

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, May 16, 2017 at 6:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Robert Stackhouse, Timothy Nichols, Scott Strom, Michael Cianchette, Howard Margolskee and Heather Donahue. **ABSENT:** Marie Manning. Also present: Town Manager Kathryn Ruth and Finance Clerk Karen Baker. Audience members included Virgil Rollins, Pete Logiodice, Tom Ruksznis, Don Hallenbeck and others.

1. **Mayor Stackhouse** opened the meeting by leading the Pledge of Allegiance.

The Council observed a moment of silence.

2. Adoption of minutes of the Regular Meeting held on May 2, 2017.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that the minutes of the Regular Meeting held on May 2, 2017 be adopted.

VOTE: UNANIMOUS AYE

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

Community and Economic Development Activities and Events

Events being planned:

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

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

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

Report on New Business Activity & Opportunities in Pittsfield:

A. General:

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

To address the few remaining available small locations, additional promotional pieces beyond our regular promotion of available properties had been provided to economic and community development resources and sites. As of the date of writing this agenda item, the

Town continues to work on two proposals/ background materials for two business proposals/property inquiries on a regular basis. One additional project is not moving forward as the company cannot logistically move their multiple facilities this year to Pittsfield. The company plans to look at this option again later in 2017. Two other companies are looking at the Industrial Park Expansion lots.

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 Town has contacted the Lead Generation company to discuss the project and future direction as the building is now owned by a developer. RCI is working on leads.

The Dunkin Donuts' restaurant received its Planning Board Site Plan Review approval on Monday, 02/08/2016. The Traffic Movement Permit was officially issued by MDOT and received by the Town later in 02/2016. The DEP Permit for the transfer of Somerset Plaza from Apple Mountain LLC to Dana Cassidy, the current owner, was received. The developer and the Plaza owner continue to work on this project. The plans have been received for the building and reviewed by the third-party inspector. The contractor has been hired and we have been advised that the company will hire local subcontractors. The construction company has contacted the Town to start the sewer hookup process. On 09/01/2016, the Town received a copy of the DEP Site Location Permit for the project to proceed forward to construction. The Town has been advised that bids are being sought on the project. The Dunkin Donuts project began at the Plaza on 10/11/2016. Site work is underway. The restaurant was to be built over the winter. The construction is now scheduled with the facility to open in late Spring 2017. The Town was advised that once the project starts up in Spring, it will be completed quickly. At the Planning Board Meeting on 03/13/2017, we were advised that the facility would be open by June 15, 2017. The new date is now 07/15/2017 which seems very do-able as ground work started in early 05/2017.

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

Cianbro Corporation's Pittsfield Solar, a 9.9 Megawatt Solar Array Farm received Site Plan Review approval at the 03/14/2016 Planning Board Meeting. This is the first approval in a number of approvals required for the project to be built. This project is currently going through the CMP review process and discussions. The project is under development planning and moving forward. We have heard of good progress and more land is being purchased. Updates and meetings have started up in 03/2017. Cianbro is in hopes that the project will move forward in May 2017 to be completed by year-end. This is a \$24 million-dollar project. Meetings are on-going. Approval to utilize the Town's right of way for electrical lines for the project is on the agenda of this meeting.

Bangor Savings Bank's proposed new bank facility on Somerset Avenue to be located next to Family Dollar was approved for its site plan review before the Planning Board. Neighbors in favor of the project attended. We were very impressed with the bank's plans for the property which will be an impressive addition to the community. The back of the lot will be left in its pristine natural condition. The engineering firm was very professional in its review and estimates that the bank will be in service in early 2018. The project has not yet begun.

The Town continues to work with an upcoming small company Innovative Specialties, with a great skillset seeking an expansion in our community in the Industrial Park Phase II. This item was on the agenda for the 04/19/2016 meeting with three actions listed and on the agenda for 05/03/2016 with two ordinances set to public hearing and a resolution. The CDBG grant was approved for submittal after a very positive public hearing was held. The grant application was filed by the deadline in May. The project was approved at the 09/12/2016 Planning Board Meeting. All grant paperwork for the Phase II Project Development was filed on time at the beginning of October. The project is under review by the State. An RFP was drafted by the Town and reviewed by the State for engineering assistance for Innovative Specialties. The RFP has been provided to the company along with a list of suggested engineers to contact as well as any engineers that Innovative Specialties would like to obtain pricing from for assistance with the building. The Town has received a number of approvals and is awaiting the Town Attorney's review of the Side Agreement with Innovative Specialties, LLC so that we can execute all paperwork and start the project. The grant is in the process of encumbrance with the State of Maine. The engineering firm with the low bid was chosen by Chad Dow and is now working on the project's engineering required to obtain permits for construction. The owner has requested that the engineering firm have the project ready to go out to bid in February 2017. As of the writing of this agenda item, the project remains at the Engineering firm. The Engineering firm has filed a revised site plan for review at the March 13, 2017 Planning Board Meeting. Approval was received. Additional clearing is required on the property and is expected to start this week. The first bills for reimbursement have been received for engineering. Once this project starts up, it will take 10-20 hours a week for months until completion. The bid package has been received for review. The project is out to bid with a due date for bids of May 01, 2017. Due to extensive engineering revisions, the due date for bids had to be moved back.

