

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, October 2, 2007 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Deputy Mayor Wayne Fotter, Gary Jordan, Jr., Michael Gray and Brian Philbrick. **ABSENT:** Mayor Tim Nichols, Christinalyn Hamel and Louise Baker. Also present were Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Don Hallenbeck and Brenda Seekins of The Seabasticook Valley Weekly.

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

For a matter of record **Deputy Mayor Fotter** will be voting tonight to make a quorum.

2. **Adoption of Minutes** of the Regular Meeting on September 18, 2007.

Moved by **Councilor Gray** and seconded by **Councilor Philbrick** that the Minutes of the Regular Meeting on September 18, 2007 be adopted.

VOTE: UNANIMOUS AYE

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

The Town Manager noted that it is a good idea to review all of our upcoming events together, given there are so many activities taking place in the community:

Swimming Pool Demolition Party: The big event is on Saturday, 10/06/2007 from 9:00 am – 10:00 am to say goodbye to the 1953 relic Pittsfield Community Swimming Pool and celebrate the beginning of the construction for the upgraded outdoor pool. Festivities include a Welcome, Meet the People involved, Project Update, Learn how you can help, the Official Pool Naming and Groundbreaking. Refreshments & Conversation, Viewing of the Plans and Group Photos will be taken.

Household Hazardous Waste Disposal: Our Annual Household Hazardous Waste Collection Day is Saturday, October 6, 2007 8:00 am - noon. We will be teaming up with KVCOG and the Town of Skowhegan again this year. Pre-registration will be required to participate with calls made to the Transfer Station/Recycling Center to sign up for a specific time. Brochures are available at the Town Office and have been distributed around Town. READ materials that can be taken and items that can not be taken.

Chamber Leadership Conference: The Chamber of Commerce has invited each town's Town Council/Board of Selectmen and Town Manager/Administrative Assistant and spouses to be their guest at the first Leadership Conference to be held on Thursday, 10/11/2007 at 6:00 pm at the Corinna American Legion Hall. The focus of the meeting is

to bring everyone together so that we can work together on economic development opportunities for our region. Each town needs to identify their top 3 opportunities for their area and the region with a focus on economic development. Another function of the meeting is to have everyone meet and get to know each other as well as enjoy a locally prepared meal. This is the first of several outreach events to the communities by the Chamber. We are looking at having more events that the Chamber hosts around the area that is served. That means that an event could be held in Hartland, Pittsfield, Corinna, etc. We should have 2-3 Councilors attend. I will be attending. Everyone got a package from the Chamber in their Council Package or before that if they were in the office.

Neighborhood Watch Program: We have about 12 individuals signed up for the Neighborhood Watch program. The last meeting on Tuesday, 09/25/2007 was well attended and quite interesting. This program can work out very well for the Town. The group decided that meetings would be on Mondays. The next meeting is on Monday, 11/15/2007 at 6:30 p.m. at the Warsaw School Cafeteria. You can sign up at the Town Office or Police Station or just attend the session and sign up then. We are looking into ways that people can assist the police that will not take up a lot of time. A focus of the meetings will be what to watch out for, security tips for neighborhoods and a score of other subjects.

Trash to Treasure Day: This event will be held on Saturday, 10/27/2007 from dawn to dusk. This is a day in which people can put items out on their lawns/at the end of their yards for people to take free of charge. There should be a Free Sign by the discards. This is an important event because all of these items will eventually end up in the Transfer Station, are transported to disposal facilities and the Town pays to dispose of them. In addition, the materials are discarded so more raw resources are used up. If someone else can use an item, they pick it up for free. This day is held in conjunction with Make A Difference Day.

Make A Difference Day: The Town will celebrate this event on Saturday, 10/27/2007 at 9:30 a.m. at Hathorn Park. Bring your rakes and gardening tools. We have clean up activities planned as well as a few plantings. This is hosted by the Recycling Committee.

