

# MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, May 1, 2018 at 6:30 PM in the Council Chambers.

**PRESENT:** COUNCILORS: Mayor Michael Cianchette, Heather Donahue, Matthew Bolster, Caleb Curtis and Deputy Mayor Robert Stackhouse **ABSENT:** Timothy Nichols and Howard Margolskee. Also present: Town Manager Kathryn Ruth and Finance Clerk Karen Baker. Audience members included Jan Laux, Scott Strom, Peter Logiodice, Ron Watson, Peter G. Vigue, Marie Manning, Ed Porter, Mike Gray, Jim Cianchette, Anne Matthews and Don Hallenbeck.

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 April 17, 2018.

Moved by **Councilor Donahue** and seconded by **Councilor Curtis** that the minutes of the meeting held on April 17, 2018 be adopted.

**VOTE: UNANIMOUS AYE**

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

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

##### **Events scheduled:**

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

Read the list of businesses and resource providers signed up for the event which is astronomical. Any ideas for free advertising would be greatly appreciated as funds were tight for organizations this year so we are carrying the cost of advertising after one advertising grant was received.

Sebec Valley Chamber of Commerce and Town of Pittsfield Business Networking Breakfast on Tuesday, 05/22/2018 from 7:00 am – 9:00 am in the Pittsfield Municipal Building Council Chambers – Networking and Resources – Door open by 6:30 am for setup

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

Read the Egg Festival list of events that are lining up. The complete list of activities will be available by the end of May 2018.

##### **Updates:**

**Report from the Pittsfield Economic Expansion Corporation (PEEC):** Mike Gray, Director, provided a report of PEEC's focuses for 2018. He reported that the Town is working with local businesses and that they have a few leads, but nothing concrete. There are some interesting local

projects taking place that the Town Manager has been involved with. The lead generation did not result in the businesses that were promised and he had even gone up to Canada to meet with the company. That project is over. PEEC has some very good projects for the future which includes working with companies for cable/internet/phone services for the Industrial Park; acquiring land along the I-95 Corridor; and promoting and supporting the local projects underway for microbreweries and a potential events center. MCI will be re-focusing on its campus development which is directly impacted by the MDOT Main Street project in front of their property which ties in with our sidewalk project. It is important to note that we only have a couple of lots available in the Industrial Park Expansion so we need to look at acquiring more property. PEEC would like to assist with the development of the Cedar Mill Property as the property is getting cleared out.

**Report on the Summer Concert Series:** Jan Laux, Volunteer, provided a report on the Hathorn Park Summer Concert Series for 2018 and passed out a flyer.

The last item to mention this evening is the New Ventures Update: Several free on-line courses are available to help people start businesses and to set financial goals. The Town Manager read the Notice.

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

**A. General:**

Two projects involving building/s are under review. One requires state and federal permits for renovations to a building that is currently unoccupied. The other project would be in the future involving 1-2 Industrial Park Expansion lots for the construction of a new building.

In addition, 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. We have received inquiries about industrial park buildings owned by the Town and have provided information on the GE Building that is now available. Other inquiries have been received regarding the available industrial park lots. Most inquiries received this summer and fall for industrial park lots need much larger parcels, therefore, we have provided information on private sector opportunities.

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.

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. The Developer has advised this week that he has the entire building rented out for cold storage for the winter, however, would like to have a permanent business in the facility in 2018. We discussed a number of opportunities with the developer. The property is currently being utilized for cold storage by TAC, LLC.

**Bangor Savings Bank** plans to move into the former TD Bank location in 2018. The estimated opening date is in early July 2018. Contractors have been working in the building for several weeks.

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 foundation is in and the building has begun. As of April 25, 2018, the timbers for the roof were up.

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 volunteers ready to work on the project once the State of Maine starts working on it.

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 federal action.

**2. Former Sebasticook 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 (KRDA) Marketing Committee Meeting on Friday, April 20, 2018 at 2:00 pm at the FirstPark Office in Oakland

Theatre Committee Meeting on Wednesday, April 25, 2018 at 6:00 pm

Kennebec Regional Development Authority (KRDA) Executive Committee Meeting on Thursday, April 26, 2018 at 5:00 pm

**Upcoming Meetings:**

Bicentennial Committee Meeting on Wednesday, May 02, 2018 at 6:00 pm at the Library

Sebasticook Valley Chamber of Commerce Board of Directors Meeting on Thursday, May 03, 2018 at 5:00 pm at the SVCC Office in Palmyra

Kennebec Valley Council of Governments (KVCOG) Comprehensive Economic Development Strategy (CEDS) Meeting on Tuesday, May 08, 2018 at 11:30 am at the KVCOG Office in Fairfield

Central Maine Egg Festival Committee Meeting on Thursday, May 10, 2018 at 6:30 pm

HealthySV Coalition Meeting on Wednesday, May 16, 2018 at 9:00 am

Kennebec Valley Council of Governments (KVCOG) Board of Directors Meeting on Tuesday, May 22, 2018 at 9:30 am at the KVCOG Office in Fairfield

Kennebec Regional Development Authority (KRDA) Executive Committee Meeting or General Assembly on Thursday, May 24 or Thursday, May 31, 2018 at 5:00 pm at the FirstPark Office or T-Mobile in Oakland.

Theatre Committee Meeting on Wednesday, May 30, 2018 at 6:00 pm

4. **PUBLIC HEARINGS/OLD BUSINESS: NONE**

5. **REPORTS:**

**A. COUNCIL COMMITTEES: FINANCE, ORDINANCE & RECYCLING: NO REPORT**

**B. BOARD AND COMMITTEE UPDATES BY TOWN COUNCILORS AND MANAGER**

**Bicentennial Committee:** The next meeting is May 2 at 6 pm and will focus on the activities to be included in the Celebration.

