with a 50% commitment from the Town of a match of \$174,991.46. We would apply for a grant of \$174,991.

Using Olver Associates calculations of a budget of \$513,000, the Town's match for a grant would be \$256,000. We would apply for a grant for \$256,000.

The Town would have to look around for a few thousand more dollars or keep to our maximum in the Ec Dev Fund Revolving Loan Fund account which are funds we were saving for a project of magnitude for the Town or to assist a developer with a project of magnitude. That project is here before us now. With the engineering estimate of the construction project being used, this would end up using all the funds in the account.

The jobs to be created ranges from a total of 6 new jobs to 9 new jobs with 51% taken by low-to-moderate income individuals.

The Town Council was interested in going forward with the project, however, not exceeding the amount of funds in the Economic Development Fund account.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 17-28:** Resolved that the Town Council Approve the Renewal of the Alcoholic Beverage License for the Broken Putter Restaurant & Lounge at 382 Hartland Avenue, Pittsfield, Maine.

Moved by **Councilor Cianchette** and seconded by **Councilor Strom** that Resolution 17-28 be adopted.

The Town Manager noted this is a yearly renewal application for an alcoholic beverage license for the Broken Putter Restaurant located at the J.W. Parks Golf Course. The Police Department and Code Enforcement Officer will review the file, however, if there are any minor items to fix that are identified, the items are always fixed in a timely fashion.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 17-29:** Resolved that the Town Council Approve the issuance of a parade permit to HealthySV for a 5K Run/1K Walk on May 6, 2017 and waive the permit fees.

Moved by **Councilor Cianchette** and seconded by **Councilor Strom** that Resolution 17-29 be adopted.

The Town Manager noted this is a renewal application for HealthySV's yearly 5K Run/1K Walk in May starting at Maine Central Institute. It is open to all community members and usually has a very large attendance

**VOTE: UNANIMOUS AYE**

**RESOLUTION 17-30:** Resolved that the Town Council Appoint members to fill the vacancies on the various Town Boards and Committees.

Moved by **Councilor Cianchette** and seconded by **Councilor Strom** that Resolution 17-30 be adopted.

The Town Manager noted Donna Dunphy has a new proposed member for the Theatre Committee – Beverly Davis. As soon as we get all the positions on the Theatre Committee filled, someone resigns for personal or medical reasons. So we hope that the Committee membership will remain filled at this time. Beverly is retired and recommended by Scott Strom to contact Donna about the vacancy. Councilor Manning noted perhaps Beverly might be a good fit for the 200<sup>th</sup> Anniversary Committee.

**VOTE: UNANIMOUS AYE**

## 7. DISCUSSION ITEMS:

### Updates – Financial:

#### **A. Financial Reports as of 02/28/2017**

Budget Expenditure Report  
Revenue Collections Report  
Tax Acquired Property Report  
Economic Development Revolving Loan Update  
Housing Revolving Loan Update

Transfer Station/Recycling Monthly Report  
Theatre Monthly Report  
Excise Tax Collections Comparison Report  
State Revenue Sharing Comparison Report  
Personal Property Tax Collection Report  
Real Estate Property Tax Collection

#### **B. Other Reports as of 02/28/2017**

Building and Plumbing Permit Reports  
Library Report – Librarian’s and Library Trustees Minutes  
Police Report

The Town Manager advised of the following:

Budget Expenditure Report: 16.7% of period; 17.3.% municipal, 15.9% municipal, water & sewer (depreciation and transfers done by Auditor so percentage will increase)

Revenue Collections Report: 16.7% period; 9.3% municipal, 10.7% municipal, water & sewer

Excise Tax Collections Comparison Report: For this period, \$-5,470.13 behind 2016 collections at this time of the year.

State Revenue Sharing Comparison Report: For this period, \$-620.61 behind the 2016 collections. This account needs to be watched closely as it continues to fall behind.

The remainder of the Financial Reports are self-explanatory.

### Updates – General:

**Water Projects/Issues:** Regular work had been underway plus trying to find a leak that is up by Leighton Street. The Water Department has dug several times for this after calling in assistance from the Maine Rural Water Office. The last word from the Assistant Superintendent is that the department will shut down this work so that they can address the storm and then go back to locating the leak. The pumps run more when there is a leak. Every winter, the department chases at least one leak.

**Sewer Projects/Issues:** As reported previously, there were two sewer backups which may or may not include the Town's main. The information was provided to the insurance company on these issues so that it can be determined if the Town's insurance will cover the damages.