The Town Council signed the following Business Certificates in 2016:

1. Puretech Window Cleaning at 115 Main Street

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

The Town Council signed the following Business Certificates in 2017:

1. Eden Day Spa at 145 Main Street (the corner of Main and Central Streets)
2. Artful Alterations owned by Becky Thompson who has returned to our community.
3. A New You owned by Terri-Jean Wilkinson which is a new business to open at 113 North Lancey Street as of March 1, 2017.
4. Simply Efficient by Lorrie Farewell at 811 Main Street (to be signed at the 05/02/2017 meeting)

The Town Council has several new businesses which they will be signing Certificates of Welcome to this evening:

5. Joshua Wheeler owned by J & L'S Friendly Housekeeping at 236 Hunnewell Avenue
6. Kathryn Miller owned by Hand Made Music at 136 Waverly Street
7. The Farm Store at what is becoming a very famous farm called Balfour Farm. The Farm Store café is located at 461 Webb Road.

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

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.

C. Projects Under Review:

Hancock Lumber:

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

American Legion:

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

D. Somerset Avenue Projects:

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

The Town inquired into the changes made in the road by MDOT during the paving in the Mill & Fill Project and the resulting water issues by Hartland Avenue. On 12/07/2015, the Public Works Foreman met with the Bangor Division Engineer John Devin about the continuous water problems at the end of Somerset Avenue and its intersection with Hartland Avenue, a very flat area without enough catch basins in the State system after the mill and fill project. To date, the Town has not received the proposed solution. MDOT has been trying to clean out and explore the catch basin system on Somerset Avenue due to issues. There has not been any progress on the drainage issues on the State's road. Multiple requests have been made and to date, the Town cannot get an answer on how MDOT will resolve the extensive drainage issue on the section of Somerset Avenue prior to Hartland Avenue.

E. Report on Meetings & Events:

Report on Meetings:

Planning Board Regular Meeting on Monday, May 08, 2017 at 7:00 pm

Theatre Committee Special Meeting on Wednesday, May 10, 2017 at 6:00 pm
Sebasticook Valley Chamber of Commerce Board of Directors Meeting on Thursday, May 11, 2017 at 5:00 pm (moved to Newport for a presentation)
Central Maine Egg Festival Regular Meeting on Thursday, May 11, 2017 at 6:30 pm
Kennebec Valley Council of Governments Board of Directors on Tuesday, May 16, 2017 at 9:30 am in Fairfield

Upcoming Meetings:

HealthySV Finance Committee Meeting on Wednesday, May 17, 2017 at 9:00 am at 167 Leighton Street
Kennebec Regional Development Authority (KRDA) FirstPark Executive Committee Meeting on Thursday, May 25, 2017 at 5:00 pm
Theatre Committee Meeting on Wednesday, May 31, 2017 at 6:00 pm
Sebasticook Valley Chamber of Commerce Board of Directors Meeting on Thursday, June 1, 2017 at 5:00 pm in Palmyra
200th Anniversary Committee Meeting on Monday, June 5, 2017 at 12:00 noon at the Pittsfield Public Library Warren Community Room

4. PUBLIC HEARINGS:

ORDINANCE 17-03: (Public Hearing) That the Town of Pittsfield hereby Ordains that a Public Hearing be held to discuss an application being submitted to the State of Maine.

**Public Hearing Notice
The Town of Pittsfield**

The Town of Pittsfield will hold a Public Hearing on Tuesday, May 16, 2017 at 6:30 pm at the Pittsfield Municipal Building Council Chambers at 112 Somerset Avenue, Pittsfield Maine to discuss an application being submitted to the State of Maine CDBG program for an Economic Development Grant. The purpose of the request is to apply for \$250,000 for the Town of Pittsfield's Main Street Revitalization Project to be utilized for the replacement of the sidewalk on Main Street from Somerset Avenue to Raymond Street including the replacement of the curb, streetlights and greenscape along the sidewalk. Public comments will be solicited at this Hearing and will be submitted as part of the application's required documentation.

