

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, July 7, 2009 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Mayor Tim Nichols, Deputy Mayor Gary Jordan, Jr., Caleb Curtis, Wayne Fotter, Donna Chale and Louise Baker **ABSENT:** Christopher Carr. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Donnie Hallenbeck, Scott Noble, Don Chute, Mike Lange, Bud Newell, Kevin Duhon and others.

1. **Mayor Nichols** opened the meeting by leading the **Pledge of Allegiance**. The Council observed a moment of silence.
2. Adoption of Minutes of the regular meeting on June 16, 2009.

Moved by **Councilor Curtis** and seconded by **Councilor Chale** that the minutes of the regular meeting on June 16, 2009 be adopted.

VOTE: UNANIMOUS AYE

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

Community and Economic Development Activities and Events

Upcoming Meetings & Events:

Central Maine Egg Festival on Tuesday, July 21 – Saturday, July 25, 2009

The Activities are listed on the Town's website. This is the 37th annual celebration.

Sebasticook Valley Healthy Communities Coalition Leadership Meeting on Tuesday, August 25, 2009. These are held quarterly.

To be Announced:

Business Forum on how to start a new business and tips on how to address challenging times, to be scheduled for late 09/2009. Also been suggested to team up with a green energy focus.

Certificates of Congratulations on Milestones:

50th Anniversary of Bud's Shop 'N Save in Pittsfield
R.H. Reny's Department Store Renovation Project

Certificates of Congratulations to New Businesses:

Quinn's Antiques, Main Street
Doggie Day Spa, Leighton Street
Sassy Styles, Somerset Avenue
Seams Sew Fun LLC, Bates Street
Smiling Otis Studio, Somerset Avenue
Waverly Living and Learning, Waverly Street

Presentation by Don Chute, Recycling/Transfer Station/Safety Coordinator, gave a brief presentation on the recycling rate for the Town of Pittsfield for 2008.

Coordinator Don Chute was present to explain the new recycling rate for the Town. We are very fortunate in these times of decreasing rates to be one of the communities with an outstanding recycling rate in the State of Maine: 68.91%. Donnie noted that the residents of Pittsfield have again gone above and beyond to keep our numbers down. There were a few major businesses that left Town, and this shows in the numbers.

Councilor Fotter wanted to commend Don Chute on doing such a great job. Mayor Nichols wanted to echo Councilor Fotter's comments. Don is doing a great job along with all of the crew at the Transfer Station.

The Town Manager noted everyone should be very pleased and proud of their accomplishments – all of the staff, the Recycling/ Transfer Station/Safety Coordinator, town officials, committee members, businesses and the community. It took everyone's participation and commitment for this great achievement.

The Town's Recycling Rates have been as follows: **2006:** 61.31%, **2007:** 71.80%

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

Town Manager's Report: Town Council Meeting of 07/07/2009:

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

2. Paul E. Bertrand Community Swimming Pool Hours: READ Hours and Adult Early Bird Swim Times.

3. Pickin' & Picnic In The Park: Come down to Hathorn Park for some good old-fashioned pickin'. Bring your guitar, banjo, fiddle, accordion, wash board, a song and other instruments to make music. The event will start with a picnic at 5:30 p.m. and end at dark. This will involve a wide variety of musicians and a family atmosphere. Everyone is invited. The first event will be held on Thursday, July 16, 2009 with a rain date of July 23, 2009. The next events will be held on August 20 and September 17, 2009. For more information contact Hazel Mitchell at 207-257-2312.

4. The Night of the Chairs: The Town Councilors have been invited to The Night of the Chairs, a wine and cheese gathering of the artists that painted the Adirondack chairs donated by Walpole and other businesses. The event will be held at 7:00 pm on Friday, 07/10/2009 at Bill and Jean Bradshaw's home on Arbor Lane (3rd hours on the left before the intersection).

5. Pinnacle Park LEARN TO FISH: The Sportsman's Alliance of Maine will be at the Pinnacle Park on Saturday, July 11, 2009 from 10:00 am to noon to teach anyone who wants to

know how to fish and the rules. The Pinnacle will be raffling off two fishing poles for the children. Open to everyone. Bring the children and learn where we will be building the fishing platforms for later use.

