

AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Tuesday, September 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 August 6, 2013
3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**
Community and Economic Development Activities and Events
4. **PUBLIC HEARINGS/OLD BUSINESS: NONE**
5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES**
6. **NEW BUSINESS:**

RESOLUTION 13-94: Resolved that the Town Council accept the proposal of _____ of _____ in an amount to not exceed \$ _____ for the 2013 Small Paving Projects and authorize the Town Manager to execute a contract for same.

RESOLUTION 13-95: Resolved that the Town Council accept the proposal of _____ of _____ in an amount to not exceed \$ _____ for Engineering Assistance for Bridge Inspection Services and authorize the Town Manager to execute a contract for same.

RESOLUTION 13-96: Resolved that the Town Council authorize the Town Manager and Deputy Treasurer to transfer and expend up to \$3,000 from PITT #25 (G 1-626-00) Cemetery Development Reserve to continue building the roadway system in the Pittsfield Village Cemetery.

RESOLUTION 13-97: Resolved that the Town Council authorize the Town Manager and/or Theatre Committee Chair to sign the Performance Agreement with Tim Sample c/o The Maine Humor Company for a theatre fundraiser.

RESOLUTION 13-98: Resolved that the Town Council approve the Request for Proposals for Water Well Inspection and Rehabilitation and authorize the Town Manager and Assistant Water/Sewer Superintendent to seek proposals for same.

RESOLUTION 13-99: Resolved that the Town Council authorize the Town Manager to sign the Letter of Intent to participate in the one-day Household Hazardous Waste Collection Event on Saturday, 10/05/2013.

RESOLUTION 13-100: Resolved that the Town Council approve the Request for Proposals for the 2013 Playground Equipment for the L&W Conservation Fund Hathorn Park Phase II Project # 23-00836 and authorize the Town Manager and Public Works Foreman to seek proposals for same.

RESOLUTION 13-101: Resolved that the Town Council approve the payment of the monthly disbursements in the amount of \$218,204.46 (July 2013) and \$218,204.52 (August 2013 – June 2014) to SAD #53 for its fiscal year beginning July 1, 2013 and ending June 30, 2014, for a fiscal year total of \$2,618,454.18, which represents the Town of Pittsfield's share of SAD #53's local appropriation funds.

RESOLUTION 13-102: Resolved that the Town Council approve the payment of weekly payroll checks in accordance with the following accounts: Personnel Services (01-05 Regular; 01-10 Overtime; 01-15 Part-time; 01-20 Supply Operation, 01-25 Supply Maintenance, 01-30 Distribution Maintenance, 01-35 Customer Accounts; and 01-40 FICA).

RESOLUTION 13-103: Resolved that the Town Council authorize the Town Manager and Building Inspector to work with Ames & Associates LLC to issue an abbreviated List of Work for the Pittsfield Historic Railroad Depot Foundation Project, to accept a proposal which is recommended by Ames & Associates LLC which fits within the Town's fundraising efforts for the project and authorize the Town Manager to execute a contract for same.

RESOLUTION 13-104: Resolved that the Town Council endorse the actions of the Pittsfield Economic Expansion Corporation (PEEC) for 2013 including the execution of a discharge of the mortgage from the Town of Pittsfield to PEEC; authorize the Town Manager and Deputy Treasurer to transfer the necessary funds between the Land Air TIF and the PEEC accounts; and authorize the execution of a deed from PEEC to Land Air Express for Map 11, Lot 69 at the conclusion of the Land Air TIF; and to authorize PEEC to take any other actions as recommended by the Town Attorney.

RESOLUTION 13-105: Resolved that the Town Council adopt the Budget Calendar for the 2014 Budget Process.

RESOLUTION 13-106: Resolved that the Town Council authorize the Town Manager to file the Federal Aviation Administration (FAA) Grant Application for the Pittsfield Municipal Airport for the General Aviation Apron Expansion Project, Alternate 1.

RESOLUTION 13-107: Resolved that the Town Council authorize the Town Manager to execute a grant award from the Federal Aviation Administration and the Maine Department of Transportation for the General Aviation Apron Expansion Project, Alternate 1, AIP #3-23-0036-0__-2013 at the Pittsfield Municipal Airport under the Airport Improvement Program if an offer is extended.