**Ad Hoc Committee:** Heather stated that she and Howard sent an e-mail with alternatives and received back the responses. There was no consensus. She reported that SVTV does not exist like it used to. She and Howard recommend that we renegotiate with CMMA. Marie Manning holds the job of negotiating so she would still be involved. Heather Donahue wanted to make a motion to waive the rules to allow members of the audience to participate in this discussion this evening. The Mayor said that we could upon the resolution discussion. The Town Manager asked if she and Howard had received a different recommendation from each Councilor. Heather responded yes as she and Howard were the only Councilors that agreed. One wanted to wait until the budget. She does not think that is a good idea as we will need all the negotiations with Marie Manning completed prior to that so we can determine the impact on the town budget. Second, one wanted to utilize the franchise fees, to save some and put some toward the general fund. Heather asked how old the cable contract is. The Town Manger advised that the Town tried three times to negotiate with the companies, however, our existing contract was better than the contract drafts offered. She believes it is 1994. Heather stated that a lot of these have widespread web base. How stable are the cable funds due to the variety of ways people can access programming now? SVTV can apply for grants and other funds but nothing can happen unless we grant a valid contract. There is no cable at the library. CMMA has the ability to allow access. We need to tell the cable company that we will allow CMMA to access our station.

**Councilor Donahue** made a motion to waive the rules to allow people in the audience to speak, seconded by **Councilor Curtis**,

**VOTE: UNANIMOUS AYE**

Mayor Cianchette requested that the public limit its input to pertinent points.

Marie Manning thanked Heather Donahue for allowing this process. It is not just cable now. This has become media and technology. CMMA can teach the public how to make videos. If the Council is not going to support this, then it needs to stop double taking subscribing money meant to go towards sustaining programming. If allowed, the residents would have this station. She feels she is road blocked. Please reach out with your questions. The Town decided to discontinue funding. She can not ask businesses to contribute because the Town Manager will not allow her to use the cable station. Marie Manning read a letter from the Farmington Town Manager stating that the Blue Hill Cable group did a good job. Marie Manning stated that they give the cable group their entire cable franchise fee of over \$40,000.

Ron Watson represents SVTV. He is happy to see a discussion on this subject. It is vital for everyone to have this station. He urged the Council to support this.

The Town Manager read the letter from the Town Council to SVTV which indicated that in order to deal with SVTV in the future that it needed to be incorporated. The Town Manager advised that at this point no one is authorized to run the cable station. As people can see there are many opinions on cable programming and once the Council make a decision to sign a contract with an entity, the cable company will be notified of this decision. At this point, a decision has not been made about who the Town would sign with, so the cable company has not been notified of who will run the station.

**Leading Up to the Bicentennial:** At one of the first Bicentennial Committee meetings we talked about having some sort of cleanup projects leading up to the Bicentennial. This was talked about early on and then the idea disappeared as so much was going on. It could be called CELEBRATE Pittsfield.... Bicentennial 2019 or a similar type positive name. Projects could be promoted with organizations volunteering to clean up an area or item as well as citizens cleaning up their properties for a grand prize. This could all lead to MAKE A DIFFERENCE DAY. Tim Nichols used to be in charge of that day for the Recycling Committee. In fact, if enough committees and organizations were involved, projects could be planned leading up to the actual Bicentennial. It could all lead to MAKE A DIFFERENCE DAY in October. In fact, if enough committees and organizations were involved, projects could be planned leading up to the actual Bicentennial. We could even have a Town Picnic or an outside community event. The Town Manager advised that she will bring this idea up tomorrow night at the Bicentennial Committee Meeting but wanted to let the Town Council know as it will involve the Town's Committees.

**Theatre Committee Update:** In addition to Theatre Committee members we had a number of guests who wish to assist the Theatre and volunteer for projects. The meeting focused upon the Committee's Fundraising Dinner – A Spaghetti Dinner on May 5, 2018. The menu was reviewed again as well as the donations and the items to be purchased. A number of sponsors were announced for the dinner. Sponsors as of April 25, 2018 were Bud's Shop 'n Save; Northeast Planning and the Seabasticook Valley Federal Credit Union. Vittles is sponsoring the spaghetti sauce donating 10 gallons to feed 150 people. Dave Welch and his family are sponsoring the event with a number of food donations including the spaghetti and 3 vegetables for salad to feed 150 people. We expect to have several other donations including Shaws. Last but not least, the Seabasticook Valley Elks is donating the use of their hall on the afternoon/evening of Saturday, May 5, 2018. The dinner will be 4:30 pm – 6:30 pm. There will be a 50-50. The Theatre was interviewed as part of JMG's JOY grant process. The Town has been fortunate to have received several of these grants which are chosen by the students. So we are competing for grant funding for the theatre. The Theatre is excited to announce that MCI will hold its Jazz Concert on Tuesday night, May 8 at 7 pm. A Movie night will be sponsored by a local business coming up soon, however, the business and theatre will announce this that evening.

## **C. TOWN MANAGER'S REPORT**

### **Town Manager's Report: Town Council Meeting of 05/01/2018:**

**1. Council Chambers has Wi-Fi:** The Town did not have the funds necessary for the last quote

received for Wi-Fi for the Council Chambers from providers. Thanks to the efforts of Vaughan Woodruff, the Council Chambers now has Wi-Fi for free as he set it up over the Town's electrical system. For those Councilors and Planning Board members that want to utilize the internet to research items and communicate with their constituents during meetings, the Wi-Fi is available at the network of Council Chambers with a password of Pittsfield has 1's instead of I's = P1ttsf1eld.

**2. The 2018 budget process and Highway Expenditures:** The 2018 budget process concluded in December 2017 after review of the Town's \$21,253,540 Capital Improvement Plan. That Capital Improvement Budget Review contained many projects that were not placed on the Capital Improvement Plan by the Town Council due to the extensive cost and the effect on the taxpayers.

The Capital Improvement Plan includes documents depicting the Town's many loans which comprise our debt service.