Community Forum: In conjunction with Maine Recycles Week and our Project Canopy Grant, the Town will hold a community forum on Tuesday, 11/13/2007 from 6:30 p.m. – 8:30 p.m. at the Vickery School Gym. Community groups, board/committee members, and the public are invited to learn about recycling, composting, re-use, planting trees, and gardening. This environmental forum will host speakers, a door prize, information/handouts, and lots of conversation and seeing your neighbors. The event is in the process of being planned. We have asked three speakers to confirm for the evening and invitations are going out next Tuesday, 10/09/2007.

The Town Manager also had a Business Certificate of Welcome for Oz Hair Studio

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

Town Manager's Report: Town Council Meeting of 10/02/2007:

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

2. 2007 Tax Bills: The 2007 tax bills have been sent out in the mail. Taxes are due on Friday, October 19, 2007 and cover the period of January – December, 2007. The mil rate is \$21.80, which is a decrease of .70 of a mil or 3.1%.

The Town lost \$8,007,520 in personal property tax value
We gained \$5,344,952 in real estate from new buildings and additions
Net loss in valuation of \$2,662,568.

Which considering losing \$8 million in personal property and having a 31.4% increase in the County Tax, the tax rate is good.

3. Board Vacancies: We have three vacancies on town boards as follows: 2 on the Board of Appeals and 1 on the Recycling Committee. Anyone interested should contact the Town Clerk Nicole Nickolan at the Town Office.

4. Maine Senior Farm Share Program: This program still has over 2,000 free produce shares available for income eligible seniors. The free produce shares are worth \$50 each and are a great way to support income eligible seniors with fresh local produce. The shares are available at 80 Maine Farms. We have handouts available at the Town Office and will drop some by the multi-unit housing projects in Town where there are seniors living.

5. Parenting Enrichment Classes & Workshops Fall Series: A series of classes are coming up through the Somerset County Family Enrichment Council of KVCAP. Read attached list.

Finance Committee: No Report.

Ordinance Committee: No Report.

Recycling Committee: No Report.

6. NEW BUSINESS:

- a. ***ORDINANCE 07-15:*** (To be set to Public Hearing 10/16/2007) That the Town Council hereby Ordains to Accept the payment of Wallace H Brousseau Jr. respectively, including interest and lien costs, for the property at Detroit Street (Map 012, Lot 069), the Town having acquired said property as a result of automatic foreclosure of a 2004 property tax lien, recorded in the Somerset County Registry of Deeds on May 24, 2005, at Book 3489, Page 115, which matured on November 27, 2006; The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Wallace H Brousseau Jr.

Moved by **Councilor Gray** and seconded by **Councilor Jordan** that Ordinance 07-15 be set to public hearing.

The Town Manager noted this parcel was acquired by foreclosure of the 2004 taxes on 11/27/2006. The property was in bankruptcy, however, we did not receive a notice, most likely because only a small part of the property is in Pittsfield with the majority in Detroit. All taxes have been paid in full. Another one paid off.

VOTE: UNANIMOUS AYE

- b. **ORDINANCE 07-16:** (To be set to Public Hearing 10/16/2007) That the Town Council hereby Ordains that Chapter 2B General Assistance Ordinance, Appendices A, B, and C be rescinded and the new Appendices A, B, and C be adopted to reflect the revised maximums for the period of October 1, 2007 to October 1, 2008.

Moved by **Councilor Jordan** and seconded by **Councilor Gray** that Ordinance 07-16 be set to public hearing.

The Town Manager noted each year, based upon the cost of basic necessities, the State sets maximums for general assistance based upon Counties. The Maine municipal Association puts together the Appendices for basic necessities.

GA maximums, food maximums and rents for Somerset County went up. Personal care & household supplies increased a few dollars. Items that remain unchanged are electric & heating fuel gallons.

