

# MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, May 20, 2008 at 7:30 pm in the Council Chambers.

**PRESENT:** COUNCILORS: Mayor Tim Nichols, Deputy Mayor Wayne Fotter, Gary Jordan, Jr., Donna Chale, Michael Cianchette and Louise Baker **ABSENT:** Michael Gray  
Also present were Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan.  
Audience members included: Donnie Hallenbeck, Eleanor Whitman, Una May Lord, Walter Reuter, Joel Elliot, Mike Lange

1. **Mayor Nichols** opened the meeting by leading the **Pledge of Allegiance**.
2. **Adoption of Minutes** of the Regular Meeting on May 6, 2008.

Moved by **Councilor Cianchette** and seconded by **Councilor Baker** that the Minutes of the Regular Meeting on May 6, 2008 be adopted.

**VOTE: UNANIMOUS AYE**

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

## **Presentation on Safe Routes to School Project:**

The Town Council had received copies of the preliminary plan that has been submitted to the MDOT. The preliminary plan was presented to the MDOT and we have received no changes. As of this date, the preliminary plan is the final plan unless there are comments this evening. Millett Associates is putting together the final plan and bid documents now and will make any changes that come out of this evening.

This is the Town's second Safe Routes to School Project. Two major schools service a majority of the elementary school population and the entire middle-school population. The school complex is located off busy arterial streets that are accessed through what one would call a residential subdivision through School and Henry Streets. Henry Street was renamed as part of the E-911 Addressing project last year so the entire school complex is located off School Street. This area is extremely congested from the beginning of the school day until the schools close in late afternoon. Athletic, extra-curricular activities and community gatherings increase the congestion during off-school hours including weekend activities.

The Town and SAD #53 were fortunate to receive a first Safe Routes to School Project in which a sidewalk was constructed along the former Henry Street from Warsaw School Gym to Hartland Avenue and a section of sidewalk was reconstructed and extended along School Street coming in from Somerset Avenue. This helped with the congestion by getting the children out of the road and the shoulder onto an actual sidewalk.

The new project that the Town and SAD #53 have been approved to go forward on this year focuses on the area between Warsaw and Vickery Schools. The proposed sidewalk

will be located in the center of the Warsaw and Vickery Schools Complex at the intersection of what used to be Henry Street and School Street. A cross walk will be painted from the edge of the new sidewalk at the Warsaw School Gym across the road to the new athletic fields. The sidewalk will follow the road next to the new athletic fields and playground to the paved area by Vickery School.

This is 476' of 5' wide sidewalk construction and 1 crosswalk. This will allow for continuous walking of students and adults in an area that is off the road and/pick-up/drop off areas. There will be an option for a curb in case the bid pricing will allow this. The sidewalk will have a 1' base of gravel and 2.5" of bituminous pavement.

Because this is a grant project, it is bid separately from the Town's other work and has a lot of additional federal and state requirements. If there are any questions or comments on the project, we can take them now.

**Business Certificates Welcoming several new businesses and/or major renovations in Town and Certificates of Thank You for Energy Forum keynote speaker, guest speakers and displays were announced.**

4. **PUBLIC HEARINGS/OLD BUSINESS:**
5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES:**

### **Town Manager's Report: Town Council Meeting of 05/20/2008:**

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

**2. Egg Festival Committee:** The Egg Festival Committee is geared up for a great event this year. Officers are Steve Craig, President & Chair; Lori Barker, Vice-President & Contact person; Eva Charity, Treasurer, and Tonja Metivier, Secretary. The Town's website has information on the website and for additional details as well as registration forms for the pageant and the marketplace, got to <http://eggfest.craftah.com/>

Information read on the Egg Festival.

**3. June Referendum:** One of the items in June will be the MSAD #53 Reorganization/Consolidation Referendum. The Referendum is scheduled for Tuesday, June 10, 2008 from 9:00 am – 8:00 pm in the Council Chambers. READ Article.

**4. New Recreation Director and Assistant Recreation Director:** Ronny Rollins is the new Recreation Director. Ronny lives in Town, graduated from MCI, has an Associates Degree in Recreation and a Bachelor of Science in Education. He has been a teacher at Warsaw since 1999. He also served as both the Recreation Director and Assistant Recreation Director when it was a small summer program back in the early 1990's. Over the years, he has coached and umpired for Pittsfield Recreation. Ronny had been assisting the volunteers set up the Recreation Department Spring programming prior to his application and hire by the Town.

Michael C. Susi is the new Assistant Recreation Director. Michael also lives in Town, went to school at MCI and has a degree in Education. He is in his first year as a teacher at Nokomis High School. Michael has coached at MCI, UMF, and Thomas College. He also has been a counselor/coach at Basketball camps and a counselor/mentor at a Recreation Center.

