

AGENDA

for a regular meeting of the Pittsfield Town Council, to be held on Tuesday, August 16, 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 July 19, 2016.

3. **PRESENTATIONS, CONGRATULATIONS AND INTRODUCTIONS:**

Community and Economic Development Activities and Events

Summer Concert Series from Thursday, July 21, 2016 through Wednesday, August 24, 2016

Kennebec Valley Council of Governments (KVCOG) Annual Meeting on Tuesday,

September 20, 2016

BikeMaine Events

Proclamation and Certificates for Donations toward the Stein Park Fencing and Gardening Project

4. **PUBLIC HEARINGS:**

AMENDING ORDINANCE 16-04: (Public Hearing on 08/16/2016) That the Town of Pittsfield Town Council hereby ordains the purchase and financing of a fire truck or trucks on the following terms:

1. The Town waives the requirement of a competitive bid for the ~~fire truck~~ purchase of a fire truck or trucks and authorizes the purchase of ~~a~~ replacements for the fire truck known as Engine 1 with an Pumper-Aerial Device and a Pumper at a purchase price to not exceed \$750,000, which amount is hereby appropriated.
2. The purchase of the fire truck or trucks authorized above shall be financed by borrowing up to \$750,000 with such dates, maturities, denominations, interest rate(s) and other details as the Town Treasurer and the Mayor of the Town Council shall determine. The Town is further authorized, if deemed appropriate by the Town Treasurer and Mayor of the Town Council to borrow up to \$750,000 by a lease purchase agreement, which agreement may be with the vendor of the fire trucks, its finance company or another finance company.
3. This Ordinance shall take effect in 30 days.

ORDINANCE 16-09: (Public Hearing on 08/16/2016) That the Town of Pittsfield hereby ordains that Chapter 13. Zoning Ordinance, Section 1 General, E. Conflicts with other Ordinances be amended to add the language, other than Shoreland Zoning Ordinance; Chapter 13. Zoning Ordinance, Section 4. Performance Standards be amended to add Home Based Enterprises; Chapter 13. Zoning Ordinance, Section 4. Performance Standards, height be amended to add 4.; Chapter 13. Zoning Ordinance, Section 4. Performance Standards be amended to add Wind Energy Facility; Chapter 13. Zoning Ordinance, be amended to add Communication Towers and Meteorological Towers; Chapter 13. Zoning Ordinance, be amended to add Appendix A, B and C; and Chapter 13. Zoning Ordinance, Tables P, Q and R be amended to add Wind Energy Facility, Communications Towers and Meteorological Towers as a Conditional Use.

ORDINANCE 16-10: (Public Hearing on 08/16/2016) That the Town of Pittsfield hereby ordains that Chapter 13B Site Plan Review Ordinance, Section 2. Applicability of Site Plan Review, 1. be replaced with the new language, The construction or replacement of any new building or structure for a nonresidential use, including, but not limited to, accessory buildings, accessory structures, communication towers, and wind energy facilities; Chapter 13B Site Plan Review Ordinance, Section 8. Submission Requirements, Subsection 8.1 General Information be amended to add Letter J, K and L; and Chapter 13B Site Plan Review Ordinance, Section 9. Approval Standards and Criteria be amended to add Subsection 9.22. Use of Public Roads.

ORDINANCE 16-11: (Public Hearing on 08/16/2016) That the Town of Pittsfield hereby ordains that Chapter 13C. Land Use Definitions Ordinance be amended to add twenty (20) Wind Energy Definitions, Large Scale Commercial Development, Prime Farm Land and Project Definitions.

ORDINANCE 16-12: (Public Hearing 08/16/2016) That the Town of Pittsfield hereby ordains that Chapter 15. Subdivision Ordinance, Article 6. Minor Subdivision, Section 6.3 Submissions to add 5. Prime Farm Lands and Chapter 15 Subdivision Ordinance, Article 7. Preliminary Plan for Major Subdivision, Section 7.2 Submissions to add 5. Prime Farm Lands.

RESOLUTION 16-86: (Public Hearing on 08/16/2016) That the Town of Pittsfield hereby Ordains that a Public Hearing be held to discuss the acceptance of CDBG Economic Development Grant.

**Public Hearing Notice
The Town of Pittsfield**

The Town of Pittsfield will hold a Public Hearing on Tuesday, August 16, 2016 at 6:30 pm at the Pittsfield Municipal Building Council Chambers at 112 Somerset Avenue, Pittsfield Maine to discuss acceptance of an Economic Development CDBG Grant. The purpose of the grant is to utilize up to \$260,000 for the construction of a manufacturing facility in the Pittsfield Industrial Park Addition, Phase II for Innovative Specialties. Public comments will be solicited at this Hearing and will be submitted as part of the Project Development Phase.

All persons wishing to make comments or ask questions about the acceptance of these funds are invited to attend this Public Hearing. Comments may be submitted in writing to Kathryn Ruth, Town Manager, Pittsfield Municipal Building, 112 Somerset Avenue, Pittsfield, Maine at any time prior to the Public Hearing. TDD/TTY users may call 711. If you are physically unable to access any of the Town's programs or services, please call Kathryn Ruth, Town Manager at 207-487-3136 so that accommodations can be made.