6. Central Maine Egg Festival: The 37th Annual Egg Festival is right around the corner. Mark your calendars for Tuesday, July 21 – Saturday, July 25, 2009. The Town has copies of the Egg Festival Marketplace Application Form and copies of the Central Maine Egg Festival Scholarship Pageant Applications at the Town Office. Applications are also on-line at the Central Maine Egg Festival site which is linked to the Town of Pittsfield website.

7. Census 2010: Remember that Census workers are out collecting information in the community. The individuals should have signs on their vehicle and proper Census identification.

8. Main Street Railroad Tracks: Pan Am Railroad has spent some time to extensively patch the area by the Main Street Tracks so crossing the area is much better.

9. 214 Somerset Avenue: Merlon LaSalle closed on the property at 214 Somerset Avenue on Friday, June 06, 2009. He has started hauling away debris from the property as best as one can during all the rainstorms. The first load of demolition materials from the burnt out sections of the house were removed this weekend. This is a large undertaking.

10. Town Budget and Revenues: Calculations of the draft reconciliation for the end of June 30, 2009 which is one-half of the year shows the following: Expenditures: 41% municipal; 56% water; and 33% sewer. Revenues: 33% municipal; 37% water and 32% sewer. Our main revenue producers excise tax and state revenue sharing are at all time lows for this time of the year during the last several years. The Town has been on an unofficial budget freeze for 2 months and an actual budget freeze for 2 months except regular bills, regular payroll, and maintenance/emergency items. The Departments are all getting letters to recommend cuts to their budgets to save money to make up for revenue loss. Items that the departments can do will take place this month for the remainder of the year or until revenues increase. If we can not make up the shortfall internally, this will come to the Town Council with recommendations on how to address this in August. In addition, we will be reviewing service fees as these fees cover our cost of doing business. They were last reviewed in 2006 and we review them every 2-3 years. Revisions to these, if any, will also come to the Council in August. The Engineer is still working on the water rate increase as these rates are for the Town for several years. Important to all this will be the July, 2009 State Revenue Sharing check.

11. Farmshare Program: Seniors who qualify can receive up to \$50 in free local produce during the summer growing season. This is a partnership between the Maine Department of Agriculture and farmers throughout Maine. The State is still accepting applications.

12. Pittsfield Farmers' Market: The Farmers Market at Hathorn Park is available Mondays and Thursday from 2:00 pm – 6:00 pm until October 29, 2009.

Finance Committee: Met tonight prior to the meeting. The Cemetery Trust Fund was discussed. It seems to be OK for the moment. The revenue shortfalls were also discussed.

Ordinance Committee: No Report.

Recycling Committee: No Report.

6. **NEW BUSINESS:**

- a. **ORDINANCE 09-07:** (To be set to Public Hearing on 08/11/2009) The Town of Pittsfield hereby ordains the amendment of Zoning Ordinance, Chapter 13, District Use and Dimensional Standards Tables “P” and “Q” to add essential services as a principal use in zoning districts R-1, R-2, R-3, R-4, C-1, C-2, C-3 and C-4 and to add essential services as a conditional use to Special District Use and Dimensional Standards Table “R” District RF and foot note # six (6) Electric power transmission lines and their related towers, wire runs and equipment are required to meet the property line setback standards of the district in which located. Where such transmission lines are located in an easement, the setback shall be measured from the edge of the easement.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Curtis** that Ordinance 09-07 be set to Public Hearing on 08/11/2009.

The Town Manager noted as everyone is aware, Central Maine Power through TRC Solutions requested a zoning ordinance amendment several months ago as it was found that the Town’s ordinances do not allow any essential services in any zones except the shoreland zoning ordinance. This ordinance came from the State and was a stand alone ordinance. The original request for the Maine Power Reliability Project is that which is in regular print and the amendment crafted by the Town Attorney to implement the concern of not having setbacks in the Town’s regulations is underlined. It was also thought that we needed a definition of what a transmission line is so that it is not confused with poles along the roadway. If set to public hearing, we will list this as all underlined as it will all be new in terms of the Zoning Ordinance.

