



HAMPDEN TOWN COUNCIL  
HAMPDEN MUNICIPAL BUILDING  
AGENDA

MONDAY

JUNE 1, 2009

7:00 P.M.

• **5:45 pm – FINANCE COMMITTEE MEETING**

A. CONSENT AGENDA

1. SIGNATURES

a. Treasurer's Warrants

2. SECRETARY'S REPORTS

a. May 20, 2009

b. May 27, 2009

3. COMMUNICATIONS

a. Letter of Appreciation – Dyer Library

b. Thank You Letter – US Census Bureau

c. MRC Quarterly Cash Distribution – 1<sup>st</sup> Quarter 2009

d. Proposed Change – Expanded Archery Zone

4. REPORTS

a. Rapid Renewal – April 2009

b. Landfill Complaints – April 2009

c. Special Waste Activity Report – April 2009

d. Lura Hoyt Pool Trustees Minutes – 4/14/09

e. Pine Tree Landfill – Host Community Benefit – March 2009

f. Infrastructure Committee Minutes – 5/26/09

g. Finance Committee Minutes – 5/18/09

B. PUBLIC COMMENTS

C. POLICY AGENDA

1. PUBLIC HEARINGS

a. Application for Renewal of Victualer's License received from Warren Caruso d/b/a Dana's Grill at Dockside at 100 Marina Rd.

b. Application for Renewal of Victualer's License received from CSW, Inc. d/b/a Hampden Natural Foods at 281 Western Ave.

**NOTE: The Council will take a 5-minute recess at 8:00 pm.**

2. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. Raymond Lord – Board of Appeals – Planning & Development Committee Recommendation
- b. SAD #22 Budget Validation Referendum – June 9, 2009

3. UNFINISHED BUSINESS

- a. Public Works Truck Bid Results – Infrastructure Committee Recommendation
- b. Library Roof Repairs – Infrastructure Committee Recommendation to Put Out for Bid
- c. Public Works Paving
  - 1. Infrastructure Committee Recommendation for Annual Tonnage
  - 2. infrastructure Committee Recommendation for 2009/2010 Road Paving List
- d. Landfill Closure Amendment – Infrastructure Committee Recommendation
- e. Post Construction Stormwater Ordinance – Planning & Development Committee Recommendation for Public Hearing
- f. Police Cruiser Bid Results
- g. Project Canopy Update/Request

4. NEW BUSINESS

- a. MMA Nominating Committee – Executive Committee
- b. Fees Ordinance Amendment re Liquor Licenses and Victualer’s Licenses – Finance Committee Recommendation and Introduction for Public Hearing
- c. 2010 Budget – Revenues, Reserves and Final Review

D. COMMITTEE REPORTS

E. MANAGER’S REPORT

F. COUNCILORS’ COMMENTS

G. ADJOURNMENT

**TOWN COUNCIL MINUTES****MAY 20, 2009**

A special meeting of the Hampden Town Council was held on Wednesday, May 20, 2009 for the purpose of holding a budget workshop on the proposed FY 2010 budget. The meeting was called to order at 6:10 p.m.

**Attendance: Councilors:** Mayor Matt Arnett, William Shakespeare, Jean Lawlis, Shannon Cox and Janet Hughes; Thomas Brann and Andre Cushing were absent

**Town Manager:** Susan Lessard

**Department Heads/Staff:** Community and Economic Development Director Dean Bennett

Kathy Bernier of Hammond Street Senior Center; Robert Brown of Penquis and Michael Sirota of American Red Cross

Budgets for Social Service Agency Requests, Economic Development, General Assistance, SAD #22 Education, and County Tax were reviewed.

**38-00 OUTSIDE AGENCIES**

The total proposed amount for Social Service Agency requests is \$32,100.00.

Kathy Bernier of Hammond Street Senior Center requested that the Council appropriate \$35.00 per member from Hampden, for a total of \$4,305.00.

Robert Brown from Penquis asked that the Council fund \$19,535.00 for Penquis' work in assisting Hampden residents. The request is \$5,261.00 higher than last year's request. He provided a summary of services provided for Hampden families in 2008 and noted that the requested amount represents 2.6% of the total value of those services. Manager Lessard pointed out that the summary of services includes a value of \$255,000 for lending programs serving only 1 family and noted that it skews the total amount of services provided. She pointed out that 2.6% of \$255,000 is \$6,630.00 and without that amount, the requested amount would be less than last year's budgeted amount.

Michael Sirota of the Pine Tree Chapter of American Red Cross requested that the Council make a contribution of \$1,580.00, representing \$10.00 for each of the 158 Hampden residents who received services in the past year.

There were no representatives from Eastern Area Agency on Aging, UCP, Community Health & Counseling Services or Bangor STD Clinic. Manager Lessard

There were no representatives from Eastern Area Agency on Aging, UCP, Community Health & Counseling Services or Bangor STD Clinic. Manager Lessard said that a representative from the American Folk Festival was planning to attend, but due to illness was unable to.

Councilor Hughes noted that there was a letter from Spruce Run requesting a suggested donation of \$50.00, but there was no line-item for that request included in the proposed budget.

**01-30 ECONOMIC DEVELOPMENT**

No change was made to the proposed total amount of \$86,445.00.

**40-10 GENERAL ASSISTANCE**

No change was made to the proposed total amount of \$10,000.00.

**65-10 SAD 22 ASSESSMENT**

No change was made to the proposed total amount of \$5,119,922.00.

**45-10 COUNTY TAX**

No change was made to the proposed total amount of \$610,045.00.

There being no further business the meeting was adjourned at 7:05 p.m.



Denise R. Hodsdon  
Town Clerk

**TOWN COUNCIL MINUTES**

**MAY 27, 2009**

A special meeting of the Hampden Town Council was held on Wednesday, May 27, 2009 for the purpose of holding a budget workshop on the proposed FY 2010 budget. The meeting was called to order at 6:07 p.m.

**Attendance: Councilors:** Mayor Matt Arnett, William Shakespeare, Jean Lawlis, Shannon Cox, Janet Hughes, Thomas Brann and Andre Cushing

**Town Manager:** Susan Lessard

**Department Heads/Staff:** Public Works Director Galen 'Chip' Swan and Public Works Foreman Dudley Patterson

Budgets for Public Works, Municipal Garage, Solid Waste, Buildings and Grounds, Marina, Non-Departmental Utilities and The Bys were reviewed.

**10-01 PUBLIC WORKS**

No change was made to the proposed total amount of \$1,253,261.00.

**10-05 MUNICIPAL GARAGE**

No change was made to the proposed total amount of \$33,840.00.

**15-10 SOLID WASTE**

No change was made to the proposed total amount of \$412,161.00.

**30-10 BUILDINGS & GROUNDS**

No change was made to the proposed total amount of \$86,800.00.

**20-25 MARINA**

No change was made to the proposed total amount of \$500.00.

**05-03 NON-DEPARTMENTAL UTILITIES**

No change was made to the proposed total amount of \$413,954.00.

**25-10 THE BUS**

No change was made to the proposed total amount of \$58,000.00.

There being no further business the meeting was adjourned at 6:48 p.m.

A handwritten signature in cursive script that reads "Denise R. Hodsdon".

Denise R. Hodsdon  
Town Clerk

4-3-a

April 24, 2009

Susan Lessard, Manager  
Town of Hampden  
106 Western Avenue  
Hampden, ME 04444

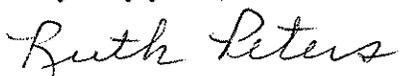
Dear Susan,

Over the past year I have had the pleasure of visiting Edythe Dyer Community Library several times a week, not only to obtain books but also to use the computer system and check periodicals. Having lived in various areas of the state, I have had the opportunity to visit quite a few of the local libraries, thus can speak from a broad experience.

This library, under the professional and capable direction of Debbie Lozito, continues to illustrate the spirit par excellence of what small town libraries bring to their communities. I have known Debbie for many years and she never ceases to amaze me at her continued enthusiasm (which flows over into her staff) at trying to ensure that the library is a professional yet relevant asset to the Town of Hampden. Its atmosphere reflects current society's needs while relating to the desires of young and old alike. For a library of this size, the resources and availabilities of materials are tremendous. Debbie's ability to blend the historical strengths of the library with the need to adapt to today's milieu is a positive characteristic. The library is fortunate to have her as its director and The Town of Hampden is fortunate to count her among its employees.

Thanks to her and to all the staff, Edythe Dyer Library is a wonderful community asset.

Very truly yours,



Ruth Peters  
Hampden Patron

cc: Debbie Lozito

A-3-b



U.S. DEPARTMENT OF COMMERCE  
U.S. Census Bureau  
380 Cumberland Avenue, 1<sup>st</sup> Floor, Suite 250  
Portland, Me 04101

April 29, 2009

Susan Lessard  
Hampden Town Office  
106 Western Avenue  
Hampden, ME 04444

Dear Ms. Lessard:

The Local Census Office would like to express our gratitude to you and your employees for generously allowing the use of the Hampden Town Office Community Room for Census training the weeks of March 16, March 27, and April 13, 2009. With your help, we have been able to train over 600 enumerators throughout the state of Maine. We are quickly surpassing our goals in the Address Canvassing operation which will enable us to successfully continue our work for the duration of the 2010 Census.

We look forward to being in touch with you in the future as we will begin recruiting again in the fall for the next phase of the operation.

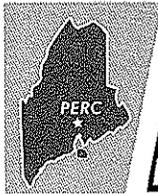
Your help is greatly appreciated, thank you again.

Sincerely,

A handwritten signature in black ink, appearing to read "James Bomba", written in a cursive style.

James Bomba  
Area Manager  
Field Operations  
US Census Bureau - Portland

■ 40 Harlow Street  
■ Bangor, ME 04401-5102



# MRC

Municipal Review Committee, Inc.

800-339-6389  
207-942-6389    ■ Voice  
207-942-3548    ■ Fax  
glounder@emdc.org    ■ E-mail

May 12, 2009

Dear MRC Member Community:

The MRC Board of Directors is pleased to provide the enclosed check for the quarterly cash distribution return to Amending Charter Municipalities and new Charter Municipalities for the Second Quarter of 2009. The payment is based on tipping fees, plant performance and asset activity in the First Quarter of 2009.

Consistent with MRC Board-approved policies and Transaction Guidelines, a total distribution amount of \$1,020,272.05 to the Amending Charter Municipalities was approved to meet the system-wide target value of \$45.00 per ton, which is tipping fees less cash distributions. The tipping fee for the First Quarter was \$73.20 per ton. Therefore, on average as a group, the Amending Charter Municipalities need a cash distribution of \$1,020,272.05 in order to achieve the \$45.00 per ton target value. This total amount is the product of \$28.20 per ton and 36,179.86 tons of solid waste delivered by all Amending Charter Municipalities in the First Quarter of 2009. New Charter Municipalities also received funds from Performance Credits for First Quarter equal to tons delivered multiplied by the difference between the tipping fee of \$73.20 and the new Charter Municipality target value of \$54.00 per ton.

This cash distribution to Amending Charter Municipalities was generated from Performance Credits in the amount of \$100,645.56, funds drawn from the Tip Fee Stabilization Fund totaling \$820,000 and \$65,855.22 in Net Cash Flow received as a result of PERC ownership interests. Funds from Performance Credits in the amount of \$75,991.31 were distributed to new Charter Municipalities.

The MRC Board of Directors thanks all MRC members for their efforts and contributions in support of the MRC mission of an environmentally safe, long-term solid waste disposal solution at a reasonable and affordable cost.

Sincerely yours,

Gregory A. Lounder  
Executive Director

NEW ADDRESS OR NAME



TRUST & INVESTMENT SERVICES  
99 FRANKLIN STREET  
BANGOR, MAINE 04401

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TOWN OF HAMPDEN  
106 WESTERN AVE  
HAMPDEN ME 04444

ACCOUNT NUMBER: 72-0018-01-9  
MUNICIPAL REVIEW COMMITTEE CUSTODY

PLEASE INDICATE ADDRESS OR NAME CHANGES AND RETURN



TRUST & INVESTMENT SERVICES  
99 FRANKLIN STREET  
BANGOR, MAINE 04401

CHECK NO. 0032147

DATE 05/12/09 CHECK NO. 0032147  
09051210005  
TOWN OF HAMPDEN  
QUARTERLY MRC DISTRIBUTION  
CHECK NUMBER: 0032147

72-0018-01-9  
MUNICIPAL REVIEW COMMITTEE CUSTODY  
BLV

INC: \$0.00  
PRIN: \$20,973.01  
TOTAL: \$20,973.01

THE ORIGINAL DOCUMENT HAS A WHITE REFLECTIVE WATERMARK ON THE BACK. HOLD AT AN ANGLE TO VIEW. DO NOT CASH IF NOT PRESENT.



TRUST & INVESTMENT SERVICES  
99 FRANKLIN STREET  
BANGOR, MAINE 04401

PAYABLE THROUGH  
BANGOR SAVINGS BANK  
BANGOR, MAINE 04401

52-7438  
2112

CHECK NO. 0032147

MUNICIPAL REVIEW COMMITTEE CUSTODY  
ACCOUNT NUMBER: 72-0018-01-9

PAY ONLY 20097301 THREE CTSCIS

DATE 05/12/09 AMOUNT \*\*\*\*\$20,973.01

■ TWENTY THOUSAND NINE HUNDRED SEVENTY-THREE DOLLARS AND ONE CENTS \*\*\*\*\*

TO THE ORDER OF TOWN OF HAMPDEN  
106 WESTERN AVE  
HAMPDEN ME 04444

⑈0032147⑈ ⑆211274382⑆ 2010043835⑈

Current Folder: **INBOX**

A-3-c  
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**Subject:** Proposed Expanded Archery Rule

**From:** "Connolly, James" <James.Connolly@maine.gov>

**Date:** Mon, May 18, 2009 7:43 am

**To:** hampden@midmaine.com

**Priority:** Normal

**Options:** [View Full Header](#) | [View Printable Version](#) | [Download this as a file](#) | [View Message details](#)

I have attached a copy of the proposed change in the expanded archery zone. This will allow the two farm businesses that are located between the Hopkins and Kincaid Roads to use archers to address their early fall deer damage issues. Please contact us if you need any additional information. Thanks Jim

James M. Connolly

Regional Wildlife Biologist

Maine Department of Inland Fisheries & Wildlife

Wildlife Div. Region B

270 Lyons Road

Sidney ME 04330

(207) 547-5318

(207) 547-4035 fax

**Attachments:**

[untitled-\[1.1\]](#)

0.5 k [ text/plain ]

[Download](#) | [View](#)

[Expanded Archery 2009.pdf](#)

42 k [ application/octet-stream ]

**Expanded Archery 2009.pdf**

[Download](#)

# Notice of Agency Rule-making Proposal

Advertise: May 20, 2009

**AGENCY:** Department of Inland Fisheries & Wildlife

**RULE TITLE OR SUBJECT:** Expanded Archery Deer Season

**PROPOSED RULE NUMBER:**

**CONCISE SUMMARY:** The Department of Inland Fisheries & Wildlife is proposing to adopt a rule amending the Expanded Archery Deer Hunting Season areas by updating road names and routes within existing areas open as follows: the *Portion of WMD 24 area, towns of Camden, Owl's Head, Rockland, Rockport, and Thomaston area and Towns of Bangor, Hampden, Hermon, Old Town, Orono, and Veazie area.* A copy of the proposed changes may be obtained from the Agency Contact Person listed below.

**THIS RULE WILL\_\_ WILL NOT\_X HAVE A FISCAL IMPACT ON MUNICIPALITIES.**

**STATUTORY AUTHORITY:** 12 MRSA Section 11402

**PUBLIC HEARING:** None scheduled – one may be requested.

**DEADLINE FOR COMMENTS:** June 19, 2009

**AGENCY CONTACT PERSON:** Andrea Erskine

**AGENCY NAME:** Inland Fisheries & Wildlife

**ADDRESS:** 284 State Street, Augusta, ME 04333-0041

**E-MAIL:** Andrea.Erskine@maine.gov

**TELEPHONE:** 287-5201

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Please approve bottom portion of this form and  
assign appropriate MFASIS number.

