

AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Tuesday, December 3, 2013 at 6:30 PM in the Council Chambers.

1. Open Meeting/Pledge of Allegiance, followed by Moment of Silence.
2. Adoption of minutes of the regular meeting held on November 19, 2013
3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**

Community and Economic Development Activities and Events

Wednesday, April 9, 2014: Regional Business Resources Night 6:30 pm – 8:30 pm

Wednesday, May 14, 2014: 7th Annual Regional Job Fair 3:30 pm – 6:30 pm

4. **PUBLIC HEARINGS/OLD BUSINESS:**
5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES**
6. **NEW BUSINESS:**

ORDINANCE 13-19: (To be set to Public Hearing on 12/17/2013) The Town of Pittsfield hereby ordains to authorize the transfer of unencumbered appropriation balances to various departments:

FROM:	01-45 Community Development	\$6,000
TO:	05-10 Police Department	\$6,000

ORDINANCE 13-20: (To be set to Public Hearing on 12/17/2013) The Town of Pittsfield hereby ordains that a lease be executed with Curtis Air, Inc. to provide airport maintenance and airport services as depicted in the lease and to lease parcels A, B, C, D and H at the Pittsfield Municipal Airport. The lease shall be for a 20-year period beginning January 01, 2014 with two (2) 10-year renewal options. This is a new lease to replace the current lease expiring December 31, 2013, which was assigned to Curtis Air on October 20, 1998 and renewed on December 30, 2003.

RESOLUTION 13-136: Resolved that the Town Council Waive the Bid Policy, Chapter 2, Administrative Code, Section 106 to accept the proposal from E.J. Prescott of Gardiner, Maine for a total to not exceed \$21,000 for the purchase of 12 Waterous Fire Hydrants.

RESOLUTION 13-137: Resolved that the Town Council authorize the Town Manager and Deputy Treasurer to transfer any funds that remain in the 2013 Enterprise Fund Budgets after all charges are made for the end of the year to the Sewer Restoration Reserve and the Water Restoration Reserve for 12/31/2013.

7. **DISCUSSION ITEMS:**

Financial Reports as of 11/30/2013:

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
State Revenue Sharing Comparison Report
Personal Property Tax Collection Report
Real Estate Property Tax Collection

Other Reports as of 11/30/2013:

Building and Plumbing Permit Reports
Library Report-Librarian's and Library Trustees Minutes
Police Report

8. **REPORTS:** Audience, Council

9. **EXECUTIVE SESSION:**

Title 1, Section 405, 6.A., Personnel: Yearly Evaluation of Town Manager

10. **ADJOURNMENT**

**2014 Budget Process: Third Budget Workshop Scheduled
directly after the Council Meeting**

Review of Budgets:

- Airport
- Recreation
- Library
- Theatre
- Community Service Agencies
- Budgets requiring a second review