Under the current Ordinance, people were under the impression before this was reviewed by the MMA Legal Department that the setbacks were in effect. The additional language added by the Town to the proposal from CMP will basically restore what the Town already assumed was in regulation.

At the current time, the project can not submit an application as the Zoning Ordinance does not recognize essential services as permitted uses.

Councilor Fotter questioned if an A-frame is considered a structure or a building. The Town Manager advised it is considered a structure. Currently, buildings and structures are handled differently.

VOTE: UNANIMOUS AYE

- b. **ORDINANCE 09-08:** (To be set to Public Hearing on 08/11/2009) The Town of Pittsfield hereby ordains the amendment of the Land Use Definitions Ordinance to add the following language: Transmission Line: Electric power transmission line of 115 kV or greater, including the associated transmission poles or towers.

Moved by **Councilor Curtis** and seconded by **Deputy Mayor Jordan** that Ordinance 09-08 be set to Public Hearing on 08/11/2009.

Councilor Fotter questioned why the definition must state 115 kV or greater. This language allows the voltage to be raised higher and higher. The Town Manager advised that the language could be changed with an amendment if the Council would like.

Motion by **Councilor Fotter** and seconded by **Deputy Mayor Jordan** that Ordinance 09-08 be amended as follows:

ORDINANCE 09-08: (To be set to Public Hearing on 08/11/2009) The Town of Pittsfield hereby ordains the amendment of the Land Use Definitions Ordinance to add the following language: **Transmission Line:** Electric power transmission line of 115 kV through 345 kV, including the associated transmission poles or towers.

VOTE: UNANIMOUS AYE

VOTE AS AMEND: UNANIMOUS AYE

- c. **ORDINANCE 09-09:** (To be set to Public Hearing on 08/11/2009) The Town of Pittsfield hereby ordains to repeal Pittsfield Town Code, Chapter 16, Shoreland Zoning Ordinance, dated June 6, 2000 and Town of Pittsfield Zoning Map revised February 21, 2006 and replace in their entirety with Pittsfield Town Code, Chapter 16, Shoreland Zoning Ordinance and the Town of Pittsfield Zoning Map revised April 2009 as recommended by the Ordinance Committee.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Chale** that Ordinance 09-09 be set to Public Hearing on 08/11/2009.

The Town Manager noted every decade or so the State of Maine mandates a new shoreland zoning ordinance. The ordinance must be adopted by the Town and contains general language along with very few options. As I noted on the agenda sheet, the Building Inspector went through and proposed a number of changes such as additional setbacks that had not been part of the ordinance previously. The Planning Board supported those changes. The Ordinance Committee did not and requested that the less restrictive of the options be inserted into the draft.

The CEO then advised me that the ordinances now being set to public hearing by the Planning Board are just the basic ordinance without the additional language and requirements that he had drafted. Now, the only difference between the Ordinance versions is how to address the expansion of non-conforming homes.

There is a chart in the Council package that explains the pros and cons for both the 30% expansion rules which is the option that the Town has had for years and which has been recommended by the Ordinance Committee and the Alternate Rule that is a new option that is recommended by the Planning Board.

As we have two differing recommendations here and the State Law in this one particular case requires that the Planning Board version be sent to the Town Council for consideration and the Town Regulations requires that the Ordinance Committee version be sent to the Town Council for consideration, both versions are on the agenda and need to be set to public hearing.

VOTE: UNANIMOUS AYE

- d.* **ORDINANCE 09-10:** (To be set to Public Hearing on 08/11/2009) The Town of Pittsfield hereby ordains to repeal Pittsfield Town Code, Chapter 16, Shoreland Zoning Ordinance, dated June 6, 2000 and Town of Pittsfield Zoning Map revised February 21, 2006 and replace in their entirety with Pittsfield Town Code, Chapter 16, Shoreland Zoning Ordinance and the Town of Pittsfield Zoning Map revised April 2009 as recommended by the Planning Board.

