

# AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Tuesday, November 17, 2015 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 6, 2015
3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**  
Community and Economic Development Activities and Events
4. **PUBLIC HEARINGS/OLD BUSINESS: NONE**
5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES**
6. **NEW BUSINESS:**

**ORDINANCE 15-13:** (To be set to Public Hearing 12/15/2015) The Town of Pittsfield hereby ordains the 2016 Capital Budget be approved as follows:

Police Cruiser	\$ 30,000
Fire Equipment	15,000
Fire Engine 1	700,000
Highway General Equipment	35,000
Highway Paving	75,000
Highway Construction/Reconstruction	25,000
Highway Sidewalks	25,000
Municipal Building Capital	5,000
Library Capital	5,000
Theatre Renovations	11,000
Cemetery Mower	7,000
Municipal Parking Lot	11,000
Fire Station Capital	5,000
Highway Bridge/Culvert Repairs	120,000
Highway Bulldozer	40,000
Highway Bushhog/Vegetation Removal	91,000
Highway Grant Projects	300,000
Theatre Renovations/Revitalization	50,000
Downtown Revitalization	<u>50,000</u>
 Total Projects/Reserves:	 \$1,600,000
 Funding by Loan	 -\$ 986,000
Funding by Lease/Purchase	-\$ 0
Funding by Reserves	-\$ 124,000

Funding by Grants	-\$ 300,000
<u>Funding by Other Resources</u>	<u>-\$ 25,000</u>
Total to be raised by taxation	\$ 165,000

**ORDINANCE 15-14:** (To be set to Public Hearing 12/15/2015) The Town of Pittsfield hereby ordains that the 2016 Operating Budget in the amount of \$2,784,416 ( ) be approved, and the total sum of \$4,384,416 ( ) be appropriated (Operating plus Capital Budgets);

AND FURTHER, that \$1,257,190 ( ) be raised through taxation; that \$1,057,512 ( ) be raised from estimated revenues; that \$235,204 ( ) be appropriated from State Revenue Sharing; that \$0 ( ) be appropriated from Lease/Purchase; that \$986,000 be appropriated from Loans/Bonds; that \$124,000 ( ) be taken from reserve funds; that \$300,000 ( ) be appropriated from grants; that \$25,000 ( ) be appropriated from other Revenue Sources; and that an additional sum of \$399,510 ( ) be taken from undesignated fund balance.

**ORDINANCE 15-15:** (To be set to Public Hearing 12/15/2015) The Town of Pittsfield hereby ordains that the 2016 Water and Sewer Enterprise Fund budgets in the respective amounts of \$430,732 ( ) and \$501,350 ( ) be appropriated from the respective estimated departmental revenues.

**RESOLUTION 15-131:** Resolved that the Town Council waive the Bid Policy, Chapter 2, Administrative Code, Section 106, to accept the proposal from HP Fairfield of Skowhegan, Maine for a total to not exceed \$7,500 for the purchase of a used 2009 Falcon M110258 3 Ton Hot Patcher/Reclaimer and a new Swenson PV Sander for \$3,849, with the cost split evenly between the Water /Sewer and Highway Departments, and to authorize the Town Manager and Deputy Treasurer to transfer and expend the Highway's portion from PITT #05 Highway Equipment Reserve (G 1-601-00) to not exceed \$3,783.

**RESOLUTION 15-132:** Resolved that the Town Council approve the Request for Proposals for Custodial Services for the Municipal Building and the Pittsfield Public Library and Authorize the Town Manager and Librarian to seek bids for same.

## 7. **DISCUSSION ITEMS:**

### **Financial Reports as of 10/31/2015**

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

**Other Reports as of 10/31/2015**

Building and Plumbing Permit Reports  
Library Report – Librarian’s and Library Trustees Minutes  
Police Report

8. **REPORTS:** Audience, Council

9. **EXECUTIVE SESSION:**

Executive Session for Title 1, Section 405, 6.C., Economic Development, Disposition of Property and Acquisition of Property

10. **ADJOURNMENT**

**2016 Budget Process: Second Budget Workshop Scheduled  
directly after the Council Meeting**

Review of Budgets:

- Communications
- Police Department
- Fire Department
- Streetlights
- Animal Control
- Public Works (Highway)
- Buildings and Grounds
- Cemeteries
  
- Transfer Station
- Recycling
- Water Enterprise Fund
- Sewer Enterprise Fund