

C. TOWN MANAGER'S REPORT

Town Manager's Report: Town Council Meeting of 04/17/2018:

1. Council Chambers has Wi-Fi: The Town did not have the funds necessary for the last quote received for Wi-Fi for the Council Chambers from providers. Thanks to the efforts of Vaughan Woodruff, the Council Chambers now has Wi-Fi for free as he set it up over the Town's electrical system. For those Councilors and Planning Board members that want to utilize the internet to research items and communicate with their constituents during meetings, the Wi-Fi is available at the network of Council Chambers with a password of P1ttsf1eld.

2. SVH Ambulance: SVH's CEO called to advise that the SVH Ambulance is doing well. We were advised that Newport and some other towns were working on their own ambulance with an ambulance company from the Glenburn/Hermon area. SVH is busier than ever with all of the calls and requests for transfers.

3. Owners of Personal Property Used in a Business: In accordance with Title 36, Section 705 of the State Statutes, the Tax Assessor is requesting a list of business equipment as of April 1, 2018. Notices went out to all known business owners from the Tax Assessor. While the amount and type of Personal Property that the Town can tax is less in accordance with the phasing out of personal property by the State Legislature, it is still important to send the notices to the businesses for an accurate listing of property.

4. Recycling Program Handouts: As the Town enters the higher cost requirements for waste disposal, we have created a new handout to encourage recycling. The Recycling Program waste disposal cost will be increasing from \$48.00/ton to \$62.00/ton. This is an increase of \$14.00/ton or 29.2%. The Town was able to obtain the \$62.00/ton cost by switching from the Penobscot Energy Recovery Company (PERC) to the Crossroads Landfill in Norridgewock. We had been able to amend our agreement with the Landfill to add waste disposal. Other communities are paying over \$80.00/ton. It is imperative that we recycle more. The funds approved to be utilized from the Recycling Reserve are already saving the Town money. We have two of the old containers repaired so they can be utilized longer. More will go in for repair.

The glass crusher has been ordered after the Recycling/Transfer Station Coordinator found a reasonably priced machine that we could order that would work well for the facility.

An agreement with PERC will be coming before the Town Council at their next meeting to address bulky items, oversized items, tires and Construction & Demolition Debris which were too high at the Crossroads Landfill. PERC has agreed to take those items for \$75.00/ton.

The new Recycling Program handouts are very popular. There is a brief history of the program, the issue at hand which is the cost increase, current savings from the program, the amount of recycling, recycling fun facts to engage people and the recycling tips for handling materials. I was able to create the handouts with the staff's great assistance in making my writing come to life with artwork and nice formatting.

5. Trash To Treasure Re-Use Center to re-open later in April 2018: The Trash to Treasure Re-Use Center will open for the season on Saturday, April 28, 2018. We are hoping that the yard dries up by then after all of the bizarre weather this year. The Re-Use Center is located in the former Veterans of Foreign Wars Building opposite the Transfer/ Recycling Center. The facility is open Saturdays from 10:00 am – 4:00 pm. Those who have completed their yard sales and have items left over that they do not want to take back to their homes might consider donating the clothing to Pennywise and the other items to the Re-Use Center. The Town has a comprehensive list of items that can be donated at the facility available at the Town Office.

6. Maine Department of Transportation Interstate 95 Northbound Bridge – Maine Central Railroad: The FYI Book contains information on the former Maine Central Railroad Bridge which is being replaced with a large span. The span has been re-designed to be higher. If anyone would like to look at a larger set of plans, we had requested one for the Town Office.

7. Main Street Streetlights, Traffic Lights and Municipal Parking Lot Lights: The Public Works Foreman continues to troubleshoot the major blowout of the lights. The conduit covers were exposed and the whole conduit was flooded with water. The Traffic Lights were the first priority and by separating this, these lights were fixed.

Last week, the Municipal Parking Lot Lights were fixed from the troubleshooting. The last step identified by the Public Works Foreman is to dig at a strategic junction box and pull the wires in the conduit out and replace them if necessary. Hopefully it will not come to this step and the lighting will be able to be corrected by the Electrician.

The Industrial Park Sign lights are scheduled by the Public Works Foreman to be fixed at the same time as all the lenses are cleaned on the streetlights. Basically, Public Works is going through a detailed review of all options. This project must be completed prior to the Public Works Foreman leaving for his personal leave this summer.