Highway projects which were discussed in the Book but not approved as of yet for implementation are as follows:

| Road Construction:              | Cost Figures To Be Updated |
|---------------------------------|----------------------------|
| Webb Road                       | \$489,158                  |
| Snakeroot past Taylor           | \$113,467                  |
| Snakeroot Hill                  | \$ 60,196                  |
| Powers to Pooler                | \$191,661                  |
| Beans Corner                    | \$ 37,029                  |
| Johnson Flats (shared)          | \$112,600                  |
| Gravel Roads Built Up and Paved |                            |
| Grant Road                      | \$ 21,500                  |
| Sibley Pond Road                | \$320,388                  |
| Wilson Road                     | \$130,200                  |
| Hussey Road                     | \$180,900                  |
| Taylor Road                     | \$117,250                  |
| Armstrong Road                  | \$ 21,830                  |
| Transfer Station Road           | \$ 25,300                  |
| Noble Court                     | \$ 7,956                   |
| Union Street                    | \$ 44,034                  |
| Plus 10% contingency            | \$ 85,886                  |
| Total:                          | \$1,959,355                |

The Capital Improvement Plan Budget Section also included the cost to pave all Town roads with a medium shim and overlay. The cost was \$4,205,605. In the 1990's, the Town was on a 40-year paving plan which meant that every road in Town was repaved in 40 years. In the early 2000's, we increased the paving budget. If the Town budgeted \$125,000 per year like we used to for paving roads, it was taking 21 years to complete all roads in the early to mid-2000's as the paving cost was low. With the increase in paving costs, using \$125,000 per year would allow the Town to pave everything in 34-35 years. Now, with lower revenues and the legislative change to personal property, we are only paving in the years that we are not making loan payments. Since the Town Council's policy was to try to not affect the tax rate substantially, paving was not included in the

budget.

While these are older cost projections, the newer ones will likely be more. To do the work that we would like, will cost more than \$6 million dollars. The Town's annual budget is a bit over \$2 million dollars for operational costs and includes \$105,000 of capital improvement funding for 14 departments.

This is why the Town Council policy has not included substantial road work each year. Obviously, the roads have significantly deteriorated especially during the last two winters and it will be interesting to see how this will be addressed as a policy decision is developed by the Town Council to basically float a bond.

**3. Paving Program & Major Road Repairs:** I had assisted John Dickson, former Highway Foreman, with the paving when we used to have paving every year (and at the time, we just did not realize what a luxury that really was). I am consolidating all of the information on exactly where the paving took place up the last few years when we have not been able to afford paving. This information will be very helpful for the Public Works Foreman when he goes out to evaluate each of the roads. We have purchased a road management system from the State Local Roads Program. The road information is inputted, the roads are evaluated and then calculations can be made specific to each road which determines its ranking and the cost to fix the road.

While the Public Works Foreman is away this summer, we might be able to input some of the information excluding the inspections.

**4. Owners of Personal Property Used in a Business:** In accordance with Title 36, Section 705 of the State Statutes, the Tax Assessor is requesting a list of business equipment as of April 1, 2018. Notices went out to all known business owners from the Tax Assessor. While the amount and type of Personal Property that the Town can tax is less in accordance with the phasing out of personal property by the State Legislature, it is still important to send the notices to the businesses for an accurate listing of property.

We encourage all business owners to file their business equipment lists so that they are taxed on the correct list of equipment. These lists need to be filed as soon as possible as we are now over the requested deadline.

**5. Tax Acquired Property:** The Town no longer has very much tax acquired property. When I arrived in the early 2000's, we determined that the Town had 51 tax acquired properties. In reviewing the town policies, regulations and Code Book, as well as the Maine Municipal Association's guide regarding taxes, the following is the procedure utilized by the Town.

1. Property forecloses by an automatic process under the Law;
2. Prior to the foreclosure, the Town contacts the property owner several times in addition to the process listed in the state law and the town regulations as we do not want to own the property of our citizens and property owners. If after numerous contacts and offers to assist with a tax payment plan in accordance with the law, the property forecloses, then the Town will own the property.
3. As the properties foreclosure in November – December of each year, the properties are not put out to tax acquired bid at the time of the holidays as people are normally focused on other activities

at that time and we do not obtain many bids. The best time to bid property is later winter so that the bids are due in early Spring of the next year. If there is a property with extensive liability on it, we would bid it out sooner as to reduce the Town's liability. We can either file a form at the Registry of Deeds to stop the automatic foreclosure if this is a large problem or we simply work on the TAP bid immediately to try to transfer the property as soon as possible.

4. At the time of the foreclosure, the Assessor and the Code Enforcement Officer are requested to review the property. If we know it will foreclosure, we start prior to when the Town will own the property. After careful review of the property and any encumbrances upon the property, the Assessor places a value upon the property which is the lowest bid that the Town will accept so we have a starting point. This is done after consultation with the Code Enforcement Officer regarding the zoning on the property, if it is a grandfathered lot, any outstanding code issues and whether it can be built upon. As the Town knows, this is first place that prospective bidders go is to see if a building permit can be issued for the project he/she is interested in the property for purchase. It is also done in consultation with the Tax Collector as all taxes, tax liens, costs and interest must be paid off when property is sold.

5. The required redemption period under the town's regulations takes place with notices to the parties. If it is redeemed, the property is not sold.

6. The staff compiles the TAP Sale Notice for the Council's review and approval.

7. The property is put out to bid with 3 notices in accordance with the Town's timeframe in the regulations.

8. In the rare occasion that we have a livable home, there is an advertised site visit.

9. Sealed bids with deposits are received by the due date of the bid and a formal opening of the bids is conducted by a staff member with another staff member as witness.

10. The bids are reviewed to make sure they are valid and the high bidder is identified. The high bidder is notified of the Town Council meeting for consideration of the bid. If there are other valid bids that are reasonable, these bidders are also notified. If the bid is above the minimum bid amount that is set, the staff recommends the sale. If not, there is a review of the budget to see how the taxes will be paid off. If it is close, it will work. If not, it has been rejected.

