

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, May 15, 2007 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Mayor Tim Nichols, Gary Jordan, Jr., Michael Gray, Brian Philbrick, Sr. and Christinalyn Hamel. **ABSENT:** Wayne Fotter and Louise Baker. Also present were Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Sharon Mack of the Bangor Daily News, Don Hallenbeck, Louis Carron, C. John Wilson, Clement Spencer, SAD #53 Superintendent Michael Gallagher and Donnie Chute.

1. **Mayor Nichols** opened the meeting by leading the **Pledge of Allegiance**.
2. **Adoption of Minutes** of the Regular Meeting on May 1, 2007.

Moved by **Councilor Gray** and seconded by **Councilor Jordan** that the Minutes of the Regular Meeting on May 1, 2007 be adopted.

VOTE: UNANIMOUS AYE

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

- A. Presentation by MSAD #53 Superintendent Michael Gallagher re: Proposed MSAD #53 Budget for July 01, 2007 - June 30, 2008 scheduled for vote on June 12, 2007.

Superintendent Mike Gallagher gave a detailed summary of the proposed MSAD #53 Budget. Please see attached summary sheet for details. Mr. Gallagher also reviewed the referendum questions that will be on the ballot at the June 2007 election. Please see attached for details.

- B. Recycling/Transfer Station Coordinator Donald Chute will present the 2006 Municipal Solid Waste and Recycling Figures.

Recycling/Transfer Station Coordinator Donald Chute presented the 2006 Solid Waste and Recycling Figures. Donnie briefly discussed the Town's Annual Solid Waste Report. The Town's 2006 Recycling Rate is at 61.31%. We were advised by the State that recycling rates are decreasing around the State. Donnie has also been advised by the State that Pittsfield is in the top 10% of the recycling rates in Maine. The Town Manager and Councilors noted that Donnie has been instrumental in helping the recycling program prosper and grow. He and his employees should be commended on their efforts as well as all of the committees and citizens who recycle every day.

4. **PUBLIC HEARINGS/OLD BUSINESS: NONE**
5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES:**

Town Manager’s Report: Town Council Meeting of 05/15/2007:

1. The FYI Folder: The FYI Book contains the following items this week: Read List

2. E-911 Addressing Letters: Letters were sent to all households with the new E-911 addresses. The Town worked in conjunction with the U.S. Postal Service and the State of Maine E-911 and GIS Offices over a multi-year period to complete this project. E-911 matches a physical address with a telephone number and this information is displayed on a computer screen to dispatchers. With each letter, the Town opted to purchase and enclose numbers to be placed on everyone's houses and businesses. All numbers are supposed to be up on 05/01/2007, on homes or mailboxes if your house is away from the road. We need your new numbers up so that Public Safety can find you as well as to help the post office, delivery companies and visitors. Remember, the Post Office will deliver your mail up to 1 year from the date of your notification, so you have time to use up your checks, letterhead, etc. With your next order, just order the items with your new address. We have copies of the new two-sided map with an urban in-town map and a country roads map available at the Town Office and Library. As an extra note, all of the older name signs that will no longer be used were bid on and the Town raised around \$63.00.

3. Reminder for police issues: If there is an emergency, call 911. If you are calling in a police complaint, please call the regular police number of 487-3101 and relay the issue. The Police voice mails should not be used for filing police complaints. With a rotating schedule and days off, it may be 2 or more days for a police officer to check their voice mail. Complaints need to be answered right off so they can not be left on the officers' voice mail.

4. Recycling/Environmental Celebration Dates for 2007:

Sunday 04/22/2007	Earth Day	Set nationally each year
Earth Day Activities are scheduled with the school(s) to fit in with their classes and vacation calendar		
Sunday, 05/20/2007 - Saturday, 05/26/2007	Arbor Day Week	3rd full week in May*
Weekday Activities are also scheduled with the school(s)		
Saturday, 05/26/2007	Arbor Day Park Activities	Saturday of Arbor Day Week
Saturday, 05/26/2007*	Trash to Treasure Day Day	Established locally to match Arbor Activities

*Trash to Treasure Days: In case of inclement weather on the scheduled date, the day long event will be held the following Saturday (06/02/2007 for the Spring date).

