

**ORDINANCE 20-06:** (Public Hearing) That the Town Council hereby Ordains that Chapter 2. Administrative Code, Division 3. Voluntary Town Service, Article 2. Alphabetical Description of Boards and Committees, Section 1100. Pinnacle Park Board be amended by deleting Section 1100. Pinnacle Park Board in its entirety.

**ORDINANCE 20-07:** (Public Hearing) That the Town Council hereby Ordains that Chapter 2. Administrative Code, Division 3. Voluntary Town Service, Article 2. Alphabetical Description of Boards and Committees, Section 1300. Pool Committee (Pittsfield Municipal Pool) be amended by deleting Section 1300. Pool Committee (Pittsfield Municipal Pool) in its entirety.

Public Hearing opened by Mayor Donahue.

For:

Paul Bertrand: Great idea.

Nancy Shorey: We are glad that all of the people can work together and help each other out. Now we don't need so many people volunteering, so it's a good idea.

Against: None

Moved by Councilor Billings and seconded by Deputy Mayor Bolster that Ordinances 20-04, 20-05, 20-06 and 20-07 be adopted.

**VOTE: UNANIMOUS AYE**

**ORDINANCE 20-08:** (Public Hearing) That the Town Council hereby Ordains that Chapter 11. Pittsfield Public Library Policies, Article 5. Circulation Services Policy, Section 504. Overdue Materials be rescinded and replaced with the new Section 504. Overdue Materials.

Public Hearing opened by Mayor Donahue.

For:

Holly Williams: Advised that she wanted to change how we do fines because sometimes people cannot afford them. It is important for people to return their materials or they return them and then never come back. It is a hardship for some people. This change is just for overdue fines. If somebody loses or damages a book they will still have to repay us.

Against: None

Public Hearing closed by Mayor Donahue.

Moved by Councilor Billings and seconded by Deputy Mayor Bolster that Ordinance 20-08 be adopted.

## 5. **REPORTS:**

### **A. COUNCIL COMMITTEES:**

**FINANCE:** No report.

**ORDINANCE:** No report.

**RECYCLING:** No report

### **B. BOARD AND COMMITTEE UPDATES BY TOWN COUNCILORS AND MANAGER**

### **C. TOWN MANAGER'S REPORT**

**1. Thank you during the civil emergency:** I could say so much about the last 1.5 months, however, I would like to thank everyone in the Town for their support of not only the community, our businesses, our organizations and the Town, but also of each other. Information is always changing and evolving as we have not been through a period such as this.

**2. Town Office RE-opening:** Our town office, as well as town offices across the state fit under the Governor's Phase II opening of June 1. Since the offices shut down at the end of March, we have been looking at the setup in the building and made some plans. Our EMA Director and Public Works crew have been extremely helpful. Bernard reviewed the front office setup which has been totally open with one of the largest counter areas around. Newport Glass was commissioned on April 14 for the ordering of materials including doors to secure the very open town office setup. Public works has been to the Town Office numerous times to work on the area. The installation will need to be scheduled once the materials arrive. The rest of the building is very open, however, congested in areas which means moving items around and channeling flow. Safety Coordinator Donnie Chute has been thinking about this and reviewing since early April. There will need to be a lot of changes made. We have been making appointments with people for services needed and will continue to do that if it is an item that cannot wait for an opening. The staff has been working at home and coming into the office as needed for items that cannot legally, security wise or even logistically be completed at home. We have been talking about shifts for a while leading up to the entire opening. It will be interesting to see what transpires in the next few weeks as the Governor's Re-opening Plan is a work in progress and can change based upon COVID-19. I wanted to advise the Town Council before making any public announcements. The Library and Recreation Departments are also working on their plans.

**3. On-line services for Town Business Update:** We are excited to report that our application for Rapid Renewal for vehicles was approved and the staff has participated in the State training requirement. Our application was caught up in the effort to have every town in the State have this ability so it took a bit of time. We are now waiting for our account to be activated. Once this happens, you can complete your re-registrations in the convenience of your home or business. For those of you who would like to enjoy your boats, you are already able to complete your re-registrations on-line if you would like. Please go to Boat Registration under on-line services on the Town's website. When Rapid Renewal for vehicles goes live, we will publish this information. For anyone who wants their vehicle re-registration conducted and cannot wait until the civil emergency is over with which allows for 30 more days to do so or for the Town Office to re-open, you can call the Town Office to make arrangements through the mail with either a check or after a credit card transaction over the phone, you can arrange for the re-registration to be sent to you. The on-line services also include options for taxes, utility payments, etc. Our Deputy Treasurer was working on this today with the vendor and State.