11. An agenda item is submitted by staff for the acceptance or rejection of the bid. Part of the process is an explanation of the potential use of the property.

12. The bidder has a defined period of time to provide the remainder of the bid (minus the amount of the deposit). Once the funds are provided by certified or bank check or money order.

13. Once the funds are received, the property is scheduled for the next agenda to set the sale to public hearing on an ordinance. This is a requirement of the Town Charter as all sales of property must be by ordinance.

14. The public hearing is held and then after consideration, the Town Council approves the ordinance so that the property can be sold to the bidder.

15. A deed is processed as well as sales tax form and other paperwork. The Town applies the payment received to the outstanding taxes, outstanding tax liens, outstanding interest and outstanding costs. If there is a surplus, the remainder is credited to the Revenue Account – Town Property Sales. If there is a deficit, the amount is charged to a town budget account – Property Taxes Write Off.

Having a step by step process works well because the process must be in accordance the law and be a fair and equitable process. The Town is acquiring other people's property and must handle those properties properly and carefully so that there is no appearance of impropriety. In addition, sometimes elected officials, board and committee members and town staff will bid on properties so the process must be at arm's length. Having a set process assists with impressions and perceptions and keeps the transitions at arm's length.

In 30 days after the Ordinance is passed, the property technically becomes the new owner's property.

**6. Recycling Program Handouts:** As the Town enters the higher cost requirements for waste disposal, we have created a new handout to encourage recycling. The Recycling Program waste disposal cost will be increasing from \$48.00/ton to \$62.00/ton. This is an increase of \$14.00/ton or 29.2%. The Town was able to obtain the \$62.00/ton cost by switching from the Penobscot Energy Recovery Company (PERC) to the Crossroads Landfill in Norridgewock. We had been able to amend our agreement with the Landfill to add waste disposal. Other communities are paying over \$80.00/ton. It is imperative that we recycle more. The funds approved to be utilized from the Recycling Reserve are already saving the Town money. We have two of the old containers repaired so they can be utilized longer. More will go in for repair.

The glass crusher has been ordered after the Recycling/Transfer Station Coordinator We are now working on the glass crusher and finding that there are very few companies that sell this type of unit and the company with best unit for our facility for the best deal wants payment in advance. The Town never does this so we are working with the company to see if this requirement can be waived.

An agreement with PERC will be coming before the Town Council at their next meeting to address bulky items, oversized items, tires and Construction & Demolition Debris which were too high at the Crossroads Landfill. PERC has agreed to take those items for \$75.00/ton.

The new Recycling Program handouts are very popular. They have a brief history of the program, the issue at hand which is the cost increase, current savings from the program, the amount of recycling, recycling fun facts to engage people and the recycling tips for handling materials. I was able to create those with the staff's great assistance in making my writing come to life with artwork and nice formatting.

**7. Trash To Treasure Re-Use Center is now open for the Summer-early Fall:** The Trash to Treasure Re-Use Center will open for the season on Saturday, April 28, 2018. We are hoping that the yard dries up by then after all of the bizarre weather this year.. The Re-Use Center is located in the former Veterans of Foreign Wars Building opposite the Transfer/ Recycling Center. The facility is open Saturdays from 10:00 am – 4:00 pm. Those who have completed their yard sales and have items left over that they do not want to take back to their homes might consider donating the clothing to Pennywise and the other items to the Re-Use Center. The Town has a comprehensive list of items that can be donated at the facility available at the Town Office.

**8. Brush Pile is now open for the Year:** It has been exciting at the Transfer Station as the brush pile is highly popular at this time of year. Property is still pretty wet so some people can not get into areas for cleanup.

**9. Main Street Streetlights, Traffic Lights and Municipal Parking Lot Lights:** After getting the traffic lights on as well as the downtown parking lot lights, the streetlight lights remained off. The Public Works Foreman worked with the volunteer efforts of Cianbro's Electrical Division with two Electricians to get the streetlight back on. A new segregated panel was installed to replace the original panel that sparked. We appreciate Cianbro's efforts and those of the Public Works Department. Now, if one item blows out, the others will not do so as the streetlights, traffic lights and downtown parking lots are separated in the electrical setup..

The lens on all of the downtown Parking Lot lights were cleaned. The Industrial Park Sign lights were scheduled to be fixed based upon Cianbro's and the Public Works Department' schedules including the time for the new light bulbs to come in. Due to the cost, we switched over to LED lights which were less expensive.

History:

Public Works thought that the parking lot lights were fixed, however, when I attended the Theatre Committee Meeting last week, there were alas, no parking lot lights. One parking lot light is now on, however, the others will not come on so the Public Works Department is renting a lift to check out all of the photo cells in the parking lot lights that might have all blown out when the system went down. Public Works plans to fix the Industrial Park Sign lights at the same time and anything else we can think of that needs a lift. The lift was utilized today and the problem was not found so we have eliminated more items. The PW Foreman now believes that a neutral has blown.

The Main Street Streetlights are much more complex as the conduit boxes were unfrozen and cleaned out, however, the entire conduit has to be dried out so this will take time. The conduit is very small so we cannot get a camera down it to see where there is a problem. Each streetlight will have to be examined until the problem is located. The electrical conduit has been in place since 1976. We only needed 1.5 more years until next summer/fall when the Main Street project was started.

**10 Mosher Bridge and Sebasticook Street Culverts Project:** The bid specs are completed by the engineering firm and going out to bid this week. The deadline for the bids to be received is TBA. The bid has been set up so that the Town can accept or reject any and all bids with the ability to accept a proposal on one or both of the projects.

As a reminder, the projects are the repair of the Sebasticook Street Large Culverts and the repair of the abutments on the Mosher Bridge on Crawford Road.