5. Summer Mowing and Grounds Work Contract: The contractor intends to finish out his last year of a three-year contract for mowing and grounds work at the parks and

town facilities. The Public Works Department is in charge of this contract. If anyone has concerns about the mowing or grounds work at the town facilities, please call PW Foreman John Dickson at the PW Garage at 487-6942.

6. Public Works Projects: The PW Department has finished sweeping the roads and is now painting crosswalks. We have added glass beads for all the crosswalks for visibility. As soon as the crosswalks are painted, the pedestrian signs will be going out. We are also checking on the cost for next year for the large stencils for crosswalks like the ones by the traffic light. These are painted by hand and not by the striping machine. We have been advised that paving will start later this week and we will post the details on the website as well as call into the newspapers the schedule we receive.

7. Water/Sewer Services: With over 60 miles of water and sewer pipes and approximately 700 gate boxes, 1400 service boxes, 500 manholes and 10 sewer cleanouts, the Water and Sewer Department can be kept quite busy. If anyone notices a manhole or box sunken or heaved in the roadway, please call Assistant Water/Sewer Superintendent Scott Noble at the Water/Sewer Garage at 487-5203 listing the road and approximate location. With literally hundreds of these items in the roadway and the difficult winters we are having now, a few of them are going to shift out of place.

8. Swimming Pool Committee Meeting: We had an excellent Swimming Pool Committee Meeting last evening and have scheduled a follow-up meeting on Tuesday, May 29, 2007 at 6:00 p.m. in the Council Conference Room to finalize project details for fundraising. The Committee has decided upon concept details as follows: 60' X 100' pool or smaller; renovations to the Bathhouse/Restrooms; delete the Filter House, Security Fencing, Lighting, and an outdoor canopy with picnic tables for parties/activities at the pool. We are trying to keep to a budget around \$400,000. Kleinschmidt Associates is working with the Town on engineering, budget figures and plans and Tapley Pools & Spas is providing guidance, suggestions and ideas to the Town for the project.

9. Historical Society Project: The Pittsfield Historical Society is looking for volunteers and donations to assist them with rebuilding the cupola at the caboose. The caboose needs to be re-painted after the vandalism, in order to paint the caboose, the wooden cupola needs to be rebuilt. Anyone who has carpentry skill would be welcome at the Pittsfield Historical Society to assist them with this very important project which will then allow the painting to take place. Anyone who would like to donate or would like more information, please contact Tom Brown at 487-4926 or Clem or Spencer at 487-2408.

10. Fendler Park Dedication: The Dedication Ceremonies for the Barbara Fendler Memorial Park will be held at the park facilities on Saturday, June 23, 2007 from 1:00 pm - 3:00 pm. The activities will include a dedication, thanking all of the contributors, refreshments and a community forum with information on tree plantings and environmental issues. There will be time for socializing and enjoying the park facilities. The rain date is Saturday, June 30.

11. Garden Tour to Benefit the Library: The Pittsfield Community Garden Club will sponsor a Garden Tour on Saturday, July 14, 2007 to help raise funds for the Library Restoration and Expansion Project. The Garden Club has 12 gardens that will be

available, including two homes that will be open. More details will be available in the near future.

12. MCI Groundbreaking Ceremony: MCI will hold a groundbreaking ceremony of the Dining Hall and Student Center expansion project at Maine Central Institute on Thursday, May 24, 2007 beginning at 11:00 a.m. Anyone attending should RSVP by Monday, May 21 to the MCI Office of Institutional Advancement at 487-5915.

13. High Impact Show & Shine: A Car Show will be held on Saturday, May 19, 2007 from 10:00 a.m. to 2:00 p.m. at the Pittsfield Municipal Airport. Caleb Curtis, FBO of Curtis Air is working with the car show organization to assist them. FAA approval was received and the car show organization provided insurance verification. The rain date is Sunday, May 20th. As soon as Caleb receives a brochure on the event, we will put it on the website.

Finance Committee: No Report.

Ordinance Committee: No Report.

Recycling Committee: No Report.

