

# AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Tuesday, September 17, 2019 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 SEPTEMBER 3, 2019.**
3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS**
  - A. Presentation by Transfer Station/Recycling Coordinator Don Chute re: Options for Fee Structure at the Pittsfield Transfer Station-Preliminary Only
  - B. Community and Economic Development Activities and Events  
**Update on event:**  
4<sup>th</sup> Annual Maine Cheese Festival held on Sunday, September 8, 2019 in Manson Park.  
**Certificates:**  
Thank You to the Pittsfield Garden Club
4. **PUBLIC HEARINGS/OLD BUSINESS: NONE**
5. **REPORTS:**
  - A. **COUNCIL COMMITTEES: FINANCE, ORDINANCE AND RECYCLING**
  - B. **BOARD AND COMMITTEE UPDATES BY TOWN COUNCILORS AND MANAGER**
  - C. **TOWN MANAGER'S REPORT**
6. **NEW BUSINESS:**

**ORDINANCE 19-12** (To be set to Public Hearing on 10/01/2019) That the Town Council hereby ordains that Chapter 2B General Assistance Ordinance, Appendices A-D, and Appendix H be rescinded and the new Appendices A-D and Appendix H be adopted to reflect the revised maximums for the period of October 01, 2019 – September 30, 2020. And to continue to use Appendices E-F set forth and filed with the Department of Health and Human Services (DHHS) until any new appendices are approved.

**ORDER 19-10**

**TOWN OF PITTSFIELD  
ORDERS OF TOWN COUNCIL**

**Authorizing Equipment Lease Purchase Financing and Appropriation of the Proceeds Thereof**

**WHEREAS**, the Town desires to authorize a municipal equipment lease purchase financing arrangement and to appropriate the proceeds thereof to finance the costs of acquisition of a 3CX On Premise Phone System with Yealink SIP-T46S Phones (the "Equipment"); and

**NOW, THEREFORE**, be it voted, resolved, and ordered by the Town Council of Pittsfield, Maine:

Section 1. The sum of \$564.33/month for a yearly cost of \$6,771.96/year for a five (5) year total of \$33,859.80 is hereby appropriated to finance the costs of acquisition of the Equipment.

Section 2. For the purposes of financing the aforesaid appropriation, pursuant to the Town Charter and all amendments thereof and acts additional thereto, and all other authority thereto enabling, there is hereby authorized and approved one or more equipment lease purchase agreements, each such lease to be in such form and contain such terms and provisions as the Town Council and Finance Committee may hereafter determine or authorize, with such terms and conditions, including the interest rate(s), term or maturity and other terms and conditions as the Town Treasurer and the Mayor deem appropriate and to award the equipment lease purchase agreement(s) to such financial institution or institutions as it deems to be in the best interests of the Town, and the Treasurer, Mayor, Clerk and other appropriate officers of the Town are hereby authorized and empowered to do all such acts and things, and to execute, deliver, file, approve, and record all such lease purchase financing documents, leases, contracts, assignments, certificates, memoranda, abstracts, such other documents as required by the lessor of such equipment, and other documents as may be necessary or advisable, with the advice of counsel for the Town, as may be necessary or appropriate in connection with such lease purchase financing. If the Equipment is to be acquired by the Town prior to execution of such equipment lease purchase agreement, the Town, pursuant to Internal Revenue Service Treas. Reg. 1.150-2, hereby declares its official intent to pay, on an interim basis, costs of the Equipment, which costs the Town reasonably expects to reimburse with proceeds of such tax exempt equipment lease purchase agreement(s) to be issued by the Town in the maximum principal amount set forth above.

Section 3. The acquisition of the Equipment under such equipment lease purchase agreement(s) is necessary, convenient, in the furtherance of and will at all times be used in connection with the Town's governmental and proprietary purposes and functions and are in the best interests of the Town, and no portion of the Equipment will be used, directly or indirectly, in any trade or business carried on by any person other than the Town on a basis different from the general public. The Town covenants that it will perform all acts within its power which are or may be necessary to ensure that the interest portion of the rental payments under the equipment lease purchase agreement(s) shall at all times be and remain exempt from federal income taxation. The Town further covenants that the Municipal Lease Purchase Agreement is hereby designated a Qualified Tax Exempt Obligation pursuant to Section 265(b) of the Internal Revenue Code.

**RESOLUTION 19-92:** Resolved that the Town Council accept the proposal of Alliance Digital Networks (AND) Internet/Telephone of Bangor Maine in an amount to not exceed \$856.80 per month for sixty (60) months as depicted in the proposal submitted in response to the Town's Phone System Request for Proposals dated August 13, 2019 contingent upon receipt of financing, the cost of which is included in the bid price and authorize the Town Manager to execute all necessary paperwork for the lease-purchase of the 3CX On Premise Phone System with Yealink SIP-T46S Phones for a cost to not exceed \$856.80 per month for a sixty (60) month period to include the lease-purchase, phone service, service contract and financing.

**RESOLUTION 19-93:** Resolved that the Town Council approve the new application for a liquor License for Poponovers, LLC at 119 Main Street, Pittsfield, Maine 04967.

**RESOLUTION 19-94:** Resolved that the Town Council sign the application for a license for Special Taste Testing Event for the Pittsfield Historical Society to be held on October 20, 2019 at the Pittsfield Railroad Station.

**RESOLUTION 19-95:** Resolved that the Town Council Accept the bid of \_\_\_\_\_ of \_\_\_\_\_ in the amount not to exceed \$\_\_\_\_\_ per yard for Winter Sand.

**RESOLUTION 19-96:** Resolved that the Town Council accept the proposal of Charter Communications Operating LLC, in the amount of \$84.99 per month and one time installation charge of \$99.00 for High Speed Internet service (100/10 MBS) at the Water Garage (120 Bow St.) and authorize the Town Manger to execute the Service Agreement.

## 7. DISCUSSION ITEMS:

### A. Financial

1. Financial Reports as of 8/31/2019
  - Budget Expenditure Report
  - Revenue Collections Report
  - Excise Tax Collections Comparison Report
  - State Revenue Sharing Comparison Report
  - Economic Development Accounts Update
  - Housing Revolving Loan Update
  - Tax Increment Financing Update
  - Pittsfield Future Account Update
  - Transfer Station/Recycling Monthly Report
  - Theatre Monthly Report
2. Other Reports as of 8/31/2019
  - Building and Plumbing Permit Reports
  - Library Statistics
  - Police Statistics (not included)

8. **REPORTS:** Audience, Council

9. **ADJOURNMENT**