

AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Tuesday, November 19, 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 November 6, 2019.

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

Announcement and information regarding renovations at the Meeting House by Holly Zadra, Council President

Update regarding the Skating Rink Revitalization Project at the Pinnacle

Community and Economic Development Activities and Events

Events:

Small Business Saturday on Saturday, November 30, 2019

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

ORDINANCE 19-13: (Public Hearing) That the Town Council hereby ordains to transfer property located at 422 Hunnewell Avenue, Map 12, Lot 66-ON & Map 12, Lot 66 to Daniel L. Tozier for the sum of \$47,544.00 as the result of a Tax Acquired Property bid. The Town acquired said property as a result of automatic foreclosure of a 2016 property tax lien, recorded in the Somerset County Registry of Deeds on June 20, 2017, at Book 5169, Page 275 and Book 5169, Page 274, which matured on December 20, 2018. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Daniel L. Tozier.

ORDINANCE 19-14: (Public Hearing) That the Town Council hereby ordains to transfer property located at 103 Waverly Street, Map 33, Lot 41 to Kevin Heath for the sum of \$6,000.00 as the result of a Tax Acquired Property bid. The Town acquired said property as a result of automatic foreclosure of a 2016 property tax lien, recorded in the Somerset County Registry of Deeds on June 20, 2017, at Book 5169, Page 307, which matured on December 20, 2018. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Kevin Heath.

ORDINANCE 19-15: (Public Hearing) That the Town Council hereby ordains to transfer property located at 367 North Main Street, Map 29, Lot 23 to Kimberly M. Niles for the sum of \$5,000.00 as the result of a Tax Acquired Property bid. The Town acquired said property as a result of automatic foreclosure of a 2016 property tax lien, recorded in the Somerset County Registry of Deeds on June 20, 2017, at Book 5169, Page 310, which matured on December 20, 2018. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town's interest in said property to Kimberly M. Niles.

ORDINANCE 19-16: (Public Hearing) That the Town Council hereby ordains to transfer property located at Snakeroot Road, Map 05, Lot 02-A to Glen F. Wall and Ethan R. Wall for the sum of \$3,030.30 as the

result of a Tax Acquired Property bid. The Town acquired said property as a result of automatic foreclosure of a 2016 property tax lien, recorded in the Somerset County Registry of Deeds on June 20, 2017, at Book 5169, Page 190, which matured on December 20, 2018. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town’s interest in said property to Glen F. Wall and Ethan R. Wall.

ORDINANCE 19-17: (Public Hearing) That the Town Council hereby ordains to transfer property located at 1044 Main Street, Map 04, Lot 46 to Richard A. Brown & Mary L. Brown for the sum of \$13,500.00 as the result of a Tax Acquired Property bid. The Town acquired said property as a result of automatic foreclosure of a 2016 property tax lien, recorded in the Somerset County Registry of Deeds on June 20, 2017, at Book 5169, Page 252, which matured on December 20, 2018. The Town Council further authorizes the Town Manager to execute a municipal quitclaim deed releasing the Town’s interest in said property to Richard A. Brown & Mary L. Brown.

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 19-18: (To be set to Public Hearing 12/17/2019) The Town of Pittsfield hereby ordains the 2020 Capital Budget be approved as follows:

Town Offices/Digitization	\$ 30,000
Municipal Building/Cosmetics	12,000
Police/Cruiser Video System	7,000
Police/Station Reserve	5,000
Police/Animal Control Officer Vehicle	25,000
Fire/Station Reserve	5,000
Airport/Obstruction Removal	49,000
Library/Capital Reserve Fund	<u>5,000</u>
 Total Projects/Reserves:	 \$ 138,000
 Total Projects/Reserves:	 \$2,531,800
Funding Breakdown:	
Funding by Loan	-\$ 1,360,000
Funding by Lease/Purchase	-\$ 0
Funding by Reserves	-\$ 75,000
Funding by Special Revenues	-\$ 10,000
Funding by Grants	-\$ 905,300
Funding by Other Resources	<u>-\$ 43,500</u>
 Total to be raised by taxation	 \$ 138,000

ORDINANCE 19-19: (To be set to Public Hearing 12/17/2019) The Town of Pittsfield hereby ordains that the 2020 Operating Budget in the amount of \$3,875,106 () be approved, and the total sum of \$6,406,906 () be appropriated (Operating plus Capital Budgets);

AND FURTHER, that \$1,964,900 () be raised through taxation; that \$1,537,305, () be raised from estimated revenues; that \$360,901 () be appropriated from State Revenue Sharing; that \$0 () be appropriated from Lease/Purchase; that \$1,360,000 be appropriated from Loans/Bonds; that \$75,000 () be taken from reserve funds; that \$10,000 be appropriated from Special Revenues; that \$905,300 () be appropriated from grants; that \$43,500 () be appropriated from other Revenue Resources; and that an additional sum of \$150,000 () be taken from undesignated fund balance.

ORDINANCE 19-20: (To be set to Public Hearing 12/17/2019) The Town of Pittsfield hereby ordains that the 2020 Water and Sewer Enterprise Fund budgets in the respective amounts of \$613,824 () and \$501,350 () be appropriated from the respective estimated departmental revenues.

ORDINANCE 19-21: (To be set to Public Hearing 12/17/2019) The Town of Pittsfield hereby ordains that the 2020 Water and Sewer Enterprise Fund Capital Budget in the amount of \$261,000 () be approved;

AND FURTHER, that \$232,000 () be appropriated from Water/Sewer Enterprise Additional Revenues and that \$29,000 () be appropriated from Water/Sewer Enterprise Loan/Lease-Purchase.

RESOLUTION 19-117: Resolved that the Town Council Abate Real Estate Property Account #2322 for 2017 and 2016 property taxes for principal in the amount of \$101.43 and \$98.98 plus costs and interest for a total to not exceed \$358.26 as the mobile home is uninhabitable and deteriorated.

RESOLUTION 19-118: Resolved that the Town Council authorize the Town Manager and Deputy Tax Collector to issue notices of Tax Acquired Property Sale and place a Tax Acquired Parcel out to bid as follows: Property Map 18, Lot 64, located on 456 Canaan Road, Pittsfield, ME.

RESOLUTION 19-119: Resolved that the Town Council approve the Request for Proposals for Power Line Tree Trimming and authorize the Town Manager and Public Works Foreman to issue the RFP for said work.

RESOLUTION 19-120: Resolved that the Town Council approve the Request for Proposals for Pittsfield Municipal Airport Obstructions Removal and authorize the Town Manager and Public Works Foreman to issue the RFP for said work.

7. DISCUSSION ITEMS:

A. Financial

1. Financial Reports as of 10/31/2019
 - 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 10/31/2019
 - Building and Plumbing Permit Reports
 - Library Statistics
 - Police Statistics (not included)

8. **REPORTS:** Audience, Council

9. **ADJOURNMENT**