History:

As reported at the last meeting, the Public Works Foreman has been able to review the large book of repair requirements for the bridge/culvert projects. I had put this on the agenda last year for approval to go out to bid once the bid documents were approved. Steve has just reviewed and approved the bid documents. We have requested that the engineering firm get the project in gear so

that it can be put out to bid and advertised. These projects need repair and are failing, but they are not in dangerous condition. Therefore, if repaired now while they are still in fair condition, the Town will come out ahead. The Mosher Bridge is on the Crawford Road. The Seabasticook double culverts are on Seabasticook Street. The bridge will have abutment work completed while the culverts will be lined. If the project is put out to bid now and bids are due in late Spring/early Summer 2018, then the project would realistically take place when the water levels are lower in July-August of this year if the bids come in within budget. If there are any funds remaining in the loan after the projects are completed, we can purchase large culverts for highway projects for 2019.

The Engineering firm is putting the finishing touches on the bid specifications as we have asked that the bid be restructured so that each can be bid separately or combined. It will also be structured in a manner that will allow us to award or not award combined or separately as we see fit. He said that he will have this completed by beginning of next week.

At the same time, we just received the bridge inspection report for the Seabasticook Street culverts. We did not receive the inspections of the other bridges/culverts.

**11. George Street Water Main/Valve Project:** On Thursday, May 3, 2018, the Pittsfield Water Works will be completing some work on the George and Elm Street Water Main/Valves. This will require the water to be shut off to ALL of George Street, Morrill Street, Elm Street and South Street as well as portions of Hartland Avenue, Somerset Avenue and School Street. As the water will be off for a period of time for work to be completed to the main and valve, this interruption of service will require a Boil Water Order. The Water/Sewer Department tried to hydro excavate a second valve at the Elm Street and George Street intersection that would have minimized the impact area for this project to just a couple of streets. Because of ground instability, this project has to be shut down for safety reasons. The excavated area was filled with stone and addressed with traffic cones to keep people from driving over the unstable area. The water main/valve project is planned to be a one day event. Both of the valves will be fixed. This week, the erosion problem at the culverts and road stability issue are also planned to be addressed with the Public Works Department.

**12. Highway Purchases:** The Public Works Foreman has a number of purchases coming up in the future:

An All American Disc that hooks onto the end of the grader blade to dig out ditches and can be used on both gravel and tar roads. This would help make the sides of the roads lower than the road and extend the lifespan of the pavement or gravel resurfacing.

New Sidewalk Plow – as there are major repairs coming up for the two sidewalk plows so he will be in later this year for the purchase of a newer plow that can more properly address having 3 or more major storms over 12”. With the last couple of winters especially the 2017-2018 strange winter, a larger sidewalk plow would definitely help. There were too many storms too close together that led to too much accumulation that froze and then the sidewalks could not be easily cleaned. Interestingly enough, the sidewalk plow cut through some areas that were higher and deeper but could not get through other areas where there was less snow. It may also have something to do with how the snow was plowed back in addition to the width of the road. But with these types of storms and the age of the sidewalk plows requiring hefty repairs, a new sidewalk plow is the answer.

Some Plow trucks, etc. to take over a plowing route.

**13. Request for Qualifications/Experience Statements for Airport Planning and Engineering Services:**

This Request for Qualifications for Engineering Services was discussed at the last Council Meeting. The requests are due on Friday, May 4, 2018 at 2:00 pm.

Once the proposals are received, the Airport Committee will be reviewing the proposals and making a recommendation to the Town Council for Engineering Services. This will take place in May – June, 2018.

History:

MDOT advised that it was time to issue a Request for Qualifications for Airport Planning and Engineering. Projects that the Town would be looking at which are listed on the approved Capital Improvement Plan are:

Design, Permitting and Construction of an 8 Bay Nested T-Hangar  
Seal Coat and Pavement Markings

Hopefully we can work some snowplow equipment into this, but right now, a package of items must be ordered when the State goes out to bid rather than just items such as a wing, etc.

The requests are due on Friday, May 4, 2018 at 2:00 pm.

The RFQ is posted on the State's website, town's website and was forwarded to 44 airport consultants authorized to do business in the State of Maine on MDOT and FAA approved projects.

This is for the grant program in which the Town pays 5% of the cost of the grant project with MDOT paying 5% and the federal government 95%. The percentages have changed over the years as once in a while the State was unable to pay their 5% and the FAA used to pay 95%, but right now it is 5-5-90%, Town, State and Federal in that order.

**14. Municipal Building Electricity and Heating Costs:** The budget for the first year that we have full available costs for is 2003. The electricity budget for 2003 was \$13,470. The 2018 budget is \$9,677. This is a decrease of -\$3,793 or -28.2% for 15 years later. The fuel budget for 2003 was \$8,460. The 2018 budget for fuel is \$8,874. This is an increase of \$414 or 4.9% 15 years later. During this review, we did look at all of the departments and buildings. Over the 15 year period, we did find a building that has greatly increased heating costs so we will be looking into it (the Highway Budget's Heating cost has increased 92.7% so that will be reviewed.

**15. Uncompensated Employee Time:** At the last Council Meeting there was a question about the uncompensated balances for employee time that is a liability for the Town. The Town's audit is in progress for December 31, 2017 so we do not have confirmed figures.

The following is the information for December 31, 2016: The Town's overall liabilities as of December 31, 2016 for taxation were \$14,518,917. The Town's overall liabilities as of December 31, 2016 for business type activities was \$10,413,619. The Town's total liabilities were \$24,932,536. The employees accrued compensated absences cost totaled \$103,010 for government activities and \$13,575 for business type activities. The total accrued balances were \$116,585. The

accrued employee balance liability as a fraction is ,004676 of the total liabilities. As a percentage, the decimal point is moved over 2 spaces so that the total accrued balances of the employees' time is .4676% or less than 1/2 of 1 % of the Town's total liabilities.

The Town is not required to budget for the uncompensated balances and does not as it would add to the taxpayer's bill. The Town Council has discussed this several times over the years and did not set a policy to budget for this liability. Rather the amount paid to the employee is charged to the budget as the leaving of employees is staggered over the years. The total available time that each employee can accrue under the Town's policies on the books since at least the 1980's is 30 weeks. We have 25 employees. Therefore, the amount of time that can accumulate under the Personnel Policy for the Town's positions is 750 weeks in total.