All persons wishing to make comments or ask questions about the proposal are invited to attend this Public Hearing. Comments may be submitted in writing to Kathryn Ruth, Town Manager, Pittsfield Municipal Building, 112 Somerset Avenue, Pittsfield, Maine at any time prior to the Public Hearing. TDD/TTY users may call 711. If you are physically unable to access any of the Town's programs or services, please call Kathryn Ruth, Town Manager at 207-487-3136 so that accommodations can be made.



Mayor Stackhouse opened the Public Hearing and asked for comments from the public starting with those for the project, then those against the project and then inquired if there were any questions. No one desired to talk at this time.

The Mayor then recognized the Town Manager. Town Manager Kathryn Ruth provided background on the grant application. Ms. Ruth noted that this is the public hearing which is required for the CDBG Grant that we are applying for which started with the Letter of Intent. The Town was approved to proceed forward on the Main Street sidewalk project. This grant application for the Community Development Block Grant program is for Economic Development involving public infrastructure.

Cianbro is one of the United States' largest, most diverse and 100% employee-owned construction and construction services companies. Operating in more than 40 states and 12 markets, Cianbro's headquarters is located in downtown Pittsfield on Main Street. Having acquired the former town-owned downtown Technology Center in 2016 and planning a major rebuild, the company is finding it difficult to attract employees. Main Street is comprised of an older sidewalk system including curbing, lighting and greenscape which has severely deteriorated over the last 40 years. The sidewalk is heaved and the antique lighting system is poor. The Town has saved funds for over 15 years for this project, however, due to the cost, has been forced to continue to repair the facilities. Cianbro proposes to rehabilitate the Center into their company-wide training facility resulting in extensive foot traffic and use of downtown public facilities. Concern exists with the condition and safety of the sidewalk system. The timing is perfect as MDOT plans to rehabilitate Main Street in 2018 which includes the stormdrains. The sidewalks, stormdrain and road profiles are intertwined and must be reconstructed at the same time. The downtown will be revitalized through replacement of the sidewalk in its entirety including curbing, lighting and greenscape. Cianbro believes this will assist the company to attract qualified employees, resulting in an increase of 9 positions. This project will create a safe ADA compliant walkway to all facilities including the Maine Central Institute Campus. The cost of the project is now estimated at \$500,000. The Town has \$250,000 which has been set aside in the Economic Development Fund for a town project of substantial magnitude to enhance economic development. The remaining \$858 in the account is set aside to pay for the advertising requirements.. The gap for the project is \$250,000. If the application is accepted this summer, it is anticipated at this time that the project will be developed during the Fall-Winter 2017-2018, bid in Winter 2018 and built in 2018. The schedule for construction will have to match the State of Maine's schedule for rehabilitation of Main Street as the projects are interrelated and must be completed together.

Cianbro would like to submit information into the Town record as follows:

Our strategic focus on lifelong learning provides the company with a competitive edge and team members with work opportunities. Having a diversified workforce allows Cianbro to keep its project overhead costs down, as team members are multi-skilled and able to perform more than one trade. This lower cost provides us with a competitive edge over the competition

The Cianbro Institute is available to our entire population. Whether we are conducting training, holding company meetings, or utilizing our wellness center, we anticipate hundreds of team members per week utilizing this new facility. Specifically regarding our training efforts, Cianbro provides an average of 33 hours of training per team member per year.

- 73% is craft related training in all disciplines (Electrical, Civil, Mechanical, Equipment, and Crane)
- 55% of our craft training is in non-registered apprenticeship programs
- 30 team members participate annually in our tuition reimbursement program

Cianbro believes that it has the moral obligation to create a safe work environment for our team members and business partners. We take this same moral obligation beyond and into our communities. Our Journey Beyond Zero, focuses our entire population on having each other's backs, by recognizing unsafe behaviors/conditions and speaking up for the health and wellbeing of others. We encourage our team to take these same behaviors home and share them with their friends, family and communities. The majority of our team members will not reside in Pittsfield, however, they will utilize the facility often and for those in Pittsfield, they will most likely walk from their primary work location to the new Training Facility. Knowing the sidewalks are well kept and well lit will support Cianbro's position of creating a safe work environment for all. As the corporate office is across the street, many of our guests from the community and across the country will walk from our corporate office to the training facility versus drive the short distance. Our wellness and environmental programs encourages team members to walk versus ride when available and you see daily, a significant number of our team members enjoying a wellness walk on their lunch hour.

We believe by providing a state of the art Training Facility and wellness center that has curb appeal and is supported by the community with lighting and safe access, we will not only enhance the campus of Cianbro but also the image of the town making it more appealing to people moving to the community.

