

**Town Council Meeting on October 04, 2022**  
**Pittsfield Economic Expansion Corporation Discussion**  
**Requested by Councilor Hall on September 27, 2022**

**Items to address:**

1. Financials/Funds: Audit Special Revenue Section listing PEEC included in Council Package on September 27, 2022 for years 2019; 2020 and 2021.
2. Board Member Terms/Skills Matrix: See below compiled September 30, 2022 after contact with PEEC Directors to include them in the materials and obtain information.
3. Last 5-year accomplishments toward PEEC mission statement PEEC Bylaws: See attached compiled on September 30, 2022 collected from PEEC Directors

**2. Board Member Terms/Skills Matrix:**

**Timothy Nichols, PEEC President, 2021-2023**

30 years with the State of Maine, retiring at the rank of Captain. Overnight supervisor for Juvenile Incarceration facility overseeing 225 inmates and 14 staff.

29 years Supervisor at Motivational Services

22 Years with Crisis and Counseling assisting clients with physical and psychological needs.

4.5 years with Somerset County in the jail covering weekend and overnight shifts.

3 years with Catholic Charities with the Juvenile Jail Diversion Program dealing with psychological illnesses

24 years on the Town Council, several terms as both Mayor and Deputy Mayor

Appointment to multiple town committees including Council committees

Long-term resident of Pittsfield including graduation from school system.

Talents: Management, Supervision, Crisis Management, Emergency Planning, Counseling, Knowledge of the community, familiar with Town government and teambuilding.

**Michael Gray, PEEC Vice-President, 2022-2024**

Retired, currently a volunteer

40 years commercial insurance and bonding

Over 40 years business background

Former Pittsfield business owner of an insurance agency

Served on the Town Council

Retired Colonel in the Air Force

Long-term resident of Pittsfield

Talents: Business background acumen; insurance and bonding; real estate; business presentations; Knowledge of the community, familiar with Town government and municipalities in general.

## **Gary R. Jordan, Jr., Director, 2022-2024**

Realtor at Better Homes and Gardens Real Estate The Masiello Group  
2022 President-elect, The Greater Bangor Association of REALTORS  
2018 REALTOR of The Year, The Greater Bangor Association of REALTORS

2018 President, The Greater Bangor Association of REALTORS

2017 President-elect, The Greater Bangor Association of REALTORS

2016 Vice President, The Greater Bangor Association of REALTORS

2022, 2021, 2019, 2018, 2017, 2016 Director, Maine Association of REALTORS

2022 – 2016 Director, Pittsfield Economic & Expansion Corporation

2015, 2014, 2013, 2003, 2002, 2001 Mayor, Town of Pittsfield, Maine

2012 Member, MSAD53 Superintendent of School Search Committee

2010 President, Home Builders and Remodelers Association of Maine

Past Chairman, Eastern Maine Community College Building Construction Technology Advisory Board

Past Board Member, Eastern Maine Community College Foundation

Past Chairman ( 3 years), Pittsfield, Maine Planning Board

Talents: Leadership, Real estate, building construction, Maine Uniform Building and Energy Code (MUBEC), knowledge of the community and familiar with Town government.

## **Robert Stackhouse, Director, 2021-2023**

Retired, currently a volunteer

Former Nurse at Sebecook Valley Hospital, Northern Light

Former Military Service, 8 years

Town Councilors, several terms

Service as the Mayor and Deputy Mayor

Long-term resident of the community

Educated in town schools

Talents: Able to work well with others; knowledge of the community and its governments; emergency management planning; crisis management; commonsense approach to projects and knowledge of the budget process for the Town

## **Heather Donahue, Director, 2022 – 2024**

Pittsfield business owner since 2010:

Owner/Operator of Balfour Farm, established a diversified certified organic dairy farm and creamery with a five-sow farrow to finish operation as well as 300 laying hens. Primary responsibilities: herd health, National

Organic Plan compliance, maintain organic records, farm records, manage accounts receivable and accounts payable, payroll, cheesemaking and product development as well as creamery management, inventory, sales, marketing, deliveries. Employee supervision. Secondary responsibilities: feeding, milking, hay and forage management.

Prior work experience:

Donahue Family Farm, Gouverneur, NY; Owner/ Operator, certified organic dairy farm duties as currently listed, farm size 50 head

Office Manager for a busy OB/GYN office in rural NY. Managed appointment schedule, maintained patient records, coordinated surgical and specialist consultations and appointments, received patient co-pays and maintained office supplies.