APPROVED FOR PAYMENT \_\_\_\_\_ DATE: \_\_\_\_\_  
*Authorized signature*

FUND	AGENCY	ORG	APP	JOB	OBJT	AMOUNT
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# Rule-Making Fact Sheet

(5 MRSA §8057-A)

**AGENCY:** Inland Fisheries & Wildlife

**NAME, ADDRESS, PHONE NUMBER OF AGENCY CONTACT PERSON:** Andrea L. Erskine, 284 State Street, Augusta, ME 04333-0041; 287-5201

**CHAPTER NUMBER AND RULE TITLE:** Chapter 4.03 – Deer Hunting Season (A-3)  
Expanded Archery Season

**STATUTORY AUTHORITY:** 12 MRSA Section 11402

**DATE AND PLACE OF PUBLIC HEARING:** None scheduled.

**COMMENT DEADLINE:** June 19, 2009

**PRINCIPAL REASON OR PURPOSE FOR PROPOSING THIS RULE:** To update road names, etc. within the boundary descriptions for areas open to expanded archery hunting.

**PURPOSE AND OPERATION OF THE RULE:**

**ANALYSIS AND EXPECTED OPERATION OF THE RULE:** This rule specifies the boundaries of the area open to hunting. This rule provides additional opportunity and is also a mechanism for the Department to regulate locally over-abundant deer populations.

**FISCAL IMPACT OF THE RULE:** None anticipated.

***FOR RULES WITH FISCAL IMPACT OF \$1 MILLION OR MORE, ALSO INCLUDE:***

**ECONOMIC IMPACT, WHETHER OR NOT QUANTIFIABLE IN MONETARY TERMS:**

**INDIVIDUALS OR GROUPS AFFECTED AND HOW THEY WILL BE AFFECTED:**

**BENEFITS OF THE RULE:**

*Note: If necessary, additional pages may be used.*

# Administrative Procedure Act CHECKLIST

**Agency:** Inland Fisheries & Wildlife

**Chapter Number and Title of Rule:** Chapter 4.03 Deer Hunting – Expanded Archery Season

**PROPOSED RULE:**

1. Was this rule listed on the last regulatory agenda? Yes
2. Date of notification of:  
    Anyone on mailing list 5/12/09  
    Any trade, industry or professional group \_\_\_\_\_  
    Any trade publications \_\_\_\_\_
3. Date Notice of Rulemaking Proposal (MAPA-3) sent to Secretary of State: 5/12/09
4. Date Fact Sheet sent to Executive Director of Legislative Council: 5/13/09
5. Date of publication in Secretary of State's rule-making ad.: 5/20/09
6. Date of hearing(s): None scheduled 7. Comment deadline: 6/19/09

**ADOPTED RULE:**

8. Was comment deadline extended or comment period reopened? \_\_\_\_\_  
    If yes, date of second notice publication in Secretary of State's rule-making ad: \_\_\_\_\_
9. Is adopted rule consistent with what was proposed? Yes If not, please address the changes in the comments and responses section of your filing.)
10. Is the person signing the Certification Statement (MAPA-1, #9) authorized to do so as stated in your statutes or in 5 MRSA, c.71? \_\_\_\_\_
11. Was the rule adopted within 120 days of the comment deadline? \_\_\_\_\_
12. Was the rule approved and signed by the Office of the Attorney General within 150 days of the comment deadline? \_\_\_\_\_
13. Is a Basis Statement included? \_\_\_\_\_ Is a copy of the Fact Sheet included? \_\_\_\_\_  
    Are comments, with names and organizations, and your responses included? \_\_\_\_\_

AMEND 4.03 (A.3.) as follows:

- A-3. Expanded Archery Season: There shall be a special expanded archery deer hunting season from the first Saturday following Labor Day until the last day of the extended Muzzleloading Season. All provisions of 12 MRSA Section 11403 apply during this season. Any person who possesses an archery license under 12 MRSA Section 11403 is eligible to purchase expanded archery permits as provided in 12 MRSA Section 11153. Only 1 permit may be purchased authorizing the taking of a deer other than an antlerless deer; multiple antlerless deer permits may be purchased.

This special expanded archery deer hunting season will be open only in the following areas:

A Portion of Wildlife District 24

That portion of Wildlife Management District 24 located within the following bounds: Beginning at the Interstate Highway #95 bridge at the Maine-New Hampshire border in Kittery; then following Interstate Highway #95 northeasterly to the junction of Interstate Highway #95 and the Cutts Road in Kittery, southeasterly to Route 1, southerly to the Haley road, southeasterly to the junction of Rt. 103, northerly to Seabury Road, northwesterly to Southside Road, westerly to Route 1, northerly on Route 1 to the Cape Neddick River, southeasterly to Shore Road, northerly on Shore Road to Route 1, northerly on Route 1 to Route 9, northerly on Route 9 to the junction of Route 9 and Route 208, westerly to Meetinghouse Road, westerly to the Guinea Road, southwestery to the Proctor Road, westerly on Proctor Road to Route 1, southerly to the Boston and Maine Springfield Terminal Railroad, northerly to the Biddeford Turnpike Access Road, westerly to Route 111, southwestery to Interstate Highway #95, then following Interstate Highway #95 northeasterly to exit 52 (Falmouth Spur) ~~the Maine Turnpike Exit 9 Access Rd. to Interstate Highway #95 in Portland~~; then following the Falmouth Spur Maine Turnpike Exit 9 Access Rd. to Interstate Highway #95 easterly to the Maine Central Railway tracks in Portland; then following the Maine Central Railway tracks northeasterly to Interstate Highway #295 in Freeport; then following Interstate Highway #295 northeasterly to the Androscoggin River bridge in Brunswick; then following the western shore of the Androscoggin River easterly to the western shore of the Kennebec River in Bath; then following the western shore of the Kennebec River southerly to the Atlantic Ocean in Phippsburg; then following the coast of Maine southwestery to the Maine-New Hampshire border in Kittery; then following the Maine-New Hampshire border northerly to the point of origin at the Interstate Highway #95 bridge across the Maine-New Hampshire border in Kittery.

Towns of Camden, Owl's Head, Rockland, Rockport, and Thomaston:

~~Beginning at the intersection of US Route 1 and the Mountain Street (State Route 52) in Camden. Northwest along the Mountain Street to the intersection with the Molyneau~~

Road; Beginning at the intersection of US Route 1 and Mountain Street (State Route 52) in Camden; Northwest along Mountain Street to the intersection with the Molyneaux Road; Northwesterly on the Molyneaux Road to the Start Road; Northwesterly on the Start Road to Beaucaire Avenue; Southerly along Beaucaire Avenue to the Molyneaux Road; Westerly along the Molyneaux Road to its intersection with the west shore of Megunticook Lake; following along the shoreline of Megunticook Lake in a generally southwesterly direction to the shoreline's intersection with State Route 105; Southeasterly along State Route 105 to the Molyneaux Road; West along the Molyneaux Road to the intersection with the Melvin Height Road; Southeast on the Melvin Height Road to the intersection with the Hosmer Pond Road; along the Hosmer Pond Road to John Street; Southeast on John Street to the intersection with US Route 1; South on US Route 1 to the intersection with ~~Porter~~ South Street in Rockport; ~~Northwesterly~~ West along ~~Porter~~ South Street to the intersection of Porter Street; West on Porter Street to State Route 17; ~~crossing State~~ Northerly on State Route 17 to Rockville Street; Westerly on Rockville Street to Old Rockland Street; South on Old Rockland Street to Gurney Street; ~~Route 17 through Rockville continuing along~~ West on Gurney Street Mill Street to the intersection with the Bog Road in Rockland; South on the Bog Road to the intersection with the Mountain Road; Southeast on the Mountain Road to the intersection with the West Meadow Road; South along the West Meadow Road to the intersection with the Greenhouse Hill Road in Thomaston; East along the Greenhouse Hill Road to the intersection with the Old County Road in Rockland; West on the Old County Road to the intersection with the Dexter Road; Southeast on the Dexter Road to the intersection with US Route 1; South on US Route 1 to Buttermilk Lane in Thomaston; south on Buttermilk Lane to the intersection with Route 73 in Owls Head; North on Route 73 to the unnamed tributary to Rockland Harbor adjacent to the Atlantic Ocean; North along the Atlantic Ocean to the mouth of Great Brook in Camden,; Westerly along Great Brook to its intersection with US Route 1 to the point of beginning.

Towns of Bangor, Hampden, Hermon, Old Town, Orono, and Veazie:

Beginning at a point in the Penobscot River, ~~South of Reed Brook~~, at the eastern terminus of the ~~Hopkins~~ Kincaid Road in Hampden; West along the ~~Hopkins~~ Kincaid Road to the intersection with Rt. 1A; North along Rt. 1A to the intersection with the Kennebec Road; West along the Kennebec Road to the intersection with the Bangor and Aroostook Railroad tracks; North along the Bangor and Aroostook Railroad tracks to the intersection with Rt. 15 in Bangor; East along Rt. 15 to the intersection with the Pushaw Road; North along the Pushaw Road to the intersection with the Church Road; East along the Church Road to the intersection with Essex Street; North along Essex Street to the intersection with Forest Avenue in Orono; East along Forest Avenue to the intersection with Stillwater Avenue; North along Stillwater Avenue to the intersection with I-95; North along I-95 to the intersection with Route 43 in Old Town; East along Route 43 to the intersection with Stillwater River; South along the Stillwater River to the intersection with the Penobscot River; South along the Penobscot River to the point of beginning.

*A-4-a*

Rapid Renewal Transaction Volume Summary  
Town of Hampden: Transaction date >= 20090401 and < 20090501

Payment Method	Transaction Count	Transaction Amount	Processing Fees
Credit/Debit Card	0	0.00	0.00
Electronic Check	44	7914.04	0.00
TOTAL	44	7914.04	

Class Code Summary

Class	Count
CR	3
PC	40
VT	1

*Rapid Renewal  
April 2009*

May 1, 2009

Susan Lessard  
Town Manager  
Town of Hampden  
106 Western Avenue  
Hampden, Maine 04444

**RE: Pine Tree Landfill  
Monthly Report of Landfill Complaints**

Dear Susan:

During the Month of April 2009, two complaints were received pertaining to Pine Tree Landfill.

If you should require any additional information, please feel free to contact me at 862-4200, ext. 245.

Sincerely,

PINE TREE LANDFILL



Tom Gilbert  
Environmental Compliance Manager

CC: Cyndi Darling, MDEP  
Wayne Boyd, Casella Waste Systems, Inc.  
Don Meagher, Casella Waste Systems, Inc.  
Toni King, Casella Waste Systems, Inc.

**PINE TREE LANDFILL  
-LANDFILL COMPLAINT RECORD FORM-  
APRIL 2009**

Date of Complaint	Time of Day	Nature of Complaint	Complaint Originating From	Real-time Complaint?	Wind From What Direction & Speed	Site downwind From Landfill?	Call or Site Visit Made By	Potential Source of Odor	Landfill Odor Confirmed?	Caller/Responder Comments
<b>Real-time Complaints for the Month:</b>										
04/22/09	3:35 PM	Odor	155 Littlefield Ave	Yes	ESE @ 7 MPH	Yes	Tom Gilbert	Excavated Wastes	Yes	Slight odor detected
<b>Non-Real-time Complaints for the Month:</b>										
04/08/09	10:00 AM	Odor	155 Littlefield Ave	No	NA	NA	NA	Unknown	No	Smelled the previous afternoon
<b>Mobile Complaints for the Month:</b>										
None										

**Month Total Complaints: 2**

Number of Complaints Confirmed to be Landfill: 1

Number of Complaints Not Confirmed as Originating from Landfill or Possibly from Other Sources: 1

Note:

A "Real-time Complaint" is a complaint called in within the first 30 minutes of detecting the odor to allow for proper response.

A "Non-Real-time Complaint" is a complaint called in after 30 minutes or more have passed since first detecting the presence of odor and does not allow for proper response time (the odor may no longer be present).

A "Mobile Complaint" is a complaint called in as detecting odor on a roadway and not at a particular residence.

May 1, 2009

Cyndi Darling  
Maine Dept. of Environmental Protection  
Bureau of Remediation & Waste Management  
106 Hogan Road  
Bangor, Maine 04401

**RE: New England Waste Services of ME  
d/b/a Pine Tree Landfill  
Monthly Special Waste Activity Report**

Dear Cyndi:

Enclosed please find the April 2009 Waste Activity Report for Pine Tree Landfill. All analytical data relating to special waste deliveries to the landfill is kept on file for your review as required.

If you should have any questions regarding the enclosed, please do not hesitate to contact me at 862-4200, ext.245.

Sincerely,

PINE TREE LANDFILL



Tom Gilbert  
Environmental Compliance Manager

Enclosure

CC: Wayne Boyd, PTL  
Toni King, Casella Waste Systems, Inc.  
Susan Lessard, Town of Hampden

