

# AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Wednesday, November 8, 2017 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 October 17, 2017
3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**

Presentation by Town Manager on Town Goals and Achievements

Community and Economic Development Activities and Events

Events held:

HealthySV Coalition Annual Meeting on Wednesday, October 25, 2017 from 9:00 am – 12:00 noon at St. Martin's Episcopal Church in Palmyra

4. **PUBLIC HEARINGS/OLD BUSINESS:**
5. **REPORTS:**
  - A. COUNCIL COMMITTEES: FINANCE, ORDINANCE & RECYCLING
  - B. BOARD AND COMMITTEE UPDATES BY TOWN COUNCILORS AND MANAGER
  - C. TOWN MANAGER'S REPORT
6. **NEW BUSINESS:**

**RESOLUTION 17-117:** Resolved that the Town Council waive the bid policy, Chapter 2, Administrative Code, Section 106, to accept the proposal from Facility and Construction Services of Old Town, Maine for a total to not exceed \$12,910 for the procurement and installation of one slide gate at the wastewater treatment plant effluent discharge.

**RESOLUTION 17-118:** Resolved that the Town Council authorize the transfer of the following reserve accounts to PITT#05 (G1-601-00) Highway Equipment and close out the accounts for the following reasons:

PITT#31 (G1-629-00)	Sand/Salt Shed Reserve	Project Completed
PITT#43 (G1-652-00)	Highway Waste Oil Furnace	Project Abandoned
PITT#45 (G1-654-00)	Highway Sander	Project Abandoned (Changed from its purpose of a Bryant Sander to a Hopper Sander)
PITT#46 (G1-655-00)	Highway Loader	Project Completed

**RESOLUTION 17-119:** Resolved that the Town Council Authorize the Town Manager to sign the 5-year blanket approval letter to the Department of Public Safety, Licensing and Inspections Unit,

for the Seabasticook Valley Elks Lodge #2713 to have games of chance, video poker and beano/bingo in the Town of Pittsfield. This letter will expire 12/31/2022 and will be renewable at that time.

**RESOLUTION 17-120:** Resolved that the Town Council Authorize the Town Manager to sign the 5-year blanket approval letter to the Department of Public Safety, Licensing and Inspections Unit, for the Greater Pittsfield Area Kiwanis to have games of chance, video poker and beano/bingo in the Town of Pittsfield. This letter will expire 12/31/2022 and will be renewable at that time.

**RESOLUTION 17-121:** Resolved that the Town Council Authorize the Town Manager to sign the 5-year blanket approval letter to the Department of Public Safety, Licensing and Inspections Unit, for the Pittsfield American Legion to have games of chance and beano/bingo in the Town of Pittsfield. This letter will expire 12/31/2022 and will be renewable at that time.

7. **DISCUSSION ITEMS:**

- A. Financial Reports as of 10/31/2017
  - 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 Report
- B. Other Reports as of 10/31/2017
  - Building and Plumbing Permit Reports
  - Library Report – Librarian’s and Library Trustees Minutes
  - Police Report

8. **REPORTS:** Audience, Council

9. **ADJOURNMENT**

**2017 Budget Process: First Budget Workshop Scheduled directly after the Council Meeting**

**General:**

- Review of overall expenditure budget
- Review of revenue budget
- Review of additional requests
- Review of capital budget

Review of debt service

**Specific:**

**Review of Administrative Budgets**

- Council
- Administration
- Town Clerk
- Finance
- Assessing
- Legal
- Elections
- Municipal Building
- Community & Economic Development
- Insurances
- Codes and Building Inspection
- General Assistance
- Unclassified Expenditures
- Capital Expenditures
- Debt Services