

MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, November 15, 2011 at 7:30 pm in the Council Chambers.

PRESENT: COUNCILORS: Bob Stackhouse, Caleb Curtis, Deputy Mayor Gary Jordan, Jr. and Christopher Carr. **ABSENT:** Mayor Tim Nichols and Louise Baker. Also present: Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Don Hallenbeck, John Dickson, Peter Snow, Jane Woodruff, Anna Peterson, Scott Noble, Bernard Williams, Steve Emery, Deena Tilton, Joyce Jones, Kevin Smith, Kevin Bryant and others.

1. **Deputy Mayor Gary Jordan, Jr.** opened the meeting by leading the **Pledge of Allegiance**. The Council observed a moment of silence.

Deputy Mayor Gary Jordan, Jr. noted he would be voting tonight to make a quorum

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

Community and Economic Development Activities and Events:

Pittsfield Make A Difference Project: Trash to Treasure Re-Use Building:

The Town's Re-use Center celebrates 6 months of operation now, having opened on April 16, 2011. The facility has been very popular and highly successful. The Open House went very well on Saturday, October 22, 2011, which is National Make A Difference Day. The Facility was open from 10:00 am – 4:00 pm with the celebration taking place at 10:00 am, a few minutes after opening. At the time of the presentation there were approximately 26 people in attendance. Deputy Mayor Jordan presented certificates to our great volunteers who made it all happen. Certificates were issued to Deanna Tilton, Joyce Jones, Kevin Bryant, Kevin Smith and Don & Jane Woodruff who pick up items every week to take to the Trash to Treasure Recycling Center. There was a brief presentation by the Town Manager recognizing the efforts of those involved with the facility as well as a brief history of re-use efforts in Pittsfield through the years.

Jane Woodruff wanted to add that a lot of community efforts are going on through the Town. It is also teaching re-use and how to re-purpose to our children. We are starting a free book program at the Town Office. This project is making a lot of community connections.

Report on New Business Activity & Opportunities in Pittsfield

Employment Specialist Available in Pittsfield:

Looking for employment and not sure how to go about it? Interested in job training or improving your work skills? Want to learn to use the internet to apply for jobs?

An Employment Support Specialist from the Kennebec Valley Community Action Program is available through a grant obtained by KVCAP. The Employment Support Specialist will work with you by providing guidance and support and connecting you

with the resources you need to be successful in your employment goals. You can get help with:

- searching on the internet for jobs
- creating a resume
- connecting to training or education opportunities
- how to apply for jobs on-line
- creating an email account

and many other activities to assist you in meeting your career goals -call **1-800-542-8227 ext. 2533 or 859-2533 to schedule an appointment with the Employment Specialist in Pittsfield at the Pittsfield Municipal Building or Pittsfield Public Library.**

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

4. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES:**

Town Manager's Report: Town Council Meeting of 11/15/2011:

1. The FYI Folder: FYI Folder which contains items that come in between the Town Council Meetings has the following this evening: None

2. 2012 State Valuation: The Town's proposed State Valuation has been released coming in at \$234,350,000 million. In total, the Town's valuation has decreased \$12,600,000 during the last two year's valuation determinations. Much of this is due to the change in personal property tax in which the State Legislature voted a number of years ago to basically phase out personal property tax on many types of equipment. This will affect State Revenue Sharing, School Aid and assessments made by other agencies to the Town in a positive manner, however, affect the Town's valuation which is used as the basis of property taxation in a negative fashion.