They are getting organized and we will hear some plans shortly.

**5. 2008 Property and Casualty Pool Stewardship Report:** MMA report read on the Town of Pittsfield benefits of \$3,285 for 2007-2008 coverage year.

**6. Sweeping Schedule:** The Town Sweeper has been out of commission twice for parts and should be up and running again this week. The part is supposed to be in on Wednesday. It is without brakes so we can not run it. So we ask for everyone's patience. Our highway equipment is very old and we are budgeting reserve funds to replace trucks for sanding and future plowing and for a sweeper. We are fortunate to have our own sweeper regardless of its age. Contracting sweeping is very expensive and towns have to wait for their place in the queue for the service. The sweeper should be up and running shortly.

**7. Next Pool Fundraiser:** There will be a Chicken Barbeque at the MCI Cafeteria on Saturday, June 21, 2008 from 5:00 p.m. – 6:30 p.m. so Mark Your Calendar. All proceeds to benefit the Paul E. Bertrand Community Pool Project. More details shortly.

**8. Public Foreclosure Sale Auction:** Notice read

**9. Regional Job Fair: Pittsfield Area:** This was definitely a big event for the region. In front of the Town Councilors and on the display table are copies of the employers and resource providers scheduled for the Job Fair as well as the positions recruiting for and a floor plan on manila paper.

We had 312 people seeking employment and approximately another 48 people who were the employer and resource provider representatives. There were more, but they got by us. The list of employers was really impressive. The list of positions recruiting for was equally impressive.

There were rave reviews. Compliments from many of the employers, several said it was the best Job Fair they had attended. People thanked us for holding it when they left.

The Bureau of Labor contacted us and thanked us for holding the event. This is not something that a Town usually does but we are in a high unemployment area, we did hold the GCS job fair to compete for the facility, SAS is closing and we wanted to get jobs for as many people as possible and it was just the right thing to do so that anyone who wanted to come could.

I would like to thank the Mayor Tim Nichols, Emmalee, our Administrative Assistant and Cammie, our Financial Clerk for all of his help at the event; the Career Center – Kathe Bolster; Women, Work and Community – Jean Dempster; Councilor Donna Chale for technical assistance at the school and photos; PW for lugging all of those tables and chairs; SAD #53 for the use of the facility; and everyone who worked on the event.

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

6. **NEW BUSINESS:**

- a. **ORDINANCE 08-12:** (To be set to public hearing 06/03/2008) That the Town Council hereby ordains to accept the payment of Eleanor B Whitman, respectively, including interest and lien costs, for the property at 224 Peltoma Avenue (Map 023, Lot 025), the Town having acquired said property as a result of automatic foreclosure of a 2001 sewer lien, recorded in the Somerset County Registry of Deeds on May 18, 2001, at Book 2796, Page 307, which matured on November 15, 2002; The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Eleanor B Whitman.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Cianchette** that Ordinance 08-12 be set to public hearing.

The Town Manager noted all back taxes have been paid on this property, which is excellent. This is the first step under the Town Charter. Therefore, the quit claim deed will be signed on 06/03/2008 and available 06/04/2008.

**VOTE: UNANIMOUS AYE**

- b. **RESOLUTION 08-66:** Resolved that the Town Council authorizes the Town Manager to execute a grant award from the Federal Aviation Administration and the Maine Department of Transportation for the Apron Reconstruction Design at the Pittsfield Municipal Airport under Airport Improvement Program (AIP) Project No. 3-23-0036-09-2008.

Moved by **Councilor Chale** and seconded by **Councilor Jordan** that Resolution 08-66 be adopted.

The Town Manager noted that great news was received from the Federal Aviation Administration – our grant for Design Work of the Apron, which is Phase I of a two Phase project has been approved.

This grant is especially important given the condition of the apron – it is imperative that we have this project move forward. There is no way to fix the apron – it needs total reconstruction. So we need to keep on schedule with the design work done this year and a grant application filed for 2009 for the actual reconstruction.

The Town Council had received a number of updates on this project on a regular basis. This grant project addresses the engineering design costs of the apron. The apron area is approximately 101,500 square feet and estimated to have been built in the 1940's – 1950's. There is less than one inch of pavement that is seriously broken up - literally hundreds of spots. The design of this project and the subsequent grant application to be filed for the reconstruction of the apron next year are crucial for the economic

development and vitality of the airport. The Airport Master Plan from the late 1990's recommended the replacement of the apron due to its condition.

The project's cost is \$96,000 of which \$91,200 or 95% is the federal grant and \$2,400 or 2.5% is the State grant. The Town is required to provide a match of 2.5% or \$2,400.

Once the Council acts, the Town Attorney will then process the paperwork as required by the Federal Government.