As we all know in our travels, there are communities we ride through that we can envision ourselves being a part of and there are towns that do not make us feel comfortable or safe. This first impression can make all the difference in an applicant pursuing a work opportunity. Cianbro wants our team members to live local and become part of the community in which they work. Regardless of your status, single, two adult, or a family looking to establish a home in rural Maine, we all look at similar offerings; the school system, the medical care network, the shopping/entertainment opportunities and most of all we place significant value on the look and

feel of the town's infrastructure. Is it clean? Are the roads well kept? Are sidewalks safe and well lit? Can I see myself walking or running on them alone or with my family? These little things can make all the difference.

As one of the State's largest employers, it gives us a tremendous pride to call Pittsfield, Maine home. We fully support the town of Pittsfield's vision to provide its citizens with upgrades to the sidewalks and lighting that not only enhances the beauty of the town but more importantly provides peace of mind that our children are able to walk to school safely and the public is able to utilize this infrastructure day or night for business or pleasure.

The Town Manager noted that she has received letters of support from individuals who are unable to be here this evening and will read them into the record.

Michael R. Gray
319 Main Street
Pittsfield, ME 04967

May 16, 2017

Kathryn Ruth
Town Manager
Town of Pittsfield
112 Somerset Avenue
Pittsfield, ME 04967

Dear Kathryn:

As a business owner in Pittsfield for several decades, I am aware of the dynamics of the community and its business community. In learning about Cianbro's business expansion opportunity in downtown Pittsfield and reviewing the grant concept, I would like to lend my strong support to this project.

Pittsfield has a long history of working with our local businesses to assist them with their expansion plans. I was involved with the team which assisted the Town in selling the former Technology Center to Cianbro. The creation of a company-wide Training Center for many of their trades has long been a goal of Cianbro. This will lead to a major expansion of "The Cianbro Institute" in Pittsfield into a professional university-type setting which allows for proper offices for instructors.

However, before bringing thousands of employees through "The Cianbro Institute" in Pittsfield it is crucial that our downtown be able to support this large influx of employees in a safe and professional manner. This means that the downtown needs rehabilitation through its road structure, sidewalk, streetlights and trees. It has been many decades since the downtown was rehabilitated. Our sidewalks have been worked on quite a bit, however, it is at the point where they need to be replaced.

With the recent closure of the Edwards plant which was the community's largest manufacturing facility due to consolidation plans of its new owner, the Town has many unemployed factory workers. The expansion plans of Cianbro will provide an opportunity for the community to move forward with the creation of jobs.

I whole-heartedly support this project as it will revitalize our downtown, add to the current tax base and assist in creating a more walkable downtown for our businesses, visitors and citizens. As a former Town Councilor, I am aware of the responsibilities of the Town Council to provide opportunities for the community and its citizens. With this background, I urge the Town Council to support the filing of a CDBG Economic Development Grant Application to assist with the rehabilitation of the Main Street Sidewalk and the replacement of the antique streetlights and dying trees that are located in the sidewalks.

Yours Very Truly,
Michael R. Gray

May 16, 2017

Gary R. Jordan, Jr.
Better Homes & Gardens Real Estate
The Masiello Group
Bangor Office
1162 Union Street
P: 207-812-7185 X 337185
E: garyjordan@masiello.com

Ms. Kathryn Ruth
Town Manager
Town of Pittsfield
112 Somerset Avenue
Pittsfield, ME 04967

Dear Kathryn:

I am pleased that the Town has before it this evening, the opportunity to assist one of our businesses with a strategic plan to enhance sustainability by creating a first-class corporation wide training center. The Town has partnered with Cianbro on many projects and is pleased to be a part of such an important project for our downtown.

As a former mayor of the community and long-term Town Councilor, I have worked extensively on economic development and helping local businesses. The Town of Pittsfield has a long history as a manufacturing community from its beginning with the woolen mills, shoe factories and precision manufacturing facilities. With the closure of our largest manufacturing facility by UTC in 2015, the Town needed to continue to focus its effort to diversify its economic base.

The Cianbro Company's proposal to create a state of art Training Center for all of its locations across the United States is a unique opportunity to not only help Cianbro but to also help the Town. Our Economic Marketing Plan promotes diversification of the economic base and supports providing opportunities to assist our businesses to grow and prosper. Assisting a major business in Pittsfield and the State of Maine as well promoting further expansion of the construction industry in Town fits nicely under our Economic Plan.

I have been involved with the effort to locate funds to rehabilitate our Main Street sidewalk. We have tried very hard, however, do not have enough funds for this project. Learning about the State of Maine's plans to rehabilitate Main Street has also made it clear that all components of a street construction project must be completed due to how these elements are intertwined.

I support the Town of Pittsfield's filing of this Economic Development Grant for the CDBG Program to rehabilitate the Main Street Sidewalk, streetlights and tree replacement while also assisting Cianbro to be able to attract employees to Pittsfield.