3. Stress on Taxpayers: Due to the economy and so many people out of work now due to job losses across the State of Maine and the nation and in many cases, unemployment eligibility running out, we understand that many more people than usual were not able to pay their 2011 property taxes. Many more people need water and sewer payment plans to pay bills and we have a lot of payment plans now. The Town will work with everyone on payment plans. As explained to a number of people who have never had any issues paying their taxes before, this is not the taxpayer's fault, it is not anyone's fault, it is a sign of the times, we recommend that people make payments when they can to try to keep the interest down. It takes 3 years from the date of commitment for a property to become automatically foreclosed under the State law for uncollected taxes. We recommend that people meet with the staff and set up a tax payment plan. Unfortunately, we have foreclosures coming up for unpaid 2009 property taxes. If people can not pay the entire amount, we will work with them to establish a tax payment plan within the constraints of the law. It is the Town's policy to not have people leave their property at foreclosure as long as an effort is made to make payments and to pay off the taxes over a reasonable period of time. Please make sure that if you have lived in your

property for a year that you have met with the Assessor and applied for a Homestead Exemption. If you are 62 years old and a veteran, please make sure that you meet with the Assessor to file a Veteran's Exemption. Apply for a Property Tax and Rent Refund Circuit breaker for refunds of property tax assessed during 2010 that have been paid. If you are eligible, you can use your refund to pay for 2011 taxes. The booklets and applications may be downloaded from www.maine.gov/revenue (click on Tax Relief) or call 207-626-8475.

4. Buy Pittsfield Buy Local on Small Business Saturday:

The Town of Pittsfield and the Pittsfield Community Theatre are proud to support small businesses on Small Business Saturday, November 26, 2011.

In celebration of our many small businesses, the Theatre will provide a free large combo from the concessions to citizens and visitors who shop or obtain services in Pittsfield on Saturday, November 26, 2011, spending \$50.00 or more at one of our many small businesses.

To participate and obtain a free large combo, bring in your dated sales slip from a Pittsfield business totaling \$50.00 or more from Small Business Saturday to the theatre concessions during a movie night or matinee on or by December 10, 2011.

There are many benefits to this promotion:

Recognizes the efforts and importance of small businesses, which are the backbone of America.

Encourages shopping and obtaining services at our many businesses.

Celebrates Small Business Saturday, which is a national movement to mark a day that supports the local businesses that create jobs, preserve neighborhoods and small towns. Buying local is important as it boosts the local economy and preserves communities' culture.

Great time to purchase Christmas presents and gifts while supporting the local economy.

This is the second year of the nation's celebration of "Small Business Saturday" and the Town of Pittsfield's second Buy Local Campaign.

The Town held its first Buy Local Campaign on March 26, 2011, raising \$4,190.00 for the Theatre Fundraising Campaign to restore and upgrade the Theatre. This is our second Buy Local Campaign and we would like to encourage the public to frequent local businesses. The Town and Theatre would like to give back to the community for supporting our many small businesses in Pittsfield and supporting our community.

5. Energy Efficiency Workshop: In December, Yankee Solutions and the Town of Pittsfield will be holding an Energy Efficiency Workshop focusing on weatherization tips from the work completed at the Town Office through the Maine Efficiency grant and how to construct window inserts that will greatly help with air sealing your home or business. Watch for more details on the date and time.

6. Pittsfield Historical Society Heating Oil Raffle: 100 Gallons of oil was donated by Webber Energy Fuels. Tickets are 1 for \$1 or 3 for \$2. The drawing will be held

12/15/2011 at 6:00 pm at the Historical Society monthly meeting at the Pittsfield Library. Meetings are open to the public and people are invited to come to the drawing. All proceeds will go toward the building renovations. Tickets can be purchased from Bud's on 10/14 and 10/15/2011 and 11/04/2011 and 11/05/2011; the Town Office and the Historical Depot when open.

Finance Committee: No Report.

Ordinance Committee: No Report.

Recycling Committee: No Report.

