

# MINUTES

For a regular meeting of the Pittsfield Town Council held on Tuesday, December 18, 2007 at 7:30 pm in the Council Chambers.

**PRESENT:** COUNCILORS: Mayor Tim Nichols, Deputy Mayor Wayne Fotter, Gary Jordan, Jr. and Louise Baker **ABSENT:** Brian Philbrick, Michael Gray and Christinalyn Hamel. Also present were Town Manager Kathryn Ruth and Town Clerk Nicole Nickolan. Audience members included: Michael Cianchette, Donna Chale, Sharon Mack, Peter Snow and Clem Spencer.

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

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

2. **Adoption of Minutes** of the Regular Meeting on December 4, 2007.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Jordan** that the Minutes of the Regular Meeting on December 4, 2007 be adopted.

**Adoption of Minutes** of the First Budget Workshop on November 7, 2007, Second Budget Workshop on November 20, 2007 and Third Budget Workshop on December 4, 2007.

Moved by **Councilor Jordan** and seconded by **Councilor Baker** that the Minutes of the First Budget Workshop on November 7, 2007, Second Budget Workshop on November 20, 2007 and Third Budget Workshop on December 4, 2007 be adopted.

**VOTE: UNANIMOUS AYE**

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

4. **PUBLIC HEARINGS/OLD BUSINESS:**

- a. **ORDINANCE 07-18:** (Public Hearing) That the Town Council hereby Ordains the 2008 Capital Budget be approved as follows:

Highway Paving	\$ 92,000
Sidewalk Repairs	\$ 13,200
Municipal Parking Lots	\$ 16,940
Municipal Building Capital	\$ 5,000
Theatre Renovations	\$ 4,000
Revaluation Capital	\$ 15,000
Cemetery Mower	\$ 7,000
Library Building Capital	\$ 5,000
Highway Equipment	\$ 36,000
Fire Utility	\$ 17,860
Fire Equipment	\$ 15,000

Fire Station Capital	\$ 5,000
Highway Dump Truck	\$ 76,000
Highway Reconstruction	\$ 100,000
Highway Grant	\$ 600,000
Community Center	\$ 150,000
<u>Downtown Revitalization</u>	<u>\$ 150,000</u>
Total	\$1,308,000
Funding by Lease-purchase	-\$ 76,000
Funding by Loans/Bonds	-\$ 300,000
Funding by Reserves	-\$ 42,000
Funding by Grants	-\$ 625,000
Funding by other Revenue Sources	<u>-\$ 75,000</u>
Total to be raised by taxation	\$ 190,000

There was no one who wished to speak in favor or opposition of this ordinance. Public Hearing was closed.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Baker** that Ordinance 07-18 be adopted.

The Town Manager noted the capital budget remains as originally presented. The Town Manager explained that it is proposed that \$190,000 will be raised in taxes as set by budget goals. Any other projects in the CIP to be financed by other funds are completed only when financing is obtained, such as grants.

**VOTE: UNANIMOUS AYE**

- b. **ORDINANCE 07-19:** (Public Hearing) That the Town Council hereby Ordains That the Town of Pittsfield hereby ordains that the 2008 Operating Budget in the amount of \$2,604,087 ( ) be approved, and the total sum of \$3,912,087 ( ) be appropriated (Operating plus Capital Budgets);

AND FURTHER, that \$906,748 ( ) be raised through taxation; that \$1,082,339 be raised from estimated revenues; that \$525,000 be appropriated from State Revenue Sharing; that \$76,000 be appropriated from Lease-purchase; that \$300,000 be appropriated from Loans/Bonds; that \$42,000 be taken from reserve funds; that \$625,000 be appropriated from grants; that \$75,000 be appropriated from other Revenue Sources; and that an additional sum of \$280,000 ( ) be taken from undesignated fund balance.

AND FURTHER, that the 2007 Water and Sewer Department budgets in the respective amounts of \$394,832 ( ) and \$199,005 ( ) be appropriated from the respective estimated departmental revenues;

There was no one who wished to speak in favor or opposition of this ordinance. Public Hearing was closed.

Moved by **Councilor Jordan** and seconded by **Deputy Mayor Fotter** that Ordinance 07-19 be adopted.

The Town Manager noted the Town has completed a very thorough budget process, which included 3 budget sessions based upon the budget books. Budget goals were set by the Town Council and followed.