The total amount of time on the books as of 12/31/2016 was 204 weeks to be paid. The amount of time on the books as of 12/31/2017 was 236 weeks that would be paid. The time did increase. Over the winter, there is always a large use of utilized which is when many people go on vacation that will continue all year. So we are now seeing the time decrease as people use it up.

When I arrived in the early 2000's, this liability exceeded \$200,000, so it is lower now, however, like all items, needs to work on decreasing it.

**16. Reminder of our Great Pittsfield Community Theatre's new Mission and Vision Statement:**

MISSION STATEMENT APRIL 2018

Pittsfield Community Theatre is a municipally owned and operated community center providing affordable quality entertainment to the Greater Pittsfield Area.

VISION STATEMENT APRIL 2018

The Theatre's vision is that through enhancements and upgrades that every child and their family will discover their potential to make a difference in the world.

**17. Theatre Fundraisers:** The Theatre Committee will be holding several fundraisers beginning in May through this Summer to supplement the operational revenue. The first fundraiser is a Spaghetti dinner on March 5, 2018. READ Below.

**18. 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!

**19. Date Night at the Theatre:**

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

**20. Theatre Movie Line-Up:**

April 27-May 3 Pacific Rim Uprising **PG-13**  
**Matinee Sunday, April 29 at 2 PM no evening movie**

May 4-10 I Can Only Imagine **PG**  
**Matinee Sunday, May 6 at 2 PM no evening movie matinee Wednesday, May 9 at 10 AM also plays at 7:30 PM**

May 5 Spaghetti Dinner Fundraiser at the Elk's Lodge in Pittsfield, Maine from 4:30 PM -6:30 PM for the PITTSFIELD COMMUNITY THEATRE. Tickets are \$6 Adults \$4 for Children 12 and under. You may pick up tickets at the door the evening of the event or before at the PITTSFIELD COMMUNITY THEATRE, PITTSFIELD TOWN OFFICE, AND PITTSFIELD CREDIT UNION. Anyone that buys a ticket for the spaghetti dinner and shows it at the concession stand at the Pittsfield Community Theatre will receive a medium drink of his or her choice on the same evening as the dinner one per ticket.

**There will not be a movie on Tuesday, May 8**  
**May 8 MCI Jazz Concert free but will also be taking donations at the door.**

May 11-17 Sherlock Gnomes **PG**  
**Matinee Sunday, May 13 at 2 PM no evening movie matinee Wednesday, May 16 at 10 AM also plays at 7:30 PM**

May 18-24 Ready Player One **PG-13**  
**Matinee Sunday, May 20 at 2 PM no evening movie**

May 25-31 Rampage **PG-13**  
**Matinee Sunday, May 27 at 2 PM no evening movie**

June 1-7 Avengers: Infinity Wars **PG-13**  
**Matinee Sunday, June 3 at 2 PM no evening movie**

**21. 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.

**22. Maine Municipal Association's Hometown Heroes:** There was a nice article in the Maine Townsman that just came out describing the efforts of MMA to assist communities as there are vacancies throughout towns. At a meeting earlier this month, there were 124 towns represented and we were asked that towns raise their hands if they had vacancies. Almost everyone put up their hand – all but the really small towns where they have just a few people. We did become a part of that effort and are advertised for the Administrative Assistant's position.

JobLink, the State's free job service has located the error that resulted in the Town receiving strange applications. We had inputted the position details as well as pay. Our copies printed out and going in through the Employer tabs/section of the webpage showed everything as fine. In the job seekers section, the job had gone, as other positions, to a \$10.00 minimum wage. Therefore, that explained why we were getting unqualified candidates. That was discovered by Michael Shirley, who assists with the Regional Job Fair. Dana Hamilton, our other partner on the Regional Job Fair, has sent out the position to all of her contacts and former citizens to assist us.

The due date for the Administrative Assistant to the Town Manager position (which is basically to bring back the position that Vickie Braley held until 2011 when she moved and it was cut out) will close on Friday, May 4, 2018. There are several candidates to interview. Any Councilors interested in assisting in interviewing, please see me after the meeting so we can plan out date/s.

**23. Somerset Cultural Plan:** The [Wesserunett Arts Council \(WesArts\)](#) is a regional nonprofit that works to build cultural connections in Somerset County through visual and performing arts, heritage, agriculture, education, and recreation and has 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.

If any Councilors would like a full copy of the plan, I brought several to the meeting. HOP was going to review this plan at one of its meetings. The Council does request that each Town endorse the plan so if HOP is going to do it, that is fine or the Town can consider it. This is to help with grant applications.

**24. Surplus Property Sale:** Just a quick reminder that the Town's surplus equipment and vehicles as approved are out to bid with bids due to the Town Office by 5:00 pm on Friday, May 4, 2018. The bids will be secured in the safe and opened first thing Monday morning, May 7, 2018.

**25. 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.

**26. Dog Park Possibility:** Last but not least, one of our Seniors at Maine Central Institute is working on her Senior Project. She is going to be proposing a Dog Park for the Town Farm property or another property depending upon cost and feasibility. The Town Farm property was proposed previously for a Dog Park in February-March of 2006. This project will be coming up in the near future.

6. **NEW BUSINESS:**

**RESOLUTION 18-31:** Resolved that the Town Council Act As Necessary on the Media and Communications Project and \_\_\_\_\_  
\_\_\_\_\_.

**DESCRIPTION:**

The Town Manager noted the Council Package contained the compilation of the materials from the ad hoc Council Committee on Cable (now known as the ad hoc Council Committee on Media and Communications). The Councilors were to provide their ideas and best course of action regarding the materials collected by the ad hoc Council Committee which included the various options that are available. Ad hoc Council Committee Member Howard Margolskee volunteered to coordinate the materials. I placed the package I received in the Council Package. Councilor Margolskee was unable to be here this evening due to a personal commitment, however, Heather would have the results available.