Moved by **Councilor Chale** and seconded by **Councilor Curtis** that Ordinance 09-10 be set to Public Hearing on 08/11/2009.

VOTE: UNANIMOUS AYE

- e.* **ORDINANCE 09-11:** (To be set to Public Hearing on 08/11/2009) The Town of Pittsfield hereby ordains the Hathorn Park Revitalization: Legge's Field & Sports Area, Phase I to include essential components of the sports facilities at the park on the following terms:
1. The Town Council hereby authorizes the expenditure of up to \$50,000 for this project, such amount to be funded from (a) donations and in-kind work; and (b) state and/or federal grant funds, including grants pursuant to the Land and Water Conservation Fund Act, Public Law 88-578, subject to the \$50,000 total expenditure limitation.
 2. The Town is hereby authorized and empowered to borrow money, from time to time for a term for up to one year, in an amount not to exceed \$25,000 at any one time outstanding, in anticipation of the collection or receipt from the grant of such federal or state aid, or both, to pay costs of such project, by the issuance of negotiable general obligation grant anticipation notes of the Town, which notes, and any extensions, renewals or replacements thereof, shall be signed by the Town Treasurer and countersigned by at least a majority of the Town Council, with such dates, maturities, denominations, interest rate(s) and other details as the Town Treasurer shall determine.
 3. This Ordinance shall take effect 30 days after its adoption.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Curtis** that Ordinance 09-11 be set to Public Hearing on 08/11/2009.

The Town Manager noted this is the language required in order to consider submitting a Land & Water Conservation Fund Project. After completing several park projects and the

Swimming Pool project, the Legge's Field and Sports Area is the next project if we can locate donations toward the project. Because of the timing of the grant application and the fact that we need a public hearing, this project needs to be on this agenda in order to proceed.

The Town has never borrowed any monies for these projects.

Projects under review for Phase I include renovation of the basketball court to include new gravel and new pavement; renovation of the small playground; and renovation of Legge's Diamond area. Additional phases could include the concessions, bathrooms, gazebo, etc. We listed the items that needed the immediate attention first.

The grant applied for would be \$25,000 and the Town's match would be \$25,000, which would be from contractors, companies, individuals and the Town's PW Force Account. The project would proceed if we find enough interest from people who want to work on it.

VOTE: UNANIMOUS AYE

- f.* **RESOLUTION 09-102:** Resolved that the Town Council accept the bid of Cianbro Corporation of Pittsfield, Maine in the amount of \$ 1,065,790.00 for the Reconstruction of the General Aviation Apron at the Pittsfield Municipal Airport under Airport Improvement Program (AIP) Project No. 3-23-0036-10-2009 and authorize the Town Manager to execute the contract for same pending the delivery of acceptable bonds and insurance to the Town at the time of execution, and approval of the Federal Aviation Administration (FAA) and Maine Department of Transportation (MDOT).

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Baker** that Resolution 09-102 be adopted.

The Town Manager noted the project consists of approximately 100,000 sf of full depth apron re-construction, drainage, tie-downs, pavement markings and a new gate with access control system.

The original project was estimated at \$1,195,830. The Town has now received both federal and state grant offers for funding for the reconstruction of the apron. The federal government's match is 95% of the cost; the State of Maine is 2.5% and the Town's match is 2.5%. We just received approval of the engineering contract so that we now have an engineer on board. The DEP permit just came in to proceed.

The Council has a copy of Cianbro's bid as well as the bid of the next highest bidder and the tally sheet. Sitewerx, Inc. had withdrawn its bid. The Cianbro bid is \$1,065,790.

Currently, there is no water or sewer infrastructure where the area for potential hangers is located along the old runway. When this project is being done, we are interested in projecting the costs to hook up water from Harrison Avenue area to the location of where all the hangers will be along the old runway to see if the Town can do this work while Cianbro is out there. The sewer would come from the back area and as I understand it, not need to go through the apron area.