PINE TREE LANDFILL  
HAMPDEN, MAINE  
MONTHLY WASTE ACTIVITY REPORT  
April 2009

Delivery Date	Manifest Approval #	Waste Description	Quantity Delivered (tons)	Transporter Name	Generator Name	State of Origin
04/03/09	241281	BIO MEDICAL WASTE	1.05	PTS	HYDROCLAVE SYSTEMS	ME
04/21/09	242460	CONTAMINATED SOIL	0.33	R.H.FOSTER	LEW MORNEAULT	ME
04/02/09	241229	CONTAMINATED SOIL	7.30	CH	ARTS CANVAS	ME
04/27/09	242875	CONTAMINATED SOIL	10.43	CH	ARTS CANVAS	ME
04/28/09	243003	CONTAMINATED SOIL	10.19	CH	ARTS CANVAS	ME
04/20/09	242304	CONTAMINATED SOIL	12.58	HUGHES BRO	BOB GARIFOLEI	ME
04/20/09	242305	CONTAMINATED SOIL	12.06	HUGHES BRO	BOB GARIFOLEI	ME
04/20/09	242312	CONTAMINATED SOIL	13.46	PS	BOB GARIFOLEI	ME
04/20/09	242316	CONTAMINATED SOIL	13.23	HUGHES BRO	BOB GARIFOLEI	ME
04/20/09	242319	CONTAMINATED SOIL	14.64	HUGHES BRO	BOB GARIFOLEI	ME
04/20/09	242321	CONTAMINATED SOIL	13.80	HUGHES BRO	BOB GARIFOLEI	ME
04/20/09	242325	CONTAMINATED SOIL	15.09	HUGHES BRO	BOB GARIFOLEI	ME
04/20/09	242329	CONTAMINATED SOIL	15.65	HUGHES BRO	BOB GARIFOLEI	ME
04/20/09	242330	CONTAMINATED SOIL	14.10	HUGHES BRO	BOB GARIFOLEI	ME
04/20/09	242334	CONTAMINATED SOIL	13.78	PS	BOB GARIFOLEI	ME
04/20/09	242337	CONTAMINATED SOIL	13.60	HUGHES BRO	BOB GARIFOLEI	ME
04/20/09	242340	CONTAMINATED SOIL	13.55	PS	BOB GARIFOLEI	ME
04/20/09	242347	CONTAMINATED SOIL	15.66	PS	BOB GARIFOLEI	ME
04/20/09	242352	CONTAMINATED SOIL	15.06	PS	BOB GARIFOLEI	ME
04/20/09	242359	CONTAMINATED SOIL	16.53	PS	BOB GARIFOLEI	ME
04/27/09	242853	CONTAMINATED SOIL	1.25	SARG&SARG	DEXTER PRIMARY MIDDLE SCHOOL	ME
04/03/09	241279	CONTAMINATED SOIL	1.06	CH	GARELICK FARMS	ME
04/20/09	242323	CONTAMINATED SOIL	14.68	PTS	GLORIA DANIELSON	ME
04/02/09	241210	CONTAMINATED SOIL	0.32	PS	J & S OIL	ME
04/22/09	242542	CONTAMINATED SOIL	0.20	ME.DEP	MAINE GROCIER	ME
04/22/09	242553	CONTAMINATED SOIL	0.58	ME.DEP	MAINE GROCIER	ME
04/20/09	242341	CONTAMINATED SOIL	2.44	CH	MONTREAL ME & ATLANTIC	ME
04/02/09	241200	CONTAMINATED SOIL	5.10	PTS	MAIN STREET	ME
04/02/09	241201	CONTAMINATED SOIL	5.08	PTS	MAIN STREET	ME
04/10/09	241733	CONTAMINATED SOIL	4.00	PS	MDEP-BANGOR	ME
04/17/09	242186	CONTAMINATED SOIL	9.85	PTW	MDEP-AUGUSTA	ME
04/16/09	242074	CONTAMINATED SOIL	0.23	PS	NADINE BULLION	ME
04/22/09	242541	CONTAMINATED SOIL	0.19	DEP	ROBERT DAY	ME
04/27/09	242859	CONTAMINATED SOIL	5.74	ST. ALBANS	ST.ALBANS	ME
04/01/09	241094	CONTAMINATED SOIL	3.68	PS	STROUT.RESIDENCE	ME
04/16/09	242080	CONTAMINATED SOIL	5.45	PS	TOWER GROUP	ME
04/16/09	242081	CONTAMINATED SOIL	0.15	PS	TOWER GROUP	ME
04/15/09	242000	CONTAMINATED SOIL	6.80	PS	WERBER	ME
04/23/09	242631	CONTAMINATED SOIL	0.23	PTS	PINE TREESERVICES	ME
04/07/09	241475	CONTAMINATED SOIL	10.11	CH	MONTREAL ME & ATLANTIC	ME
04/09/09	241649	CONTAMINATED SOIL	8.54	CH	MONTREAL ME & ATLANTIC	ME
04/09/09	241656	GLASS BEAD ABRASIVE	24.66	PTS	GENERAL ELECTRIC	ME
04/21/09	242436	GRIT CATCH BASIN	12.86	CH	H.O. BOUCHARD	ME
04/17/09	242171	GRIT CATCH BASIN	16.52	CH	CIRCLE K CAR WASH	ME
04/13/09	241847	GRIT CATCH BASIN	10.81	CH	DAIGLE OIL COMPANY	ME
04/30/09	243183	GRIT CATCH BASIN	1.32	CH	ENTERPRISE REN A CAR	ME
04/30/09	243196	GRIT CATCH BASIN	1.94	CH	ENTERPRISE REN A CAR	ME
04/09/09	241665	GRIT SAND BLAST	2.89	PTS	GENERAL ELECTRIC	ME
04/14/09	241923	GRIT SAND BLAST	4.05	PTS	GENERAL ELECTRIC	ME
04/17/09	242172	INCINERATOR ASH	0.21	BHS	BANGOR HUMANE SOCIETY	ME
04/07/09	241460	INCINERATOR ASH	0.85	PTS	JACKSON LABORATORY	ME
04/06/09	241376	LEATHERSCRAPS	11.36	PTS	IRVING TANNING	ME
04/13/09	241842	LEATHERSCRAPS	8.75	PTS	IRVING TANNING	ME
04/16/09	242086	LEATHERSCRAPS	9.14	PTS	IRVING TANNING	ME
04/28/09	242951	LEATHERSCRAPS	8.85	PTS	IRVING TANNING	ME
04/14/09	241928	METAL GRINDING RESIDUE	9.91	PTS	GENERAL ELECTRIC	ME
04/23/09	242619	NON FRIABLE ASBESTOS	2.39	RIVER	BANGOR HIGH SCHOOL	ME
04/23/09	242627	NON FRIABLE ASBESTOS	8.48	MIKES	JR'S HOME IMPROVEMENT	RI
04/18/09	242215	NON FRIABLE ASBESTOS	14.93	CRESCIO	REMOVAL SPECIALISTS	MA
04/20/09	242288	NON FRIABLE ASBESTOS	18.84	CRESCIO	REMOVAL SPECIALISTS	MA

PINE TREE LANDFILL  
HAMPDEN, MAINE  
MONTHLY WASTE ACTIVITY REPORT  
April 2009

04/14/09	241911	NON FRIABLE ASBESTOS	2.11	PTW	FINE LINE CONSTRUCTION	ME
04/09/09	241632	NON FRIABLE ASBESTOS	3.92	PTW	NEW MEADOWS ABATEMENT	ME
04/15/09	241962	NONHAZARDOUS CHEMICAL RELATED	8.67	PTS	TOM'S OF MAINE	ME
04/15/09	242002	NONHAZARDOUS CHEMICAL RELATED	6.09	PTS	TOM'S OF MAINE	ME
04/10/09	241704	NONHAZARDOUS CHEMICAL RELATED	15.73	TRO	ENPRO	ME
04/30/09	243167	NONHAZARDOUS CHEMICAL RELATED	11.82	TRO	ENPRO	ME
04/30/09	243223	NONHAZARDOUS CHEMICAL RELATED	4.53	PS	PPSA 70 TRUNDY RD	ME
04/03/09	241286	NONHAZARDOUS CHEMICAL RELATED	1.19	PS	ROADSIDE DITCH	ME
04/02/09	241189	OILY DEBRIS	0.18	CH	CASCO BAY	ME
04/07/09	241466	OILY DEBRIS	26.61	EN	ENPRO ENVIRONMENTAL SERVICES	ME
04/03/09	241282	OILY DEBRIS	15.85	CLEAN VENT	GENERAL CHEMICAL	MA
04/22/09	242527	OILY DEBRIS	13.97	CLEAN VENT	GENERAL CHEMICAL	MA
04/28/09	242949	OILY DEBRIS	0.67	PTW	JILL GINGRAS	ME
04/08/09	241585	OILY DEBRIS	3.41	CH	GLEN WALL	ME
04/10/09	241708	OILY DEBRIS	3.73	CH	GLEN WALL	ME
04/10/09	241736	OILY DEBRIS	0.81	CH	GLEN WALL	ME
04/23/09	242656	OILY DEBRIS	0.73	CH	LOUSIANNA PACIFIC	ME
04/23/09	242657	OILY DEBRIS	2.11	CH	LOUSIANNA PACIFIC	ME
04/01/09	241148	OILY DEBRIS	30.04	SAMS	UNITED OIL RECOVERY	NH
04/02/09	241237	OILY DEBRIS	27.36	SAMS	UNITED OIL RECOVERY	NH
04/03/09	241280	OILY DEBRIS	30.19	SAMS	UNITED OIL RECOVERY	NH
04/06/09	241400	OILY DEBRIS	31.09	SAMS	UNITED OIL RECOVERY	NH
04/07/09	241495	OILY DEBRIS	30.45	SAMS	UNITED OIL RECOVERY	NH
04/13/09	241836	OILY DEBRIS	34.57	SAMS	UNITED OIL RECOVERY	NH
04/14/09	241912	OILY DEBRIS	32.68	SAMS	UNITED OIL RECOVERY	NH
04/15/09	241983	OILY DEBRIS	31.28	SAMS	UNITED OIL RECOVERY	NH
04/17/09	242173	OILY DEBRIS	34.27	SAMS	UNITED OIL RECOVERY	NH
04/20/09	242324	OILY DEBRIS	32.38	SAMS	UNITED OIL RECOVERY	NH
04/21/09	242406	OILY DEBRIS	31.81	SAMS	UNITED OIL RECOVERY	NH
04/22/09	242531	OILY DEBRIS	31.56	SAMS	UNITED OIL RECOVERY	NH
04/23/09	242614	OILY DEBRIS	29.75	SAMS	UNITED OIL RECOVERY	NH
04/24/09	242691	OILY DEBRIS	32.29	SAMS	UNITED OIL RECOVERY	NH
04/29/09	243073	OILY DEBRIS	32.07	SAMS	UNITED OIL RECOVERY	NH
04/30/09	243178	OILY DEBRIS	30.33	SAMS	UNITED OIL RECOVERY	NH
04/30/09	243216	OILY DEBRIS	29.80	SAMS	UNITED OIL RECOVERY	NH
04/09/09	241638	OILY DEBRIS	0.27	PS	WURBER RESIDENT	ME
04/30/09	243200	URBIN FILL SOILS	7.53	EN	BRUNSWICK NAVAL AIR STATION	ME
04/28/09	242972	URBIN FILL SOILS	28.86	SAMS	FORMER SALAM SHOE FACTORY	MA
04/28/09	242995	URBIN FILL SOILS	34.48	SAMS	FORMER SALAM SHOE FACTORY	MA
04/27/09	242843	URBIN FILL SOILS	20.30	NITRAM	FORMER HATHAWAY MILL	ME
04/27/09	242846	URBIN FILL SOILS	25.77	NITRAM	FORMER HATHAWAY MILL	ME
04/27/09	242861	URBIN FILL SOILS	23.43	NITRAM	FORMER HATHAWAY MILL	ME
04/27/09	242863	URBIN FILL SOILS	32.01	NITRAM	FORMER HATHAWAY MILL	ME
04/27/09	242884	URBIN FILL SOILS	22.83	NITRAM	FORMER HATHAWAY MILL	ME
04/27/09	242888	URBIN FILL SOILS	25.92	NITRAM	FORMER HATHAWAY MILL	ME
04/28/09	242930	URBIN FILL SOILS	27.22	NITRAM	FORMER HATHAWAY MILL	ME
04/28/09	242931	URBIN FILL SOILS	24.01	NITRAM	FORMER HATHAWAY MILL	ME
04/28/09	242955	URBIN FILL SOILS	28.70	NITRAM	FORMER HATHAWAY MILL	ME
04/28/09	242957	URBIN FILL SOILS	25.33	NITRAM	FORMER HATHAWAY MILL	ME
04/28/09	242979	URBIN FILL SOILS	29.15	NITRAM	FORMER HATHAWAY MILL	ME
04/28/09	243012	URBIN FILL SOILS	28.99	NITRAM	FORMER HATHAWAY MILL	ME
04/29/09	243045	URBIN FILL SOILS	27.60	NITRAM	FORMER HATHAWAY MILL	ME
04/29/09	243046	URBIN FILL SOILS	23.47	NITRAM	FORMER HATHAWAY MILL	ME
04/29/09	243074	URBIN FILL SOILS	25.91	NITRAM	FORMER HATHAWAY MILL	ME
04/29/09	243104	URBIN FILL SOILS	26.73	NITRAM	FORMER HATHAWAY MILL	ME
04/27/09	242892	WATER AIR FILTRATION MED.	15.91	DL SMITH	MDI TREATMENT PLANT	ME
04/27/09	242893	WATER AIR FILTRATION MED.	14.20	DL SMITH	MDI TREATMENT PLANT	ME
04/27/09	242894	WATER AIR FILTRATION MED.	15.47	DL SMITH	MDI TREATMENT PLANT	ME
04/28/09	242952	WATER AIR FILTRATION MED.	17.86	DL SMITH	MDI TREATMENT PLANT	ME
04/28/09	242956	WATER AIR FILTRATION MED.	16.48	DL SMITH	MDI TREATMENT PLANT	ME
04/28/09	242976	WATER AIR FILTRATION MED.	15.76	DL SMITH	MDI TREATMENT PLANT	ME
04/28/09	242980	WATER AIR FILTRATION MED.	16.83	DL SMITH	MDI TREATMENT PLANT	ME
04/28/09	242986	WATER AIR FILTRATION MED.	15.30	DL SMITH	MDI TREATMENT PLANT	ME
04/29/09	243047	WATER AIR FILTRATION MED.	16.21	DL SMITH	MDI TREATMENT PLANT	ME
04/01/09	241120	WOOD ASH	0.37	PTS	TOWN OF HAMPDEN	ME
04/14/09	241903	WOOD ASH	0.38	PTW	TOWN OF HAMPDEN	ME

PINE TREE LANDFILL  
HAMPDEN, MAINE  
MONTHLY WASTE ACTIVITY REPORT  
April 2009

04/27/09

242866

WOOD ASH

18.04

WYN

TOWN OF WINTERPORT

ME

MONTH TOTAL (TONS): 1,801.90

# LUKA HEIT POOL

## Board Meeting Minutes ~ 4/14/09

A-4-d

Dan Brooks brought the meeting to order at 7:05 pm.

Those present: Dan Brooks, Norman Stern, Karen Brooks, Mary Ellen Conner, Jim Feverston, Cedena McAvoy, Darcey Peakall, and Julie Macleod. Not present: Garry Greene, Kim McNutt and Whitey Miller.

Cedena McAvoy amended the secretary's minutes from 3/10/09 (added the word partially in paragraph #6 and the word manufacturer in paragraph #8) and the modified minutes were accepted as presented.

Darcey read a letter from Justin Cole, staff member and Boy Scout, asking permission to build a record board for the Hampden Academy Swim Team for his Eagle Scout Project. Dan gave Darcey authority to sign off on his plan once the details of the project become available. Dan and Darcey will be the contact people for Justin's project.

The Director's Report for April:

- ~ The number of participants in March was up 571 people and daily receipts were down \$2,441 compared to last year. This was due to registration falling in February this year.
- ~ The pool rental income was up \$925 compared to last year.
- ~ The monthly fuel usage went down by 103 gallons.
- ~ Swim lessons for session III had 241 participants which is an increase of 89 students compared to last year. Private lessons had 30 people enrolled for a total of 271 participants. The private lessons were up \$2,165 compared to session III last year.

Kim and Garry need to renew their committee positions. Karen and Jim will contact them to find out their status.

Jim received the scholarship guidelines from the attorney and gave copies to the scholarship members to review by next meeting. Jim will also research when the scholarship anniversary date is before next meeting.

The treasurer's report was reviewed and was accepted as presented.

The new baby dinosaur slide has been ordered and takes approximately six weeks to paint and be made to fit our dimensions of the pool before being shipped. The seashell slide is going to start coming out in pieces beginning next week. Darcey will design a bulletin board advertising our new slide.

Darcey reported that the town council has asked all departments to make cut backs for the next fiscal year. From June 21-August 29, the pool will be closed on Sunday's. This is a ten-week block of time.

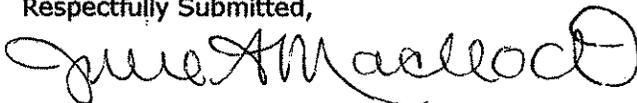
Norm spoke about future goals and projects. There are several areas that he would like the board to start to think about.

- ~ Getting an article in the Bangor Daily News promoting the pool. Cedena will research by next board meeting.
- ~ Contacting area organizations for support. (Stephen King Foundation, Irving Oil, Cianbro, etc.)
- ~ Contacting area service organizations to help raise money. (Kiwanis, Mason's, etc.)
- ~ Doing small projects to raise \$3,000-\$4,000 at a time. (silent auctions, etc.)
- ~ Schedule landmark dates
- ~ Contact the theater and symphony to earmark partial funds from their events.

The board voted 6-0 to allow Dan to purchase a banner to promote the baby "Broncosaurus" slide when it arrives.

Meeting adjourned 8:53pm.

Respectfully Submitted,



Julie A. Macleod

**Corrected letter**

May 8, 2009

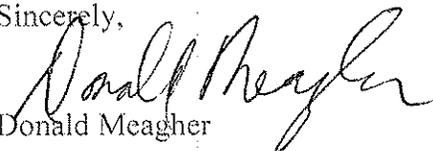
Susan Lessard  
Town Manager  
Municipal Building  
106 Western Avenue  
Hampden, ME 04444

Dear Susan:

The enclosed host fee payment of \$37,063.20 represents the period March 2009, during which 20,034 tons were disposed at PTL.

As always, please give me a call if you have any questions about the landfill.

