

AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Tuesday, December 19, 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 December 5, 2017
3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**

Community and Economic Development Activities and Events

Events scheduled:

2018 Annual Banquet for Sebecook Valley Chamber of Commerce (SVCC) on Wednesday, 02/21/2018 from 5:00 pm – 8:00 pm at Maine Central Institute Savage Family Dining Room

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

ORDINANCE 17-09: (Public Hearing) The Town of Pittsfield hereby ordains the 2018 Capital Budget be approved as follows:

Police Cruiser	\$ 37,000
Fire Equipment	100,000
Highway General Equipment	35,000
Recycling Equipment	8,000
Municipal Building Capital	5,000
Library Capital	5,000
Theatre Renovations	10,000
Fire Station Capital	5,000
Highway Grant Match	200,000
Industrial Park	300,000
Theatre Revitalization	50,000
Community Building	100,000
Downtown Revitalization	50,000
Town Celebration	<u>10,000</u>
Total Projects/Reserves:	\$ 915,000
Funding by Loan	-\$ 100,000
Funding by Lease/Purchase	-\$ 0
Funding by Reserves	-\$ 0
Funding by Special Revenues	-\$ 10,000
Funding by Grants	-\$ 400,000
<u>Funding by Other Resources</u>	<u>-\$ 300,000</u>
Total to be raised by taxation	\$ 105,000

ORDINANCE 17-10: (Public Hearing) The Town of Pittsfield hereby ordains that the 2018 Operating Budget in the amount of \$3,070,218 () be approved, and the total sum of \$3,985,218 () be appropriated (Operating plus Capital Budgets);

AND FURTHER, that \$1,324,404 () be raised through taxation; that \$1,221,508 () be raised from estimated revenues; that \$229,796 () be appropriated from State Revenue Sharing; that \$0 () be appropriated from Lease/Purchase; that \$100,000 be appropriated from Loans/Bonds; that \$0 () be taken from reserve funds; that \$10,000 be appropriated from Special Revenues; that \$400,000 () be appropriated from grants; that \$300,000 () be appropriated from other Revenue Sources; and that an additional sum of \$399,510 () be taken from undesignated fund balance.

ORDINANCE 17-11: (Public Hearing) The Town of Pittsfield hereby ordains that the 2018 Water and Sewer Enterprise Fund budgets in the respective amounts of \$430,732 () and \$501,350 () be appropriated from the respective estimated departmental revenues.

ORDINANCE 17-12: (Public Hearing) The Town of Pittsfield hereby ordains to authorize the transfer of unencumbered appropriation balances to various departments as follows:

FROM:	05-10 Police	\$17,000
	15-05 Transfer Station	\$10,010
TO:	05-20 Street Lights	\$ 2,000
	10-05 Public Works	\$22,400
	20-05 Airport	\$ 2,610

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:**

(TABLED AT THE 12/05/2017 MEETING):

RESOLUTION 17-125: Resolved that the Town Council confirm the Town Manager's appointment for the Part-Time Recreation Director position in accordance with the Personnel Policy Regulations.

RESOLUTION 17-127: Resolved that Town Council allocate to the SVTV project (Sebasticook Valley Regional PEG Media and Television Station) all funding received from the Cable Companies, including but not limited to franchise fee revenues and capital expense funding. This allocation is to remain in effect for the duration of the contract signed on May 1st, 2017 between the Town of Pittsfield and the SVTV Station Liaison, "Twinkle" Marie Manning.

RESOLUTION 17-128: Resolved that the Town Council allocate to the SVTV project (Sebasticook Valley Regional PEG Media and Television Station) all funding received from the Cable Companies, including but not limited to franchise fee revenues and capital expense funding (with the

exception of the first \$23,148 in franchise fees received from the Cable Companies in 2018 as this amount has been seemingly encumbered towards the Town's general operating budget in the 2018 fiscal year). This allocation is to remain in effect for the duration of the contract signed on May 1st, 2017 between the Town of Pittsfield and the SVTV Station Liaison, "Twinkle" Marie Manning.