VOTE: UNANIMOUS AYE

- c. **RESOLUTION 07-113:** Resolved that the Town Council Approve and authorize the Town Manager to sign the grant-in-aid application to the Department of Conservation, Bureau of Parks and Lands Snowmobile program for an estimated project of \$21,041.00 to improve the snowmobile trails for the Driftbusters Snowmobile Club.

Moved by **Councilor Jordan** and seconded by **Councilor Gray** that Resolution 07-113 be adopted.

VOTE: UNANIMOUS AYE

- d. **RESOLUTION 07-114:** Resolved that the Town Council Authorize the Street Resurfacing Reserve (G/L #1-600-00) to be closed as the original purpose has been completed and the balance (under \$85.00) to be transferred to the Road Construction Reserve (G/L #1-607-00).

Moved by **Councilor Gray** and seconded by **Councilor Philbrick** that Resolution 07-114 be adopted.

The Town Manager noted we can combine this account with the Road Construction Reserve, thereby, streamlining the reserve accounts.

VOTE: UNANIMOUS AYE

- e. **RESOLUTION 07-115:** Resolved that the Town Council Authorize the expenditure of up to \$158,850 from the Swimming Pool Reserve (G/L #1-609-00) for Phase I of the Swimming Pool Project.

Moved by **Councilor Jordan** and seconded by **Councilor Gray** that Resolution 07-115 be adopted.

The Town Manager noted under the State Law, the Town Council needs to authorize the use of funds in the Reserve Account. This project was authorized on 09/18/2007, the contract signed and is underway. This resolve will permit the transfer of the funds when payments come due for Phase I. We can do another transfer for Phase II next year before it starts up.

VOTE: UNANIMOUS AYE

- f. **RESOLUTION 07-116:** Resolved that the Town Council Accept all cash donations made to the Community Swimming Pool Campaign through 09/30/2007 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that Resolution 07-116 be adopted.

The Town Manager noted under State Law, the Town needs to authorize the acceptance of all cash donations. As the pool project is starting through a phased approach, the funds should also be authorized to be spent. Through 09/30/2007, the Town received \$35,932.88.

Councilor Jordan questioned what if more donations come in after this resolution has passed. The Town Manager advised that we would do another resolution at the end of the year.

VOTE: UNANIMOUS AYE

- g. **RESOLUTION 07-117:** Resolved that the Town Council Authorize the Assistant Treasurer to place the pricing for the Town's L.P. gas for the period of 01/01/2008 – 12/31/2008 for the Town's buildings out to bid and accept an offer.

Moved by **Councilor Jordan** and seconded by **Councilor Gray** that Resolution 07-117 be adopted.

The Town Manager noted this would be done in writing with written bids solicited.

The last LP as that we got was at the price of \$1.34/gallon. It was .33 per gallon over Mt. Belview price.

VOTE: UNANIMOUS AYE

- h.* **RESOLUTION 07-118:** Resolved that the Town Council Proclaim November 08 – 15 as Maine Recycles Week for the Town of Pittsfield.

Moved by **Councilor Jordan** and seconded by **Councilor Philbrick** that Resolution 07-118 be adopted.

VOTE: UNANIMOUS AYE

- i.* **RESOLUTION 07-119:** Resolved that the Town Council Cancel the regularly scheduled meeting for Tuesday, November 6, 2007 due to the 2007 Election and reschedule the meeting for Wednesday, November 7, 2007.

Moved by **Councilor Jordan** and seconded by **Councilor Gray** that Resolution 07-119 be adopted.

The Town Manager noted this is a housekeeping item.