6. **NEW BUSINESS:**

- a. ***RESOLUTION 07-52:*** Resolved that the Town Council Approve a second-hand dealer license application for His Place at 445 Canaan Road, Pittsfield, Maine 04967.

Moved by **Councilor Gray** and seconded by **Councilor Philbrick** that Resolution 07-52 be adopted.

The Town Manager noted this is a new application for a second-hand dealer license for His Place off Main Street, formerly known as the Canaan Road. The property used to be known as Kennison Antiques. The Planning Board waived the site plan review so the project is all set to go.

VOTE: UNANIMOUS AYE

- b. ***RESOLUTION 07-53:*** Resolved that the Town Council Authorize the Town Manager to execute an agreement with Verizon and/or Central Maine Power Company for attaching Flags to the poles along Somerset Avenue and/or Main Street.

Moved by **Councilor Jordan** and seconded by **Councilor Gray** that Resolution 07-53 be adopted.

The Town Manager noted the Town did receive the 22 page agreement plus attachments for the Council Package. The survey for Somerset Avenue and Main Street reflected that the Town does not have to make any improvements to the poles in order to attach the flags. The insurance certificate has been issued to Verizon and CMP. The Town has received a lot of contributions toward this worthwhile project and it should look very nice.

VOTE: UNANIMOUS AYE

- c. **RESOLUTION 07-54:** Resolved that the Town Council Authorize the Librarian to put out to bid and/or sale Library equipment, furniture and odds/ends designated by the Library Trustees and Library Building Committee.

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that Resolution 07-54 be adopted.

The Town Manager noted the Library is preparing for its future. A lot of items have been collected, donated, given, or purchased over the years so they are weeding through the belongings. The Library would like to take the proceeds generated and put it toward the Restoration and Expansion Project if acceptable to the Town Council. We have done this before when there are large sales, for example the old balers or when fundraising is taking place as in this case.

Some of the Councilors felt it would be worth the effort to see if any of the other Town Departments would benefit from any of the items before offering them out for bid. The Town Manager will handle the details of letting the departments know what is available before offering the items out to bid.

VOTE: UNANIMOUS AYE

- d. **RESOLUTION 07-55:** Resolved that the Town Council Authorize the filing and acceptance of a Bureau of Highway Safety Grant for the Pittsfield Police Department for 2007 Safety Belt Education and Enforcement.

Moved by **Councilor Jordan** and seconded by **Councilor Hamel** that Resolution 07-55 be adopted.

The Town Manager noted the police department was just awarded a grant specifically for enforcement so it will pay for time spent addressing the safety belt law. The total amount of the grant was \$1876.80. While on this special detail, it will provide additional coverage for speeding and other violations.

VOTE: UNANIMOUS AYE

- e. **RESOLUTION 07-56:** Resolved that the Town Council Sign the Warrant and Notice of Election to Call the School Administrative District Budget Referendum to be voted on Tuesday, June 12, 2007.

Moved by **Councilor Jordan** and seconded by **Councilor Gray** that Resolution 07-56 be adopted.

VOTE: UNANIMOUS AYE

- f. **RESOLUTION 07-57:** Resolved that the Town Council Approve the after 4:00 PM opening of the absentee ballots for the June 12, 2007 School Administrative District Budget Referendum and the State of Maine Special Referendum Election.

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that Resolution 07-57 be adopted.

VOTE: UNANIMOUS AYE

- g. **RESOLUTION 07-58:** Resolved that the Town Council Appoint Nicole Nickolan as Warden and Emmalee Reed and Tony Bennett as Deputy Wardens for the June 12, 2007 election.

Moved by **Councilor Gray** and seconded by **Councilor Hamel** that Resolution 07-58 be adopted.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Financial As Listed Below:

- A. Financial Reports as of 04/30/2007:
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
Reviewed Briefly by Town Manager
- B. Other Reports as of 04/30/2007:
Building and Plumbing Permit Reports
Library Report – Librarian’s and Library Trustees Minutes
Police Report
Self Explanatory – Not Reviewed

Brief Updates On:

- A. MDOT Biennial Capital Work Plan for Fiscal Years 2008-2009 (based upon State Budget approval and/or Referendum approval).