**4. Transfer Station New Fee System:** This was effective June 01, 2020. With the need for people to purchase a new transfer station permit during the month of May and with the Town Office being closed, this was a logistical item. IN addition, if contractors had to pay, this was still an issue. I would recommend putting the New Fee System on the agenda again to re-vise the dates based upon the civil emergency.

**5. Proposals in response to our RFP for banking services:** This is for the 2<sup>nd</sup> Capital Improvement Plan Loan authorized by the Town Council for \$706,000 with \$500,000 for paving and \$206,000 for a list of 5 other capital projects was to be received in April. An addendum was issued with a new due date in mid-May 2020. We are about a month later than originally anticipated as you will see when we get to the RFP for Paving. With the civil emergency, people were unable to get around, did not want to go to the Post Office to send the town bids and if Public Works had not yet started road work because it was so wet, there was no reason to issue the loan so that we had to pay more interest.

**6. Brush Removal from Storms:** Thanked the Transfer Station, Public Works and Fire Department especially Bernard Williams, our EMA Director and Donnie Chute, our Health Officer/Safety Coordinator as well as all of the employees who have been out there working on our extraordinary efforts with the

Spring brush season. Wow – how much brush can you have? With the power outage caused by the storm, torrential rains, so much storm damage, the ground conditions at the Transfer Station and COVID-19, we could not have that amount of brush and trees go straight to the transfer station because people would be very muddy conditions, get stuck and likely not be able to practice social distancing which would not be good. The chipping project which included hire of a pulp truck for the large piles out in the country, was a unique solution. There was a soft opening for the Transfer Station brush pile after over 2 days of work done at the site at the end of April as it was drying out enough from the two back to back storms.

Update on the project from Safety Coordinator Don Chute: For now, Jeff Dewey trucking is done at this time. We have completed Districts 1 and 2 for the second time. We need to finish up District 3 one more time. We will be doing district 4 with the hand crew starting at the end of this week and the week following, Jeff will do all of district 4 with his truck. The hand crews have chipped about 180 tons of chips and 700 tons of brush was done with pulp truck that will be chipped at a later date. This does not include what residents have hauled in themselves. Donnie has a list of people wanting wood chips at the Transfer Station. Besides all the reasons listed above, this was a great project as people could work outside and our recycling statistics will be higher than usual this year from all of the chipped material.

## 6. **NEW BUSINESS:**

**ORDINANCE 20-09:** (To be set to Public Hearing on May 19, 2020) That the Town of Pittsfield Town Council hereby ordains the tax anticipation note borrowing for the fiscal year ending December 31, 2020 on the following terms:

Ordered that, pursuant to Section 5771 of Title 30-A of the Maine Revised Statutes, as amended and the Ordinance adopted on the date hereof, the Town Treasurer is hereby authorized and empowered to borrow money from time to time during the fiscal year ending December 31, 2020 in the principal amount or amounts not exceeding \$500,000 at any one time outstanding, in anticipation of the collections or receipts from taxes, by the issuance of tax anticipation notes of the Town, each of which notes shall be designated "Town of Pittsfield 2020 Tax Anticipation Notes." All of such tax anticipation notes, and any extensions, renewals or replacements thereof, shall be signed by the Town Treasurer and countersigned by at least a majority of the members of the Town Council, shall be payable on or before November 1, 2020, out of money raised by taxation during the fiscal year ending December 31, 2020 shall bear interest payable at maturity at a rate determined in the manner as approved by the Treasurer, and shall contain such other terms and provisions, not inconsistent herewith, and be in such form, as shall be approved by the officers signing the same, whose approval shall be conclusively evidenced by their execution thereof, and

Be It Further Ordered that the Treasurer is hereby authorized to award the notes to such person or entity as approved by the Town Council, such approval to be conclusively evidenced by the execution of the 2020 Tax Anticipation Notes; and

Be It Further Ordered that the notes authorized by the foregoing are hereby designated as qualified tax exempt obligations for purposes of Section 265(b) of the Internal Revenue Code of 1986, as amended, and

Be It Further Ordered that the Treasurer of the Town be authorized to covenant with the purchasers of the notes on behalf of the Town and for the benefit of the holders of the notes, that the Town will take whatever steps, and refrain from taking any action, as may be necessary or appropriate to ensure that interest on the notes will remain free from federal income taxes, including without limitation, the filing of information returns and reports with the Internal Revenue Service and the payment of any rebate due to the United States of America.