**Councilor Donahue** requested that this item be tabled so that Councilor Margolskee be present.

Moved by **Councilor Donahue** and seconded by **Councilor Curtis** that Resolution 18-31 be tabled.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-32:** Resolved that the Town Council Excuse the Absence of Deputy Mayor Stackhouse from the Town Council Regular Meetings of February 6, 2018; February 20, 2018; March 6, 2018; March 20, 2018; April 3, 2018; and April 17, 2018.

The Town Manager noted under the Town Charter, if a Councilor misses three consecutive meetings, the Town Council needs to formally excuse the absences. Robert has not been at the Council Meetings due to medical reasons.

Moved by **Councilor Curtis** and seconded by **Councilor Donahue** that Resolution 18-32 be adopted.

**VOTE: UNANIMOUS AYE**

**Deputy Mayor Stackhouse** excused himself from the meeting.

**RESOLUTION 18-33:** Resolved that the Town Council Approve the Issuance of a Parade Permit to American Legion Post 32 for the Memorial Day Parade on Monday, May 28, 2018 to begin at 10:00 am and to waive the fee.

The Town Manager noted the American Legion will be hosting the Memorial Day Parade again this year. The usual line up is at 9:00 – 9:15 am with the Parade starting its route at Insource Renewables at the corner of North Main and Detroit and proceeding up Main Street to the Cemetery on Peltoma Avenue. Appropriate stops will take place with ceremonies. The application was included in the Council Package. As this is a community event, the fee will be waived.

Moved by **Councilor Donahue** and seconded by **Councilor Bolster** that Resolution 18-33 be adopted.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-34:** Resolved that the Town Council Authorize the Town Manager and Deputy Treasurer to expend and transfer \$3,825.00 from the Highway Equipment Reserve PITT #05 (G1-601-00) for the purpose of purchasing a new line stripper/paint sprayer.

The Public Works Foreman has advised that the purchase of a new Graco Line Lazer 3400 airless line stripper/paint sprayer with one spray gun is proposed to replace the 20+ year old line air atomized line stripper/paint sprayer for the amount of \$3,825.00. It is proposed that we purchase this equipment from the Sherwin Williams branch located at 625 B. Broadway in Bangor, ME 04401

The Town Manager advised that all transfers and expenditure of funds from the Reserves requires Town Council approval. The Highway Equipment Reserve has a balance of \$182,110.59 as of 03/31/2018.

Moved by **Councilor Curtis** and seconded by **Councilor Bolster** that Resolution 18-34 be adopted.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-35:** Resolved that the Town Council Waive the Bid Policy, Chapter 2, Administrative Code, Section 106, to accept the Memorandum of Agreement(s) and Contract proposal(s) of F.A.R. & Beyond Lawncare Services to continue with the Roadside Mowing, Departments Mowing and Pittsfield Municipal Airport Mowing in an amount to not exceed \$2,640.00 for Roadside Mowing, \$81.40/hour for In-town Mowing; \$5,791.00 for Departments Mowing; and \$3,465.00 for Pittsfield Municipal Airport Mowing; and authorize the Town Manager to execute the contracts for same.

The Town Manager noted the Contract cost for the Years 2014, 2015 and 2016 were:  
Roadside Mowing: \$2,400 for mowing of rural roadsides; \$74.00/hour for in-town mowing  
Departments Mowing: \$5,265  
Airport Mowing: \$3,150  
The same pricing was in effect for 2017.

Excluding in-town hourly mowing which is minor, 2018 would be \$11,896.  
2017 was \$10,815. Increase of \$1,081 or 10.0% increase.

This above pricing for 2018 reflects a 10% increase.

Moved by **Councilor Bolster** and seconded by **Councilor Donahue** that Resolution 18-35 be adopted.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-36:** Resolved that the Town Council Approve the Authorization to Bill for Services from the Penobscot Energy Recovery Company (PERC) for the acceptance of Oversized Bulky Waste (OBW), Construction & Demolition (C&D) and commercial vehicle tires for a fee of \$75.00/ton for 2018.

The Town Manager noted that Donnie Chute, Transfer Station/Recycling Center/Safety Coordinator, has negotiated a price of \$75.00/ton for our larger items. When the Town authorized waste disposal to be with the Crossroads Landfill, these items were not covered as the fees were very high. Instead Donnie has worked with PERC to obtain a lower price. These fees are for 2018.

Moved by **Councilor Donahue** and seconded by **Councilor Bolster** that Resolution 18-36 be adopted.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-37:** Resolved that the Town Council Endorse the filing of the Pre-Application for the Boating Facilities Fund for the Mill Pond Boat Launch Project.

The Town Manager noted Bill Cunningham recommended filing the pre-application for a site inspection for the Mill Pond Boat Launch Project in case the Bicentennial Committee chose to move forward with a full grant application. Kleinschmidt had not yet been able to go to the site to obtain the dimensions and design the appropriate layout so the Committee has been unable to determine a budget for the project. In order to keep all options available, the pre-application would need to be filed. The deadline for the filing of the pre-application is 04/26/2018. Full grant applications are due in July 2018. The write-up on the project was included in the Council Package.

Moved by **Councilor Donahue** and seconded by **Councilor Curtis** that Resolution 18-37 be adopted.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-38:** Resolved that the Town Council Set the Town Council Meeting Schedule for Summer 2018.

The Town Manager noted the proposed Summer Meeting Schedule:  
One (1) meeting during each of the months of July and August, 2018 as in the past

Proposed July Meeting is recommended as Tuesday, July 17, 2018  
(Note: The first week has July 4<sup>th</sup> in it and the second week is Egg Festival Week)

Proposed August Meeting is recommended as Tuesday, August 14, 2018  
(Note: Provides one month between meetings so it works well).

Moved by **Councilor Bolster** and seconded by **Councilor Curtis** that Resolution 18-38 be adopted.