VOTE: UNANIMOUS AYE

- g. **RESOLUTION 09-103:** Resolved that the Town Council approve the Pittsfield Municipal Airport Minimum Standards and Procedures for the Lease and/or Use of Property and Facilities for Aeronautical Activities (Minimum Standards) A. Minimum Standards for Aircraft Hangers.

Motion by **Councilor Curtis** and seconded by **Councilor Chale** that Resolution 09-103 be adopted.

The Town Manager noted with the apron to be reconstructed, there is much more interest in building hangers. The original Minimum Standards were adopted in 2007.

Upon request of an airport business, the Airport Committee again reviewed the minimum standards to determine if they were too difficult to meet. After review at meetings, the Airport Committee proposes the attached revisions to the Airport Minimum Standards.

Revisions were made in 4) Building Systems; Deletion of 5) Foundation; Renumbering of the rest of the document; Revisions were made in 6) Doors; 8) Construction Standards; and 11) Maintenance.

VOTE: UNANIMOUS AYE

- h. **RESOLUTION 09-104:** Resolved that the Town Council approve the Bid Specifications for the Removal of Sludge from the Town's Wastewater Treatment Facility Lagoon System and Authorize the Town Manager and Assistant Water/Sewer Superintendent to seek bids for the same.

Moved by **Councilor Chale** and seconded by **Deputy Mayor Jordan** that Resolution 09-104 be adopted.

The Town Manager noted the Town Council received a copy of the draft bid for removal of sludge from the lagoon. This bid is for removal of the sludge from the influent lagoon – which is the one with all the material in it. The bid has been written so that we can have all hauled away or as much as we can afford based upon the pricing.

This is an exploratory bid to determine the actual pricing and who is out there that would be interested. Once we have actual costs, we can start working toward putting financing in place which is going to take some time. DEP wanted the sludge to be removed the summer of 2010 so this timetable has been put into the bid spec. The financing part is going to be extensive.

At the most, we will find the solution. At the least, we will have the costs and companies will come forward with other options or ideas.

The Town Attorney has recommended only two changes: To make it clear that it is based upon the time obtaining the necessary funding and to make the pre-bid meeting mandatory.

Councilor Baker requested a tour of the Lagoons. This was a well-received idea. The Town Manager will arrange a time and date for the tour with the Water/Sewer Assistant Superintendent, weather dependent.

VOTE: UNANIMOUS AYE

- i. RESOLUTION 09-105:* Resolved that the Town Council set the rate of interest to be charged on delinquent taxes for 2009 at 9.0% and the due date for payment of taxes at the end of the business day on Friday, October 16, 2009.

Moved by **Councilor Curtis** and seconded by **Councilor Baker** that Resolution 09-105 be adopted.

The Town Manager noted these are yearly housekeeping motions for the tax commitment. The highest rate of interest that can be set is 9.0%. For overpayments, the rate is the Town's rate – 4.0% which would be 5.0%. The Town has the ability to not pay interest on prepayments – we do get overpayments and duplicate payments. In addition, people participate in the tax club during the year.

In terms of the tax commitment and factoring process, the County Budget has been postponed again until the end of the month so we do not know the exact amount of the commitment. If it is as drafted by the County, the mil rate will be around \$16.50. It is higher than projected by the Assessor. If everything stayed as it was last year, it would have been \$15.50 as Mr. Phillips had indicated at the meeting.

The Town lost a massive amount of personal property valuation – some from the law change, but the largest percentage is from companies hauling their personal property out of town, the closure of SAS Shoemakers and a number of companies trading in old personal property and getting new personal property that is not taxed. There were several major corporations that deleted a lot of their personal property, moved it or submitted correct listings of what they had all along. We lost over \$8 million in personal property. This has effected the mil rate.

When the County budget went up over \$200,000 last year that hurt the Town and of course, that large increase will be in carried forward in this billing also.

VOTE: UNANIMOUS AYE

- j. RESOLUTION 09-106:* Resolved that the Town Council set the rate of interest for overpayments for 2009 at 5% to conform with 36 M.R.S.A. Section 506-A.