**Hunnewell Avenue Water Main Replacement and Secondary Route from the Treatment Plant on Peltoma Avenue:** The Town has received the offer from the State of Maine Drinking Water Program regarding a second loan being offered at the low-interest rate of around 1% with some grant/forgiveness. There are many pros for this project, however, the bottom line is that the Town must be able to pay back any additional debt service for this project beyond that of the North Main Street project. The last time that the Town Manager ran the numbers, this was not a possibility. The Town Manager advised she will look at this one last time.

**DEP Stormwater and Exclusion Permits:** The DEP Stormwater application for a renewal permit was filed for the Sewer Treatment Plant with assistance from the Assistant Water/Sewer Superintendent. The Town Manager will have to address the Airport Stormwater application as there is no one else to do it. The last time that we had to file this permit, the Airport Engineering company took care of it through an airport grant.

**Ordinance Amendments Update** The Town Manager advised the Town Councilors as to the progress on the amendments through the Planning Board and the upcoming public hearing at the Planning Board Meeting in April.

**Animal Control Officer Services:** The Town Manager advised the Town Councilors as to the complaints received by the State of Maine with accusations about the Police Department which were erroneous. The State was very helpful and provided the Town with a number of suggestions. The Town and State discussed the difficulty in finding qualified animal control officer services in the State of Maine. Pittsfield is very fortunate to have 24 hour police coverage which can address the dog and cat issues as long as regular police calls are not in progress or waiting to be answered.

**Tax Acquired Property Sale Results:** Bids were not received, therefore, the TAP Sale would be re-issued.

**Matured Water Lien on Map 029, Lot 023 at 367 North Main Street:** The Town Manager updated the Town Councilors on the new town owned property. Emmalee Reed, Deputy Tax Collector, did a great job pursuing everyone to pay up on this property, however, it just did not take place. Therefore, after checking over all steps, this property will be put out to bid.

**Town Office Filing Project:** This project has been stalled as the temporary staff has been out of work 18 days in the last few weeks.

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

**Audience:** NONE

### **Council:**

**Councilor Manning:** Asked if the Town can advertise for the Boards and Committees and 200<sup>th</sup> Anniversary Committee at a Town table at the Business Resource night. The Town Manager noted she does put out a table with Town information and this would be the type of information that would work really well for the table. Noted that along with herself, Jane Woodruff and Councilor Margolskee are administrators for the 200<sup>th</sup> Anniversary Committee Facebook page. They are hoping to get some interest on the Facebook page. It was mentioned by other Councilors that Keith Wells would be a good source of information. Wanted to thank all the ladies upstairs for all they do and advised that everyone is very helpful.

**Councilor Donahue:** Advised the Councilors that Sunday is Maple Sunday. There are some nice farms in the area for the event. Advised that there was an article in the paper that Monson hired an Economic Development Coordinator and noted that this might be a resource for the Town.

**Councilor Margolskee:** Absent.

**Deputy Mayor Nichols:** Noted that he wanted to send his condolences to Jan Thorpe's family. She recently passed away.

**Councilor Strom:** Was contacted by a constituent regarding the condition of roads on Dorothy, West, Greely and Highland streets. They noted these areas are in bad condition. Mayor Stackhouse, who lives in the area, noted that West Street needs work on the storm drains. Councilor Strom was also contacted by someone on Route 2 regarding the large number of deer being hit on the road. They would like to obtain seer crossing signs. It was mentioned that perhaps a deer yard was disturbed with the solar project in the area. Councilor Strom is working with IFW on the issue.

**Councilor Cianchette:** Thanked Pete for coming to the meeting tonight.

**Mayor Stackhouse:** Thanked Kathryn for all of her hard work. Also, thanked the ladies upstairs. Noted that everyone is doing a great job.

## 9. EXECUTIVE SESSION:

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

Motion by **Deputy Mayor Nichols** to enter into executive session to discuss Economic Development, Disposition of Property and Acquisition of Property under Title 1, Section 405, 6.C. at 7:45 p.m. The motion was seconded by **Councilor Cianchette**.

Motion by **Deputy Mayor Nichols** to return to regular session. The motion was seconded by **Councilor Cianchette**. The Town Council exited executive session at 8:34 p.m.

## 10. ADJOURNMENT

Motion by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that the meeting be adjourned at 8:35 p.m. All in agreement.

**VOTE: UNANIMOUS AYE**

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Nicole Nickolan, Town Clerk