

AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Tuesday, December 20, 2011 at 7:30 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 6, 2011.
3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**

Presentation by Town Manager of Goals for 2012

Community and Economic Development Activities and Events

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

ORDINANCE 11-12: (Public Hearing) That the Town of Pittsfield hereby ordains the 2012 Capital Budget be approved as follows:

Police Cruiser	\$ 26,650
Fire Equipment	\$ 15,000
Fire Apparatus	\$ 375,000
Highway Loader	\$ 35,000
Highway General Equipment	\$ 35,850
Highway Paving	\$ 92,000
Highway Reconstruction	\$ 50,000
Highway Sidewalks	\$ 17,000
Waste Transporter	\$ 10,000
Recycling Forklift	\$ 30,000
Library Capital	\$ 5,000
Cemetery Mowers	\$ 7,500
Parking Lots	\$ 20,000
Fire Station Capital	\$ 5,000
Airport Hangers	<u>\$ 168,740</u>
Total Projects/Reserves:	\$ 892,740
Funding by Loans/Bonds (Fire Apparatus)	-\$ 375,000
Funding by Loans/Bonds (Highway)	-\$ 142,000
Funding by Reserves	-\$ 13,440
Funding by Grants	-\$ 172,300
<u>Funding by Other Resources</u>	<u>-\$ 0</u>
Total to be raised by taxation	\$ 190,000

ORDINANCE 11-13: (Public Hearing) That the Town of Pittsfield hereby ordains that the 2012 Operating Budget in the amount of \$2,693,203 () be approved, and the total sum of \$3,585,943 () be appropriated (Operating plus Capital Budgets);

AND FURTHER, that \$1,316,562 () be raised through taxation; that \$1,033,284 () be raised from estimated revenues; that \$333,357 () be appropriated from State Revenue Sharing; that \$517,000 () be appropriated from Loans/Bonds; that \$13,440 () be taken from reserve funds; that \$172,300 () be appropriated from grants; that \$0 () be appropriated from other Revenue Sources; and that an additional sum of \$200,000 () be taken from undesignated fund balance.

ORDINANCE 11-14: (Public Hearing) That the Town of Pittsfield hereby ordains that the 2012 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 11-15: (Public Hearing) That the Town of Pittsfield hereby Ordains to authorize the transfer of unencumbered appropriation balances to various departments.

FROM:	25-05	Recreation	\$6,000
TO:	01-40	Municipal Building	\$2,000
TO:	05-10	Police Department	\$4,000

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

6. **NEW BUSINESS:**

RESOLUTION 11-137: Resolved that the Town Council Authorize the Town Manager to execute and submit a Letter of Intent for a Community Development Block Grant Economic Development Project for Argo Marketing North.

RESOLUTION 11-138: Resolved that the Town Council Authorize a total of \$47,032 for carry forwards from the 2011 Budget and encumber the funds for 2012.

RESOLUTION 11-139: Resolved that the Town Council waive the Bid Policy for the purchase of a Honda Simo Power Unit Streamline, Hurst electrical hose reel, inverter and slide out tray in a total to not exceed \$11,222.42, authorize these expenditures and authorize the Town Manager to transfer \$6,734.42 from G/L #1-610-00 PITT03 Fire Department Reserve.

RESOLUTION 11-140: Resolved that the Town Council accept all cash donations for the Library Donations (G#1-634-00) for 2011 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 11-141: Resolved that the Town Council accept all cash donations for the Community Swimming Pool Donations (G#1-643-00) for 2011 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 11-142: Resolved that the Town Council accept all cash donations for the Underage Drinking Program (G#5-642-00) for 2011 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 11-143: Resolved that the Town Council accept all cash donations for the Theatre Fundraising Campaign (G#5-663-00) for 2011 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 11-144: Resolved that the Town Council accept all cash donations for the Keep Neighbors Warm Program (G#5-664-00) for 2011 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 11-145: Resolved that the Town Council accept all cash donations for the Re-Use Building (R-86-11-01) for 2011 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 11-146: Resolved that the Town Council accept all cash donations for the Swim Program (R-86-12-01) for 2011 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 11-147: Resolved that the Town Council accept all cash donations for the Historical Depot (R-86-20-01) for 2011 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 11-148: Resolved that the Town Council waive the Bid Policy and accept the proposal of RHR Smith & Company, CPA of Buxton in the amount of \$9,900 for the Municipal, Water Enterprise and Sewer Enterprise Audits and \$1,200 for Single Audit for Grants when required for each of the audit years of 2011 and 2012 and approve the firm as the external auditor for the Town's 2011 and 2012 Audits.

RESOLUTION 11-149: Resolved that the Town Council Appoint Karen L. Baker as Animal Control Officer through 12/31/2012 and Authorize the Town Manager to sign the Animal Control Officer Contract for services for calendar year 2012 with Karen L. Baker.

RESOLUTION 11-150: Resolved that the Town Council Confirm the Town Manager's appointment of Steven Seekins as Code Enforcement Officer and Building Inspector for the Period of January 1, 2012- December 31, 2012.

RESOLUTION 11-151: Resolved that the Town Council Appoint Steven Seekins as Licensed Plumbing Inspector with a term expiring 12/31/2012.

RESOLUTION 11-152: Resolved that the Town Council Appoint Charles Porter as Code Enforcement Officer Alternate with a term expiring 12/31/2012 for the following areas: Zoning & Land Use Ordinances and Shoreland Zoning Ordinances.

RESOLUTION 11-153: Resolved that the Town Council Appoint Jay Guber as Code Enforcement Officer Alternate with a term expiring 12/31/2012 for the following areas: Zoning & Land Use Ordinances and Shoreland Zoning Ordinances.

RESOLUTION 11-154: Resolved that the Town Council Appoint William Murphy as Licensed Plumbing Inspector Alternate with a term expiring 12/31/2012.

RESOLUTION 11-155: Resolved that the Town Council Appoint Luke Goodblood as Sealer of Weights and Measures with a term expiring 12/31/2012.

RESOLUTION 11-156: Resolved that the Town Council Appoint members to fill the vacancies on the various Town Boards and Committees.

7. **DISCUSSION ITEMS:**

Financial Reports as of 11/30/2011:

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 11/30/2011:

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

8. **REPORTS:** Audience, Council

9. **ADJOURNMENT**