Moved by **Councilor Curtis** and seconded by **Councilor Chale** that Resolution 09-106 be adopted.

VOTE: UNANIMOUS AYE

- k. RESOLUTION 09-107:* Resolved that the Town Council authorize the Tax Collector/Treasurer to accept prepayment or decline prepayment of taxes not

yet committed or received prior to the due date and pay no interest thereon in accordance with 36 M.R.S.A. Section 506.

Moved by **Councilor Curtis** and seconded by **Councilor Chale** that Resolution 09-107 be adopted.

VOTE: UNANIMOUS AYE

- l.* **RESOLUTION 09-108:** Resolved that the Town Council approve the payment of the monthly disbursements in the amount of \$176,851.81 (July 2009) and \$176,851.66 (August 2009-June 2010) to SAD #53 for its fiscal year beginning July 1, 2009 and ending June 30, 2010, for a fiscal year total of \$2,122,220.07, which represents the Town of Pittsfield's share of SAD #53's local appropriation funds.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Baker** that Resolution 09-108 be adopted.

The Town Manager noted this is a yearly housekeeping item.

VOTE: UNANIMOUS AYE

- m.* **RESOLUTION 09-109:** Resolved that the Town Council approve the payment of weekly payroll checks in accordance with the following accounts: Personnel services (01-05 Regular; 01-15 Part-time; 01-20 Supply Operation, 01-25 Supply Maintenance, 01-30 Distribution Maintenance 01-35 Customers Accounts and 01-40 FICA).

Moved by **Councilor Curtis** and seconded by **Deputy Mayor Jordan** that Resolution 09-109 be adopted.

The Town Manager noted this is a yearly housekeeping item.

VOTE: UNANIMOUS AYE

- n.* **RESOLUTION 09-110:** Resolved that the Town Council confirm the appointment of Gary R. Jordan, Jr. to the Pittsfield Economic Expansion Corporation Board of Directors.

Moved by **Councilor Fotter** and seconded by **Councilor Chale** that Resolution 09-110 be adopted.

The Town Manager noted PEEC has been operating at meetings with few members since the Assistant Town Manager's position was deleted. It would be good to have an additional member, especially as we may have more activity in the future.

VOTE: UNANIMOUS AYE

- o.* **RESOLUTION 09-111:** Resolved that the Town Council approve a second-hand dealer license application for Quinn Antiques & Auctions at 103 Main Street, Pittsfield, Maine 04967.

Moved by **Deputy Mayor Jordan** and seconded by **Councilor Baker** that Resolution 09-111 be adopted.

The Town Manager noted Chapter 2A. Business Permits requires that new second hand shops/antique shops apply for a permit. The initial application requires Council approval. Renewals are processed in the Town Office. Quinn has moved into the old antique location, which then became the location of Heidi Ann's. Heidi Ann's is now located on Peltoma Avenue.

VOTE: UNANIMOUS AYE

- p.* **RESOLUTION 09-112:** Resolved that the Town Council approve the issuance of a parade permit to the Central Maine Egg Festival Committee/Kiwanis for the Kiwanis Kiddie Parade on July 23, 2009 at 6:00 pm and the Egg Festival Parade on July 25, 2009 to begin at 9:15 am and to waive the fees.

Moved by **Councilor Fotter** and seconded by **Councilor Chale** that Resolution 09-112 be adopted.

The Town Manager noted Chapter 2A Business Permits requires that all parades come before the Town Council for approval. The parades will be similar to past years.

VOTE: UNANIMOUS AYE

- q.* **RESOLUTION 09-113:** Resolved that the Town Council approve the issuance of a parade permit to the Sebasticook Valley FCU for a fundraising Run to End Hunger on June 25, 2009 to begin at 8:30 am and to waive the fee.

Moved by **Councilor Fotter** and seconded by **Councilor Baker** that Resolution 09-113 be adopted.

The Town Manager noted these runs and walks are not actually parades, however, they will be along and in the roadway. Most of the route will be along sidewalks.