Sincerely,

  
Donald Meagher

Enc: Host community benefit check

INFRASTRUCTURE COMMITTEE MEETING  
MINUTES  
Tuesday, May 26, 2009

Attendees:

Chairman Tom Brann	Mark King, DEP
Councilor Jean Lawlis	Rick Hafner, DEP
Councilor Janet Hughes	William Michaud, New England Organics
Councilor William Shakespeare	Don Meagher, Casella Waste
Town Manager Sue Lessard	Wayne Boyd, Casella Waste
PW Director Chip Swan	

The meeting was opened at 6 p.m. by Chairman Tom Brann.

Composting

The first part of the meeting was a power point presentation about the parameters and possibilities for municipal composting of a wide variety of items and discussion by DEP staff members Mark King and Rick Hafner. (Copy of power point attached)

During the presentation a number of questions were asked by committee members and staff members present in regard to cost, budget models, and permitting requirements. DEP personnel indicated that they would be more than willing to assist the Town in working toward a composting effort of some type.

Also discussed were other options such as working with other communities who have existing composting operations or having local farmers host a composting site.

It was the consensus of the group that the Town Manager and staff should follow up this meeting by gathering more information on options for the town, and completing a business plan model for composting. The Committee will continue discussions on this topic.

Library Roof Repairs

The Public Works director presented an estimate for re-roofing the remainder of the Library that has not yet been done. The library continues to experience leaking problems. Since the estimate was considerably higher than the \$4,000 amount for the public bid process, motion by Janet Hughes with agreement by the remainder of those in attendance to recommend to the full council that repairs to the library roof be put out to bid.

Truck Bids

The Public Works Director presented the three bids received for the new public works truck. It was his recommendation that the Committee approve the low bid from Freightliner of Maine for \$118,456. The Committee asked questions related to the bid process, whether this bid met all of the bid criteria and whether the Director considered this truck to be suitable for addition to the fleet. Since the Town has several other Freightliners and has had good experience with them, there were no concerns by the Director about accepting the low bid. Motion by William Shakespeare to recommend to the full council the acceptance of the bid from Freightliner in the amount of \$118,456.

#### Paving 2010

The Public Works Director discussed the 2010 paving budget that was part of his 2010 budget. As presented, that budget would exceed the ability of the current tax appropriation and reserve to fund for the year. The Committee reviewed the proposed list for paving for 2010 as well as the full list of roads in the community.

In order to be able to keep up with the paving needs of the community, the Town would have to budget for paving involving 4200-4400 tons per year. Motion by Jean Lawlis with agreement from the remainder of the Committee to recommend to the full Council that the Town budget for 4200-4400 tons of paving annually.

Janet Hughes made a motion to recommend to the full Council that they remove Hughes Boulevard and Aaron's Way from the 2010 paving schedule to bring it in line with the annual 4200-4400 ton policy.

#### Landfill Closure Update

The Town Manager presented information relative to a request from Pine Tree Landfill to use a limited amount of front-end-process-residue (FEPR) as waste material from June 2, 2009 through the end of the landfill life which is 12/31/09. The need for this material to be used is based on the economic downturn and lack of construction that has severely limited the ability of Pine Tree to have enough waste to complete the planned shape, configuration, and closure of the remaining sections of the landfill. As presented, the amount to be used would be either 17% of the total waste delivered per month or 8,000 tons, whichever is smaller. Pine Tree has agreed to work with both incinerators from which the FEPR would be obtained and the truckers who haul it to insure that any odors would be minimal. In addition, the FEPR would be covered daily with construction and demolition debris. FEPR has been permitted by DEP and used successfully as a shaping and grading material in other Maine landfills.

Motion by Jean Lawlis with agreement by other committee members to recommend to the full council that the Compliance agreement between the Town, the State and Pine Tree be amended under the above cited conditions.

Public Comments – There were none.

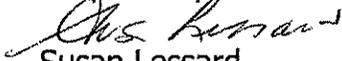
Committee Member Comments –

Councilor Shakespeare noted that he had requested at the last Infrastructure Committee meeting that alternate draft wording be supplied for the Transfer Station rules relative to allowing vehicles into the transfer station with writing on the sides. The Town Manager failed to provide that at this meeting but agreed to have it for the next Infrastructure Meeting.

Chairman Brann discussed the need for some kind of shelter at the transfer station for the gate attendant(s) on the weekends for demo debris collection.

The meeting was adjourned at 9 p.m.

Respectfully submitted,



Susan Lessard  
Town Manager

FINANCE COMMITTEE MEETING  
MINUTES  
May 18, 2009

Attending:

- |                               |                           |
|-------------------------------|---------------------------|
| Mayor Matthew Arnett          | Councilor Janet Hughes    |
| Councilor Thomas Brann        | Councilor Andre Cushing   |
| Councilor Shannon Cox         | Sue Lessard, Town Manager |
| Councilor Jean Lawlis         |                           |
| Councilor William Shakespeare |                           |

The meeting was called to order at 5:45 p.m. by Mayor Arnett.

Motion by William Shakespeare, seconded by Shannon Cox to accept the financial reports presented at the meeting. Vote 6-0. The Mayor requested that Financial Report Acceptance be made a part of every Finance Committee Agenda.

Tax Rebate Program

Motion by William Shakespeare, seconded by Andre Cushing to postpone indefinitely, until final budget and commitment numbers are known, the proposed long-term resident rebate program. Vote 6-0

Policy for Outside Agencies

The Committee reviewed a draft policy for accepting requests from Outside Agencies and groups for funding both during the annual budget process and during the fiscal year. Committee members made suggested changes and the Town Manager was directed to bring back an updated draft at the next Finance Committee meeting.

Town Attorney Use

Councilor Shakespeare questioned the Town Manager concerning the attendance of the Town Attorney at Council meetings. The Town Manager reported that she had discussed this with the Town Attorney and he indicated that his attendance gave him both the ability to respond to issues as they occur, but also to have a solid background in the Council's decision in advance of any potential legal issue. Councilor Brann discussed the value of having the attorney attend meetings so that things can be corrected if necessary at the time of occurrence.

Hamlin Marine Project

Councilor Cushing gave an update on the proposal discussed by the Planning and Development Committee related to the 'land swap' between Hamlin and the Town. Motion by Councilor Lawlis, seconded by Councilor Cox to recommend to

the full council funding of the appropriate appraisals and survey costs to move forward with this proposal. Vote 6-0.

Fees Ordinance Change Request – Town Clerk

The Committee discussed the need for fee changes for Victualer and Liquor licenses due to the increased cost of advertising. After much discussion, the Committee came up with a tiered fee scale. Motion by Andre Cushing, seconded by Jean Lawlis to recommend to the full Council that the Town charge \$125 for victualer's and liquor licenses that require a public hearing and \$50 for victualer's and liquor licenses which do not require a public hearing. Vote 5-0.

The meeting was adjourned at 6:55 p.m.

Respectfully submitted,



Sue Lessard

Town Manager



C-1-a

TOWN OF HAMPDEN  
TOWN CLERK'S OFFICE

COMMENTS ON:

Public Hearing Date: 6/1/09  
(If applicable)

- Application for Liquor License
- Application for Victualer's License
- Application for Off-premises Catering
- Application for Outdoor Wood-burning Furnace License

NAME: Dana's Grill @ Dockside Warren Caruso  
Business Name Individual

ADDRESS: 100 Marina Rd. PHONE: 990-3307

MAP/LOT: Map 28, Lot 17-A1 DATE: 5/12/2009

DEPARTMENT REPORT:

Inspected on May 20, 2009 and found  
all proper safety requirements to be in  
Place.

DATE: 5-20-09

BY: [Signature]  
Title: Code Enforcement Officer

BY: [Signature]  
Title: Building/Fire Inspector

**TOWN OF HAMPDEN, MAINE**

**APPLICATION FOR VICTUALER'S LICENSE**

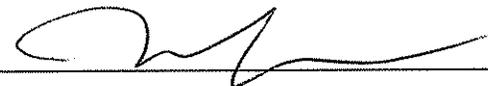
DATE: 5-10-09 PHONE NUMBER: 990-3307

NAME(S): Warren Caruso

ADDRESS: 100 Marina Rd.

NAME OF BUSINESS: Dani's Grill Dockside

LOCATION OF BUSINESS: 100 Marina Rd

SIGNATURE: 

\*\*\*\*\*

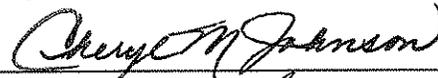
(FOR TOWN USE ONLY)

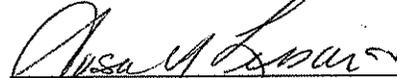
\*This facility has been inspected and meets ordinance criteria.

  
Code Enforcement Officer

  
Fire Inspector/Building Inspector

\*All sewer user fees and personal property taxes are paid in full to date.

  
Tax Collector

  
Town Treasurer

\*\*\*\*\*

Please return completed form to: **Town Clerk**  
**Town of Hampden**  
**106 Western Avenue**  
**Hampden, ME 04444**

LICENSE FEE: \$50.00 Date Received/Fee Paid: 5/12/09 / \$50.00



C-1-b

TOWN OF HAMPDEN  
TOWN CLERK'S OFFICE

COMMENTS ON:

Public Hearing Date: 6/1/09  
(If applicable)

- Application for Liquor License
- Application for Victualer's License
- Application for Off-premises Catering
- Application for Outdoor Wood-burning Furnace License

NAME: CSW, Inc.  
d/b/a Hampden Natural Foods Sheryl Williams  
Business Name Individual

ADDRESS: 281 Western Ave. PHONE: 862-2500

MAP/LOT: Map 29, Lot 13 DATE: 5/12/09

DEPARTMENT REPORT:

Inspected on May 20, 2009 and found  
all proper safety requirements to be in  
place.

DATE: 5-20-09

BY: Ben [Signature]  
Title: Code Enforcement Officer

BY: Keith Bahnsen  
Title: Building/Fire Inspector

**TOWN OF HAMPDEN, MAINE**

**APPLICATION FOR VICTUALER'S LICENSE**

DATE: 4/27/2009 PHONE NUMBER: 207. 862. 2500  
207. 941. 9810

NAME(S): CSW, INC.

ADDRESS: 11 Debeck Drive, Holden Maine 04429

NAME OF BUSINESS: Hampden Natural Foods

LOCATION OF BUSINESS: 281 Western Ave

SIGNATURE: [Signature]

\*\*\*\*\*

**(FOR TOWN USE ONLY)**

\*This facility has been inspected and meets ordinance criteria.

[Signature]  
Code Enforcement Officer

[Signature]  
Fire Inspector/Building Inspector

\*All sewer user fees and personal property taxes are paid in full to date.

[Signature]  
Tax Collector

[Signature]  
Town Treasurer

\*\*\*\*\*

Please return completed form to: **Town Clerk**  
**Town of Hampden**  
**106 Western Avenue**  
**Hampden, ME 04444**

LICENSE FEE: **\$50.00** Date Received/Fee Paid: 5/12/09 1\$50.00

Consent Agenda: 5/4/09



Check One:  Initial Application  Application for Reappointment

C-2-a

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: Lord Raymond M.
LAST FIRST MI

ADDRESS: 30 Cottage St
STREET MAILING

TELEPHONE: 862-4329
HOME WORK

OCCUPATION:

BOARD OR COMMITTEE PREFERENCE:
FIRST CHOICE: BOARD OF APPEALS

SECOND CHOICE (OPTIONAL):

How would your experience, education and/or occupation be a benefit to this board or committee?

Are there any issues you feel this board or committee should address, or should continue to address?

- CONSERVATION COMMITTEE
BOARD OF ASSESSMENT REVIEW
PERSONNEL APPEALS BOARD
LURA HOIT MEMORIAL POOL
ECONOMIC DEVELOPMENT COMMITTEE

3 YEAR

- DYER LIBRARY
RECREATION COMMITTEE
ZONING BOARD OF APPEALS
HISTORIC PRESERVATION COMMITTEE
TREE BOARD

5 YEAR
PLANNING BOARD

FOR TOWN USE ONLY
Date Application Received: APR 06 2009
APPOINTMENTS COMMITTEE ACTION: DATE:
COUNCIL ACTION: DATE:
NEW APPT REAPPOINTMENT DATE APPOINTMENT EXPIRES:

### Truck Bids

The Public Works Director presented the three bids received for the new public works truck. It was his recommendation that the Committee approve the low bid from Freightliner of Maine for \$118,456. The Committee asked questions related to the bid process, whether this bid met all of the bid criteria and whether the Director considered this truck to be suitable for addition to the fleet. Since the Town has several other Freightliners and has had good experience with them, there were no concerns by the Director about accepting the low bid. Motion by William Shakespeare to recommend to the full council the acceptance of the bid from Freightliner in the amount of \$118,456.

### Paving 2010

The Public Works Director discussed the 2010 paving budget that was part of his 2010 budget. As presented, that budget would exceed the ability of the current tax appropriation and reserve to fund for the year. The Committee reviewed the proposed list for paving for 2010 as well as the full list of roads in the community.

In order to be able to keep up with the paving needs of the community, the Town would have to budget for paving involving 4200-4400 tons per year. Motion by Jean Lawlis with agreement from the remainder of the Committee to recommend to the full Council that the Town budget for 4200-4400 tons of paving annually.

Janet Hughes made a motion to recommend to the full Council that they remove Hughes Boulevard and Aaron's Way from the 2010 paving schedule to bring it in line with the annual 4200-4400 ton policy.

### Landfill Closure Update

The Town Manager presented information relative to a request from Pine Tree Landfill to use a limited amount of front-end-process-residue (FEPR) as waste material from June 2, 2009 through the end of the landfill life which is 12/31/09. The need for this material to be used is based on the economic downturn and lack of construction that has severely limited the ability of Pine Tree to have enough waste to complete the planned shape, configuration, and closure of the remaining sections of the landfill. As presented, the amount to be used would be either 17% of the total waste delivered per month or 8,000 tons, whichever is smaller. Pine Tree has agreed to work with both incinerators from which the FEPR would be obtained and the truckers who haul it to insure that any odors would be minimal. In addition, the FEPR would be covered daily with construction and demolition debris. FEPR has been permitted by DEP and used successfully as a shaping and grading material in other Maine landfills.

**TOWN OF HAMPDEN  
PUBLIC WORKS DEPARTMENT  
2010 DIESEL TRUCK  
BID SHEET**

MAY 21, 2009  
10:00 AM

BIDDER	NEW TRUCK PRICE	ADD'L PLOW EQUIPMENT	EXTENDED WARRANTY	TRADE IN VALUE	TOTAL PRICE
Freightliner of Maine	66,375.00	61,781.00	2,300.00	(12,000.00)	118,456.00
Daigle & Houghton	68,136.10	61,781.00	3,835.00	(14,000.00)	119,752.10
Maine Peterbilt	75,082.94	61,781.00	0.00	( 7,500.00)	129,363.94

C-3-a



**TOWN OF HAMPDEN**  
**DEPARTMENT OF PUBLIC WORKS**

106 WESTERN AVE.  
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-3910

May 26, 2009

To: Sue Lessard  
From: Chip Swan  
Subject: 2010 DIESEL TRUCK BID RESULTS

Bids were publicly opened on MAY 21<sup>st</sup> 2009 at 10:00am for one 2010 DIESEL TRUCK. The bid results are as follows:

	<u>BID AMOUNT</u>
FREIGHTLINER OF MAINE	\$118,456.00
DAIGLE & HOUGHTON	\$119,752.10
MAINE PETERBILT	\$129,363.94

As you can see the bidding was competitive and I was happy to receive 3 bids. The bid from Daigle & Houghton had a better and more expensive Extended Warranty that met spec unfortunately there were many bid deficiencies as listed on the next page. All the bids were higher than the last truck due to the increase in steel prices. I would recommend acceptance of the bid from Freightliner of Maine for the final amount of \$118,456.00.