Sincerely yours,
Gary R. Jordan, Jr.

Pittsfield Economic Expansion Corporation
Town of Pittsfield
112 Somerset Avenue
Pittsfield, Maine 04967
Tel: 1-207-487-3136
Fax: 1-207-487-3138
www.pittsfield.org

May 16, 2017

Kathryn Ruth, Town Manager
Town of Pittsfield
112 Somerset Avenue
Pittsfield, ME 04967

Dear Kathryn:

On behalf of the Pittsfield Economic Expansion Corporation, we support The Cianbro Company's rehabilitation of the former town-owned Technology Center in downtown Pittsfield. The Town is very fortunate to have a project of this magnitude proposed for our downtown.

When UTC closed down several facilities in Pittsfield in 2015, our community faced the daunting task of rebuilding our economic base as well as assisting over 300 people to locate jobs. While the number of positions pledged by Cianbro for creation is important, the overall impact of this exciting proposal will be far more. This project not only will assist Cianbro in creating a first-class training center for its trades which enhances company sustainability but

also will bring thousands of tradespeople to our downtown. These employees will conduct business at local stores, buy gas and convenience items, utilize banks and frequent restaurants which will assist in jump starting the local economy.

In order to ensure that this project will be successful and assist Cianbro to recruit employees for important positions, the downtown must be one that people want to work in and find safe for walking. Long-overdue plans are underway for the rehabilitation of our Main Street stormwater drain and sidewalks.

The Pittsfield Economic Expansion Corporation has been working with the Town Manager and Cianbro on this project. Cianbro's proposed company-wide training center and a revitalized Main Street is one of the most important projects for our community in decades.

Sincerely yours,

Timothy P. Nichols,
President
Pittsfield Economic Expansion Corporation

Town Manager Kathryn Ruth thanked Mayor Stackhouse for providing an opportunity to speak in order to provide the information received from numerous citizens and business owners. She has heard only amazing support for this project.

Long-time resident Don Hallenbeck asked to be recognized. He volunteered that he was present when the downtown revitalization project happened around 1973. He advised that this was when the concrete sidewalks and the new lights were installed. Now, they need to be replaced due to their condition. Don noted that the remainder of the area along Main Street beyond the concrete sidewalks is pavement and in some cases only gravel. He advised of the section of Main Street between Maine Central Institute and the entrance to the Industrial Park that has crumbled again after the Public Works crew put down a thick layer of cold patch to hold it together. Don believes this is a large tripping hazard and it would be good to have it fixed.

The Mayor asked if there were any more comments and hearing none the Public Hearing was closed. Mayor Stackhouse asked for a motion.

Moved by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that Ordinance 17-03 be adopted approving that the grant application be filed.

The Town Councilors voiced their support for this long overdue and very exciting project.

VOTE: UNANIMOUS AYE

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

Town Manager's Report: Town Council Meeting of 05/16/2017:

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

2. The SafeWise Report designated Pittsfield as one of the Safest cities/towns in the State of Maine in 2017:

As reported at the last Town Council Meeting and being reported at this Town Council meeting to reach as many people as possible: The Town of Pittsfield was chosen as one of the Safest communities in the State of Maine. Safewise reviewed the 2015 FBI Crime Report statistics and population data. All towns and cities under 3,000 residents were eliminated from review as well as any towns and cities that did not submit a complete crime report to the FBI. The number of reported violent crimes and property crimes were reviewed and the organization calculated the likelihood of these crimes occurring out of 1,000 people in each city. Cumberland was ranked #1. Pittsfield was #12 with 0 violent crimes per 1,000 and 8.37 property crimes per 1,000. We were in there with South Berwick, Monmouth, Yarmouth and Cape Elizabeth. This ranking was added to the Town Website.

3. Pittsfield Public Library News: Come to the Book Bonanza at the Pittsfield Public Library Wednesday May 17 – Friday, May 19 from 10:00 – 6:00 and Saturday, May 20 from 10:00 – 1:00. Ex-library books are looking for a new home. You may adopt a bagful of books and share them with friends. There is no adoption fee, but donations for the Friends of the Library will be gratefully accepted. These free books are both fiction and informational. They could be great to read during the summer or might be used for craft projects. Your imagination is the limit!

4. Central Maine Egg Festival to be a “Musical Egg-spression” for its 45th Year:

The next Central Maine Egg Festival Planning Meeting will be held on Thursday, June 08, 2017 at 6:30 pm in the Council Chambers - come to help and support your EGGG FESTIVAL for the children, our non-profits and our community to help keep the traditions alive!