RESOLUTION 17-129: Resolved that the Town Council authorize a total of \$18,650.00 for Carry Forwards from the 2017 Budget and Encumber the funds for 2018.

RESOLUTION 17-130: Resolved that the Town Council authorize the Town Manager and Deputy Treasurer to expend and transfer \$1,571.00 from the Highway Equipment Reserve PITT #05 (G1-601-00) for the purpose of installing two radios in the new vehicles (Loader and One-Ton Truck) and working on other radios.

RESOLUTION 17-131: Resolved that the Town Council authorize the Town Manager to execute a contract for the Police Department with the Humane Society – Waterville Area for the period of January 1, 2018 – December 31, 2018 at the sum of \$_____ per quarter to not exceed \$_____ for the year and authorize the Town Manager to sign same.

RESOLUTION 17-132: Resolved that the Town Council accept a grant from Somerset County and the Maine Emergency Management Agency (MEMA) in an amount to not exceed \$1,795.00 and authorize the expenditure of those funds for same.

RESOLUTION 17-133: Resolved that the Town Council write off two years of taxes on Robert A Neal, Sr. on Map 27, Lot 59-9 being the 2014 and 2015 tax years to not exceed \$401.62.

RESOLUTION 17-134: Resolved that the Town Council accept all cash donations for the Library Donations (G#1-634-00) for 2017 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 17-135: Resolved that the Town Council accept all cash donations for the Community Swimming Pool Donations (G#1-643-00) for 2017 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 17-136: Resolved that the Town Council accept all cash donations for the Underage Drinking Program (R-85-65-10) for 2017 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 17-137: Resolved that the Town Council accept all cash donations for the Theatre Fundraising Campaign (R-86-09-01) for 2017 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 17-138: Resolved that the Town Council accept all cash donations for the Pittsfield Keep Neighbors Warm Program (referred to by staff and citizens as Pittsfield Keep Me Warm) (R-86-10-01) for 2017 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 17-139: Resolved that the Town Council accept all cash donations for the Re-Use Building (R-86-11-01) for 2017 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 17-140: Resolved that the Town Council accept all cash donations for the Historical Depot (R-86-20-01) for 2017 and authorize the expenditure of the funds in accordance with Town rules and regulations.

RESOLUTION 17-141: Resolved that the Town Council accept all cash donations for the Police Donations (R-86-62-05) for 2017 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 17-142: Resolved that the Town Council appoint Stephen Seekins as Code Enforcement Officer for the period of 01/01/2018 – 12/31/2018.

RESOLUTION 17-143: Resolved that the Town Council appoint Stephen Seekins as Licensed Plumbing Inspector for the period of 01/01/2018 – 12/31/2018.

RESOLUTION 17-144: Resolved that the Town Council appoint Brian Croft as Code Enforcement Officer Alternate for the following areas: Zoning & Land Use Ordinances, Third Party Licensed Inspector for the period of 01/01/2018 – 12/31/2018.

RESOLUTION 17-145: Resolved that the Town Council appoint Brian Croft as Licensed Plumbing Inspector Alternate for the period of 01/01/2018 – 12/31/2018.

RESOLUTION 17-146: Resolved that the Town Council appoint Albert Tempesta as Code Enforcement Officer Alternate for the following areas: Zoning & Land Use Ordinances, Shoreland Zoning Ordinances for the period of 01/01/2018 – 12/31/2018.

RESOLUTION 17-147: Resolved that Town Council appoint Albert Tempesta as Licensed Plumbing Inspector alternate for the period of 01/01/2018 – 12/31/2018.

7. **DISCUSSION ITEMS:**

A. Financial Reports as of 11/30/2017

- 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 11/30/2017

Building and Plumbing Permit Reports

Library Report – Librarian’s and Library Trustees Minutes

Police Report

8. **REPORTS:** Audience, Council

9. **ADJOURNMENT**