8. Mosher Bridge and Sebecook Street Culverts Project: As reported at the last meeting, the Public Works Foreman has been able to review the large book of repair requirements for the bridge/culvert projects. I had put this on the agenda last year for approval to go out to bid once the bid documents were approved. Steve has just reviewed and approved the bid documents. We have requested that the engineering firm get the project in gear so that it can be put out to bid and advertised. These projects need repair and are failing, but they are not in dangerous condition. Therefore, if repaired now while they are still in fair condition, the Town will come out ahead. The Mosher Bridge is on the Crawford Road. The Sebecook double culverts are on Sebecook Street. The bridge will have abutment work completed while the culverts will be lined. If the project is put out to bid now and bids are due in late Spring/early Summer 2018, then the project would realistically take place when the water levels are lower in July-August of this year if the bids come in within budget. If there are any funds remaining in the loan after the projects are completed, we can purchase some large culverts for highway projects for 2019.

The Engineering firm is putting the finishing touches on the bid specifications as we have asked that the bid be restructured so that each can be bid separately or combined. It will also be

structured in a manner that will allow us to award or not award combined or separately as we see fit. He said that he will have this completed by beginning of next week.

At the same time, we just received the bridge inspection report for the Sebasticook Street culverts. We did not receive the inspections of the other bridges/culverts.

9. Paving Program & Major Road Repairs: I had assisted John Dickson, former Highway Foreman, with the paving when we used to have paving every year (and at the time, we just did not realize what a luxury that really was). I am consolidating all of the information on exactly where the paving took place up the last few years when we have not been able to afford paving. This information will be very helpful for the Public Works Foreman when he goes out to evaluate each of the roads. We have purchased a road management system from the State Local Roads Program. The road information is inputted, the roads are evaluated and then calculations can be made specific to each road which determines its ranking and the cost to fix the road.

While the Public Works Foreman is away this summer, we might be able to input some of the information excluding the inspections. We will check to see what can take place.

10. Highway Purchases: The Public Works Foreman has a number of purchases coming up in the future:

An All American Disc that hooks onto the end of the grader blade to dig out ditches and can be used on both gravel and tar roads. This would help make the sides of the roads lower than the road and extend the lifespan of the pavement or gravel resurfacing.

New line stripping machine as the other one is very old and somewhat clogged up with paint although a good cleaning job usually helps. The new machine he is looking at is viewed as most efficient which it should be given the age of the current model.

New Sidewalk Plow – as there are major repairs coming up for the two sidewalk plows he will be in later this year for the purchase of a newer plow that can more properly address having 3 or more major storms over 12". With the last couple of winters especially the 2017-2018 strange winter, a larger sidewalk plow would definitely help. There were too many storms too close together that led to too much accumulation that froze and then the sidewalks could not be easily cleaned. Interestingly enough, the sidewalk plow cut through some areas that were higher and deeper but could not get through other areas where there was less snow. It may also have something to do with how the snow was plowed back in addition to the width of the road. But with these types of storms and the age of the sidewalk plows requiring hefty repairs, a new sidewalk plow is the answer.

\Some Plow trucks, etc. to take over a plowing route.

11. Request for Qualifications/Experience Statements for Airport Planning and Engineering Services:

MDOT advised that it was time to issue a Request for Qualifications for Airport Planning and

Engineering. Projects that the Town would be looking at which are listed on the approved Capital Improvement Plan are:

Design, Permitting and Construction of an 8 Bay Nested T-Hangar
Seal Coat and Pavement Markings

Hopefully we can work some snowplow equipment into this, but right now, a package of items must be ordered when the State goes out to bid rather than just items such as a wing, etc.

The requests are due on Friday, May 4, 2018 at 2:00 pm.

The RFQ is posted on the State's website, town's website and was forwarded to 44 airport consultants authorized to do business in the State of Maine on MDOT and FAA approved projects.

This is for the grant program in which the Town pays 5% of the cost of the grant project with MDOT paying 5% and the federal government 95%. The percentages have changed over the years as once in a while the State was unable to pay their 5% and the FAA used to pay 95%, but right now it is 5-5-90%, Town, State and Federal in that order.

Lots of Events coming up for those with an interest:

12. Child Abuse Awareness & Prevention Month: READ Attached.

13. Why the Pinwheels? READ Attached.

14. Got Drugs? READ Attached.

15. Youth Mental Health First Aid READ Attached.

16. Reminder of our Great Pittsfield Community Theatre's new Mission and Vision Statement:

MISSION STATEMENT - APRIL 2018

Pittsfield Community Theatre is a municipally owned and operated community center providing affordable quality entertainment to the Greater Pittsfield Area.

VISION STATEMENT - APRIL 2018

The Theatre's vision is that through enhancements and upgrades that every child and their family will discover their potential to make a difference in the world.