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

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

Please join our volunteers on June 08, 2017 to brainstorm ideas and activities to plan out this year's celebration. We need help to have a great Egg Festival and keep this tradition alive. You do not have to be on the Committee, just drop by to help out on some important projects and/or to find out how you can join in on an activity or event of interest. There will be a lot of "musical egg-spressions" this year! If you would like to volunteer, but cannot make the meeting, please contact Kathryn at the Town Office (487-3136) or townmanager@pittsfield.org

5. Pittsfield Summer Concert Series: The Concert Series organized by our Super Hard Working Volunteers and sponsored by our local businesses kicks off on June 28 with Red Eyed Fox. A complete listing of these FREE concerts is at the Town Office, town website and at their Facebook page at @hathornparkmusic.

6. Pittsfield Theatre Committee Fundraiser for our Theatre Revitalization: Roger Moore is James Bond 007 in "The Spy Who Loved Me" which will be shown to celebrate the Town of Pittsfield's 40th year anniversary of ownership of the Theatre: Relive the 70's Entertainment with a 70's Costume party. Tickets are \$10 each with the movie at the Theatre and a 70's Dance at the Elks Lodge afterwards on Friday, June 9 beginning at 6:30 pm.

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

Board and Committee updates by Town Councilors and Manager

Councilor Manning:

Mayor Stackhouse: The BikeME meeting had a good turnout. Anyone interested is welcome at our next meeting. There was lots of interest at the last meeting.

Councilor Margolskee: The Bi-Centennial group only had 1 meeting since the last report. We followed up on assignments at the last meeting. We have been working hard on the cupula from Hathorn Park that was taken out of the garage. We just met with Jane Woodruff, Vaughan Woodruff and Jan Laux. We are getting a list of work that needs to be done as well as supplies needed for the project. We hope to get it fixed and painted by summer and have it dedicated to the Bi-centennial at the next meeting. Mayor Stackhouse asked if the rehab was being done locally. There are parts that need to be repaired or replaced. Don Woodruff and I have the equipment to do the repairs or replacement of items.

Town Manager: At the Planning Board Meeting on 05/08/2017, the board reviewed the various proposed ordinance amendments. The purpose of the proposed ordinances and the intent to protect values of neighboring properties from junky or unkempt yards. I understand that there was some concerns regarding the proposed ordinance amendments. In addition, the CEO advised me that the Planning Board told him at the meeting that the ordinance amendments for the grass and other items were only for the vacant buildings, which he did

not know about, and that the ordinance amendments were drafted for all properties. I will need to look at this to see exactly what has taken place as I did not attend the last two meetings due to work commitment after attending all of the meetings on this subject during the last year.

So these items are not yet being scheduled to public hearing at the Town Council Meeting level as I need to obtain the exact ordinance amendments that went to public hearing and whether they were changed in any way. Once I have time to determine exactly what took place legally, I am sure this will be easy to resolve if there is anything to resolve. I believe there is a misunderstanding.

6. NEW BUSINESS:

RESOLUTION 17-48: Resolved that the Town Council issue a permit to Cianbro Corporation, Inc. for the installation of powerlines in the town right of way for the Pittsfield Solar, LLC project as depicted in the application dated May 2, 2017 and authorize the Town Manager to execute an agreement for such work as approved by the Town Attorney.

Moved by **Councilor Cianchette** and seconded by **Councilor Strom** that Resolution 17-48 be adopted.

The Town Manager provided background on the project. The Mayor recognized Tom Ruksznis, the Facilities & Equipment Manager for Cianbro.

Tom Ruksznis, the Facilities & Equipment Manager for Cianbro has submitted the application required by State Law for the installation of power lines in the right of way of a public road.

Included are the following materials:

1. Transmission Line Agreement Request dated May 2, 2017;
2. State Law Requirements detailed in Title 35-A;
3. Notes from the Code Enforcement Officer; and
4. License Agreement for Facilities in the Right of Way drafted by the Town Attorney

Basically, Pittsfield Solar requires electricity for its operations. The lines for the project will run from the Solar project properties located off Route #2 and Pooler Road. The lines must run from those properties along Pooler Road and Powers Road to the CMP Substation on Bean's Corner Road. While the Cianbro application did not note Bean's Corner Road, it has been added to the permit due to how the roads meet at the town line in order to make sure that we cover everything.

At this time, Ciabnro is still studying alternatives to determine if the lines should be underground or along poles. Cianbro notes that all work will be completed within the public right of way, however, not within the paved section of the road.

The State Law requires a bond be placed for utility work to take place in the public right of way.

Other permits are required such as a street/road opening permit and a driveway permit for the project if any driveways are to be placed along Pittsfield Solar.