**VOTE: UNANIMOUS AYE**

- c. **RESOLUTION 08-67:** Resolved that the Town Council Authorize a transfer of expenditures from the Floral Trust Accounts to C. Jones Floral in the amount of \$1,720.

Moved by **Councilor Cianchette** and seconded by **Councilor Baker** that Resolution 08-67 be adopted.

**VOTE: UNANIMOUS AYE**

- d. **RESOLUTION 08-68:** Resolved that the Town Council accept the proposal of S & G Construction of Detroit, Maine in an amount to not exceed \$ 7,300.00 for the 2008 Asphalt Paving – Swimming Pool Lot and Walkways for the Pittsfield Pool Renovation - Essential Components, Project #23-00803 and authorize the Town Manager to execute a contract for same upon approval of the Department of Conservation.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Jordan** that Resolution 08-68 be adopted.

The Town Manager noted it has come to our attention that there is another area that the Town needs to pave that is on the school property – that was not issued as part of this grant as the grant funds can only be utilized on town property. We will take care of that as a separate expenditure from the pool fund if we need to do this.

**VOTE: UNANIMOUS AYE**

- e. **RESOLUTION 08-69:** Resolved that the Town Council accept the proposal of Security Fence Company of Pittsfield, Maine in an amount to not exceed \$ 9,750.00 for the 2008 Security Fencing for the Pittsfield Pool Renovation - Essential Components, Project #23-00803 and authorize the Town Manager to execute a contract for same upon approval of the Department of Conservation.

Moved by **Councilor Cianchette** and seconded by **Councilor Jordan** that Resolution 08-69 be adopted.

The Town Manager noted this is a very experienced company and a good price overall. The pricing for the fencing is higher than anticipated as a second larger gate was added.

**VOTE: UNANIMOUS AYE**

- f. **RESOLUTION 08-70:** Resolved that the Town Council accept the proposal of Tom Chadwick, Inc. of Pittsfield, Maine in an amount to not exceed \$ 6,995.00 for the 2008 Security Lighting for the Pittsfield Pool Renovation - Essential Components, Project #23-00803 and authorize the Town Manager to execute a contract for same upon approval of the Department of Conservation.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Cianchette** that Resolution 08-70 be adopted.

**VOTE: UNANIMOUS AYE**

- g. **RESOLUTION 08-71:** Resolved that the Town Council accept the proposal of \_\_\_\_\_ of \_\_\_\_\_ in an amount to not exceed \$ \_\_\_\_\_ for the 2008 Picnic Tables for the Pittsfield Pool Renovation - Essential Components, Project #23-00803 and authorize the Town Manager to execute a contract for same upon approval of the Department of Conservation.

**This Resolution was listed on the agenda; however, bids were not received on time. The reading of the Resolution can be skipped. As the reading was skipped, this item was passed over. No action taken.**

- h. **RESOLUTION 08-72:** Resolved that the Town Council authorize the Town Manager to Execute the Agreement between the Maine Department of Transportation and the Town of Pittsfield regarding a stormwater drainage connection for the Summer Street and Court stormwater drainage system as revised.

Moved by **Councilor Chale** and seconded by **Councilor Cianchette** that Resolution 08-72 be adopted.

The Town Manager noted at the last Council Meeting, we approved a version of the Stormwater Drainage Connection Agreement that we did not particularly like, however, it was acceptable to the Town Attorney and the insurance company. Both felt that there was sufficient language to protect the Town. So we went to send this in and then received a new version with many changes from MDOT. This one is changed in substance so it needs to come back to the Council.

The Town Attorney is concerned with it, as well as the Town's Engineering Consultant, Highway Foreman, Water/Sewer Superintendent, and Town Manager. Two issues – the Town would be assuming all liability basically for anything in writing and the Town can not hook up any residences to the stormdrain. I have requested changes and heard nothing to date. This version is not workable and I would doubt that the Town Council would want to assume liability for anything that happens.

So we have gone on site again. Obviously if we can not hook to the stormwater drain, we will have to disburse the water in other directions. It can be done, it will be more expensive and require a few culverts down by the Peltoma end with a ditch or a curb.

This is not ideal, but it can be done so that we can complete this new sewer line and separation program for that neighborhood.

I was advised that sewer projects were very difficult in this town and that is why we do not do them. This is an obstacle that we have not seen before in all of the years we have worked for and with Towns.

If we can have the first agreement or one close to it, we can sign it. If the agreement is so changed in substance as this one is, it is recommended we do not sign it.

**VOTE: UNANIMOUS NAY  
MOTION FAILED**

- i. RESOLUTION 08-73:* Resolved that the Town Council Sign the Warrant and Notice of Election to Call the Maine School Administrative District No. 53 Reorganization/Consolidation Referendum to be voted on June 10, 2008.

