

# We will be taking photos at the Council Meeting!

## Please arrive at 6:15 pm for the photo!

### AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Tuesday, December 16, 2014 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 December 2, 2014 and the Budget Workshop held on December 2, 2014.

#### 3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**

Presentation by Town Manager of Goals for 2015

Community and Economic Development Activities and Events:

Saturday, May 2, 2015: 19<sup>th</sup> Annual SVCC Trade Show and Community Fair

Wednesday, May 13, 2015: 8<sup>th</sup> Annual Regional Job Fair

#### 4. **PUBLIC HEARINGS/OLD BUSINESS:**

**ORDINANCE 14-18:** (Public Hearing) The Town of Pittsfield hereby ordains the 2015 Capital Budget be approved as follows:

Police Cruiser	\$34,000
Fire Equipment	15,000
Highway Loader	20,000
Highway Paving	105,000
Highway Construction/Reconstruction	75,000
Highway Sidewalks	25,000
Recycling Forklift	5,000
Library Capital	5,000
Airport Improvement	5,000
Municipal Parking Lots	40,000
Fire Station Capital	5,000
Airport Safety Enhancements	300,000
Airport Hangers	170,000
Theatre Renovations/Revitalization	110,000
Historical Depot	<u>31,000</u>
Total Projects/Reserves:	\$945,000
Funding by Loan	-\$ 100,000
Funding by Lease/Purchase	-\$ 0
Funding by Reserves	-\$ 44,000

Funding by Grants	-\$ 601,000
<u>Funding by Other Resources</u>	<u>-\$ 10,000</u>
Total to be raised by taxation	\$ 190,000

**ORDINANCE 14-19:** (Public Hearing) The Town of Pittsfield hereby ordains that the 2015 Operating Budget in the amount of \$2,696,916 ( ) be approved, and the total sum of \$3,641,916 ( ) be appropriated (Operating plus Capital Budgets);

AND FURTHER, that \$1,239,576 ( ) be raised through taxation; that \$1,072,830 ( ) be raised from estimated revenues; that \$175,000 ( ) be appropriated from State Revenue Sharing; that \$0 ( ) be appropriated from Lease/Purchase; that \$100,000 be appropriated from Loans/Bonds; that \$44,000 ( ) be taken from reserve funds; that \$601,000 ( ) be appropriated from grants; that \$10,000 ( ) be appropriated from other Revenue Sources; and that an additional sum of \$399,510 ( ) be taken from undesignated fund balance.

**ORDINANCE 14-20:** (Public Hearing) The Town of Pittsfield hereby ordains that the 2015 Water and Sewer Enterprise Fund budgets in the respective amounts of \$430,732 ( ) and \$501,350 ( ) be appropriated from the respective estimated departmental revenues.

**ORDINANCE 14-21:** (Public Hearing) The Town of Pittsfield hereby ordains to authorize the transfer of unencumbered appropriation balances to various departments:

FROM:	01-45 Community Development	\$8,000
TO:	05-10 Police Department	\$4,000
	05-20 Streetlights	\$2,000
	05-25 Animal Control	\$ 500
	10-05 Highway	\$1,500

5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES**

6. **NEW BUSINESS:**

**ORDINANCE 14-22:** The Town of Pittsfield hereby ordains to reenact by Emergency Ordinance The Town of Pittsfield Medical Marijuana Dispensary Moratorium Ordinance, with said reenactment to become effective immediately, pursuant to the provisions of Section 2.14 of the Town Charter.

**ORDINANCE 14-23:** (To be set to Public Hearing on 01/06/2015):

TOWN OF PITTSFIELD  
 ORDINANCE AUTHORIZING ISSUE OF \$445,000  
 PRINCIPAL AMOUNT OF GENERAL OBLIGATION BONDS

The Town of Pittsfield hereby ordains improvements to the Town's sewer system and financing thereof pursuant to the State's Clean Water State Revolving Fund on the following terms:

1. Pursuant to the Constitution of the State of Maine, Maine law, including Title 35-A and Title 30-A, Section 5772 of the Maine Revised Statutes, as amended, and the Town Charter, and all

other authority thereto enabling, the Town of Pittsfield is authorized to sell its general obligation bonds and notes in anticipation thereof and to borrow from the Maine Municipal Bond Bank State Revolving Fund (SRF) and to expend, a principal amount not to exceed Four Hundred Forty Five Thousand Dollars (\$445,000), the proceeds of the loan or loans to be used to finance the improvements and upgrades to the Town's sewer system which may include, but are limited to the rehabilitation of the Peltoma Avenue Sewer Main ("The Project"), or such amount of the foregoing Project as is approved by the State for participation in the SRF, said loan or loans to be evidenced by a General Obligation Bond or Bonds of the Town, for a term not to exceed 20 years, and any Notes in anticipation of such Bonds, such Bonds and Notes to be executed on behalf of the Town by the Town Treasurer and counter-signed by the Mayor of the Town and to be at such interest rates, if any, as may be established by the Maine Municipal Bond Bank and approved by the Treasurer and the Mayor, with such maturities, and to be on such further terms and conditions as may be prescribed by the Maine Municipal Bond Bank and the State of Maine Clean Water Program, and approved by the Treasurer and the Mayor (the "Bonds" and the "Notes"), such approval to be conclusively evidenced by their execution of the Bonds or Notes. If the State Clean Water Program approves only some but not all of the foregoing Project, the Town is authorized to proceed with the borrowing of the amount and project approved by the State Clean Water Program, even though the State may have approved only some but not all of the Project described above.