Chip Swan, PWD

(2)

**Daigle & Houghton, Inc – Bid Deficiencies**

- |   |             |
|---|-------------|
| 1. Wheel Base specified 178+/-                      | Bid 195"    |
| 2. Michelin Tires XDL rear –                        | Bid XDE     |
| 3. Rear End Gear Ratio 6.14 –                       | Bid 7.17    |
| 4. Additional Leafs on right front spring were spec | Bid Air Bag |
| 5. Passenger side lower vision window specified     | N/A         |

INFRASTRUCTURE COMMITTEE MEETING  
MINUTES  
Tuesday, May 26, 2009

Attendees:

- |                               |                                       |
|-------------------------------|---------------------------------------|
| Chairman Tom Brann            | Mark King, DEP                        |
| Councilor Jean Lawlis         | Rick Hafner, DEP                      |
| Councilor Janet Hughes        | William Michaud, New England Organics |
| Councilor William Shakespeare | Don Meagher, Casella Waste            |
| Town Manager Sue Lessard      | Wayne Boyd, Casella Waste             |
| PW Director Chip Swan         |                                       |

The meeting was opened at 6 p.m. by Chairman Tom Brann.

Composting

The first part of the meeting was a power point presentation about the parameters and possibilities for municipal composting of a wide variety of items and discussion by DEP staff members Mark King and Rick Hafner. (Copy of power point attached)

During the presentation a number of questions were asked by committee members and staff members present in regard to cost, budget models, and permitting requirements. DEP personnel indicated that they would be more than willing to assist the Town in working toward a composting effort of some type.

Also discussed were other options such as working with other communities who have existing composting operations or having local farmers host a composting site.

It was the consensus of the group that the Town Manager and staff should follow up this meeting by gathering more information on options for the town, and completing a business plan model for composting. The Committee will continue discussions on this topic.

**Library Roof Repairs**  
 The Public Works director presented an estimate for re-roofing the remainder of the Library that has not yet been done. The library continues to experience leaking problems. Since the estimate was considerably higher than the \$4,000 amount for the public bid process, motion by Janet Hughes with agreement by the remainder of those in attendance to recommend to the full council that repairs to the library roof be put out to bid.

Truck Bids



**TOWN OF HAMPDEN**  
**DEPARTMENT OF PUBLIC WORKS**

106 WESTERN AVE.  
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-3910

May 26, 2009

To: Sue Lessard  
From: Chip Swan  
Subject: Edith Dyer Library Roof Estimate

The cost estimate for the remaining roof repairs for the Edith Dyer Library are as follows provided by Marden Construction:

	Materials	Labor
Left and Right of Octagon ( Front Only	\$1400.00	\$2500.00
Main Entrance and Front Office	\$1700.00	\$2500.00
Front and Back of what was Pool	\$2100.00	\$3000.00
TOTAL	\$5200.00	\$8000.00
<b>Total Cost</b>		<b>\$13,200.00</b>

Yours truly,

Chip Swan, PWD

The Public Works Director presented the three bids received for the new public works truck. It was his recommendation that the Committee approve the low bid from Freightliner of Maine for \$118,456. The Committee asked questions related to the bid process, whether this bid met all of the bid criteria and whether the Director considered this truck to be suitable for addition to the fleet. Since the Town has several other Freightliners and has had good experience with them, there were no concerns by the Director about accepting the low bid. Motion by William Shakespeare to recommend to the full council the acceptance of the bid from Freightliner in the amount of \$118,456.

#### Paving 2010

The Public Works Director discussed the 2010 paving budget that was part of his 2010 budget. As presented, that budget would exceed the ability of the current tax appropriation and reserve to fund for the year. The Committee reviewed the proposed list for paving for 2010 as well as the full list of roads in the community.

In order to be able to keep up with the paving needs of the community, the Town would have to budget for paving involving 4200-4400 tons per year. Motion by Jean Lawlis with agreement from the remainder of the Committee to recommend to the full Council that the Town budget for 4200-4400 tons of paving annually.

Janet Hughes made a motion to recommend to the full Council that they remove Hughes Boulevard and Aaron's Way from the 2010 paving schedule to bring it in line with the annual 4200-4400 ton policy.

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The Town Manager presented information relative to a request from Pine Tree Landfill to use a limited amount of front-end-process-residue (FEPR) as waste material from June 2, 2009 through the end of the landfill life which is 12/31/09. The need for this material to be used is based on the economic downturn and lack of construction that has severely limited the ability of Pine Tree to have enough waste to complete the planned shape, configuration, and closure of the remaining sections of the landfill. As presented, the amount to be used would be either 17% of the total waste delivered per month or 8,000 tons, whichever is smaller. Pine Tree has agreed to work with both incinerators from which the FEPR would be obtained and the truckers who haul it to insure that any odors would be minimal. In addition, the FEPR would be covered daily with construction and demolition debris. FEPR has been permitted by DEP and used successfully as a shaping and grading material in other Maine landfills.

C-3-C-2

2009/2010  
BUDGET EXPLANATION SHEET

Account Name: RESURFACE ROADS

Account Number: 10-01-10-70

2008/2009 Appropriation: \$150,000.00

Requested 2009/2010 Appropriation: \$265450.00

ARRONS WAY	\$29,678.88
CARVER ROAD	\$8,781.70
CHARLES STREET	\$9,699.36
CROSS ST	\$6229.08
DEER HILL LANE	\$31,827.84
DEWEY ST	\$2,886.58
EDGEWOOD DR	\$2,613.60
FERRY ST	\$4,978.91
GEORGE STREET	\$10,396.32
HUGHES BLVD	\$35,486.88
LINDEN STREET	\$2,555.52
NORWAY DRIVE	\$14,520.00
ORIENT AVE.	\$2,265.12
PAPERMILL ROAD	\$42,706.22
PLEASANT ST.	\$10,985.83
SHAW HILL ROAD	\$98,062.27
STONE BROOK ROAD	\$16,088.16
SUMMER STREET	\$27201.77
SUNSET AVE.	\$27471.84
TOWN FARM	\$49,656.00
TRIANGLE ROAD	\$7,608.48
V F W DRIVE	\$7,898.88
WESTBROOK TERRACE	\$9,931.68
WILLIAM STREET	\$10,919.04
TOTAL	\$461,449.96

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ANNUAL LINE STRIPING	\$4000.00
<hr/>	
SUB-TOTAL	\$265450.00
<hr/>	
RESERVE	(\$200,000.00)
<hr/>	
TOTAL	\$465,450.00

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Motion by Jean Lawlis with agreement by other committee members to recommend to the full council that the Compliance agreement between the Town, the State and Pine Tree be amended under the above cited conditions.

NEW ENGLAND WASTE SERVICES OF ) SCHEDULE OF  
ME, INC. d/b/a/ PINE TREE LANDFILL ) COMPLIANCE  
SPECIAL WASTE LANDFILL )  
#S-01987-WD-GZ-N ) AMENDMENT

Due to the unanticipated economic downturn of the past 9 months, New England Waste Services of ME, Inc. dba Pine Tree Landfill has encountered difficulty in obtaining sufficient construction and demolition debris to finish the approved finalized grading and sloping of the landfill by the final waste delivery deadline of 12/31/09. In an effort to insure that the final construction of the landfill is consistent with plans presented to the Town and the State; the Town, The State, and Casella agree to a limited use of front-end-process residue (FEPR) as a waste stream from June 2, 2009 through 12/31/09.

Pursuant to the Schedule of Compliance ("SOC") for New England Waste Services of ME, Inc., dba Pine Tree Landfill, jointly entered into by the Town of Hampden, Maine, the Maine Department of Environmental Protection, and Pine Tree Landfill (collectively "the parties") on or about October 26, 2006, the parties hereby agree to amend particularly paragraphs 9, 12 (H) and 12 (I) to allow the acceptance of front-end-process-residue ("FEPR") generated from municipal solid waste-to-energy facilities, in an amount not to exceed 8,000 tons per month, or 17% of the total amount of waste deposited per month, whichever is less, through December 31, 2009. This change will be effective as of June 2, 2009.

No other conditions of the SOC are altered by this amendment.

IN WITNESS WHEREOF the three parties hereto have executed this AMENDMENT to the SCHEDULE OF COMPLIANCE.

DEPARTMENT OF ENVIRONMENTAL PROTECTION

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Title)

NEW ENGLAND WASTE SERVICES OF ME, INC.

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Title)

TOWN OF HAMPDEN

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Title)

The Town of Hampden Hereby Ordains that the following Ordinance be adopted:  
Post-Construction Stormwater Management Ordinance

C-3-e

ADOPTED: Hampden Town Council,  
Effective Date:

CERTIFIED BY: Denise Hodsdon  
Name

Town Clerk  
Title Affix Seal

## Post-Construction Stormwater Management Ordinance

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### **Section 1. Purpose.**

The purpose of this “Post-Construction Stormwater Management Ordinance” (the “Ordinance”) is to provide for the health, safety, and general welfare of the citizens of the Town of Hampden through review and approval of post-construction stormwater management plans and monitoring and enforcement of compliance with such plans as required by federal and State law. This Ordinance establishes methods for post-construction stormwater management in order to comply with minimum control measures requirements of the federal Clean Water Act, of federal regulations and of Maine’s Small Municipal Separate Storm Sewer Systems General Permit.

### **Section 2. Objectives**

This Ordinance seeks to meet the above purpose through the following objectives:

- A. Reduce the impact of post-construction discharge of stormwater on receiving waters; and
- B. Reduce stormwater runoff rates and volumes, soil erosion and nonpoint source pollution, wherever possible, through use of Best Management Practices as promulgated by the Maine Department of Environmental Protection pursuant to its Chapters 500 and 502 Rules, and ensure that these management controls are properly maintained and pose no threat to public safety.

### **Section 3. Definitions.**

For the purposes of this Ordinance, the terms listed below are defined as follows:

- A. Applicant.** "Applicant" means a Person with requisite right, title or interest or an agent for such Person who has filed an application for New Development or Redevelopment that requires a Post-Construction Stormwater Management Plan under this Ordinance.
- B. Best Management Practices (“BMP”).** “Best Management Practices” or “BMPs” means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the State. BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.
- C. Clean Water Act.** “Clean Water Act” means the federal Water Pollution Control Act (33 U.S.C. § 1251 *et seq.*, also known as the “Clean Water Act”), and any subsequent amendments thereto.
- D. Construction Activity.** “Construction Activity” means Construction Activity including one acre or more of Disturbed Area, or activity with less than one acre of total land area that is part of a subdivision, if the subdivision will ultimately disturb equal to or greater than one acre.
- E. Discharge.** “Discharge” means any spilling, leaking, pumping, pouring, emptying, dumping, disposing or other addition of Pollutants to “waters of the State.” “Direct discharge” or “point source” means any discernible, confined and discrete conveyance, including, but not limited to,

any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation or vessel or other floating craft, from which Pollutants are or may be discharged.

**F. Disturbed Area.** “Disturbed Area” is clearing, grading and excavation. Mere cutting of trees, without grubbing, stump removal, disturbance or exposure of soil is not considered “disturbed area.” “Disturbed area” does not include routine maintenance but does include redevelopment. “Routine maintenance” is maintenance performed to maintain the original line and grade, hydraulic capacity, and original purpose of land or improvements thereon.

**G. Enforcement Authority.** “Enforcement Authority” means the Code Enforcement Officer and or the Public Works Director who are both authorized by the Municipality to administer and enforce this Ordinance.

**H. Municipality.** “Municipality” means the Town of Hampden.

**I. Municipal Permitting Authority.** “Municipal Permitting Authority” means the municipal official or body that has jurisdiction over the land use approval or permit required for a New Development or Redevelopment.

**J. Municipal Separate Storm Sewer System, or MS4.** “Municipal Separate Storm Sewer System” or “MS4,” means conveyances for storm water, including, but not limited to, roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, human-made channels or storm drains (other than publicly owned treatment works and combined sewers) owned or operated by any municipality, sewer or sewage district, fire district, State agency or Federal agency or other public entity that discharges directly to surface waters of the State.

**K. National Pollutant Discharge Elimination System (NPDES) Stormwater Discharge Permit.** “National Pollutant Discharge Elimination System (NPDES) Stormwater Discharge Permit” means a permit issued by the U.S. Environmental Protection Agency (“EPA”) or by the Maine Department of Environmental Protection (“DEP”) that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

**L. New Development.** “New Development” means any Construction Activity on unimproved Premises.

**M. Person.** “Person” means any individual, firm, corporation, municipality, quasi-municipal corporation, State agency or Federal agency or other legal entity.

**N. Pollutant.** “Pollutant” means dredged spoil, solid waste, junk, incinerator residue, sewage, refuse, effluent, garbage, sewage sludge, munitions, chemicals, biological or radiological materials, oil, petroleum products or by-products, heat, wrecked or discarded equipment, rock, sand, dirt and industrial, municipal, domestic, commercial or agricultural wastes of any kind.

**O. Post-Construction Stormwater Management Plan.** “Post-Construction Stormwater Management Plan” means BMPs and Stormwater Management Facilities employed by a New

Development or Redevelopment to meet the standards of this Ordinance and approved by the Municipal Permitting Authority.

**P. Premises.** “Premises” means any building, lot, parcel of land, or portion of land, whether improved or unimproved, including adjacent sidewalks and parking strips, located within the Municipality.

**Q. Qualified Post-construction Stormwater Inspector.** “Qualified Post-construction Stormwater Inspector” means a Professional Engineer who conducts post-construction Stormwater Management Facilities inspections for compensation and has a practical knowledge of stormwater hydrology and stormwater management techniques, including the maintenance requirements for stormwater management facilities, and the ability to determine if stormwater management facilities are performing as intended.

\*Upon creation of DEP’s Qualified Post-construction Stormwater Inspector program, those individuals who have successfully completed said program and appear on DEP’s list of approved Post-construction Stormwater Inspector’s may at the sole discretion of the Enforcement Authority perform post-construction Stormwater Management Facilities inspections.

**R. Redevelopment.** “Redevelopment” means Construction Activity on Premises already improved with buildings, structures or activities or uses, but does not include such activities as exterior remodeling.

**S. Regulated Small MS4.** “Regulated Small MS4” means any Small MS4 regulated by the State of Maine “General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems” effective July 1, 2008 (“General Permit”), including all those located partially or entirely within an Urbanized Area (UA) and those additional Small MS4s located outside a UA that as of the issuance of the General Permit have been designated by the DEP as Regulated Small MS4s.

**T. Small Municipal Separate Storm Sewer System, or Small MS4.** “Small Municipal Separate Storm Sewer System”, or “Small MS4,” means any MS4 that is not already covered by the Phase I MS4 stormwater program including municipally owned or operated storm sewer systems and State or federally-owned systems, such as Maine Department of Transportation Maine Turnpike Authority road systems and facilities.

**U. Storm Drainage System.** “Storm Drainage System” means the Municipality’s Regulated Small MS4.

**V. Stormwater.** “Stormwater” means any Stormwater runoff, snowmelt runoff, and surface runoff and drainage; “Stormwater” has the same meaning as “Storm Water.”

**W. Stormwater Management Facilities.** “Stormwater Management Facilities: means any parking areas, catch basins, drainage swales, detention basins and ponds, pipes and related structures that are part of the Post-Construction Stormwater Management Plan for a New Development or Redevelopment.

**X. Urbanized Area (“UA”).** “Urbanized Area” or “UA” means the areas of the State of Maine so defined by the latest decennial (2000) census by the U.S. Bureau of the Census.

**Section 4. Applicability.**

**A. In General.** This Ordinance applies to all New Development and Redevelopment within the Municipality and to associated Stormwater Management Facilities.

**B. Exception.** This Ordinance does not apply to New Development or Redevelopment on a lot, tract or parcel where that lot, tract or parcel is part of a subdivision that is approved under this Ordinance; said lot, tract or parcel shall not require separate review under this Ordinance, but shall comply with the Post-Construction Stormwater Management Plan requirements for that approved subdivision.

**Section 5. Post-Construction Stormwater Management Plan Approval**

**A. General Requirement.** Except as provided in **Section 4.B.** above, no Applicant for a building permit, subdivision approval, site plan approval or other zoning, planning or other land use approval for New Development or Redevelopment to which this Ordinance is applicable shall receive such permit or approval for that New Development or Redevelopment unless the Municipal Permitting Authority for that New Development or Redevelopment also determines that the Applicant’s Post-Construction Stormwater Management Plan for that New Development or Redevelopment meets the requirements of this Ordinance.