The Town was very fortunate to receive a number of the projects that we requested. We started filing the Biennial Transportation Request Forms in 2002. We have filed three rounds of them now and many projects have been approved. The projects include resurfacing, Safe Routes to School Project #2 for the Town, airport projects and bridge work. The

projects listed are subject to the final budget approval of MDOT and some projects are subject to the June referendum vote going forward. The Bridge project on Route #100 is the State's project submittal as the State is responsible for that bridge.

B. Grants Update:

Airport Grants: Update on Vegetation Plan/Permitting Grant; and update on Clearing Grant

L&W Conservation Fund: Stein Park Renovation Project

L&W Conservation Application: Swimming Pool

Update on Vegetation Plan/Permitting Grant: No change, all paperwork submitted to the State and Federal government, waiting for approval to proceed forward to sign the contract authorized by the Town Council in February, 2007.

I have made several more requests for the project to move forward. The Engineering firm, Wetlands Engineers and the Town are ready to proceed forward.

Update on Clearing Project: The Town just received word that we were approved for \$115,000 for the clearing project. The actual bids were high with the project coming in at over \$158,000. The \$115,000 was the actual original submittal several years ago. We will be talking to the engineers, MDOT and the FAA to determine how to proceed.

L&W Conservation Fund: Stein Park Renovation Project: Cianbro has noted that they will bring the excavator over shortly as the park has dried out enough, the electrical bids for the lights was awarded to Standard Electric of Bangor, the low bidder and the lights are to be delivered on or by June 15, if not sooner. The lights are like the ones in Fendler Park. Cianbro has volunteered its electrical program to do the wiring, which is greatly appreciated. The picnic tables are due in by May 25 and paving will be completed as soon as the sidewalk/walking path is completed. The Garden Club provided the names of all of the flowers and we have ordered name signs, which should be quite nice. Tree ID plaques were ordered and are in (display tonight). The Recreational Interpretative signing is in. We are working on the history of Stein Park for displays.

L&W Conservation Application: Swimming Pool: I had filed the request for an inspection and the pre-application by the April 30, 2007 deadline. The grant is over one-half done. The maximum is for \$25,000. Last evening at the Swimming Pool Meeting there was some discussion about the grant. At the end of the Committee, it was decided I will continue with the grant application. We will have more information from Kleinschmidt on costs. A local pool company Tapley Pools & Spas, Inc. is going to provide some pricing. The fundraising plan is underway and will be finalized at the next meeting of the Swimming Pool Committee on Tuesday, May 29, 2007 so I will know more at that time. To proceed with the grant application, we need to start acting upon motions and approvals at the first meeting in June.

8. **REPORTS:** Audience, Council

Audience: Sharon Mack would like to note the passing of Joyce Rae. She worked in the Town Office and painted some of the photos we have hanging at the Town Office.

Council:

Councilor Baker: Absent.

Councilor Hamel: Wanted to convey the deepest sympathy to the Wyman family. We lost a great citizen with the passing of Jasper Wyman. Also would like to see some kind of certificate with the name of people who donated to the Celebration Committee for flags and the flag recipient names hung in the Town Office.

Councilor Philbrick: Would like to see if it is possible to get a plaque made for Jasper Wyman. The Town will address this matter at the appropriate time.

Councilor Jordan: Would also like to echo the comments on Jasper Wyman. We had many great talks over the years and he was a very good man. He will be greatly missed.

Councilor Gray: Would like to echo the comments made by Councilor Jordan in regards to Jasper Wyman.

Deputy Mayor Fotter: Absent.

Mayor Nichols: Also wanted to echo the comments made regarding Jasper Wyman tonight. He was a World War II hero and a very smart man. He loved this Town. He was an icon in this Town. He will be sadly missed. Thank you to all the Town employees for all their hard work. Thank you to Mr. Gallagher for joining us tonight to discuss the school budget.

9. **ADJOURNMENT:**

Moved by **Councilor Gray** and seconded by **Councilor Philbrick** that the meeting be adjourned at 8:40 p.m. All in agreement.

Nicole Nickolan, Town Clerk