

AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Tuesday, December 4, 2018 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 20, 2018.
3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**

Community and Economic Development Activities and Events:

Innovative Specialties, LLC Opening: Ribbon Cutting Ceremony - Friday, November 30, 2018

Small Business Saturday - November 24, 2018

Christmas Tree Lighting scheduled for Wednesday, December 5, 2018 at 6:00 PM in Hathorn Park

Free Christmas Movie hosted by Warsaw Middle School Jobs for Maine's Graduates Grant (JMG) scheduled on Saturday, December 8, 2018 at 2:00 pm at the Pittsfield Community Theatre

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 18-8: (To be set to Public Hearing 12/18/2018) An Ordinance to authorize the transfer of unencumbered appropriation balances to various departments.

FROM:	01-45	Economic & Community Dev.	\$ 29,000
	10-10	Buildings & Grounds	\$ 6,000
	15-05	Transfer Station	\$ 27,000
	25-05	Recreation	\$ 8,000
TO:	05-10	Police	\$ 19,000
	05-20	Street Lights	\$ 2,000
	10-05	Public Works	\$ 45,000
	10-15	Cemetery	\$ 4,000

RESOLUTION 18-110: Resolved that the Town Council authorize the Town Manager and Deputy Treasurer to expend and transfer up to \$5,000.00 from the Economic Development Account G4-110-02 for purchases for the Bicentennial Project, being the second installment of funding.

RESOLUTION 18-111: 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 \$2,500 for Single Audit for Grants if required for the Audit Year of 2018 and Approve the firm as the external auditor for the Town's 2018 Audit.

RESOLUTION 18-112: Resolved that the Town Council authorize the Town Manager and Deputy Treasurer to invest surplus cash not required for the Town's checking account needs at Androscoggin Bank in short-term certificates of deposit with Androscoggin Bank as funds are available during the year and to execute all required paperwork.

RESOLUTION 18-113: Resolved that the Town Council appoint Connie LaGross to the Theatre Committee to fill an unexpired term through 12/31/2020.

RESOLUTION 18-114: 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) and authorize the Town Manager or Assistant to the Town Manager to execute the Service Agreement.

RESOLUTION 18-115: Resolved that the Town Council approve a renewal application for a special amusement permit for the Sebesticook Valley Lodge of Elks at 140 Middle Street, Pittsfield, Maine 04967.

RESOLUTION 18-116: Resolved that the Town Council move the regularly scheduled Town Council Meeting of Tuesday, January 1, 2019 to Wednesday, January 2, 2019 due to the holiday.

7. **DISCUSSION ITEMS:**

Financial

A. Financial Reports as of 11/30/2018

- 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 11/30/2018

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

8. **REPORTS:** Audience, Council

9. **ADJOURNMENT**

2019 Budget Process; Fourth Budget Workshop Scheduled directly after the Council Meeting

Specific:

Airport

Recreation

Library

Theatre

Community Service Agencies

Additional Requests (to include a recommendation from the Finance Committee)

Budgets requiring a second review:

Capital Budget (to include a recommendation from the Finance Committee)