**B. Performance Standards**

1. **Stormwater Treatment Required.** The Applicant shall make adequate provision for the management of the quantity and quality of all stormwater generated by the New Development or Redevelopment through a Post-Construction Stormwater Management Plan. This Post-Construction Stormwater Management Plan shall be designed by a Professional Engineer to meet the standards contained in the Maine Department of Environmental Protection’s Chapters 500 and 502 Rules and shall comply with the practices described in the manual *Stormwater Management for Maine*, published by the Maine Department of Environmental Protection, January 2006, which hereby are incorporated by reference pursuant to **30-A M.R.S.A. § 3003**.

2. **Location of Facilities.** The Applicant may meet the quantity and quality standards above either on-site or off-site, but where off-site facilities are used, the applicant must submit to the Municipality documentation, approved as to legal sufficiency by the Municipality’s attorney, that the Applicant has a sufficient property interest in the property where the off-site facilities are located -- by easement, covenant or other appropriate legal instrument -- to ensure that the facilities will be able to provide post-construction stormwater management for the New Development or Redevelopment and that the property will not be altered in a way that interferes with the off-site facilities.

3. **Maintenance Agreement Required.** Where the Applicant proposes to retain ownership of the Stormwater Management Facilities shown in its Post-Construction Stormwater Management Plan, the Applicant shall submit to the Municipality documentation, approved as to

legal sufficiency by the Municipality's attorney that the Applicant, its successors, heirs and assigns shall have the legal obligation and the resources available to operate, repair, maintain and replace the stormwater management facilities. Applications for New Development or Redevelopment requiring Stormwater Management Facilities that will not be dedicated to the Municipality shall enter into a Maintenance Agreement with the Municipality. A sample of this Maintenance Agreement is attached as Appendix 1 to this Ordinance.

4. **Easements and Dedications.** Whenever elements of the Stormwater Management Facilities are not within the right-of-way of a public street and the facilities will not be offered to the Municipality for acceptance as public facilities, the Municipal Permitting Authority may require that perpetual easements not less than thirty (30) feet in width, conforming substantially with the lines of existing natural drainage, and in a form acceptable to the Municipality's attorney, shall be provided to the Municipality allowing access for maintenance, repair, replacement and improvement of the Stormwater Management Facilities. When an offer of dedication is required by the Municipal Permitting Authority, the Applicant shall be responsible for the maintenance of these Stormwater Management Facilities under this Ordinance until such time (if ever) as they are accepted by the Municipality.

5. **Conflict with State Laws or Rules.** In addition to any other applicable requirements of this Ordinance and the Municipality's land use ordinances, any New Development or Redevelopment which also requires a stormwater management permit from the Maine Department of Environmental Protection (DEP) under **38 M.R.S.A. 420-D** shall comply with the rules adopted by DEP under **38 M.R.S.A. 420-D(1)**, as the same may be amended from time to time, and the applicant shall document such compliance to the Municipal Permitting Authority. Where the standards or other provisions of such stormwater rules conflict with municipal ordinances, the stricter (more protective) standard shall apply.

6. **Engineering and administrative fees.** At the time of application, the Applicant shall pay to the Municipality the amount estimated by the Municipal Reviewing Authority to be sufficient to pay the engineering, legal review, and administrative costs incurred by the Municipality in review of the Post-Construction Stormwater Management Plan. The Municipality shall deduct from this amount the actual engineering, legal and administrative costs incurred by the Municipality. Any remaining engineering, legal and administrative review costs owed by the Applicant shall be paid in full by the Applicant prior to the issuance of any temporary or permanent certificate of compliance for the New Development or Redevelopment, and any unused balance remaining at that time shall be refunded to the Applicant.

In addition, any persons required to file an annual certification under **Section 6** of this Ordinance shall pay, prior to the issuance of any temporary or permanent certificate of compliance for the New Development or Redevelopment, an amount estimated to equal the Municipality's administrative and technical costs of review of the annual certification for a period of twenty (20) years.

7. **Notice of BMP Discharge to Municipality's MS4.** At the time of application, the Applicant shall notify the Municipal Permitting Authority if its Post-Construction Stormwater Management Plan includes any BMP(s) that will discharge to the Municipality's MS4 and shall include in this notification a listing of which BMP(s) will so discharge.

8. **As-Built Certification.** Prior to the issuance of a Certificate of Compliance for a project requiring a Post-Construction Stormwater Management Plan under this ordinance, the Applicant shall submit evidence in the form of a letter or plan prepared and stamped by a Professional Engineer who either prepared the Post-Construction Stormwater Management Plan and its associated Facilities or supervised the Plan and Facilities construction and implementation. The letter or plan shall certify that the Stormwater Management Facilities have been installed in accordance with the approved Post-Construction Stormwater Management Plan and that they will function as intended by said Plan.

**Section 6. Post-Construction Stormwater Management Plan Compliance**

**A. General Requirements.** Any Person owning, operating, leasing or having control over Stormwater Management Facilities required by a Post-Construction Stormwater Management Plan approved under this Ordinance, and the Facilities are located in the Urbanized Area and Discharge Stormwater to the Municipality's MS4, shall at their own expense demonstrate compliance with that Plan as follows.

1. **Scope of Inspection.** A Qualified Post-construction Stormwater Inspector shall, at least annually, inspect the Stormwater Management Facilities, including but not limited to any parking areas, catch basins, drainage swales, detention basins and ponds, pipes and related structures, in accordance with all municipal and state inspection, cleaning and maintenance requirements of the approved Post-Construction Stormwater Management Plan.

2. **Deficiencies Identified.** If the Stormwater Management Facilities require maintenance or repair to function as intended by the approved Post-Construction Stormwater Management Plan, that Person shall take or cause to be taken corrective action(s) to address the deficiency or deficiencies.

3. **Submission of Inspection Form.** A Qualified Post-construction Stormwater Inspector shall, on or by July 1 of each year, provide a completed and signed certification to the Enforcement Authority in a form identical to that attached as Appendix 2 to this Ordinance, certifying that he/she has inspected the Stormwater Management Facilities and that they are adequately maintained and functioning as intended by the approved Post-Construction Stormwater Management Plan, or that they require maintenance or repair, describing any required maintenance and any deficiencies found during inspection of the Stormwater Management Facilities and, if the Stormwater Management Facilities require maintenance or repair of deficiencies in order to function as intended by the approved Post-Construction Stormwater Management Plan, the Person shall provide a record of the required maintenance or deficiency and corrective action(s) taken.

**B. Right of Entry.** In order to determine compliance with this Ordinance and with the Post-Construction Stormwater Management Plan, the Enforcement Authority may enter upon property at reasonable hours with the consent of the owner, occupant or agent to inspect the Stormwater Management Facilities.

**C. Annual Report.** Beginning September 1, 2009 and September 1 each year thereafter, the Municipality shall include the following in its Annual Report to the Maine Department of Environmental Protection:

- 1 The cumulative number of sites that have Stormwater Management Facilities discharging into their MS4;
- 2 A summary of the number of sites that have Stormwater Management Facilities discharging into their MS4 that were reported to the Municipality;
- 3 The number of sites with documented functioning Stormwater Management Facilities; and;
- 4 The number of sites that required routine maintenance or remedial action to ensure that Stormwater Management Facilities are functioning as intended.

**Section 7. Enforcement.**

It shall be unlawful for any Person to violate any provision of or to fail to comply with any of the requirements of this Ordinance or of the Post-Construction Stormwater Management Plan. Whenever the Enforcement Authority believes that a Person has violated this Ordinance or the Post-Construction Stormwater Management Plan, the Enforcement Authority may enforce this Ordinance in accordance with **30-A M.R.S.A. § 4452**.

**A. Notice of Violation.** Whenever the Enforcement Authority believes that a Person has violated this Ordinance or the Post-Construction Stormwater Management Plan, the Enforcement Authority may order compliance with this Ordinance or with the Post-Construction Stormwater Management Plan by written notice of violation to that Person indicating the nature of the violation and ordering the action necessary to correct it, including, without limitation:

1. The abatement of violations, and the cessation of practices, or operations in violation of this Ordinance or of the Post-Construction Stormwater Management Plan;
2. At the Person's expense, compliance with BMPs required as a condition of approval of the New Development or Redevelopment, the repair of Stormwater Management Facilities and/or the restoration of any affected property; and/or
3. The payment of fines, of the Municipality's remediation costs and of the Municipality's reasonable administrative costs and attorneys' fees and costs.

If abatement of a violation, compliance with BMPs, repair of Stormwater Management Facilities and/or restoration of affected property is required, the notice shall set forth a deadline within which such abatement, compliance, repair and/or restoration must be completed.

**B. Penalties/Fines/Injunctive Relief.** Any Person who violates this Ordinance or the Post-Construction Stormwater Management Plan shall be subject to fines, penalties and orders for injunctive relief and shall be responsible for the Municipality's attorney's fees and costs, all in accordance with **30-A M.R.S.A. § 4452**. Each day such violation continues shall constitute a

separate violation. Moreover, any Person who violates this Ordinance or the Post-Construction Stormwater Management Plan also shall be responsible for any and all fines, penalties, damages and costs, including, but not limited to attorneys' fees and costs, incurred by the Municipality for violation of federal and State environmental laws and regulations caused by or related to that Person's violation of this Ordinance or of the Post-Construction Stormwater Management Plan; this responsibility shall be in addition to any penalties, fines or injunctive relief imposed under this Section.

**C. Consent Agreement.** The Enforcement Authority may, with the approval of the municipal officers, enter into a written consent agreement with the violator to address timely abatement of the violation(s) of this Ordinance or of the Post-Construction Stormwater Management Plan for the purposes of eliminating violations of this Ordinance or of the Post-Construction Stormwater Management Plan and of recovering fines, costs and fees without court action.

**D. Enforcement Measures.** If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, then the Enforcement Authority may recommend to the municipal officers that the Municipality's attorney file an enforcement action in a Maine court of competent jurisdiction under Rule 80K of the Maine Rules of Civil Procedure.

### **Section 8. Severability.**

The provisions of this Ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this Ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions, clauses, sentences, or paragraphs or application of this Ordinance.

### **Section 9. Basis.**

The Town of Hampden enacts this "Post-Construction Stormwater Management Ordinance" (the "Ordinance") pursuant to **30-A M.R.S.A. § 3001** (municipal home rule ordinance authority), **38 M.R.S.A. § 413** (the "Wastewater Discharge Law"), **33 U.S.C. § 1251 et seq.** (the "Clean Water Act"), and **40 CFR Part 122** (U.S. Environmental Protection Agency's regulations governing the National Pollutant Discharge Elimination System ("NPDES")). The Maine Department of Environmental Protection, through its promulgation of the "General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems," has listed the Town of Hampden as having a Regulated Small Municipal Separate Storm Sewer System ("Small MS4"); under this General Permit, listing as a Regulated Small MS4 necessitates enactment of this Ordinance as part of the Municipality's Storm Water Management Program in order to satisfy the minimum control measures required by Part IV H 5 ("Post-construction stormwater management in new development and redevelopment").

APPENDIX 1

**Maintenance Agreement for  
Stormwater Management Facilities**

This Maintenance Agreement is made this \_\_\_\_ day of \_\_\_\_\_ 20\_\_ by and between \_\_\_\_\_ and the Town of Hampden, Maine.

The project name is \_\_\_\_\_.

The location is: \_\_\_\_\_, Hampden, Maine.

The project's Tax Map and Lot Numbers are Tax Map \_\_\_\_\_, Lot \_\_\_\_\_.

The project is shown on a plan entitled " \_\_\_\_\_ " dated \_\_\_\_\_ and most recently revised on \_\_\_\_\_, approved by the \_\_\_\_\_ [Municipal Permitting Board] on \_\_\_\_\_ and recorded in the Penobscot County Registry of Deeds in Plan Book \_\_\_\_\_ Page \_\_\_\_\_ (the "Project").

WHEREAS, the approval of the Project includes Stormwater Management Facilities which requires periodic maintenance; and

WHEREAS, in consideration of the approval of the Project the Town of Hampden requires that periodic maintenance be performed on the Stormwater Management Facilities;

NOW, THEREFORE, in consideration of the mutual benefits accruing from the approval of the Project by the Town and the agreement of \_\_\_\_\_ to maintain the Stormwater Management Facilities, the parties hereby agree as follows:

1. \_\_\_\_\_, for herself/himself/itself, and her/his/its successors and assigns, agrees to the following:

(a) To inspect, clean, maintain, and repair the Stormwater Management Facilities, which includes, to the extent they exist, parking areas, catch basins, detention basins or ponds, drainage swales, pipes and related structures, as required by **Section 6** of the Town's Post-Construction Stormwater Management Ordinance, to prevent the build up and storage of sediment and debris in the system;

(b) To repair any deficiencies in the Stormwater Management Facilities noted during the required inspection;

(c) To provide a summary report on the inspection, maintenance, and repair activities performed, as required by **Section 6** of the Town's Post-Construction Stormwater Management Ordinance, on the Stormwater Management Facilities to the Town Enforcement Authority;

(d) To allow access by Town personnel or the Town's designee for inspecting the Stormwater Management Facilities for conformance with these requirements.

(e) To create a homeowners' association for the purpose of maintaining the Stormwater Management Facilities.

2. Upon creation of the homeowners' association, the homeowners' association shall become responsible for compliance with the terms of this Agreement.

3. This Agreement shall constitute a covenant running with the land, and \_\_\_\_\_ shall reference this Agreement in all deeds to lots and/or units within the Project.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

TOWN OF HAMPDEN

\_\_\_\_\_  
Witness

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Its: \_\_\_\_\_

STATE OF MAINE  
\_\_\_\_\_, ss.

\_\_\_\_\_, 20\_\_

Personally appeared the above-named \_\_\_\_\_, the \_\_\_\_\_ of \_\_\_\_\_, and acknowledged the foregoing Agreement to be said person's free act and deed in said capacity.

Before me,

\_\_\_\_\_  
Notary Public / Attorney at Law

Printed Name: \_\_\_\_\_

STATE OF MAINE  
Penobscot, ss.

\_\_\_\_\_, 20\_\_

Personally appeared the above-named \_\_\_\_\_, the  
\_\_\_\_\_ of the Town of Hampden, and acknowledged the foregoing  
Agreement to be said his/her free act and deed in said capacity.

Before me,

\_\_\_\_\_  
Notary Public / Attorney at Law

Print Name: \_\_\_\_\_

**APPENDIX 2**

**Stormwater Management Facilities Certification  
(to be sent to Municipality)**

I, \_\_\_\_\_ (print or type name), certify the following:  
Qualified Post-construction Stormwater Inspector

1. I am making this Stormwater Management Facilities Certification for the following property: \_\_\_\_\_  
(print or type name of subdivision, condominium or other development) located at \_\_\_\_\_  
(print or type address), (the "Property");

2. The owner, operator, tenant, lessee or homeowners' association of the Property is: \_\_\_\_\_  
(name(s) of owner, operator, tenant, lessee, homeowners' association or other party having control over the Property);

3. I am a Qualified Post-construction Stormwater Inspector hired by the person/entity named in Paragraph 2;

4. I have knowledge of erosion and stormwater control and have reviewed the approved Post-Construction Stormwater Management Plan for the Property;

5. On \_\_\_\_\_, 20\_\_\_\_, I inspected the Stormwater Management Facilities, including but not limited to parking areas, catch basins, drainage swales, detention basins and ponds, pipes and related structures required by the approved Post-Construction Stormwater Management Plan for the Property;

6. At the time of my inspection of the Stormwater Management Facilities on the Property, I identified the following need(s) for routine maintenance or deficiencies in the Stormwater Management Facilities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. On \_\_\_\_\_, 20\_\_\_\_, the owner, operator, tenant, lessee or president of the homeowners' association took or had taken the following routine maintenance or the following corrective action(s) to address the deficiencies in the Stormwater Management Facilities stated in 6 above:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. As of the date of this certification, the Stormwater Management Facilities are functioning as intended by the approved Post-Construction Stormwater Management Plan for the Property.