The basic operating budget proposed to the Town Councilors was: \$2,794,087 which is \$42,285 higher than 2007 or 1.5%. Nearly every vendor the Town utilizes has increased its costs resulting in increases in the Municipal Budget.

Through the 3 sessions, a few changes were made. The bottom line of the Municipal Budget was not increased. Municipal Revenues are projected to increase \$80,170 or 4.4%.

These proposed allocations will reflect a decrease of \$37,885 in the amount of taxes to be raised for the 2008 municipal budget over the 2007 budget. 2008 is the year that the personal property is starting to be phased out with new personal property purchased in 2008 not being taxed so we do not expect the Town's valuation to increase as it has in the past which helps with the mil rate.

The Town Manager explained the three revisions to the revenues in detail.

Motion by **Councilor Jordan** and seconded by **Deputy Mayor Fotter** to amend Ordinance 07-19 as follows:

**ORDINANCE 07-19:** (Public Hearing) That the Town Council hereby Ordains That the Town of Pittsfield hereby ordains that the 2008 Operating Budget in the amount of \$2,604,087 ( ) be approved, and the total sum of \$3,912,087 ( ) be appropriated (Operating plus Capital Budgets);

AND FURTHER, that \$906,748 ( ) be raised through taxation; that \$1,082,339 ( **\$1,077,339** ) be raised from estimated revenues; that \$525,000 ( **\$510,000** ) be appropriated from State Revenue Sharing; that \$76,000 be appropriated from Lease-purchase; that \$300,000 be appropriated from Loans/Bonds; that \$42,000 be taken from reserve funds; that \$625,000 be appropriated from grants; that \$75,000 be appropriated from other Revenue Sources; and that an additional sum of \$280,000 ( **\$300,000** ) be taken from undesignated fund balance.

AND FURTHER, that the 2007 Water and Sewer Department budgets in the respective amounts of \$394,832 ( ) and \$199,005 ( ) be appropriated from the respective estimated departmental revenues;

**VOTE: UNANIMOUS AYE**

- c. **ORDINANCE 07-20:** (Public Hearing) That the Town of Pittsfield hereby Ordains that the Town Council Authorize the transfers of unencumbered appropriation balances to various departments as follows:

FROM:	30-05	General Assistance	\$7,700
TO:	01-25	Assessing	\$ 700
	01-40	Municipal Building	7,000

There was no one who wished to speak in favor or opposition of this ordinance. Public Hearing was closed.

Moved by **Councilor Jordan** and seconded by **Deputy Mayor Fotter** that Ordinance 07-20 be adopted.

The Town Manager noted by following the budget goals set each year, we have very frugal budgets. There are no built in contingencies or emergency funds. Transfers used to be higher, but in the last few years have averaged around \$7,000 - \$8,000. Because we can transfer, it allows the Town to budget bare bones and helps with the amount of taxes raised.

The explanations are on the agenda sheet – Assessing due to the Map Upgrade and TRIO/Harris Computer cost increases. Municipal Building due to the mechanical systems, floors, roof, propane and fuel oil, furnace and so forth. A variety of building issues and most items in the budget are contractual with most contractors raising their costs. We are budgeting reserve funding toward the building infrastructure.

**VOTE: UNANIMOUS AYE**

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

**Town Manager's Report: Town Council Meeting of 12/18/2007:**

**1. The FYI Folder:** The FYI Book contains the following items this week: No items

**2. 2008 Tax Club:** The Town makes available a tax club payment plan which enables taxpayers to divide their next year's property taxes into twelve monthly payments. The basis for the estimated 2008 tax will be the actual 2007 tax divided by 12. Payment books will be available 12/15/2007 at the Town Office for those that had participated in the Tax Club in 2007. For further information or to sign up for the tax club during December or January, ask any of the counter personnel at the Town Office or call the Town Office at 487-3136.

**3. New Water Meter Installation for the Automatic Reading System:** Letters have gone out to schedule the appointments for installation of the new meters. Books 3&4 will be the first area to have the new meters installed as those are the last readings to be taken. Letters will be sent out a couple of weeks and will be staggered, which means that given the number of meters to be installed across Town, that this project will be on-going this Winter into Spring. Books 3&4 include Lancey; Nichols; Franklin; Peltoma; Harrison; Cianchette; Chester, Summer; Cross; Main (formerly South Main); Stinson; Library; Manson; Libby; and Raymond Streets. Installations started on November 26, 2007. We have suspended installations around the Christmas holiday.