5. **OLD BUSINESS:** None

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

7. **NEW BUSINESS:**

ORDINANCE 16-13: (To be set to Public Hearing on 09/06/2016)

**TOWN OF PITTSFIELD
ORDINANCE AUTHORIZING ISSUE OF UP TO \$85,000
PRINCIPAL AMOUNT OF GENERAL OBLIGATION BONDS**

The Town of Pittsfield Town Council hereby ordains improvements to the Town's water system and financing thereof pursuant to the State's Drinking Water State Revolving Fund on the following terms:

1. Pursuant to the Constitution of the State of Maine, Maine law, including Title 35-A and Title 30-A, Section 5772 of the Maine Revised Statutes, as amended, and the Town Charter, and all other authority thereto enabling, the Town of Pittsfield is authorized to sell its general obligation bonds and notes in anticipation thereof and to borrow from the Maine Municipal Bond Bank State Revolving Fund (SRF) and to expend, a principal amount not to exceed Eighty Five Thousand Dollars (\$85,000), the proceeds of the loan or loans to be used to finance the design of improvements to the Town's water system including the Hunnewell Avenue Water Main Replacement and Secondary Route from Treatment Plant (the "Project"), said loan or loans to be evidenced by a General Obligation Bond or Bonds of the Town, for a term not to exceed 20 years, and any Notes in anticipation of such Bonds, such Bonds and Notes to be executed on behalf of the Town by the Town Treasurer and counter-signed by the Mayor of the Town and to be at such interest rates, if any, as may be established by the Maine Municipal Bond Bank and approved by the Treasurer and the Mayor, with such maturities, and to be on such further terms and conditions as may be prescribed by the Maine Municipal Bond Bank and the State of Maine Drinking Water Program, and approved by the Treasurer and the Mayor (the "Bonds" and the "Notes"), such approval to be conclusively evidenced by their execution of the Bonds or Notes.
2. The Mayor and the Treasurer are hereby authorized to execute and deliver on behalf of the Town a loan agreement, relating to the issuance of the Bonds and any Notes in anticipation thereof, in such form and on such terms as the Maine Municipal Bond Bank shall require.
3. The Mayor and the Treasurer are hereby authorized to execute and deliver on behalf of the Town loan application and other applications with the State of Maine Drinking Water Program and the Maine Municipal Bond Bank and an application to the Maine Public Utilities Commission for approval to issue the Bonds or Notes.
4. The municipal officers and officials of the Town are hereby authorized to execute all documents and certificates, and to take all action, including affixing the seal of the Town, as may be necessary or convenient to carry out the full intent of the foregoing votes or any one of them.
5. This Ordinance shall take effect 30 days after its adoption.

ORDER 16-08: Ordered that the Town Council reduce the container fee from \$225.00 per load to \$180.00 per load for usage of the Pittsfield Transfer Station for the American Legion for clean-up of the former tax acquired property sold to the Legion after the Town foreclosed upon the burnt apartment building to assist with the removal of this structure's roof as a one-time request for 2016 only.

RESOLUTION 16-110: Resolved that members of the Economic Development Team and Pittsfield Economic Expansion Corporation be appointed as the Community Development Advisory Committee.

RESOLUTION 16-111: Resolved that the Town Council approve the CDBG Program Complaint Policy.

RESOLUTION 16-112: Resolved that the Town Council authorize the Town Manager to execute the agreement and all other necessary paperwork for the Northern Border Regional Commission grant for \$250,000 in federal funds; authorize the expenditure of the funds in accordance with town regulations for the sewer project; and authorize the expenditure of up to \$260,000 from the Sewer Restoration Reserve (G-3-711-00) as the Town's match for this grant project.

RESOLUTION 16-113: Resolved that the Town Council approve a permit for the Nolan's H.E.R.O. Foundation Run/Walk Event on Saturday, September 10, 2016 at 10:00 am.

RESOLUTION 16-114: Resolved that the Town Council revise the permit for the Portugal Soccer Trip 2017 for a 5K Fitness Event on Sunday, August 21, 2016 from 8:00 am – 11:00 am approved previously by Resolution 16-99 to the date of _____.

RESOLUTION 16-115: Resolved that the Town Council Adopt the Budget Calendar for the 2017 Budget Process.

8. **DISCUSSION ITEMS:**

Updates:

- A. Financial Reports as of 07/31/2016
 - 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 07/31/2016
 - Building and Plumbing Permit Reports
 - Library Report – Librarian's and Library Trustees Minutes
 - Police Report

Updates:

Water Projects Update
Sewer Projects Update
Drinking Water State Revolving Loan (DWSRF) North Main Street Project
Clean Water State Revolving Loan (CWSRF) North Main Street Project
Highway Projects Update
MDOT Bridge Project over Town Recreational (Rail) Trail
Pittsfield Community Theatre Update
Commercial Insurance Program
Bicycle Pedestrian Plan Final Draft
Code Enforcement Update
 Leonard Street Court Case
 Rice Street Mobile Home Park referred to the State of Maine
 Other Code Violations
Property Maintenance Code Request

9. **REPORTS:** Audience, Council

10. **EXECUTIVE SESSION:**

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

11. **ADJOURNMENT**