Date: \_\_\_\_\_, 20\_\_ By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

STATE OF MAINE

\_\_\_\_\_, ss. \_\_\_\_\_, 20\_\_

Personally appeared the above-named \_\_\_\_\_, the \_\_\_\_\_ of \_\_\_\_\_, and acknowledged the foregoing Certification to be said person's free act and deed in said capacity.

Before me,

\_\_\_\_\_  
Notary Public/Attorney at Law

Print Name: \_\_\_\_\_

**Mail or hand deliver this certification to the Municipality at the following address:**

Public Works Director  
Town of Hampden  
106 Western Avenue  
Hampden, ME 04444

C-3-f

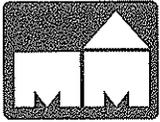
**TOWN OF HAMPDEN**

**POLICE VEHICLE  
BID SHEET**

May 22, 2009  
12:00 p.m.

<b>BIDDER</b>	<b>BID AMOUNT</b>
Quirk – Augusta (Ford)	\$22,873.00
Darling's (Ford)	\$22,406.00
O'Connor (Chevrolet)	\$21,357.00

C-4-2



# Maine Municipal Association

60 COMMUNITY DRIVE  
AUGUSTA, MAINE 04330-9486  
(207) 623-8428  
www.memun.org

**TO: Key Municipal Officials**

**FROM: Anne Swift-Kayatta, MMA Immediate Past President  
Chair, MMA Nominating Committee**

**DATE: May 14, 2009**

**RE: Election Process Begins for MMA Executive Committee**

**Please distribute a copy of this notice to each member of your Board of Selectmen / Council and place on the agenda for your next local meeting.**

MMA President Galen Larrabee has appointed the 2009 MMA Nominating Committee, as stipulated in the Bylaws of the Maine Municipal Association. The Nominating Committee is charged with putting forth a Proposed Slate of MMA Executive Committee and Vice President nominations for consideration and election by member municipalities. The timetable for the nomination, petition and election process is available in the latter part of this memorandum. A listing of the MMA Nominating Committee is also attached for your reference.

**Service on the MMA Executive Committee (BLUE FORM)**

The MMA Nominating Committee is seeking recommendations for candidates to serve on the MMA Executive Committee. We encourage individuals interested in serving our Association to respond by either recommending yourself or another municipal official who is willing and able to serve on the MMA Executive Committee. To make a recommendation, please complete the attached Statement of Interest Form for Service on the MMA Executive Committee.

The following municipal officials are eligible:

- Any "municipal officer" as defined by state law, in an active member municipality. *This means the mayor and alderman or councilors of a city, the selectmen or councilors of a town, and the assessors of a plantation.*
- Any town or city manager or chief appointed administrative official in an active member municipality.

For your reference, we have enclosed a Job Description outlining the duties and responsibilities of the MMA Executive Committee. The deadline for receipt of the Statement of Interest Form for Service on the MMA Executive Committee is **4:30 p.m. on Friday, June 5, 2009.**

**MMA Vice President Position (GREEN FORM)**

The MMA Nominating Committee is also seeking candidates interested in serving as the MMA Vice President. There are three major responsibilities of the MMA Vice President:

- To facilitate MMA Executive Committee meetings or member events in the absence of the current MMA President;
- To serve as the Chair of the MMA Legislative Policy Committee; and
- To be next in line to serve as the MMA President.

The following municipal officials are eligible:

- Any municipal official who has served at least 12 consecutive months on the MMA Executive Committee during the past five years. Please note that this municipal official does not need to be seated as a current MMA Executive Committee member. It is also important to note that elected officials should only apply if they intend to continue to serve in local office for the next two years.

If you are interested in being considered and interviewed for the MMA Vice President position, please complete the Statement of Interest Form and contact Theresa Chavarie at 1-800-452-8786 ext. 2211 to be placed on the Nominating Committee interview schedule for the morning of **Wednesday, June 10, 2009**. The Statement of Interest Form is also available on the MMA website at [www.memun.org](http://www.memun.org).

The deadline for receipt of the Statement of Interest Form for the MMA Vice President Position is **4:30 p.m. on Friday, June 5, 2009**.

The following is an overview of the nomination, petition and election process schedule:

June 5 – 4:30 p.m.	Deadline for receipt of Statement of Interest Form for MMA Executive Committee and Vice President position
June 10 – 10:00 a.m.	MMA Nominating Committee meets to consider candidates for the MMA Executive Committee and the Vice President position
June 16	Proposed Slate of nominees for the MMA Executive Committee & Vice President position will be mailed to each member municipality, along with information on the petition process.
July 6 – 4:30 p.m.	Deadline for nominations by petition.
July 16	Official Voting Ballots will be mailed to each member municipality
August 14	Deadline for receipt of Official Voting Ballots
August 14	Official Voting Ballots counted in open process and overseen by MMA President at the MMA Office Building.

Thank you for your continued interest and support of the Maine Municipal Association. If you have any questions regarding the process or schedule, please contact Theresa Chavarie or David Barrett at the MMA office at 1-800-452-8786 or by e-mail at [tchavarie@memun.org](mailto:tchavarie@memun.org).

**Maine Municipal Association  
Nominating Committee  
2009**

**Past Presidents**

Chair Anne Swift-Kayatta, Councilor  
Town of Cape Elizabeth  
14 Stone Bridge Road, Cape Elizabeth, ME 04107  
Tel: 767-5754 (home)  
Fax: 799-7141  
Email: [aeskay@maine.rr.com](mailto:aeskay@maine.rr.com)

Margaret "Peggy" Daigle, City Manager  
City of Old Town  
150 Brunswick Street, Old Town, ME 04468  
Tel: 827-3965 (city office)  
Fax: 827-3966  
E-mail: [pdaigle@old-town.org](mailto:pdaigle@old-town.org)

**Elected Officials**

Roger J Katz, Mayor  
City of Augusta  
16 Cony Street, Augusta, ME 04330-5201  
Tel: 622-3711 (work)  
Fax: 626-2304  
E-mail: [roger.katz@augustamaine.gov](mailto:roger.katz@augustamaine.gov)

Mr. Errol (Abe) Additon, Selectman  
Town of Leeds  
1105 Church Hill Rd, Leeds, ME 04263  
Tel: 946-5161 (home); 524-5171 (town office)  
Fax: 524-2451  
E-mail: [townofleeds@fairpoint.net](mailto:townofleeds@fairpoint.net)

**Affiliate Group President or  
Town/City Manager or  
Chief Appointed Official**

George "Bud" Finch, City Manager  
City of Eastport  
78 High Street, Eastport, ME 04631  
Tel: 853-2300  
Fax: 853-4712  
E-mail: [eastport\\_mgr@roadrunner.com](mailto:eastport_mgr@roadrunner.com)

**MMA Staff**

Theresa Chavarie, Manager, Member Relations & Executive Office  
David Barrett, Director, MMA Personnel Services & Labor Relations  
Maine Municipal Association  
60 Community Drive  
Augusta, ME 04330  
Tel: 1-800-452-8786 ext. 2211  
FAX: 624-0110  
E-mail: [tchavarie@memun.org](mailto:tchavarie@memun.org)  
E-mail: [dbarrett@memun.org](mailto:dbarrett@memun.org)

# Maine Municipal Association Executive Committee

## Job Description

*(Approved by the MMA Executive Committee on April 26, 2007)*

The Maine Municipal Association is a non-profit organization providing an array of professional services and insurance related programs to its members. The Executive Committee is the Association's corporate board, and has overall governance and fiduciary responsibility for MMA, including its annual operating budget of approximately \$9.7million and custody of over \$100 million in assets.

### About The Executive Committee

- The Committee is created by the bylaws of the Maine Municipal Association to serve as the corporate governing body for the Maine Municipal Association;
- Elections of officers and directors are held on an annual basis and voted upon by the full membership;
- The Committee is composed of twelve elected or appointed municipal officials including a President, Vice President, Immediate Past President and nine Executive Committee members; and
- Officers serve one-year terms and members are elected to three-year staggered terms, unless filling a vacant seat on the Committee.

### Time Commitment

Service on the MMA Executive Committee requires a substantial time commitment. There is an attendance policy in the MMA bylaws that states:

*“If any member or member-elect of the Executive Committee is absent from more than three meetings of the Executive Committee ... within a calendar year, the position of that member shall be deemed to be vacant, unless declared otherwise by a majority vote of the full membership of the Executive Committee, excepting that member, and the vacancy filled in accordance with this section.”*

Members are expected to attend:

- The regular monthly meetings, which are usually held in Augusta on Wednesdays or Thursdays from 9:00 a.m. – 3:00 p.m.;
- A 2-day September strategic planning meeting that is most often held in the municipality of the current MMA President;
- The MMA Annual Convention held in October; and
- Any additional subcommittee and/or ad hoc committee meetings as needed. Service on subcommittees (such as the MMA Strategic & Finance Committee) may entail an additional 4-6 meetings during a calendar year.

## **Responsibilities**

The major responsibilities of the MMA Executive Committee include:

- Establishing the mission and setting the direction for the organization;
- Planning for the future of MMA, including setting short and long-term goals;
- Representing the organization to external parties;
- Serving as an ambassador to MMA members and representing the interests of all municipalities;
- Hiring the MMA Executive Director;
- Evaluating the performance of the MMA Director;
- Providing overall governance of the organization;
- Providing financial oversight of MMA, including adoption of the budget, and retaining the auditor;
- Developing and amending MMA policies
- Establishing and maintaining a system for building consensus among the members;
- Attending the MMA Annual Convention;
- Serving as Trustees of the MMA Workers' Compensation Fund and the MMA Unemployment Compensation Fund; and
- Serving as the nucleus of the governing board for the MMA Property & Casualty Pool Program.

## **Qualifications**

- Must be a town or city manager or chief appointed administrative official of an active member municipality; or
- A "municipal officer" as defined by state law, of an active member municipality. This means the mayor and aldermen or councilors of a city, the selectmen or councilors of a town, and the assessors of a plantation; and
- The ability to serve a three year-term; and
- Basic knowledge and/or interest in the corporate operations of the Maine Municipal Association; and
- Although not necessary, prior experience on other governing boards and/or involvement in the Maine Municipal Association.

***For more information on the commitment and responsibilities of MMA Executive Committee members, please contact MMA staff member Theresa Chavarie at 1-800-452-8786 or locally at 623-8428.***

Maine Municipal Association Executive Committee  
**STATEMENT OF INTEREST FORM**  
**SERVICE ON THE MMA EXECUTIVE COMMITTEE**

**Deadline for Receipt – 4:30 p.m. on Friday, June 5, 2009**

**Please answer each question completely. Attach additional sheets if necessary.**

Name of Candidate: \_\_\_\_\_

Municipal Position: \_\_\_\_\_ Years in Position: \_\_\_\_\_

Municipality: \_\_\_\_\_ County: \_\_\_\_\_

Preferred Mailing Address: \_\_\_\_\_

Work or Office Phone \_\_\_\_\_ Home Phone: \_\_\_\_\_

Mobile/Cell Phone \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Professional And Municipal Experience** – Please include work experience, appointments to municipal/agency/organizational boards, and volunteerism (provide position title and year(s) of service):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Previous Involvement With the Maine Municipal Association** – Please provide info on your past involvement on MMA Legislative Policy Committee, Governance Boards, Ad Hoc Committees, Municipal Leadership Program, Convention Planning, etc., (provide dates of service, if available):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Other Information** – Occupation, education, other activities of interest, awards, etc.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**What Attributes Do You Believe You (or Your Candidate) Will Bring To The Maine Municipal Association?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**For an understanding of the attendance policy please see the MMA Executive Committee job description which is located on the MMA website. Based on this, do you believe that the time commitment meets your availability?**

Yes  No

*If you are making this recommendation on behalf of someone other than yourself, please complete the following information so that we may contact you if more information is needed.*

Name: \_\_\_\_\_ Daytime Tel #: \_\_\_\_\_ Email: \_\_\_\_\_

Municipal Position: \_\_\_\_\_ Municipality: \_\_\_\_\_

Address: \_\_\_\_\_

MMA Nominating Committee c/o Executive Office  
Maine Municipal Association, 60 Community Drive, Augusta, Maine 04330

FAX: (207) 626-3358 or (207) 626-5947  
E-mail: [tchavarie@memun.org](mailto:tchavarie@memun.org)

Maine Municipal Association Executive Committee

**STATEMENT OF INTEREST FORM  
VICE PRESIDENT POSITION**

**Deadline for Receipt – 4:30 p.m. on Friday, June 5, 2009  
Interviews will be held on Wednesday, June 10, 2009**

**Please answer each question completely. Attach additional sheets if necessary.**

Name of Candidate: \_\_\_\_\_

Municipal Position: \_\_\_\_\_ Years in Position: \_\_\_\_\_

Municipality: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Work or Office Phone \_\_\_\_\_ Home Phone: \_\_\_\_\_

Mobile/Cell Phone \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Involvement on the MMA Executive Committee** – Include the number of years you have served on the Executive Committee and any appointments to ad hoc committees and/or subcommittees:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Professional and Municipal Experience** – Include work experience, appointments to municipal/agency/organizational boards, and volunteerism (provide position title and year(s) of service):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Have you been involved with MMA through service on other committees?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**What Attributes Do You Believe You Will Bring To The Maine Municipal Association?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Do you believe that serving three additional years (vice president, president and past president) may be a concern for your municipality?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please submit no later than 4:30 p.m. on Friday, June 5, 2009**

FINANCE COMMITTEE MEETING  
MINUTES  
May 18, 2009

Attending:

Mayor Matthew Arnett	Councilor Janet Hughes
Councilor Thomas Brann	Councilor Andre Cushing
Councilor Shannon Cox	Sue Lessard, Town Manager
Councilor Jean Lawlis	
Councilor William Shakespeare	

The meeting was called to order at 5:45 p.m. by Mayor Arnett.

Motion by William Shakespeare, seconded by Shannon Cox to accept the financial reports presented at the meeting. Vote 6-0. The Mayor requested that Financial Report Acceptance be made a part of every Finance Committee Agenda.

Tax Rebate Program

Motion by William Shakespeare, seconded by Andre Cushing to postpone indefinitely, until final budget and commitment numbers are known, the proposed long-term resident rebate program. Vote 6-0

Policy for Outside Agencies

The Committee reviewed a draft policy for accepting requests from Outside Agencies and groups for funding both during the annual budget process and during the fiscal year. Committee members made suggested changes and the Town Manager was directed to bring back an updated draft at the next Finance Committee meeting.

Town Attorney Use

Councilor Shakespeare questioned the Town Manager concerning the attendance of the Town Attorney at Council meetings. The Town Manager reported that she had discussed this with the Town Attorney and he indicated that his attendance gave him both the ability to respond to issues as they occur, but also to have a solid background in the Council's decision in advance of any potential legal issue. Councilor Brann discussed the value of having the attorney attend meetings so that things can be corrected if necessary at the time of occurrence.

Hamlin Marine Project

Councilor Cushing gave an update on the proposal discussed by the Planning and Development Committee related to the 'land swap' between Hamlin and the Town. Motion by Councilor Lawlis, seconded by Councilor Cox to recommend to

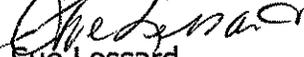
the full council funding of the appropriate appraisals and survey costs to move forward with this proposal. Vote 6-0.

Fees Ordinance Change Request – Town Clerk

The Committee discussed the need for fee changes for Victualer and Liquor licenses due to the increased cost of advertising. After much discussion, the Committee came up with a tiered fee scale. Motion by Andre Cushing, seconded by Jean Lawlis to recommend to the full Council that the Town charge \$125 for victualer's and liquor licenses that require a public hearing and \$50 for victualer's and liquor licenses which do not require a public hearing. Vote 5-0.