Classroom Teacher, grade 6, 7 & 8, responsible for science curriculum for all grades as well as other core academic classes for grade 6.

University Of NH AA, BS, MAT (1999-2001); Associate of Arts, General Studies; Bachelor of Science, General Science; Masters in the Art of Teaching, Secondary Science Certification; Numerous trainings related to animal management, ag management, dairy production sanitation, cheesemaking courses, business and marketing courses

Accomplishments: in 2020, secured a \$250,000 USDA Value Added Producer Grant for promotion and expansion of production of organic raw milk aged cheeses , 3-year project; 2022: secured \$19,000 grant from the Northeast Dairy Business Innovation Center for food safety plan development, 9-month project

Maine Cheese Guild Board of Directors 2016- Secretary, Executive Board member, Grant Writing Committee, Maine Cheese Festival Committee Chair, Executive Director search committee

Town of Pittsfield Councilor, District 4 2012-2021, serving as Deputy Mayor 2019, Mayor 2020 & 2021, Ordinance Committee Chairperson, member Finance Committee, Communications Committee

Talents: Business ownership; management; supervision; grant writing; organizational skills and knowledge of town government.

### **Kathryn Ruth, Treasurer, 2002 – present, instructed by Town Council to be Treasurer**

Over 39 years as a Town Manager, Treasurer, Tax Collector, HR Director, General Assistance Director

Over 20 years as a Road Commissioner

2 years University Graduate Assistant to Professors – Teaching and Research

Manage over \$24,064,033 in town financial activity per year while managing complex projects totaling over \$2,500,000.

Contribute in a positive and proactive manner in the Town’s economic and community development through extensive infrastructure improvement with the award of over 202 grants totaling over \$20,000,000.

Membership on boards/committees and organizations (past and present): Central Maine Egg Festival Board of Directors; Central Maine Egg Festival Publicity Chairperson; First Park Executive Board; First Park Marketing Committee Chairperson; Kennebec Valley Council of Governments (KVCOG) Comprehensive Economic Development Strategy Committee; KVCOG Executive Board; KVCOG Secretary; Maine Tax Collectors and Treasurers Association (MMTCTA); Pittsfield Area Kiwanis Club; Pittsfield Economic Expansion Corporation Board of Directors and Treasurer; Pittsfield Historical Society; Sebasticook Healthy Communities Executive Finance Committee; Somerset

Economic Development Corporation (SEDC) Board of Directors; SEDC Secretary; and Somerset-Kennebec Transition Team.

University of Maine Masters of Public Administration; Bachelor of Public Management; extensive training and certificates including Airport Manager Certificate, MaineDOT Local Project Administration Certificate and Community Development Block Grant Certificate

Talents: Municipal Management; Municipal Financial Management; Grant writing; team-orientated ability to join in to help others; Economic and Community Development Background; Road Commissioner Background; knowledge of community, volunteer service, member of many boards and committees and extensive connections with federal, state and regional organizations.

#### **4. PEEC Accomplishments and Projects:**

Purpose of PEEC: “The corporation is organized and shall be operated on a nonprofit basis to foster, encourage, assist, support, and promote the development, establishment, settlement, or resettlement within the Town of Pittsfield, Maine, of industrial, manufacturing, fishing, agricultural, recreational, or other business enterprises for the purposes of stimulating economic growth in the Town, in part by providing support incentives for businesses to construct and expand facilities incorporating new techniques, combatting community deterioration, lessening the burdens of government, providing for increased employment for the citizens of the Town and providing for increased tax base within the Town. The Corporation shall constitute a “local development corporation” pursuant to 5 M.R.S.A. Section 13081(6).”

##### **Major Projects:**

1. Sale of industrial park lots as well as continued expansion talks with land owners.
2. Promoted obtaining grant funding for multiple economic development projects.
3. Completed Town Video that was well received.
4. Completed Lead Generation efforts in Canada meeting with businesses.
5. Advisory capacity for Innovative Specialties LLC Tax Increment Financing
6. Advisory capacity for TIF implementation for Cianbro’s Pittsfield Solar project.
7. Advisory capacity for the purchase of the former Tech Center, now the Cianbro Training Facility
8. Support of the Pittsfield Municipal Airport grant projects, including approval of interim financing for two projects
9. Advisory capacity vetting economic development projects.

##### **2022 Projects:**

1. Assistance at the Annual Cheese Festival; promotion of the Town
2. Advisory capacity to vet a potential buyer for the Pittsfield Community Theatre.
3. Continued analysis of increasing the reach of the Pittsfield Video into Southern Maine, New England and beyond