**VOTE: UNANIMOUS AYE**

**RESOLUTION 18-39:** Resolved that the Town Council Appoint Carla Kelley as Interim MSAD #53 Director until the next General Election in November 2018 in accordance with the State Law.

The Town Manager noted Carla Kelley has children in the MSAD#53 school system. She recently expressed interest in serving on the Board of Directors. Carla works at Cianbro and has resided in Pittsfield all of her life. The State Law allows for directors to be appointed to fill vacancies for School Districts by the relevant Town Council or Board of Selectmen until the next General Election for the community. Our next General Election will be November 2018.

Moved by **Councilor Curtis** and seconded by **Councilor Bolster** that Resolution 18-39 be adopted.

**VOTE: UNANIMOUS AYE**

7. **DISCUSSION ITEMS: NONE**

8. **REPORTS:** Audience, Council

**Audience:**

Peter Logiodice: Did not get a letter on the water shut down on School Street and wants to know what is going on. It was determined that only part of School Street is affected which is the part closest to Somerset Avenue so his property will not be impacted. The Schools will not be impacted either.

Peter G. Vigue: He stated that the Town needs to know the unfunded liability list for the accrued time and not the figures given at this meeting. He was called by Public Works. Indicated that the Town was unsuccessful in getting the lights back. The Main Street lights were not off due to water in the conduit. The lights were off due to the box, look at it, it was hanging by one wire. The Public Works Foreman is not an electrician. This went on too long. There were broken windows. He sent his electricians over to fix this, paid for the materials and took care of it. The Public Works Department is overburdened. He requested that the Town Manager state how much was budgeted for paving this year. The Town Manager advised that she had stated that \$0 was budgeted by the Town this year in the budget approved by the Town Council. Mr. Vigue stated that he knew that she stated \$0. Stated that the Town has \$6 million dollars in paving. He is requesting that the Town Council reconsider its position on paving so that the Town Manager can say that we haven't had a tax increase. The Town Manager advised that the Town has had tax increases, mostly in the School and County portion, and is having a tax increase this year. Mr. Vigue asked what the tax increase was for. The Town Manager advised it is mostly for debt service as there is a new payment for the new Fire Truck. Mr. Vigue stated that the Town cannot continue to run on a shoe string. Taxes must be increased. The Town needs to buy equipment such as an excavator for the departments instead of spending \$16,000 each year to lease one. Look at the Municipal Building. There is broken concrete in the ceiling coming down. This

building has not been painted since it was built. Go upstairs and look at the office conditions that these people have to work in. Look at the Town Manager's Office if you can even get in there. He insisted that the Town's spending change. You need to spend more money. You need to spend money to make money.

**Council Items:**

Councilor Bolster: Spoke to a man trying to get a business started. He was trying to do it right. The CEO was giving him issues regarding having his trailer in his yard. It has been handled. We need a connection between our town and entrepreneurs. The business networking event later this month is a good idea. We need to review the ordinances for a happy medium. He did research on an excavator and found that a good one would be \$100,000. Met Tim at the garage and it seems to have good potential when the auction items are gone for a good cleanup area. Possibly we could purchase more lights as the building may not be safe. The fenced dogs on Hartland Avenue has been improved and he would like to thank those that made it happen. The Town Manager advised that we sent the CEO out although this was not a zoning issues. The owner advised that he was planning to move the fence back this Spring. The Town Manager advised that the dark mesh looks like it will be good for people walking by and for the dogs. Councilor Bolster said with 4 people at the garage, they do a lot of work and he is not sure how they do it all. It would be nice to see more people. The Town Manager advised that the excavator is only being leased for 3 months/year which is \$8,000/year. Advised we talked last year about Public Works taking over a plowing route as the snowplow contractor would like to phase out. If this is done, another person would be needed.

Councilor Donahue: Thanked Cianbro for assistance with the Electrical work. Condolences to the Cole Family for their loss.

Councilor Margolskee: Absent

Councilor Nichols: Absent

Councilor Curtis: Regarding the accrued time on the book as of 12/31/016 is that equal to the hours on the books as of right now? The Town Manager advised that the auditors have not been able to complete the audit as of yet so that the time can be reviewed. It will be more as it was a difficult year for highway and for other departments. Councilor Curtis would like to start budgeted for time so that when people retire in the future we have the money available within 5 or so years. Wants to review town policies regarding comp time/overtime to make sure that it isn't getting abused. He has been talking with employees and has been told that some employees feel it is part of their compensation package and that there is some abuse. Councilor Curtis knows this has been talked about before. Wants to have our services on-line. Perhaps it can save the ladies upstairs some time so they can work on other projects. Wants to work on the road program and questioned the road commissioner duties. The Town Manager advised that she used to be the Road Commissioner and when we hired Steve Vance, it was agreed that he would do all of this work as he is capable of it. The Town Manager advised that she believes we can start the road program while Steve is on leave this summer and input as much as possible. He would evaluate the roads when he gets back. Caleb said that he would like to do all of these items that people have brought up. When he got on the Council previously he thought that the budget could be cut but it became clear that we have a very tight budget. He does not see how we can do all of these projects as the people he talks to say that Pittsfield taxes are high. He wanted to know how we compare to other Towns. The small businesses like lower taxes. The

Town Manager advised our taxes are high. We are higher than almost all towns around us because we have infrastructure when you compare Pittsfield to Palmyra or Detroit.

Councilor Stackhouse: Left early

Mayor Cianchette: Thanked the audience for showing up as he always does as it is important for people to take part in the process. We may not agree, but we do not have to do so. Thanked Mike Gray for jumping back into things as soon as he came back. Impressed with the line-up of concerts. Great to see Bob back. Glad that we finally asked Pete and Cianbro for help.

9. **ADJOURNMENT**

Motion by **Councilor Bolster** and seconded by **Councilor Donahue** to adjourn at 8:36 pm.

**VOTE: UNANIMOUS AYE**

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Nicole Nickolan, Town Clerk  
Karen Baker, Deputy Town Clerk