The Town Attorney had placed the agreement in the name of Cianbro Corporation, Inc. Cianbro has requested that the agreement be placed in the name of Pittsfield Solar LLC.

By law, the applicant may give public notice of the application. The Town Attorney advised that we should forward a public notice to the newspaper and the Town did so. This is a public notice and not a public hearing

Virgil Rollins asked to be recognized. He was concerned regarding the poles that will be on his property. Tom Ruksznis noted that the poles will be in the Town right of way on the opposite side, across from him. Mr. Rollins voiced concerns about his property value if the poles were in his yard. Mr. Rollins noted that he only had one day notice of the meeting that he saw in the Rolling Thunder. The Town Manager reviewed the State law requirements and advised that although public notice is not required on this type of application, the Town did place an ad in the Rolling Thunder in the edition that was available to the Town after receipt of Cianbro's submittal for consideration at this meeting. Tom Ruksznis noted that it is likely that Cianbro will go door to door to let people know where the poles will be placed.

VOTE: UNANIMOUS AYE

RESOLUTION 17-49: Resolved that the Town Council waive the bid policy, Chapter 2, Administrative Code, Section 106, to accept the proposal from F.A.R. & Beyond Lawncare Services to continue with the same pricing for 2017 for the Roadside Mowing; Departments mowing; and Pittsfield Municipal Airport mowing and to authorize the Town Manager to execute the contracts for said work with the same conditions as were in place for the years 2014 – 2016.

Moved by **Councilor Cianchette** and seconded by **Councilor Strom** that Resolution 17-49 be adopted.

The Town Manager noted that the Public Works Foreman advises that he negotiated the same price and terms for mowing this year as in the past year with the Contractor. 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

As you will recall, it was discussed that the Roadside Mowing contract would be completely revamped this year. Nothing has been found to require revamping. The roads to be mowed will remain the same as those listed in the prior contracts as the other roads cannot be added due to the tree growth in the right of way. Public Works has started to use the new equipment to trim back the right-of-ways. With so much growth, it is going to take time.

VOTE: UNANIMOUS AYE

RESOLUTION 17-50: Resolved that the Town Council authorize the Town Manager and Librarian to execute all paperwork and agreements for the 12 months of software and operational support for Minerva Library Management System.

Moved by **Councilor Cianchette** and seconded by **Councilor Strom** that Resolution 17-50 be adopted.

The Town Manager noted this is the regular yearly request from the Library to remain a member of the Minerva consortium which is the statewide integrated library system with access to more than six million items. The yearly fee pays for the access to all the

documents and items as well as for one day of inter-library loan delivery service per year.

VOTE: UNANIMOUS AYE

RESOLUTION 17-51: Resolved that the Town Council sign the Warrant and Notice of Election to call the MSAD #53 Budget Validation Referendum to be voted on May 23, 2017.

Moved by **Councilor Strom** and seconded by **Councilor Cianchette** that Resolution 17-51 be adopted.

The Town Manager noted this is a regular housekeeping item for the MSAD#53 Budget Process.

VOTE: UNANIMOUS AYE

RESOLUTION 17-52: Resolved that the Town Council authorize the Experimental Aircraft Association (EAA) Chapter 736 to hold The Greater Central Maine Everything That Flies Fly-in at the Pittsfield Municipal Airport on Saturday, July 15, 2017.

Moved by **Councilor Cianchette** and seconded by **Deputy Mayor Nichols** that Resolution 17-52 be adopted.

The Town Manager noted there has been no word as of yet if the event will be taking place, however, as time is drawing to a close for planning the type of activities that will be part of the Egg Festival, she submitted an application for approval.

VOTE: UNANIMOUS AYE

7. DISCUSSION ITEMS:

Updates – Financial:

A. Financial Reports as of 04/30/2017

Budget Expenditure Report

Revenue Collections Report

- Tax Acquired Property Report
- Economic Development Revolving Loan Update
- Housing Revolving Loan Update
- Transfer Station/Recycling Monthly Report
- Theatre Monthly Report
- Excise Tax Collections Comparison Report
- State Revenue Sharing Comparison Report
- Personal Property Tax Collection Report
- Real Estate Property Tax Collection

B. Other Reports as of 04/30/2017

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

The Town Manager advised of the following:

Budget Expenditure Report: 33.3% of period; 30.8% municipal, 27.6% municipal, water & sewer (depreciation and transfers done by Auditor so percentage will increase)

Revenue Collections Report: 33.3% period; 18.6% municipal, 21.9% municipal, water & sewer

Excise Tax Collections Comparison Report: For this period, \$-9,136.09 behind 2016 collections at this time of the year.

State Revenue Sharing Comparison Report: For this period, \$-1,456.03 behind the 2016 collections. This account needs to be watched closely as it continues to fall behind.