**4. Neighborhood Watch:** A new neighborhood watch group has been formed and they are inviting everyone to join them to exchange ideas and share information to make the community a safer place. Get tips on how to protect your loved ones and your property while learning how you can make a difference doing things you already do. The next scheduled meeting is: Monday, 01/07/2008 6:30 p.m.: Street Security: Know your neighbors and know your neighborhood and Keys to a good neighborhood watch system.

All meetings are at the Council Chambers in the Municipal Building.

**5. The Paul E. Bertrand Community Pool Upcoming Fundraisers:**

**Pennies for the Pool:** Students in each of the elementary schools - Manson Park, Burnham, Vickery and Warsaw - are collecting pennies for the pool. Contribute your change to a student that you know!

**Scrapbooking Expo:** Coming in late January, 2008

The Fundraising Goal: \$400,000

Raised to date: \$275,141.03

Funds Left to Raise: \$124,858.97 (now less than \$125,000 so we are 75% there)

**6. Pinnacle Reunion Meeting:** The Pinnacle Park Board called for a reunion or revitalization meeting for the Pinnacle on Tuesday, 12/11/2007 at 7:00 p.m. at the Pinnacle Facility off Waverly Avenue. The purpose of the meeting was to determine interest in revitalizing the facility, updating people on the work that could be done to update the facility, get people together to plan opening up the facility this winter and determine possible new uses for the site. 1000's of children learned to first ski here. We had a great turnout and it was quite fun. We have an enthusiastic group that is meeting again this evening at 7:00 p.m. to plan to open up the facility the weekend of December 22<sup>nd</sup> and forward, snow permitting. Pinnacle membership forms went out through Bud's Shop N'Save and will also be available at the Town Office.

**7. Pittsfield Community Theatre Holiday Family Day – movie, combo, drawing & concert:** Holiday Family Day was celebrated on Saturday, December 15, 2007 at the Pittsfield Community Theatre. All activities were FREE! It included a free movie, combo, a drawing for prizes and a concert by the Seabasticook Community Band. We have heard a lot of good comments.

**Finance Committee:** No Report.

**Ordinance Committee:** No Report.

**Recycling Committee:** Met on 12/5/2007 for a brief meeting. The Town Manager and Donnie Chute updated the committee on reuse tips and information and the committee discussed at length how to get this information out to the community. The idea of having a community forum providing this information was discussed along with a possible spring forum.

6. **NEW BUSINESS:**

- a. **RESOLUTION 07-138:** Resolved that the Town Council Cancel the regularly scheduled meeting for Tuesday, January 1, 2008 as the date falls upon New Year's Day and reschedule the meeting for Wednesday, January 2, 2008.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Jordan** that Resolution 07-138 be adopted.

**VOTE: UNANIMOUS AYE**

- b. **RESOLUTION 07-139:** (To be set to public hearing on 01/02/2008). Resolved that the Town of Pittsfield will hold a Public Hearing on January 02, 2008 at 7:30 p.m. at the Pittsfield Municipal Building Council Chambers to discuss an application being submitted to the State of Maine CDBG program for a Public Facilities Grant Program. The purpose of the grant application is for Historic Preservation of the Pittsfield Public Library to include addressing problems created by moisture in the basement, rotted bases of the wooden walls and weakened underpinnings to prevent eventual failure of the first floor. Repairs or replacement of damaged walls and floors will include painting, reconstruction of crumbling interior masonry, repairs of horsehair plaster, leveling and refurbishing of uneven floors. Public comments will be solicited at this Hearing and will be submitted as part of the application. All persons wishing to make comments or ask questions about the grant application are invited to attend this Public Hearing. Comments may be submitted in writing to: Lyn Smith at the Pittsfield Town Office, 112 Somerset Avenue, Pittsfield, Maine 04967 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 at 1-207-487-3136 so that accommodations can be made.

Moved by **Councilor Jordan** and seconded by **Deputy Mayor Fotter** that Resolution 07-139 be adopted.

