

## TOWN MANAGER'S REPORT

### Town Manager's Report: Town Council Meeting of 10/16/2018:

#### 1. Elections:

On Election Day, November 6, the Municipal Ballot will include:

MSAD #53 Board Members, 3 year terms, 2 positions: Christopher Weymouth and Carla Kelley  
Councilor at Large, 3-year term, 1 position Debra Billings and Jason Hall

District 1, 3-year term, Melissa Bartlett and Timothy P. Nichols

District 4, 3-year term, no declared candidates

Under the State law, we can have write-ins for District 4 only. The Town Clerk indicates "Those write-in votes will be counted if the individual puts a cross (X) or a check mark ( ) in the proper square at the left. Names written in must show residence of each write-in candidate."

The Town Attorney indicates that the State statutes do not require than an address be included.

So, we would have to count the votes even if the voter does not put the address.

#### 2. Pittsfield Fall Recreation Program:

All Fall Sports Recreation Programs are coming to an end and the children have had a great time. THANKS to all of the many volunteer coaches as well as our Recreation Director Suzy Morton.

#### 3. Pittsfield Community Theatre Movie Line-up: This will be published in the Town Manager's Report. Oct. 12-18

OPERATION FINALE

Rated: PG-13

Running Time: 2 hr.

Matinee Sunday, Oct.28 at 2 PM no Sunday evening movie...

Oct. 19-25

THE HOUSE WITH A CLOCK IN IT'S WALLS

Rated: PG

Running Time: 1 hr. 45 min

Matinee Sunday, Oct. 21 at 2 PM no Sunday evening movie...

Oct. 26-Nov. 1

SMALLFOOT

Rated: PG

Running Time: 1 hr. 40 min

Matinee Sunday, Oct. 28 at 2 PM no Sunday evening movie...

4. The Pittsfield THEN and NOW Pittsfield History with current information is a beautiful collection of interesting information about the community, its facilities, homes and the people. In addition, the pictures are quite nice. We will be looking into selling the book at the Town Office. It is available for order at Bud's Shop N' Save and on line at Amazon.com. The Town is placing an order this week.

5. Pittsfield Solar TIF: The \$272,141.10 tax bill on the largest solar array in the state at this point has been paid. The overall assessment which is sheltered in the tax increment financing district was valued at \$12,959,100. For year 1, the company's proration was 69.5% and the Town's was 30.5%, and then over the life of the TIF, the Town's ratio will increase and

Cianbro's will decrease. The Town received a payment of \$83,003.04 which will be allocated toward the Economic Development Budget next year in 2019 as a revenue source. This will allow for staffing for economic development assistance and projects. There is a lot to do and until right now, I have been covering many jobs. We are now beginning to move items over to Michael. He had been assisting the staff in the front office learning the front office functions while leaves were taking place. We have had several people out and taxes rolling in so we hope to shortly get Michael moved out back to actually work on economic development items. I am still covering everything in the interim.

6. Pittsfield Historical Society and Historical Collection Inventory: We are working with the PHS to obtain the inventory in a format that we can utilize it and store it here at the Town Office. The actual inventory of the history and collectibles is on a Paradox system which is related to the former Corel which had Word Perfect. We have a copy and inputted it into excel. As the PHS is probably not going to be able to enhance the listing and setup, we have identified some steps to determine exactly what is on the inventory vs. what is in the depot. Regarding insurance, we have the most insurance that is available with the listing and the items which are scheduled. We may need to hire an appraiser for some items. We had planned to complete this work over the winter.

Then the Town was notified that the stain-glass window specialist is available prior to the previously expected availability of springtime 2019. This is work being donated by a local business. We need to mobilize to move by November 12. To prepare for the Depot Window Restoration/ Renovation, the Depot will need to be empty of its entire contents in order to preserve the collection and allow the contractor to extract the windows. The Pittsfield Historical Collection will be relocated in an in-town facility. The environmentally controlled space will have lighting with UV filtering and temperature and humidity levels maintained within recommended levels for a mixed collection. Security will be managed with key card entry to authorized staff with motion detection sensors. There are surveillance cameras outside the building. Cost estimates from moving companies are being reviewed and examined for the move of the Pittsfield Historical Collection to the destination. Packing items will need to be purchased and volunteers coordinated to facilitate the packing. This will require volunteer background checks, education on handling historical items and volunteers to be organized by the Pittsfield Historical Society. The United States National Park Service publications and documentation regarding handling, packing and moving of the collection are to be followed. After the windows are moved, plywood is to be placed over the openings and the depot made weather tight. The plywood will be painted the same or near the same color of the Depot to comply with the Zoning Ordinance. The exterior clapboards will be addressed in the spring if possible. The Town's Code Enforcement Officer will assist with the necessary documentation to the Maine Historic Preservation Commission for the windows and exterior restoration plans to maintain the registration of the Depot on the National Register of Historic Places (U.S. National Park Service).

The Town is making great efforts to conserve, preserve and protect the Pittsfield Historical Collection for future generations to enjoy. More than 137 hours have been invested by the Town in the Depot since September 2018. These hours represent the Town's efforts to verify insurance coverage is sufficient, inventory new items, verify previously listed items and to facilitate the

move of the Pittsfield Historic Collection to an alternate location while restoration on the Depot continues. The hours are as follows;

- 36+/- hours cataloging & organizing
- 73+/- hours researching currently available grants (to supplement restoration funding, for the exploration of other privately funded opportunities to increase current reserves and to obtain additional resources that could potentially help raise the Depot to the 'Nationally Significant' designation level on the National Register of Historic Places.)

28+/- hours preparing administrative documentation, forms for volunteers, forms for controlling inventory during packing and storage, collecting data and research on move expenditures, National Park Service historic item handling review, and historic collection move supplies research and price comparisons.