2. The Mayor and the Treasurer are hereby authorized to execute and deliver on behalf of the Town a loan agreement, relating to the issuance of the Bonds and any Notes in anticipation thereof, in such form and on such terms as the Maine Municipal Bond Bank shall require.

3. The Mayor and the Treasurer are hereby authorized to execute and deliver on behalf of the Town loan application and other applications with the State of Maine Clean Water Program and the Maine Municipal Bond Bank and an application to the Maine Public Utilities Commission for approval to issue the Bonds or Notes.

4. The municipal officers and officials of the Town are hereby authorized to execute all documents and certificates, and to take all action, including affixing the seal of the Town, as may be necessary or convenient to carry out the full intent of the foregoing votes or any one of them.

5. This Ordinance shall take effect 30 days after its adoption.

**ORDER 14-05:** Ordered that the Town Council adopts the fee schedule for Mutual Aid Assistance to the Town of Skowhegan for Confined Space Calls to Madison Paper, and further that such adoption is based upon the Town Attorney's approval of the mutual aid agreement between the Towns of Skowhegan and Pittsfield.

**RESOLUTION 14-125:** Resolved that the Town Council authorize the Town Manager and Deputy Tax Collector to issue notices of Tax Acquired Property Sale and place Tax Acquired Parcels out to bid.

**RESOLUTION 14-126:** Resolved that the Town Council authorize the Town Manager to execute the Maine Historical Society Maine Memory Network Contributing Partner Rights & Responsibilities Agreement upon approval of the Town Attorney.

**RESOLUTION 14-127:** Resolved that the Town Council authorize the Town Manager to execute a contract for the Police Department with the Humane Society – Waterville Area for the period of January 1, 2015 – December 31, 2015 at the sum of \$1,501.65 per quarter to not exceed \$6,007.00 for the year.

**RESOLUTION 14-128:** Resolved that the Town Council Appoint Karen L. Baker as Animal Control Officer through 12/31/2015 and authorize the Town Manager to sign the Animal Control Officer Contract for services for calendar year 2015 with Karen L. Baker.

**RESOLUTION 14-129:** Resolved that the Town Council authorize a total of \$ 17,100 for Carry Forwards from the 2014 Budget and encumber the funds for 2015.

**RESOLUTION 14-130:** Resolved that the Town Council authorize the Treasurer and Deputy Treasurer to write off small balances and/or credits of under \$ 50.00 to the Personal Property Taxes Write Off Account for personal property tax bills of companies no longer in Town.

**RESOLUTION 14-131:** Resolved that the Town Council accept all cash donations for the Library Donations (G#1-634-00) for 2014 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

**RESOLUTION 14-132:** Resolved that the Town Council accept all cash donations for the Community Swimming Pool Donations (G#1-643-00) for 2014 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

**RESOLUTION 14-133:** Resolved that the Town Council accept all cash donations for the Underage Drinking Program (R-85-65-10) for 2014 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

**RESOLUTION 14-134:** Resolved that the Town Council accept all cash donations for the Theatre Fundraising Campaign (R-86-09-01) for 2014 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

**RESOLUTION 14-135:** Resolved that the Town Council accept all cash donations for the Pittsfield Keep Neighbors Warm Program (referred to by staff and citizens as Pittsfield Keep Me Warm) (R-86-10-01) for 2014 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

**RESOLUTION 14-136:** Resolved that the Town Council accept all cash donations for the Re-Use Building (R-86-11-01) for 2014 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

**RESOLUTION 14-137:** Resolved that the Town Council accept all cash donations for the Historical Depot (R-86-20-01) for 2014 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

**RESOLUTION 14-138:** Resolved that the Town Council Excuse the Absence of Councilor Cianchette from the Town Council Regular Meetings of October 21, 2014, November 5, 2014, November 18, 2014 and December 2, 2014.

**RESOLUTION 14-139:** Resolved that the Town Council Appoint Stephen Seekins as Code Enforcement Officer for the period of January 1, 2015 - December 31, 2015.

**RESOLUTION 14-140:** Resolved that the Town Council Appoint Stephen Seekins as Licensed Plumbing Inspector with a term expiring 12/31/2015.

**RESOLUTION 14-141:** Resolved that the Town Council Appoint Albert Tempesta as Code Enforcement Officer Alternate with a term expiring 12/31/2015 for the following areas: Zoning & Land Use Ordinances, Shoreland Zoning Ordinances and Third Party Licensed Inspector (if needed).

**RESOLUTION 14-142:** Resolved that the Town Council Appoint Albert Tempesta as Licensed Plumbing Inspector Alternate with a term expiring 12/31/2015.

**RESOLUTION 14-143:** Resolved that the Town Council Appoint Luke Goodblood as Sealer of Weights and Measures with a term expiring 12/31/2015.

**RESOLUTION 14-144:** Resolved that the Town Council Appoint Nicole Nickolan as Registrar of Voters through 12/31/2016.

**RESOLUTION 14-145:** 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 Reports as of 11/30/2014:**

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 11/30/2014:**

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

8. **REPORTS:** Audience, Council

9. **EXECUTIVE SESSION:**

Executive Session for Title 1, Section 405, 6.C., Economic Development, Disposition of Property and Acquisition of Property

10. **ADJOURNMENT**