The Town Clerk noted that with the Presidential Election in November of 2008 she would like to see the meeting moved to the Thursday after election or the following week. There are many responsibilities and tasks necessary to close out an election, and having a Council Meeting the day after a Presidential Election will not allow the proper time necessary to complete the State and Federally required duties.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Brief Updates On:

Update on Sewer Project: Summer Street Sewer Separation Project (includes Summer Court): The Town's Engineering Consultant Millett Associates, the contractor for the job Manter Construction of Sidney and town staff met on Thursday, 09/27/2007. All the bonds and insurances were provided. It is anticipated that Manter Construction will start the sewer separation project the third week in October when they leave a state job. The company has to finish the job by November 21st. This is the company that did the reconstruction of Lancey Street. They came in on time and on budget. It was an excellent job. Manter will complete the sewer line and the storm separation on sections of Lancey Street so that an entire section is completed and it can be paved. The project will start at the Peltoma end as this is a State Road and we need to get that opened and closed. As the job is late in the year, there is a chance that the road or sections may not be paved and if so, we would have a gravel road until Spring. S&G Construction is very flexible, if they can pave they will and it will be a good job, even if late in the year. This is trench paving so the sections of road that are dug up will be paved and bonded with the pavement that

remained in place. Summer Street and Court should be one of the roads that we pave next year in the 2008 Paving Program and it has been recommended that we put 2" of modified binder. An update notice will be sent or delivered to all the residents from the Town. Manter will send out/deliver a letter to all homes before starting ending the date, what he is doing, and contact information.

Update on Water Project: Water Meter Replacement and Automated Meter Reading (AMR System): This project was authorized in August and the contract signed. The equipment was ordered. As we can only install a certain number of meters at a time and would install by books so that we can bring sections of town onto the AMR System, the meters are arriving in batches. That way, we only pay for what we receive and install. The Hersey Meter Street Machine, Reader Software and all training will arrive and take place by November 1. The meters are arriving in 4 batches with 320 of the 5/8" meters with registers and transmitters arriving by: November 1, 2007/January 1, 2008/March 1, 2008 and the remaining 119 meters, arriving by May 1, 2008. We need to plan the schedule and start setting up appointments for installation.

Update on Highway Project: Salt Shed Construction: The foundation was put in for the 20' X 30' replacement Salt Shed in July at the Public Works lot off Waverly Avenue. Trees were cut down by thinning the town property and then they were milled. The crew will be building the structure themselves to save money, they have building experience and they like construction projects. Other items to be purchased include the plywood, nails and hardware, roofing and siding, tress base and the rental of a man-lift. The project will be completed as duties permit and should be done by November 30, 2007.

Update on Highway Project: Gravel Road Resurfacing on Hussey Road: This road was one of the many gravel roads that residents would like paved. As the road has a lot of traffic, there is also commercial business traffic on the road including a trucking company and woodcutting going on. That means the road gets beat down and needs additional grading. The Town crew built up 6 inches of base gravel where the road turns muddy using about 700 cubic yards of gravel. Then they put screen gravel on top, which we purchased. In the midst of this, two trucks and the grader broke down. The beginning of the gravel section will get screened gravel. The road has hardened from the Calcium chloride and truck traffic and requires the final grading. It is a distinct improvement. If we can do one of these each year, that should help the situation, taking the gravel roads which need the most gravel and have the most traffic into consideration on the priority list created by the engineering consultant. Building the gravel up will help the situation.

Grants Update:

Airport Grants: Vegetation Plan/Permitting Grant & Runway Obstruction Clearing: We just received approval from DEP to go forward with the obstructions removal. This was part of the Permitting grant. We have been advised that the Vegetation Plan will be complete this week. It is being written by Woodlots Alternatives. I have not seen a copy of it yet. It may need to be approved by the FAA in order for the Obstructions Clearing to go forward. The Obstructions Removal bids will expire on 10/24 so a contract needs to be issued at the next Council Meeting on 10/16 so this will be interesting.