17. Theatre Fundraisers: The Theatre Committee will be holding several fundraisers beginning in May through this Summer to supplement the operational revenue. The first fundraiser is a Spaghetti dinner on May 5, 2018. READ Attached.

18. Theatre Golden Ticket Sale:

Although Christmas is over with, we still have the Theatre Golden Tickets that can be a gift or even for yourself: Purchase a book of 10 Gift Certificates at \$55.00. Come and enjoy the

Pittsfield Community Theatre!

19. Date Night at the Theatre: WED: DATE NITE: 2 ADMISSIONS+ 2 MED FOUNTAIN DRINKS+ 1 LARGE POPCORN FOR \$18 + SENIORS \$14.

20. Theatre Movie Line-Up:

Apr. 20-26 TOMB RAIDER: Matinee Sunday at 2 PM

Apr 27-May 3 PACIFIC RIM UP RAISING PG-13: Matinee Sunday at 2 PM

21. Maine Venture Fund: A Match Made in Maine: A common theme among growing Maine companies is the difficulty in finding, attracting, and hiring talented employees. Some companies resort to hiring out-of-state remote workers and have even opened offices in Boston and beyond. This is certainly a drag on Maine's economic growth, and a complex problem with no one solution. However, one program, aimed squarely at this problem is making a difference – the Innovate for Maine Fellows Program.

The program's goal is to match talented college students with Maine's growing companies for an internship of 400, 200, or 100 hours over the course of a summer. Companies are selected for the program based on their interest in innovation, a desire for scalable growth, and ability to provide fellows with a meaningful learning experience. Student interns must either be enrolled in a Maine-based college or be a Maine resident attending school outside of Maine. All selected fellows are expected to live in Maine and work on-site during the internship.

The program is designed to add no extra burden to the companies. The Foster Center for Student Innovation at University of Maine handles all recruiting, screening, matching, payroll, and initial innovation and workplace training. This allows the company and paired fellow to focus on achieving workplace goals.

Several Maine Venture Fund portfolio companies have successfully used this program which had a number of students intern with them, many of whom have later been hired on full-time. Companies are finding what worked best for them was to have the interns work alongside employees on real-time problems, as opposed to having them focus on independent work projects.

22. Maine Municipal Association's Hometown Heroes: There was a nice article in the Maine Townsman that just came out describing the efforts of MMA to assist communities as there are vacancies throughout towns. At a meeting earlier this month, there were 124 towns represented and we were asked that towns raise their hands if they had vacancies. Almost everyone put up their hand – all but the really small towns where they have just a few people. We did become a part of that effort and are advertised for the Administrative Assistant's position.

JobLink, the State's free job service has located the error that resulted in the Town receiving strange applications. We had inputted the position details as well as pay. Our copies printed out and going in through the Employer tabs/section of the webpage showed everything as fine. In

the job seekers section, the job had gone, as other positions, to a \$10.00 minimum wage. Therefore, that explained why we were getting unqualified candidates. That was discovered by Michael Shirley, who assists with the Regional Job Fair. Dana Hamilton, our other partner on the Regional Job Fair, has sent out the position to all of her contacts and former citizens to assist us.

23. Somerset Cultural Plan: The [Wesserunsett Arts Council \(WesArts\)](#) is a regional nonprofit that works to build cultural connections in Somerset County through visual and performing arts, heritage, agriculture, education, and recreation and has been working with Skowhegan Main Street. The two groups were working on a strategic plan for raising awareness of cultural offerings, enhancing cultural education and creating cultural opportunities and experiences in Somerset County. The Heart of Pittsfield will be reviewing this plan at a future meeting. This discussion had been planned for the March meeting, however, was moved to their April Meeting. If you would like a copy of the plan, let me know and we will forward it to you. The Heart of Pittsfield will be meeting Thursday evening, 04/20/2018 at 6:00 pm at the Pittsfield Public Library.

24. Greater Pittsfield Area Kiwanis Yearly Bike Rodeo will be held on Saturday, May 5, 2018 at 10 am: The Bike Rodeo has been here in Pittsfield for a couple of years so it now needs to move over to Newport. The rodeo will be held at Nokomis Regional High School. The event is educational, fun and there are prizes.

25. Dog Park Possibility:

Last but not least, one of our Seniors at Maine Central Institute is working on her Senior Project. She is going to be proposing a Dog Park for the Town Farm property or another property depending upon cost and feasibility. The Town Farm property was proposed previously for a Dog Park in February-March of 2006. This project would be coming up in the near future.