RESOLUTION 13-108: Resolved that the Town Council continue the Regular Town Council Meeting Schedule for Fall 2013 through Spring 2014 for meetings to begin at 6:30 PM.

7. **DISCUSSION ITEMS:**

Financial Reports as of 07/31/2013:

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 07/31/2013:

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

Updates:

Water Projects Update
Sewer Projects Update
Highway Projects Update
Pan Am Railways
Code Enforcement Update
Property Maintenance Ordinance/Regulations to prevent Junky Yards

Grants Update:

New Grants:

Airport Grants: Environmental Assessment (Engineering to prepare for Apron Expansion)
Airport Grants: Engineering to Design the Apron Expansion
Airport Grants: General Aviation Apron Expansion
Belvedere Fund for Historic Preservation
Davis Family Foundation
HealthySV: Tobacco Free Signage
Jobs for Maine's Graduates (JMG) School Grant through Town/Region (pass-through)
Jump Start Our Youth (JOY through JMG) Recreation Department
Kiwanis Mini-Grants for Programming & Sponsorship for children
L&W Conservation Fund: Hathorn Park Legge's Field & Sports Complex, Phase II
Library Mini-Grants (Cornerstone of Science and Gates for computers)
USDA Sewer Rehabilitation Grant

Grants waiting to be closed:

Economic Development Administration Grant: Pittsfield Industrial Park Expansion
HealthySV: Healthy Communities – Exercise is Fun Program for Children
HealthySV: Healthy Communities – Proactive Student Presentations
National Heritage Railroad Grant
PUC Energy Efficiency: Block Grant to Towns
Renewable Resources Grant from PUC: Wind Turbine

Closed Grants:

Airport Grants: Apron Reconstruction Grant
Airport Grants: Design Engineering for Apron Reconstruction
Airport Grants: Runway Obstruction Clearing
Airport Grants: Stormwater, Security and FAA Review
Airport Grants: Vegetation Plan/Permitting Grant
Brownfields Grant: Cleanup Grant for Eelwier (now known as 8 Mount Road)
CDBG/Economic Development Grant: Argo Marketing Group, Inc.
CDBG Grant/Business Assistance: Moosehead Cedar Log Homes
CDBG Grant/Business Assistance: Walpole Woodworkers, Inc.
CDBG Grant/Public Facilities/Historic Preservation/Library
CDBG Grant/Special Projects Matching Funds/GCS
Conservation Grant for Driftbusters Snowmobile Trail Fund (pass-through)
Efficiency Maine Business Program
FEMA Reimbursements
Jump Start Our Youth (JOY through JMG) Save Our Historic Depot Campaign
Jump Start Our Youth (JOY through JMG) Library
Ken-Som Transition Team/KVCAP Grant for Regional Job Fair
Law Enforcement Bryne Federal Grant: Radio Equipment
Law Enforcement Bryne State Grant: Tasers
L&W Conservation Fund: Hathorn Park Legge's Field & Sports Complex, Phase II
L&W Conservation Fund: Stein Park Renovation Project
L&W Conservation Fund: Swimming Pool Essential Components
Maine Emergency Management Agency Homeland Security Grant
MMA Safety Grants – Multiple
Project Canopy: Mill Pond Loop
Project Canopy: Town Farm Forest Management Plan
Project Canopy: Urban Forest
Rural Engineering & Community Assistance Grant Opportunities
Safe Routes to School, Phase I
Safe Routes to School, Phase II
Sewer Replacement including Sewer Evaluation Study with Camera Work, Dye Test/
Smoke Test and Report
State Library Grants dedicated to the Library Building Project
State Planning Office Recycling Education Grant
Summer Nutrition Grant (Yearly)
United Way/Keeping Mid-Maine Warm Grant

Other Grant Opportunities:

Airport General Aviation Apron Expansion Grant
CDBG/Economic Development – Business Assistance
CDBG/Public Facilities – Historic Preservation
CDBG/Water and Sewer Projects for Specific areas once SSES is completed
Community Gardening Start-up Grant
FEMA Fire Grant – Pumper
Jump Start Our Youth (JOY through JMG) Theatre Renovations
MDOT Quality Community Program: Transportation Enhancement Grant and/or Safe Routes
to School Grant

Wellhead Protection Grant

8. **REPORTS:** Audience, Council

9. **ADJOURNMENT**