VOTE: UNANIMOUS AYE

- r.* **RESOLUTION 09-114:** Resolved that the Town Council Appoint members to fill the vacancies on the various Town Boards and Committees from the attached list.

Moved by **Councilor Chale** and seconded by **Councilor Baker** that Resolution 09-114 be adopted.

The Town Manager noted when Melissa Hackett re-located, two vacancies were created. One on the Planning Board and one on the Recycling Committee.

7. **DISCUSSION ITEMS:**

1. **Update on Water Projects:**

Federal Stimulus Funding for Back-up Water Pump: The loan was signed and approved; we are working on Requisition #1 for Bond Counsel costs and Engineering costs. The contractor received the Notice to Proceed.

Water Meter Replacement and Automated Meter Reading (AMR System):

We have enough calibrated and tested manual meters to re-meter the remaining mobile home parks. Installations will be weather dependent. The project is scheduled to take place during the weeks of: July 13 – 17, 2009; July 20 – 24, 2009; August 10 – August 14, 2009; August 17 – August 21, 2009. Letters had previously been sent out. It is still wet in some of the areas that the installations have to take place.

For the Repair of Cuts in the Roadways:

The Water/Sewer Department and Public Works Departments will be repairing cuts across the roadways from emergency water work and other emergency work along with repair work beginning July 27, 2009. It is expected that this work will take several days. We will rent the equipment and do the work ourselves.

2. **Update on Sewer Projects:** On agenda tonight.

3. **Water/Sewer Project Possibilities: Income Survey for State and Federal Funding Opportunities:** This project is still underway.

Grants Update:

New Grants:

Airport Apron Reconstruction Grant Application: On agenda this evening.

Brownfields Grant: The notice sent to the neighborhood last month reads as follows:

The Town of Pittsfield was awarded a federal grant to address the former vacant commercial site of Tone America acquired through unpaid matured tax liens located at 8 Mount Road. In earlier years, this building housed The Valley Times and Lehr Furniture. The work will involve the following: (1) removal of materials considered to be hazardous (i.e., small amount of soil with petroleum in it; asbestos in the buildings; old electronics in the buildings; etc.) and (2) demolition of the buildings.

We wanted to advise everyone of the proposed timeline for this project as there will be more truck traffic in the area and some noise as the demolition takes place.

This is the proposed schedule as of 06-25-09:

6-29-09 – Licensed contractor mobilizes to site to begin work. Asbestos abatement expected to take 1 week.

7-06-09 – Construction company to begin building demolition. Building demolition expected to take 1 week.

7-13-09 – Construction company to remove petroleum contaminated soil and perform site restoration including loaming and seeding. Soil removal expected to take 1 day.

7-21-09 – Engineering firm will conduct final sampling at site.

8-30-09 – Engineering firm to submit draft closure report to Town and DEP for review.

Renewable Energy Grant: The wind turbine is due in on or by 08/01/2009.

Riverfront Community Development Bond: All paperwork was forwarded to the State of Maine for review. We should hear back shortly. We were asked by the State to start the contract for the work on July 1, 2009. We have not received any paperwork to date. At the August Council Meeting, we should have the paperwork to proceed by then. I will have the timetable and any Requests for Bids that need to go out. Most of this is in-kind work and small purchases.

Grants waiting to be closed:

Airport Grants: Design Engineering for Apron Reconstruction: Received all funding and this grant was closed out.

CDBG Grant/Public Facilities/Historic Preservation/Library: This grant is now officially closed out.

FEMA Reimbursements: 04/28 – 05/14/2008: Still waiting for paperwork and final State match.

L&W Conservation Fund: Swimming Pool Essential Components: The one reimbursement had been forwarded to the Dept. of Conservation for the L&W Fund grant for the Swimming Pool for the full \$25,000. The Town received payment minus 5% kept for inspection. The inspection took place and went well. Our remaining 5% should show up by mid-July, 2009.

Safe Routes to School, Phase II: This project began during the week of School Break with the sidewalk and curb being installed. Requisition for payment was submitted in June and we have been advised that payment will be processed about mid-July, 2009.