The remainder of the Financial Reports are self-explanatory.

Updates – General:

Water Projects/Issues:

Water Projects/Issues: The North Main Street Project will start up shortly as soon as weather permits. Ranger Contracting finished all the pipe work last fall but it was too late in the season for the site restoration. Letters were sent out to all the abutters of the project to advise that the Contractor was coming back shortly.

DEP Stormwater and Exclusion Permits: The Permits were received for the Airport and the Sewer Treatment Facility.

Economic Development CDBG for Innovative Specialties, LLC: There were issues with the bid document which Chad advises adds to all the issues with the engineering. When the bids comes in, it will determine if the project can go forward as is or needs revisions.

MSAD #53 Budget Process: During your Spring Break, I forwarded the Budget Summary to you with the percentage of an increase of 6.08% or \$187,975.64 or a mil or so increase.

MDOT Bridge Project on I-95 North and the Pittsfield Recreational Trail: A preconstruction meeting was held and the Town has received a copy of the meeting minutes. The project remains on the original schedule provided of starting up this Fall for the Recreational Trail and being completed by July 30, 2018. The rail trail will be relocated between October 2, 2017 and December 1, 2017. Lane closures on I-95 between Labor Day and June 13th from 6:00 am to 5:00 pm and between June 15th and Labor Day from 6:00 pm to t:00 am.

MDOT Bridge Deck Project for Eelwier Bridge on Mount Road: A preconstruction meeting was held and the Town received the meeting minutes. No dates were included for when the project begins or ends.

Police Chief Recruitment Process: The Town has received well over 10 applications for the position. The Town Manager has read them and now needs to rank them for the interviews. Since many people are from out of state, we are going to need to provide them with 2 weeks' time to obtain plane tickets or make other arrangements to get here. The Town Manager suggested dates near the end of May as the Job Fair for two counties and Sebesticook Valley that she is running will be completed. The Councilors on the Interview Committee will provide dates that they have available in their schedule and the Town Manager will schedule phone interviews for this first round.

Tax Acquired Property Bid: The bid will be going out shortly with bids due by June 21, 2017 at 11:00 am.

8. REPORTS: Audience, Council

Audience: None

Council:

Councilor Manning: Absent.

Councilor Donahue: Provided her condolences to Councilor Cianchette. Councilor Donahue noted that there is a large Amish Community coming to Pittsfield within the next 5 years. There will be ramifications to the Town with property and traffic. We should check with other Towns regarding their situations. They have purchased property on the Higgins Road. They are of the old order of Amish so they do not have reflectors on the buggies. The bush hogging is starting to make a difference as her equipment is not hitting branches now!

Councilor Margolskee: I want to congratulate Councilor Donahue on the store opening. They are open Wednesday through Saturday from 8:00 am – 2:00 pm. Councilor Margolskee asked where we are on the TV Station purchase. The Town Manager stated she would look into it and noted the cable company called for an update on the agreement too.

Deputy Mayor Nichols: It is good to see Councilor Cianchette back. I am glad to see the Dugas building has sold. Congrats to Councilor Donahue. I have received calls regarding discussing new updates on Ordinance committee regarding grass height, junk cars, etc. The Town Manager thought perhaps we should advertise in one of the daily newspapers, not just the Rolling Thunder, however that could set a precedence. She advised of how the Town cannot afford ads in both the weekly and the daily. The legal ads are required under the law at this point to be in the daily newspapers. We will also do a press release. Deputy Mayor Nichols noted that the solar project seems to be moving along. Advised he would be out of the State from 06/03 – 06/13.

Councilor Strom: Welcome back Councilor Cianchette. There is a new law that has been proposed to change the law required of newspaper posts of legal ads. He advised that he will be attending the school budget meeting on Tuesday.

Councilor Cianchette: Thanked everyone for their thoughts and prayers. Advised that he was between careers now and will be able to be here more often. Asked when the leaves at Hathorn Park would be cleaned up due to the condition of the park for the ball games and playground. The Town Manager advised that Public Works was requested to do this work and that it is on their list.

Mayor Stackhouse: The leaves at Hathorn Park are a real eyesore at the ball games. Mayor Stackhouse questioned the mobile home at the bottom of Grove Hill. The Town Manager noted that the Code Enforcement Officer has been advised to give the owner a date to move it or we will pursue it if need be. Welcomed Councilor Cianchette back.

9. EXECUTIVE SESSION: NONE

10. ADJOURNMENT

Motion by **Deputy Mayor Nichols** and seconded by **Councilor Cianchette** that the meeting be adjourned at 8:00 p.m. All in agreement.

VOTE: UNANIMOUS AYE

Nicole Nickolan, Town Clerk