The Town Manager noted a public hearing is required for the submission of a CDBG grant. Generally, the Town has not been eligible for the Public Facilities Program. In order to proceed with an application, we need to meet national objectives of 51% low and moderate income or slum and blight. We are fortunate to not have a really high level of low income in the community and we do not have slum and blight.

With the condition of the foundation that has been uncovered by the Library Building Committee Chairperson Doug Frati, the Town would be eligible to apply for funding from the CDBG program under a specific category called "spot blight." The application would be under the stand alone category of "Historic Preservation" for the Pittsfield Public Library with grant funding available of up to \$150,000.

The first step was to submit the Letter of Intent and if the DECD deems it to fit the criteria, the Town would be invited to submit a full grant application. Due to our process and timing, we need to set the public hearing now.

Photographs of the condition of the foundation that has been discovered in a middle room/area in the basement were passed around before the last Council meeting as well as the spot blight declaration by the Code Enforcement Officer. I will note that this new discovery is contained to the basement.

**VOTE: UNANIMOUS AYE**

- c. **RESOLUTION 07-140:** Resolved that the Town Council Authorize the Town Manager to Execute the Safe Routes to School Project Agreement between the Town of Pittsfield and the State of Maine, Department of Transportation, Federal Project Number SR-1635 (900) X, State Pin (16359.00).

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Baker** that Resolution 07-140 be adopted.

The Town Manager noted that she has completed the Local Project Administrator's training and was certified by the State. We have gone through the local certification meeting understanding that another one may be required at a later date.

This is for the grant application processed by MSAD #53 and the Town to continue with the work originally completed on School and Henry Streets. We received a grant for \$23,831.00 and if there are any additional costs, the Town would be responsible for them.

The agreement is very detailed. It is similar to the last Safe Routes grant that we had, however, with more requirements. This is the grant with the lengthy step-by-step checklist and approval process as it is federal funds.

**VOTE: UNANIMOUS AYE**

- d. **RESOLUTION 07-141:** Resolved that the Town Council Approve the Town Manager's Appointment of Peter Snow as Cemetery Sexton effective 01/01/2008 in accordance with the Town's regulations.

Moved by **Councilor Jordan** and seconded by **Deputy Mayor Fotter** that Resolution 07-141 be adopted.

The Town Manager noted as we know, Blake Bartlett, our current Cemetery Sexton is retiring after 45 years of dedicated service to the Town.

It is Blake's and my recommendation that Peter Snow be appointed to the Cemetery Sexton's position. As I noted on the agenda sheet, after advertising, we looked at a variety of proposals to address the cemetery work. We feel that Peter will do very well as the Cemetery Sexton. Most people in town know Peter from his many years of service with MSAD #53 and he is very familiar with the Town.

Peter Snow stated he hopes to live up to Blake's expectations. Blake will be staying on to consult. Peter is looking forward to working with the Town.

**VOTE: UNANIMOUS AYE**

- e. **RESOLUTION 07-142:** Resolved that the Town Council Confirm the Town Manager's appointment of Stephen Seekins as Code Enforcement Officer and Building Inspector for the Period of January 01, 2008-December 31, 2008.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Baker** that Resolution 07-142 be adopted.

The Town Manager noted the Town is required to appoint a CEO (Building Inspector) on a yearly basis. This language is different from the following resolutions – stating town manager's confirmation due to the Administrative Code. The other positions listed below are not in the Admin Code so we use the regular State language.

**VOTE: UNANIMOUS AYE**

- f. **RESOLUTION 07-143:** Resolved that the Town Council Appoint Stephen Seekins as Licensed Plumbing Inspector with a term expiring 12/31/2008.

Moved by **Councilor Jordan** and seconded by **Deputy Mayor Fotter** that Resolution 07-143 be adopted.

**VOTE: UNANIMOUS AYE**

- g. **RESOLUTION 07-144:** Resolved that the Town Council Appoint Charles Porter as Code Enforcement Officer Alternate with a term expiring 12/31/2008 for the following areas: Zoning & Land Use Ordinances and Shoreland Zoning Ordinances.

Moved by **Councilor Jordan** and seconded by **Councilor Baker** that Resolution 07-144 be adopted.

**VOTE: UNANIMOUS AYE**

- h. **RESOLUTION 07-145:** Resolved that the Town Council Appoint Jay Guber as Code Enforcement Officer Alternate with a term expiring 12/31/2008 for the following areas: Zoning & Land Use Ordinances and Shoreland Zoning Ordinances.

