

AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Tuesday, December 20, 2016 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 6, 2016
3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**

Presentation of Goals for 2017
Community and Economic Development Activities and Events

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

ORDINANCE 16-19: (Public Hearing) The Town of Pittsfield hereby ordains the 2017 Capital Budget be approved as follows:

Highway General Equipment	\$ 65,000
Waste Transporter	15,000
Municipal Building Capital	5,000
Library Capital	5,000
Theatre Renovations	10,000
Fire Station Capital	5,000
Park Projects	30,000
Airport Hangers	300,000
Theatre Revitalization	216,000
Community Building	100,000
Downtown Revitalization	50,000
Town Celebration	<u>15,000</u>
Total Projects/Reserves:	\$ 816,000
Funding by Loan	-\$ 0
Funding by Lease/Purchase	-\$ 0
Funding by Reserves	-\$ 0
Funding by Special Revenues	-\$ 15,000
Funding by Grants	-\$ 180,000
<u>Funding by Other Resources</u>	<u>-\$ 516,000</u>
Total to be raised by taxation	\$ 105,000

ORDINANCE 16-20: (Public Hearing) The Town of Pittsfield hereby ordains that the 2017 Operating Budget in the amount of \$2,886,633 () be approved, and the total sum of \$3,702,633 () be appropriated (Operating plus Capital Budgets);

AND FURTHER, that \$1,286,004 () be raised through taxation; that \$1,076,990 () be raised from estimated revenues; that \$229,129 () be appropriated from State Revenue Sharing; that \$0 () be appropriated from Lease/Purchase; that \$0 be appropriated from Loans/Bonds; that \$0 () be taken from reserve funds; that \$15,000 be appropriated from Special Revenues; that \$180,000 () be appropriated from grants; that \$516,000 () be appropriated from other Revenue Sources; and that an additional sum of \$399,510 () be taken from undesignated fund balance.

ORDINANCE 16-21: (Public Hearing) 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.

ORDINANCE 16-22: (Public Hearing) The Town of Pittsfield hereby ordains to authorize the transfer of unencumbered appropriation balances to various departments.

FROM:	05-05	Communications	\$ 4,000
	05-20	Street Lights	2,500
	05-25	Animal Control	5,000
	15-05	Transfer Station	2,500
	35-05	Unclassified/Contingency	7,000
	35-05	Unclassified/Grant Match	10,000
TO:	05-10	Police Department	\$ 14,000
	35-05	Unclassified/Payroll	17,000

5. **REPORTS: TOWN MANAGER, FINANCE, ORDINANCE & RECYCLING COMMITTEES**

6. **NEW BUSINESS:**

ORDER 16-11: Ordered that the Town expend \$12,593.22 plus accrued interest from the Town’s Project Cost Account created pursuant to the New, LLC Municipal Development and Tax Increment Financing District and Development to pay for general economic development costs of marketing of the Town as a business location and the Town Manager is authorized to enter such agreements on behalf of the Town as recommended by the Pittsfield Economic Expansion Corporation and approved by the Town Attorney upon approval of the Town Council

RESOLUTION 16-148: Resolved that the Town Council Authorize a total of \$28,000.00 for Carry Forwards from the 2016 Budget and Encumber the funds for 2017.

RESOLUTION 16-149: Resolved that the Town Council approve the expenditure of \$2,280.00 from the Library Capital Reserve PITT #41 (G#1-649-00) to spend on labor and parts to replace one heat pump.

RESOLUTION 16-150: Resolved that the Town Council approve the Request for Proposals for Checking Account Banking Services and to Authorize the Town Manager and Deputy Treasurer to seek bids for same.

RESOLUTION 16-151: Resolved that the Town Council endorse the actions of the Pittsfield Economic Expansion Corporation (PEEC) for 2015 – 2016.

RESOLUTION 16-152: Resolved that the Town Council approve a Policy on Educational Incentive and Required Training for Town Councilors effective January 1, 2017.

RESOLUTION 16-153 Resolved that the Town Council accept a grant from the U.S. Department of Justice (DOJ) FY2016 Bulletproof Vest Partnership Program in the amount of \$1,317.00 and authorize the expenditure of those funds for same.

RESOLUTION 16-154: Resolved that the Town Council approve the filing of a grant to the Maine Humanities Council and if approved, further authorize the Town Manager and Librarian to expend the funds in accordance with the grant requirements and town regulations.

RESOLUTION 16-155: Resolved that the Town Council accept all cash donations for the Library Donations (G#1-634-00) for 2016 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 16-156: Resolved that the Town Council accept all cash donations for the Community Swimming Pool Donations (G#1-643-00) for 2016 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 16-157: Resolved that the Town Council accept all cash donations for the Underage Drinking Program (R-85-65-10) for 2016 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 16-158: Resolved that the Town Council accept all cash donations for the Theatre Fundraising Campaign (R-86-09-01) for 2016 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 16-159: 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 2016 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 16-160: Resolved that the Town Council accept all cash donations for the Re-Use Building (R-86-11-01) for 2016 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 16-161: Resolved that the Town Council accept all cash donations for the Historical Depot (R-86-20-01) for 2016 and authorize the expenditure of the funds in accordance with Town rules and regulations.

RESOLUTION 16-162: Resolved that the Town Council accept all cash donations for the Police Donations (R-86-62-05) for 2016 and authorize the expenditure of the funds in accordance with Town Rules and Regulations.

RESOLUTION 16-163: Resolved that the Town Council appoint Stephen Seekins as Code Enforcement Officer for the period of 01/01/2017 – 12/31/2017

RESOLUTION 16-164: Resolved that the Town Council appoint Stephen Seekins as Licensed Plumbing Inspector for the period of 01/01/2017 – 12/31/2017

RESOLUTION 16-165: Resolved that the Town Council appoint Brian Croft as Code Enforcement Officer Alternate for the following area: Zoning & Land Use Ordinances, Third Party Lincensed Inspector for the period of 01/01/2017 – 12/31/2017.

RESOLUTION 16-166: Resolved that the Town Council appoint Brian Croft as Licensed Plumbing Inspector Alternate for the period of 01/01/2017 – 12/31/2017.

RESOLUTION 16-167: 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 01/01/2017 – 12/31/2017.

RESOLUTION 16-168: Resolved that Town Council appoint Albert Tempesta as Licensed Plumbing Inspector alternate for the period of 01/01/2017 – 12/31/2017.

RESOLUTION 16-169: Resolved that the Town Council appoint members to fill the vacancies on the various Town Boards and Committees.

7. **DISCUSSION ITEMS:**

- A. Financial Reports as of 11/30/2016
 - Budget Expenditure Report
 - Revenue Collections Report
 - Tax Acquired Property Report
 - Economic Development Revolving Load 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

- B. Other Reports as of 11/30/2016
 - 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**