

AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Tuesday, March 17, 2009 at 7:30 PM in the Council Chambers.

1. Open Meeting/Pledge of Allegiance.
2. Adoption of minutes of the special meeting of March 2, 2009 and the regular meeting on March 3, 2009
3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**
Community and Economic Development Activities and Events
4. **PUBLIC HEARINGS/OLD BUSINESS:**
5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES**
6. **NEW BUSINESS:**
 - a. **ORDINANCE 09-05:** (To be set to public hearing on 04/07/2009) That the Town Council hereby ordains to accept all tax year payments of Andrea Chamberlain, including interest and lien costs, for the property at 331 Beans Corner Road (Map 017, Lot 055-001), the Town having acquired said property as a result of automatic foreclosure of a 2005 property tax lien, recorded in the Somerset Registry of Deeds on May 26, 2006 at Book 3682, Page 103, which matured on November 30, 2007. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Andrea Chamberlain.
 - b. **ORDINANCE 09-06:** (To be set to public hearing on 04/07/2009) That the Town Council hereby ordains that Chapter 2B General Assistance Ordinance, Appendices B be rescinded and the new Appendices B be adopted to reflect the revised maximums for the period of 04/01/2009 – 09/30/2009.
 - c. **ORDER 09-04:** Ordered that the Town Council Adopt the following Order designating the Pittsfield Industrial Park Phase II Municipal Development District and Tax Increment Financing District:

It is hereby Ordered as follows:

1. That, under and pursuant to the provisions of Title 30-A, Chapter 206 of the Maine Revised Statutes, as amended, the development program and financial plan entitled "Pittsfield Industrial Park Phase II Municipal Development and Tax Increment Financing District" as presented to this meeting and a copy of which is hereby incorporated herein by reference and as part of the minutes of this meeting, is hereby approved as the Development Program for the District and for the reasons set forth therein, the Town finds and determines that: designation of the District and pursuit of the Development Program will make a contribution to the economic growth or well-being of the Town and the betterment of the health,

welfare or safety of its inhabitants, including employment opportunities, retirement community services, broadened and improved tax base and economic stimulus, constituting good and valid public purposes and any adverse economic effect on or detriment to any existing business is outweighed by the contribution made by the District and the Development Program to the economic growth or well-being of the Town and the betterment of the health, welfare and safety of its inhabitants, and the Town further makes the other findings and determinations as set forth in said Development Program and the Exhibits thereto; and

2. That the area of the Town of Pittsfield entitled "Pittsfield Industrial Park Phase II Municipal Development and Tax Increment Financing District" as more particularly described in said Development Program is hereby designated as a development district and a tax increment financing district and such designation shall automatically become final and shall take full force and effect upon receipt by the Town of approval of the District by the Maine Department of Economic & Community Development, without the requirement of any further action by the Town, the Municipal Officers or any party; and

3. That the percentage of increased assessed value of said District to be retained as captured assessed value in accordance with the Development Program is hereby established as set forth in the Development Program and Financial Plan; and

4. That the Town Manager is hereby authorized and directed, on behalf of the Town of Pittsfield, Maine to execute and submit to the Commissioner of Economic and Community Development for approval such applications and further documentation as may be necessary or appropriate for final approval and establishment of the Pittsfield Industrial Park Phase II Municipal Development and Tax Increment Financing District and its Development Program and financial plan pursuant to 30-A M.R.S.A. Chapter 206; and the Town Manager be, and hereby is, authorized and empowered, at his discretion, from time to time, to make such technical revisions to the Development Program for the District as he deems reasonably necessary or convenient in order to facilitate the process for review and approval of the District by the Department of Economic and Community Development, so long as such revisions are not inconsistent with this Article or the basic structure and intent of the Development Program; and

5. That upon approval of the Commissioner of DECD, the Town Manager is hereby authorized and directed on behalf of the Town of Pittsfield to execute and deliver, one or more Credit Enhancement Agreements substantially in the form to be approved by the Municipal Officers; and

6. That under and pursuant to the provisions of Title 30-A, Chapter 206 of the Maine Revised Statutes, as amended, a capital improvement program consisting of the design and construction of the Public Improvements described in the Pittsfield Industrial Park Municipal Development and Tax Increment Financing District Development Program is hereby approved.

d. **RESOLUTION 09-33:** Resolved that the Town Council approve the designation of its proposed Pittsfield Industrial Park Phase II Municipal Development District and Tax Increment Financing District and the adoption of a Development Program for the said District (and an amendment to the Industrial Park Tax Increment Financing District approved by the Town on 08/04/88).