6. **NEW BUSINESS:**

ORDINANCE 11-12: (To be set to Public Hearing 12/20/2011) That the Town of Pittsfield hereby ordains the 2012 Capital Budget be approved as follows:

Police Cruiser	\$ 26,650
Fire Equipment	\$ 15,000
Fire Apparatus	\$ 375,000
Highway Loader	\$ 35,000
Highway General Equipment	\$ 35,850
Highway Paving	\$ 92,000
Highway Reconstruction	\$ 50,000
Highway Sidewalks	\$ 17,000
Waste Transporter	\$ 10,000
Recycling Forklift	\$ 30,000
Library Capital	\$ 5,000
Cemetery Mowers	\$ 7,500
Parking Lots	\$ 20,000
Fire Station Capital	\$ 5,000
Airport Hangers	\$ <u>168,740</u>
 Total Projects/Reserves:	 \$ 892,740
 Funding by Loans/Bonds (Fire Apparatus)	 -\$ 375,000
Funding by Loans/Bonds (Highway)	-\$ 142,000
Funding by Reserves	-\$ 13,440
Funding by Grants	-\$ 172,300
<u>Funding by Other Resources</u>	<u>-\$ 0</u>
Total to be raised by taxation	\$ 190,000

Moved by **Councilor Stackhouse** and seconded by **Councilor Carr** that Ordinance 11-12 be set to Public Hearing.

VOTE: UNANIMOUS AYE

ORDINANCE 11-13: (To be set to Public Hearing 12/20/2011) That the Town of Pittsfield hereby ordains that the 2012 Operating Budget in the amount of \$2,693,203 () be approved, and the total sum of \$3,585,943 () be appropriated (Operating plus Capital Budgets);

AND FURTHER, that \$1,316,562 () be raised through taxation; that \$1,033,284 () be raised from estimated revenues; that \$333,357 () be appropriated from State Revenue Sharing; that \$517,000 () be appropriated from Loans/Bonds; that \$13,440 () be taken from reserve funds; that \$172,300 () be appropriated from grants; that \$0 () be appropriated from other Revenue Sources; and that an additional sum of \$200,000 () be taken from undesignated fund balance.

Moved by **Councilor Stackhouse** and seconded by **Councilor Curtis** that Ordinance 11-13 be set to Public Hearing.

The Town Manager noted this is the standard language required.

VOTE: UNANIMOUS AYE

ORDINANCE 11-14: (To be set to Public Hearing 12/20/2011) That the Town of Pittsfield hereby ordains that the 2012 Water and Sewer Enterprise Fund budgets in the respective amounts of \$430,732 () and \$501,350 () be appropriated from the respective estimated departmental revenues.

Moved by **Councilor Stackhouse** and seconded by **Councilor Curtis** that Ordinance 11-14 be set to Public Hearing.

The Town Manager noted this is the standard language required.

VOTE: UNNIMOUS AYE

RESOLUTION 11-127: 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 Curtis** and seconded by **Councilor Carr** that Resolution 11-127 be adopted.

The Town Manager noted that Jack Wright currently holds seats on the Pinnacle Park Board and the Parks & Recreation Board.

VOTE: UNANIMOUS AYE

7. **DISCUSSION ITEMS:**

Financial Reports as of 10/31/2011:

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
Reviewed Briefly by Town Manager

Other Reports as of 10/31/2011:

Building and Plumbing Permit Reports
Library Report - Librarian's and Library Trustees Minutes
Police Report
Self-Explanatory – Not Reviewed

8. **REPORTS:** Audience, Council

Audience: None

Council:

Councilor Baker: Absent.

Councilor Carr: Wanted to congratulate the Re-Use Center and all the volunteers on their achievements.

Deputy Mayor Jordan: No Comment.

Councilor Curtis: No Comment.

Councilor Stackhouse: Questioned if we are allowed to store campers on properties. Noticed there is a camper being stored by The Chalice. It is now covered over the top with a tarp. The Town Manager noted the owner of The Chalice uses the trailer as a portable store, but we can check with the Code Officer to see if there is an issue.

Mayor Nichols: Absent.

9. **ADJOURNMENT:**

Motion by **Councilor Stackhouse** and seconded by **Councilor Carr** that the meeting be adjourned at 8:01 p.m. All in agreement.

Nicole Nickolan, Town Clerk