Moved by **Councilor Cianchette** and seconded by **Councilor Baker** that Resolution 08-73 be adopted.

**VOTE: UNANIMOUS AYE**

- j. RESOLUTION 08-74:* Resolved that the Town Council Appoint Nicole Nickolan as Warden and Emmalee Reed and Cammie Jemery as Deputy Wardens for the June 10, 2008 election.

Moved by **Councilor Cianchette** and seconded by **Deputy Mayor Fotter** that Resolution 08-74 be adopted.

**VOTE: UNANIMOUS AYE**

- k. RESOLUTION 08-75:* Resolved that the Town Council Approve the after 4:00 PM opening of the absentee ballots for the June 10, 2008 Maine School Administrative District No. 53 Reorganization/Consolidation Referendum.

Moved by **Councilor Cianchette** and seconded by **Councilor Baker** that Resolution 08-75 be adopted.

**VOTE: UNANIMOUS AYE**

## 7. **DISCUSSION ITEMS:**

Financial As Listed Below:

- A. Financial Reports as of 04/30/2008:  
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  
Personal Property Tax Report  
Real Estate Property Tax Collection  
**Briefly reviewed by Town Manager**

- B. Other Reports as of 04/30/2008:  
Building and Plumbing Permit Reports  
Library Report – Librarian's and Library Trustees Minutes  
Police Report  
**Self-explanatory – not reviewed**

The Town Manager noted that anyone wishing to carpool to the Regional meeting tomorrow at Madison could meet in the Warsaw School parking lot at 5:10 pm.

**Update on Swimming Pool:** Last year Councilors were advised of a large donation that was expected for the pool facility. That may not happen. It appears at this time the Town will be building a new Bathhouse/Restrooms. The building schedule for the pool construction project was discussed briefly.

**Update on Highway Department Storage Building:** The Highway Department wants to build a storage building with the monies left over from the salt shed project. There is a clutter problem that needs to be resolved in the Highway Garage. The Highway Department feels that since they are building the storage building themselves, they will be able to build a facility that fits into the funding left over. The Planning Board and DEP have both approved the project.

8. **REPORTS:** Audience, Council

**Audience:** Donnie Hallenbeck mentioned that the existing slab for the pool building is not from the 1950's, but approximately late 1960's or early 1970's. The long building in the park near the maintenance building is the original pool building. The existing Town Garage is actually a pre-fabricated building. The original Town Garage was destroyed in a fire. Also mentioned that the Airport used to be a fairground and racetrack. There is a picture of it at the Historical Society.

**Council:**

**Councilor Baker:** Wanted to mention she read an article in the Morning Sentinel and the Rolling Thunder that mentioned that Steve Philbrick and Mr. Shaw of Eagle Electric donated homing devices to the hospital in Town for the ambulances. She commends them and wish more young people would follow their example. She challenges any people here in Town with businesses to help us get things done at the pool.

**Councilor Cianchette:** Wanted to thank the audience for showing up. Councilor Cianchette stated he feels Mr. Rollins is a good choice for a recreation director. Also mentioned the next Neighborhood Watch meeting will be June 2, 2008.

**Councilor Chale:** Wanted to commend everyone involved in the Energy Forum and Job Fair. Councilor Chale mentioned how nice it is to see all the flowers that are planted by the Garden Club in Town after the long winter. Also mentioned she is delighted to hear the sweeper is being fixed, as this is the most common complaint she receives.

**Councilor Jordan:** Wanted to thank Kathryn and the Highway Department for installing steel posts at the base entrance of the Pinnacle's driveway. They will help prevent vehicles from going up the driveway and driving on the slope and tearing it up. There will also be flags put up to deter four-wheelers as well. Sunday was the first cutting of underbrush. This is the first attempt at cutting some new trails.

**Councilor Gray:** Absent

**Deputy Mayor Fotter:** Wanted to say that the newly painted crosswalks look great. They are much more visible this year with the thicker lines. Also mentioned that he is eager to see the flags go back up on Main Street and Somerset Avenue.

**Mayor Nichols:** Wanted to thank Walter Reuter for volunteering to be on the Planning Board. It is nice to see Eleanor in the audience. Mentioned that the Energy Forum was very informative. It was a small turnout as there was a lot of competition in Town that night, but the people that did attend took away some great information. Wanted to thank Kathryn, the girls in the Town Office and the Highway Department for all their hard work on the Job Fair. It was an excellent event. Congratulations to the new businesses in Town. Thank you to the News Reporters for attending the meeting tonight. In closing wanted to mention last week Rusty Haynes passed away. He was a great character. He had a big heart and was very involved in our community. He will be greatly missed and thoughts and prayers go out to his family.

9. **ADJOURNMENT:**

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

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Nicole Nickolan, Town Clerk