- e. **RESOLUTION 09-34:** Resolved that the Town Council Accept the proposal of _____ of _____ in response to the Request for Proposals for the Investment of Capital Reserves and Trust Accounts dated 02/17/2009, being the recommendation of the Finance Committee.
- f. **RESOLUTION 09-35:** Resolved that the Town Council Authorize the Town Manager to execute a contract with Olver Associates Inc. for the completion of engineering and contract administration to not exceed \$10,000 for the installation of a properly operational backup finish water pump project at the water treatment facility, being a project ranked by the Drinking Water Program for stimulus funding.
- g. **RESOLUTION 09-36:** Resolved that the Town Council re-allocate \$295,000 of funds from the Economic Development Revolving Loan Fund to a newly created account titled Economic Development Fund, the uses of which will be determined by vote of the Town Council, provided that such uses are for activities eligible under Title I of the Housing and Community Development Act of 1974.
- h. **RESOLUTION 09-37:** Resolved that the Town Council waive the bid policy (Section 106 of the Administrative Code: Regulation of Bid and Contracts) and authorize the Town Manager and Librarian to accept the letter from Kleinschmidt dated February 9, 2009 requesting compensation for additional costs of \$8,000 over the original \$9,000 budget approved on December 2, 2008, bringing the total costs for the site design, building structural design, building electrical design and bidding assistance on the Pittsfield Public Library Expansion to the total of \$17,000.
- i. **RESOLUTION 09-38:** Resolved that the Town Council authorize the Building Inspector as Project Manager for the Pittsfield Community Theatre Stabilization Project to Execute two change orders as follows: Change Order #1 in the amount of \$1,550 and Change Order #2 to be approved by the Town Manager, to cover additional work not reflected on the James W. Sewall Company's plans dated 12/19/2008 nor Bowman Brothers' bid dated 01/16/2009 based upon the Sewall plans.
- j. **RESOLUTION 09-39:** Resolved that the Town Council authorize the Town Manager to execute the State of Maine Public Utilities Commission Agreement to purchase Services Grant Award for the purchase and installation of a wind turbine at the Pittsfield Recycling Center/Transfer Station in the amount to not exceed \$50,000.
- k. **RESOLUTION 09-40:** Resolved that the Town Council waive the bid policy to encourage regionalism and execute the Contract for Curbside Pickup of Recyclables with the Town of Palmyra through 03/31/2010, same conditions with price increase to \$16,600.00 as discussed during the budget process.
- l. **RESOLUTION 09-41:** Resolved that the Town Council authorize the Town Manager and Public Works Foreman to issue the Request for Proposals for the purchase of a zero-turn commercial mower.

- m.* **RESOLUTION 09-42:** Resolved that the Town Council authorize the Town Manager and Assistant Treasurer to put out to bid surplus Town property.

- n.* **RESOLUTION 09-43:** Resolved that the Town Council appoint members to fill the vacancies on the various Town boards and committees from the attached list.

7. **DISCUSSION ITEMS:**

Financial As Listed Below:

- A. Financial Reports as of 02/28/2009:
 - 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
 - Personal Property Tax Report
 - Real Estate Property Tax Collection

- B. Other Reports as of 02/28/2009:
 - Building and Plumbing Permit Reports
 - Library Report – Librarian’s and Library Trustees Minutes
 - Police Report

Grants Update:

New Grants:

- Airport Grants: Design Engineering for Apron Reconstruction
- Airport Grants: Apron Reconstruction Grant Application
- Brownfields Grant: Clean-up Grant for Eelwier (now know as 8 Mount Road)
- CDBG Grant/Public Facilities/Historic Preservation/Library
- FEMA Reimbursements: 04/28 – 05/14/2008
- L&W Conservation Fund: Swimming Pool Essential Components
- Riverfront Community Development Grant
- Safe Routes to School, Phase II

Pending Grants:

- CDBG Grant/Business Assistance: Moosehead Cedar Log Homes
- State Library Grants dedicated to the Library Building Project

Grants waiting to be closed:

- L&W Conservation Fund: Stein Park Renovation Project

Closed Grants:

Airport Grants: Runway Obstruction Clearing

Airport Grants: Vegetation Plan/Permitting Grant

CDBG Grant/Special Projects Matching Funds/GCS

Efficiency Maine Business Program

Nutrition Grant for Summer Program

Project Canopy: Mill Pond Loop

Other Grant Opportunities:

Economic Development Administration Grant Application

Municipal Investment Trust Fund

Renewable Energy Grant Application

State Planning Office Recycling Education Grant

8. **REPORTS:** Audience, Council

9. **ADJOURNMENT**