Moved by **Councilor Jordan** and seconded by **Councilor Baker** that Resolution 07-145 be adopted.

**VOTE: UNANIMOUS AYE**

- i. **RESOLUTION 07-146:** Resolved that the Town Council Appoint William Murphy as Licensed Plumbing Inspector Alternate with a term expiring 12/31/2008.

Moved by **Councilor Baker** and seconded by **Councilor Jordan** that Resolution 07-146 be adopted.

**VOTE: UNANIMOUS AYE**

- j. **RESOLUTION 07-147:** Resolved that the Town Council Appoint Luke Goodblood as Sealer of Weights and Measures with a term expiring 12/31/2008.

Moved by **Councilor Jordan** and seconded by **Deputy Mayor Fotter** that Resolution 07-147 be adopted.

**VOTE: UNANIMOUS AYE**

- k. **RESOLUTION 07-148:** Resolved that the Town Council Appoint James Baldwin as Health Officer with a term expiring 12/31/2010.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Jordan** that Resolution 07-148 be adopted.

The Town Manager noted this is a three-year term required by State law. The State law has changed, there are new requirements for training, yet to be set. Dr. Baldwin certainly wants to assist the Town, however, has asked some very good questions regarding the State changes and we are awaiting answers to those changes. He is very helpful and will continue for as long as he can.

**VOTE: UNANIMOUS AYE**

- l. **RESOLUTION 07-149:** Resolved that the Town Council Accept all cash donations made to the Library Capital Campaign through 12/31/2007 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

Moved by **Councilor Jordan** and seconded by **Deputy Mayor Fotter** that Resolution 07-149 be adopted.

**VOTE: UNANIMOUS AYE**

- m. **RESOLUTION 07-150:** Resolved that the Town Council Accept all cash donations made to the Community Swimming Pool (The Paul E. Bertrand Community Pool) Campaign from 10/01/2007 through 12/31/2007 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Jordan** that Resolution 07-150 be adopted.

**VOTE: UNANIMOUS AYE**

- n.* **RESOLUTION 07-151:** Resolved that the Town Council Accept all cash donations made to the Celebrations Committee Activities through 12/31/2007 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

Moved by **Councilor Jordan** and seconded by **Deputy Mayor Fotter** that Resolution 07-151 be adopted.

**VOTE: UNANIMOUS AYE**

- o.* **RESOLUTION 07-152:** Resolved that the Town Council Authorize the Town Manager to sign the blanket approval letter to the Department of Public Safety, Licensing and Inspections Unit, for Seabasticook Valley Elks to have games of chance, video poker and beano/bingo. This letter will expire on 12/31/2008 and will be renewable at that time.

Moved by **Councilor Jordan** and seconded by **Councilor Baker** that Resolution 07-152 be adopted.

The Town Manager noted everything is in order. Yearly process.

**VOTE: UNANIMOUS AYE**

- p.* **RESOLUTION 07-153:** 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 Jordan** and seconded by **Councilor Baker** that Resolution 07-153 be adopted.

The Town Manager noted this is a yearly process. We also advertised in case there was interest in serving on some of these boards and committees. Some openings are due to moving out of town, resignations, illness or death. We did not hear back from a few people, a couple of which I thought would be interested – may be out of town or really busy. We called twice and will call 1 more time.

**VOTE: UNANIMOUS AYE**

## 7. **DISCUSSION ITEMS:**

- a.* **Goals for 2008**  
The Town Manager briefly reviewed the 2008 budget goals.
- b.* **Public Works Equipment Storage Building**

The 20' x 30' S/S shed is done. We had budgeted a total of \$20,000 over a period of 4 years in the CIP for the new building. Over that period of time, we accumulated interest. After the building is completed, there will be over \$5,000 available for another project.

The PW Department is interested in building an Equipment Storage Building on the property to replace the old lean too that hasn't been used for over a decade. The PW Garage is filled to capacity and items have to be moved around. Equipment sits outside.

John, the PW Foreman, would like to utilize the left over funding for an equipment storage building (24' X 40'). This should assist in extending the lifespan of the equipment, much safer in terms of congestion and moving between all the equipment in the PW Garage and it would be an efficient use of the funds.