Other Grant Opportunities:

Economic Development Administration Grant Application: Our project is moving along through the various meetings and requirements. We had put out a bid for engineering assistance that drew in a host of engineering firms wanting to work in Town. The bids are good for 6 months as it does take awhile for all of the steps involved with grant projects, especially these larger ones. We located almost every pin depicting the lots that had been originally set by the surveyor in the late 1980's/early

1990's. We have a legal review going to put on paper the transfers for the project to show ownership and are having the project reviewed by the applicable state and federal departments.

The Town has just received a letter from EDA that our project merits further consideration. The \$1.1 million dollar project would consist of a \$880,000 federal grant and a \$220,000 town match. That is 80-20 match which is the lowest I have seen over the years. Usually it is 50-50 match. We have a lengthy list of materials that need to be compiled and written for next week. We need to finalize the engineering cost estimate and certification; I need to write a letter verifying that the match is available (which is the funding that the Council recently re-allocated from the Economic Development Revolving Loan Account to a new Economic Development Account). We need letters from the state and federal government. There is an Assessment that needs to be written and so forth.

Fire Grant – Aerial/Pumper: The Fire Department is applying for a Quint Aerial-pumper to replace its 1981 Pierce pumper. The grant is for a \$700,000 project with 5% as the Town's match. We have a 28 year old piece of equipment that it would be helpful to replace. The Quint Aerial component is for a 75' ladder to service some of the larger buildings in Town. I have been advised that the vehicle will fit into the current Fire Station. This application was filed.

Fire Grant – Fire Station Renovations: Part of this funding allows for work to be done to the fire station to enhance service. It is clear that our older fire station, which has had very little work done to it since the 1970's, requires upgrades. Items which will assist in making the service for responsive and efficient for the citizens are included. The grant is due on July 10, 2009. READ list of items that the Fire Department has compiled.

Mobile Electric Power Grant: The Water/Sewer Department is working with other departments on an outside generator that could be transportable to where it is needed. At this time, there does not appear to be a match according to the Assistant Water/Sewer Superintendent, however, I have asked him to verify this in writing.

The Police Department is eligible for Federal Stimulus Funds. We are eligible for just under \$11,000 and the funds need to create jobs. The PD desires to improve the mobile radio equipment to a P25 platform, which would create or retain jobs in the private sector so it is eligible. There is no match. We have been requested to re-submit several attachments in a different order.

8. **REPORTS:** Audience, Council

Audience:

Donnie Hallenbeck noted that the proposed upgrade to the playground would be the 2nd upgrade done. He also noted this would be the 3rd new surface for the basketball court.

Kevin Duhon was in the audience with three young gentlemen from Town. They were in attendance to speak on a few programs that they are interested in. Mr. Duhon was

helping the kids learn about finances. He has been in touch with a doctor's office, a bank and three business owners to help with this. The kids were also interested in having bottle drives or other fundraising projects to be more involved with the projects they are interested in. Finally, the kids wanted to voice that they are very interested in getting the skate park up and running and had some ideas they would like to share with the Town Manager. Mr. Duhon also updated the Council on the 3 on 3 basketball event he held. He noted that there were 27 people playing on the courts and at least 75-80 people that were in and out of the park watching the tournament.

Council:

Councilor Baker: Wanted to thank Don Chute and Scott Noble for all they do for the Town. Councilor Baker is very excited to see the workings of the Lagoon systems.

Councilor Carr: Absent.

Councilor Chale: No comment.

Deputy Mayor Jordan: No comment.

Councilor Curtis: No comment.

Councilor Fotter: No comment.

Mayor Nichols: Wanted to note he appreciates all Donnie and Scott do everyday for the Town. All of our employees do the job of 2 or 3 employees. Everyone should be commended for all they do. Wanted to congratulate all the new small businesses in Town. Considering everything that is going on in the economy, it is god to see the Town is still growing.

9. **ADJOURNMENT:**

Moved by **Councilor Fotter** and seconded by **Deputy Mayor Jordan** that the meeting be adjourned at 9:04 p.m. All in agreement.

Nicole Nickolan, Town Clerk