Brownsfield Grant: Cleanup Grant for 8 Mount Road (10 Eelwier Road): From prior updates on this project, the Town of Pittsfield has been participating in the regional Brownfield Assessment grant project, which KVCOG has been administering. We had a Phase I engineering report, which showed that there was evidence of possible contaminants at the site – asbestos shingles on the little garage, some interesting drums, etc. The Town was one of the two sites chosen by the Brownfield Regional Committee with the KVCOG grant to have a Phase II assessment completed. This is an intense survey of the project including water testing, soils sampling, sampling of the materials and building components inside the structure, review of the septic system and so forth. I have not seen the final Phase II but I was advised that there were contaminants which are isolated so that means they are at the property, however, contained. Asbestos is in locations in the building also and there is petroleum.

The KVCOG Consultant and I have been working on the grant application for the Brownfield Cleanup, which we discussed as an opportunity to deal with this building. It is ¾ finished and we will be reviewing it tomorrow to combine all of the Town's economic development information, town background, and the results. The grant application is due on 10/12 so this is a tight timeframe.

It is preliminarily estimated as of last Friday, that there is probably \$40,000 in cost to clean up the contaminants. That is just clean up, that is not demolishing the building so that it can be returned to the tax rolls. There is a possibility of a CDBG grant in which we would meet the criteria – that property is considered blight – spot blight so we do not need to meet the 51% l & m income level which has been an issue in receiving funding under some of the programs such as public infrastructure, etc.

CDBG Grant/Business Assistance: Moosehead Cedar Log Homes: We recently met with one of the owners and representatives of Moosehead Cedar Log Homes, KVCOG, and the DECD to discuss this project. The timetable for the completion of the project is as follows:

Instead of two display units, they will be using the current sales unit as a display unit. There will be a large warehouse (60' X 120') for the distribution center or dry storage building where the log cabin kits will be put together.

Most of their groundwork needed on the site was conducted when they did the sales unit. The foundation for the warehouse will be poured this fall. The warehouse will be brought in already made and installed on site. It needs to be fully operational by April, 2008 so they can start packaging the log cabin kits. Most of the hires will be in place for the season. All hires are to be in place by June 30, 2008.

Moosehead was to create 14 new jobs of which 51% were l & m income. It is likely there will be more jobs than that.

Efficiency Maine Business Program: We were planning to upgrade the lights. When we got ready to do the project, the electrician and the electrical company did not agree on the pricing of the quotes and what they were obtained for, therefore, it was going to cost the Town an additional \$1,000. I advised the electrician that we had difficulty obtaining the funds for the original amount, it was coming from a few budgets. After several months,

the figures were reworked, and it would know cost the Town \$718.60 more which I received this week. We may want to break the project up and do one building/part of the building one year and the other part a second year. I will look over the figures for the Municipal Building and for the Fire Station and call the State to discuss this with them and then bring it back at a future meeting depending upon the results.

FEMA Reimbursements: Declaration from 04/15 – 23/2007: Last week we received a payment of \$1,986.64 toward the Town's costs for the Patroit's Day Storm. This was the storm that moved large amounts of debris down into Mill Pond and a smaller amount that got by Mill Pond into Manson Park that had to be removed.

L&W Conservation Fund: Stein Park Renovation Project: No state funding has been received to date for the project. It was closed out in June 2007.

L&W Conservation Fund: Swimming Pool: We may hear this month on the L&W Conservation Grant for the Swimming Pool, but no word as of yet.

8. **REPORTS:** Audience, Council

Audience:

Council:

Councilor Baker: Absent.

Councilor Hamel: Absent.

Councilor Philbrick: Wanted to tell Wayne he did a great job tonight.

Councilor Jordan: Wanted to update the Council and advise them that there is an upcoming RPC Meeting on October 4th, 2007 at 6:30pm at Warsaw.

Councilor Gray: No Comment.

Deputy Mayor Fotter: No Comment.

Mayor Nichols: Absent.

9. **ADJOURNMENT:**

Moved by **Councilor Philbrick** and seconded by **Councilor Gray** that the meeting be adjourned at 8:09 p.m. All in agreement.

Nicole Nickolan, Town Clerk