I wanted to check to see if we like the idea in concept. If we do, then an application will be filed for the Planning Board to determine if we can obtain permission and with DEP through a Permit by Rule to see if we can obtain permission. The property is in shoreland zoning.

If we can receive permits, then a design and funds breakdown can be brought back. We would do the same basically as the Salt Storage Building – PW would cut the lumber from the town forest to thin it out, have it milled and build it.

The Town Council thought this was a very good idea and to proceed forward with the understanding that the final concept will be reviewed at a future meeting.

**c. Update for Town Council on Sewer Treatment Facility and Sewer Collection System**

In 2004 we discussed DEP's concern that the Town has not increased the capacity of the Sewer Treatment Facility and replaced 80% of the sewer collection system. To complete these items in 2004 dollars was in excess of \$20 million dollars. So we set a plan to make things better.

This issue has resurfaced again with our recent DEP inspection. To provide for preventive maintenance, we have increased sewer maintenance from 2003 at \$600/year for the sewer collection system to now over \$20,000 for 2007.

Our plan of action was to replace lines as we can afford it and to generate more funds so that we could do more work. The Council did not want to raise the sewer user fees any more because frankly, people have trouble paying all their bills now. To generate more funds, we set an action plan to replace the Water meters for efficient and correct metering,

however, this is going to take time. Once we had correct metering and if this did not result in enough funding, a rate increase would be reviewed. At that point, it would be fairer because we would feel more comfortable with the readings. DEP wants more water/sewer employee and more Sewer replacement projects which means more loans and so forth. Obviously, we would like these things too. But we have to be able to pay for them. At this time, we can not generate the funds needed to pay for several loans from the sewer enterprise fund and we can not borrow the millions needed. We are not eligible for grant funding according to the three trainings/seminars I attended trying to get funds back in 2004-2005. The preventive maintenance, recordkeeping, CIP, planning and all that we have done is light years ahead of where we were but we have a system that had very little maintenance for decades.

I thought you should know that this has again come to the forefront.

On a separate note, we are working on the lagoon action plan with Acheron and will have it in January 2008. This is one of Scott's goals that he has been working on.

The Councilors expressed concern with overburdening the citizens and the need to finish the metering project so that we can see exactly where we are with billings before we increase rates or try to borrow more funds.

8. **REPORTS:** Audience, Council

**Audience:** Clem Spencer of 124 Leonard Street wanted to mention a few things regarding the Historical Society. They have been unable to find out when their telephone contract expires. The Town Manager advised Clem that she will be able to advise him of the expiration date. Clem mentioned he would like to stop the phone service as there are no funds for a telephone at this time. Also, Clem wanted to mention that Louis Irish of Burnham donated the covering for the caboose.

**Council:**

**Councilor Baker:** Wanted to say that the decorations around Town look great. Also, the Public Works Department did a great job with snow removal.

**Councilor Hamel:** Absent.

**Councilor Philbrick:** Absent.

**Councilor Jordan:** The interior of the Pinnacle was cleaned this weekend. Also, the RPC submitted the paperwork to the Department of Education. Information received today stated that the Department of Education believes we are not in compliance with voting methods. This may just be a language issue. There also were a few issues that were incomplete. The RPC will be reviewing the information and providing additional details. Congrats to Peter Snow. Merry Christmas.

**Councilor Gray:** Absent.

**Deputy Mayor Fotter:** Congratulations to Peter Snow. Wanted to say thank you to Clem. Appreciates seeing the two new Councilors in the audience. The Town has been doing good, but still is feeling unsure on what will be coming down the road from the County budget and the State of Maine, which is holding us back from bettering out Town. Merry Christmas.

**Mayor Nichols:** Would like to echo the same thing. Thank you to Kathryn for all of her hard work and thank you to the girls upstairs. Wanted to thank the Town employees for all their hard work and also our volunteers. Wanted to say thank you to the Council. Wanted to wish Chris and Brian good luck. Will be looking forward to working with the new Council members. Merry Christmas and Happy New Year to all. On a sad note, wanted to mention that John Curtis Sr. recently passed away. John was a Volunteer Fireman and Reserve Police Officer. Wanted to send condolences to the family.

9. **ADJOURNMENT:**

Moved by **Deputy Mayor Fotter** and seconded by **Councilor Jordan** that the meeting be adjourned at 8:40 p.m. All in agreement.

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Nicole Nickolan, Town Clerk