The meeting was adjourned at 6:55 p.m.

Respectfully submitted,



Sue Lessard

Town Manager

**TOWN OF HAMPDEN, MAINE  
FEES ORDINANCE**

C-4-b

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ADOPTED: Hampden Town Council October 20, 1986  
Effective: November 19, 1986

AMENDED: Hampden Town Council December 7, 1987  
Effective: January 5, 1988

AMENDED: Hampden Town Council March 21, 1991  
Effective: April 21, 1991

AMENDED: Hampden Town Council July 6, 1993  
Effective: August 5, 1993

AMENDED: Hampden Town Council December 20, 1993  
Effective: January 19, 1994

AMENDED: Hampden Town Council May 6, 1996  
Effective: June 6, 1996

AMENDED: Hampden Town Council February 7, 1998  
Effective: March 18, 1998

AMENDED: Hampden Town Council November 17, 2003  
Effective: December 17, 2003

AMENDED: Hampden Town Council March 21, 2005  
Effective: April 20, 2005

AMENDED: Hampden Town Council April 4, 2005  
Effective: May 4, 2005

AMENDED: Hampden Town Council October 6, 2008  
Effective: November 5, 2008

**TOWN OF HAMPDEN**

**Draft**

The Town of Hampden Hereby Ordains  
Proposed Amendments to the Fees Ordinance

Deletions are ~~Strikethrough~~ Additions Double Underlined

**TOWN OF HAMPDEN, MAINE  
FEES ORDINANCE**

The Town of Hampden hereby ordains:

In addition to those Town fee and charges the authorization of which is provided for by Town Ordinances, the following schedule of fees for Town services is approved:

**ARTICLE 1  
ADMINISTRATION**  
*Amended 11-17-03, 3-21-05*

<b>1.1. Business or Corporation filing</b>	State Regulated
<b>1.2. Copy of Certificate (marriage/birth/death)</b>	State Regulated
<b>1.3. Copy of Subdivision Ordinance</b>	At Cost
<b>1.4. Copy of Zoning Ordinance</b>	At Cost
<b>1.5. Copy of other ordinances</b>	
1.5.1. up to 20 pages	\$0.25/page
1.5.2. and a page after that	\$0.15/page
<b>1.6. Photocopies</b>	
1.6.1. 8 <sup>1</sup> / <sub>2</sub> inch x 11 inch or smaller	\$0.25/page
1.6.2. 8 <sup>1</sup> / <sub>2</sub> inch x 14 inch	\$0.50/page
1.6.3. 11 inch x 17 inch	\$0.75/page
<b>1.7. Marriage License</b>	State Regulated
<b>1.8. Notary Fee</b>	\$3.00
<b>1.9. Record Search</b>	\$5.00/hour
<b>1.10. Recording of Pole Permits</b>	
1.10.1. 1 <sup>st</sup> page	\$2.00
1.10.2. Additional pages	\$1.00/page

<b>1.11. Tax Maps</b>	
1.11.1. (11 inch x 17 inch)	\$50.00/complete set
1.11.2. (24 inch x 36 inch)	\$4.00 map
<b>1.12 Compact Disk copies of ordinances or documents</b>	\$5.00
<b>1.13 Liquor License</b> <u>(Public hearing not required)</u>	\$ 50.00
<u>(Public hearing is required)</u>	<u>\$125.00</u>

ARTICLE 2  
FEES FOR ACTIVITIES REGULATED BY TOWN ORDINANCE  
Amended 11-17-03, 3-21-05

- 2.1. Animal Control Ordinance**  
2.1.1. Animal Impoundment Fee \$30.00 for each offense.
- 2.2. Cable Television Ordinance**  
2.2.1. Initial Franchise Application Filing Fee \$500.00  
2.2.2. Renewal Franchise Application Filing Fee \$500.00  
2.2.3. Modification of a Franchise Agreement \$500.00  
2.2.4. Combined Filing Fee for participating towns \$7,000.00
- 2.3. Cemetery Ordinance**  
2.3.1. Lot Fees including perpetual care.  
2.3.1.1. Resident \$200.00  
2.3.1.2. Resident -Infant or Cremation \$200.00  
2.3.1.3. Non-Resident \$300.00  
2.3.1.4. Non-Resident Infant or Cremation \$300.00  
2.3.2. Interment fees  
2.3.2.1. Grave Openings Weekdays Adult \$250.00  
2.3.2.2. Grave Openings Weekdays Infant or Cremation \$125.00  
2.3.2.3. Grave Openings Weekends or Holidays Adult \$350.00  
2.3.2.4. Grave Openings Weekends or Holidays Infant or Cremation \$200.00  
2.3.3. Town Crypt Fees  
2.3.3.1. Resident Free  
2.3.3.2. Non-Resident \$25.00  
2.3.4. Disinterment \$800.00  
2.3.5. Vault Cremation \$250.00  
2.3.6. Public Works Dept. Labor After 3:00 PM \$25.00/hour
- 2.4. Concourse Gathering Ordinance**  
2.4.1. Concourse Gathering Permit Fee \$100.00
- 2.5. Floodplain Management Ordinance**  
2.5.1. Application Fee \$75.00  
2.5.2. Experts Fee \$500.00 horizontal review  
\$1,000.00 vertical review and horizontal review.  
This is a draw account established for a professional to establish flood elevation data where possible. Any unspent funds are to be returned to the applicant
- 2.6. Harbor Ordinance**  
2.6.1. Overnight tie up to public float \$0.40 per ft. boat hull length.  
2.6.2. Private mooring \$25.00 annual fee.

<b>2.7. Historic Preservation Ordinance</b>		
2.7.1.	Certificate of Appropriateness Application Fee	\$75.00
2.7.2.	Historic Site or Landmark Designation Ap, Fee	\$150.00
<b>2.8. Mobile Home Park Ordinance</b>		
2.8.1.	Annual Mobile Home Park License <i>(This includes application review, initial inspection of premises and a follow-up inspection).</i>	\$150.00
2.8.2.	Additional Inspection Fee <i>(If the town needs to perform additional inspections as a result of applicant deficiencies, each inspection will be charged prior to the inspection).</i>	\$100.00
<b>2.9. Sewer Ordinance</b>		
2.9.1.	Sewer Service Charge Rate	\$3.28 per 100 cubic feet of water (c.f.w.) consumed as indicated by consumer's water meter.
	2.9.1.1. Sewer Charge Flat Rate Town Water No Meter	\$64.24
	2.9.1.2. Sewer Charge Flat Rate Well Water No Meter	\$105.44
2.9.2.	Sewer Service Capital Charge	
	2.9.2.1. Base Rate for 1 to 2,999 c.f.w. consumed	\$18.12
	2.9.2.2. 3,000 to 5,999 c.f.w. consumed (double base)	\$36.24
	2.9.2.3. 6,000 to 8,999 c.f.w. consumed (triple base)	\$54.36
	2.9.2.4. Other c.f.w. amount	Divide cubic feet of water consumed by 3,000 and round up to nearest whole number then multiply by \$18.12
2.9.3.	Sewer Service Minimum Charge Rate	\$18.12
2.9.4.	Sewer Service "Ready to Serve" Charge	\$18.12
2.9.5.	Special Sewer Service Charge	As determined by Town Council.
2.9.6.	Sewer Service Charge Rate Outside Town Limits	As determined by Town Council
<b>2.10. Solid Waste Flow Control Ordinance</b>		
2.10.1.	License Application Fee	\$10.00
2.10.2.	Annual License Fee Per Vehicle	\$25.00
<b>2.11. Special Amusement Ordinance</b>		
2.11.1.	Permit Application Fee	\$50.00
<b>2.12. Subdivision Ordinance</b>		
2.12.1.	Subdivision Sketch Plan	No Charge
2.12.2.	Minor Subdivision <i>(Less than 5 lots and no public improvements).</i>	\$35.00 plus \$20.00/acre
2.12.3.	Minor Subdivision Review/Inspection Draw	not required.
2.12.4.	Major Subdivision Preliminary Plan <i>(Five or more lots and /or public improvements).</i>	\$85.00 plus \$50.00/acre plus \$1,000.00 peer technical review draw account.

<p>2.12.5. Major Subdivision Final Plan <i>(Review/Inspection Draw Account)</i></p>	<p>Fee based on 10% of estimated cost of completing all on-site public improvements plus 10% of estimated cost of completing all off-site public improvements.</p>
<p>2.12.6. Major Subdivision Final Plan <i>(Mobile Home Park Construction Review/Inspection Draw Account)</i></p>	<p>Fee based on 10% estimated cost of completing all on-site improvements plus 10% of estimated cost of completing all off-site improvements.</p>
<p><b>2.13. Victualers Ordinance</b></p>	
<p>2.13.1. Victualers License Application (<u>Public hearing not required</u>) <u>(Public hearing is required)</u> <i>(This includes public notice and initial inspection of premises. If the town needs to perform additional inspections as a result of applicant deficiencies, each inspection will be charged \$50.00 prior to the inspection).</i></p>	<p>\$ 50.00 <u>\$125.00</u></p>
<p><b>2.14. Waste Disposal Facility Licensing Ordinance</b></p>	
<p>2.14.1. Application Fee <i>This is a draw account to be used by the Council to hire consultants as necessary to review the proposal. If at any time balance drops to \$10,000.00 the applicant shall deposit an additional \$10,000.00. Any unexpended balance shall be returned after a final decision on the application is rendered.</i></p>	<p>\$50,000.00</p>
<p><b>2.15. Yard Sale Ordinance</b></p>	
<p>2.15.1. Permit Fee</p>	<p>\$5.00</p>
<p><b>2.16. Zoning Ordinance</b></p>	
<p>2.16.1. Building Permit Applications for all Construction  <i>(Plumbing Permit Application)</i></p>	<p>\$25.00 plus \$0.10 per sq. ft. of total building area including but not limited to finished areas, basements, attics, decks, pools, porches, sheds, garages, etc. <i>State Regulated</i></p>
<p>2.16.2. Demolition/Earth Moving Permit Application</p>	<p>\$25.00</p>
<p>2.16.3. Sign Permit Application</p>	<p>\$25.00 per sign</p>
<p>2.16.4. Certificate of Compliance Application <i>(Change of use, resumption of use, new use without building permit application)</i></p>	<p>\$50.00</p>

*The above application fees include all inspections required by Section 109 of the Town of Hampden Building Code.*

2.16.5. Additional Final Inspections		\$25.00 per hour up to 50% of cost of building permit
<i>(If the town needs to perform additional inspections as a result of applicant deficiencies, each inspection will be charged prior to the inspection).</i>		
2.16..8. Zoning Board of Appeals Variance Application		
2.16..8.1. General Variance		\$100.00
2.16.8.2. Dimensional Variance		\$100.00
2.16.8.3. Disability Variance		Free
2.16.8.4. Administrative Appeal Application		\$100.00
2.16.9. Zoning Ordinance Map or Text Amendment Request		\$650.00
2.16.10. Site Plan Review Applications		
2.16.10.1. Minor Development		\$75.00
	<i>This includes reuse proposal or new structures with less than 3,000 sq. ft., and total site improvements of less than 5,000 sq. ft</i>	
2.16.10.2. Major Development		\$500.00
	<i>This includes new structures in excess of 20,000 sq. ft or developments with more than 50,000 sq. ft. of site improvements</i>	
2.16.10.3. All Others		\$150.00
2.16.11. Commercial Secure Landfill Applications		\$0.005/cubic yard of capacity
	<i>(Application to expand or construct a Commercial Secure Landfill in addition to the above fees).</i>	
2.16.12. Peer Technical Review Draw Accounts		
	<i>(In addition to the Planning Board application fees the Town shall assess a Peer Technical Review draw account accompanying a complete application as defined by ordinance and prior to review by the Board based on the following schedule. Applications which require subsequent re-review of additional information, or amended submittals shall be responsible to provide additional funds to cover these full peer review costs. Upon exhausting in excess of 75% of the funds in the original submittal, the applicant shall provide additional funding increments of 50% of the original fee. Any remaining fees held in the account upon completion of the review process shall be returned to the applicant).</i>	
2.16.12.1. Engineering Analysis		\$600.00.
	<i>(Where the staff or planning board requires an Engineering Analysis based on any on-site or off-site impacts).</i>	
2.16.12.2. Stormwater Analysis		\$500.00.
	<i>(Where the staff or planning board requires a pre-development and post-development storm-water impact study based on 2 acres of proposed impervious surface or other local stormwater drainage problems).</i>	
2.16.12.3. Traffic Analysis		\$1,000.00.
	<i>(Where the staff or planning board requires a Traffic Impact Study based on 100 peak hour trips</i>	

*generated on-site or other known  
local traffic congestion problems).*

ARTICLE 3  
FIRE DEPARTMENT  
Amended 11-17-03, 4-4-05

3.1.	<i>Private Culvert Flushing</i>	Hourly call rate
3.2.	<i>Report Copies</i>	\$10.00
3.3.	<i>Request for Tank Truck</i>	\$25.00/hour plus man hours
3.4.	<i>Fee for pumping: 1 time emergency</i>	Free
3.5.	<i>Additional calls to same address</i>	\$25.00/hr. minimum 1 hour fee.
3.5.	<i>Advanced Life Support 1 Rates</i>	
3.5.1.	ALS 1 Base Rate	\$400.00
3.5.2.	ALS 2 Base Rate	\$500.00
3.5.3.	ALS Non-Emergency Rate	\$295.00
3.5.4.	ALS Mileage	\$10.00
3.5.5.	ALS Backup Fee	\$80.00
3.6.	<i>Basic Life Support Rates</i>	
3.6.1.	BLS Base Rate	\$275.00
3.6.2.	BLS Non-Emergency Rate	\$275.00
3.5.3.	BLS No Transport Rate	\$125.00
3.5.4.	BLS Mileage	\$10.00
3.7.	<i>Ambulance Stand-by fee for special events</i>	\$75.00 per officer (each event)* *Plus Administrative Costs (12 admin cost/hr)
3.8.	<i>Life Support Services</i>	
3.8.1.	Oxygen	\$50.00
3.8.2.	ET (Endotracheal Tube Therapy)	\$95.00
3.8.3.	IV (Intravenous Infusion Therapy)	\$75.00
3.8.4.	Monitor	\$100.00
3.8.5.	Defibrillation	\$75.00
3.8.6.	Cervical Immobilization	\$50.00
3.8.7.	Usable Supplies	Set by Medicare/Medicaid

ARTICLE 4  
POLICE DEPARTMENT  
Amended 11-17-03

4.1.	<b>Report Copies</b> (accident or criminal)	\$10.00 for the first page plus .25 per page thereafter
4.2.	<b>Special Detail</b> (Dances, games, guard duty, etc.)	\$75.00 per officer (each event)* *Plus Administrative Costs (\$12.00 admin. cost/hr)
4.3.	<b>Concealed Weapons (Hand Gun) Permit</b>	
	4.3.1. First Permit - State Maximum	\$35.00
	4.3.2. Renewal	\$20.00
4.4.	<b>Alarms</b>	
	4.4.1. Monitoring - limit	\$30.00/year
	4.4.2. False alarm - 2 per month	2 hour min. call out

**ARTICLE 5  
PUBLIC WORKS**  
*Amended 11-17-03*

**5.1. Additional Fees**

5.1.1.	Public Works Dept. Labor After 3:00 PM	\$25.00/hour
5.1.2.	Opening Public Way (Deposit)	\$300.00
5.1.3.	Sewer Hookup	\$200.00

**5.2. Solid Waste Fees**

5.2.1.	Business Companies Hauling Trash	\$200.00/annually
5.2.2.	Business Hauling directly to Pine Tree Landfill or to the transfer station	\$25.00/annually
5.2.3.	Non-resident Business working on Hampden Project (temp permit)	\$25.00/annually
5.2.4.	Resident Transfer Station Sticker	\$5.00

ARTICLE 6  
RECREATION  
Amended 11-17-03

6.1. **Recreation Fee Waiver Policy:** Any person interested in any Hampden Recreation program that feels they do not have the financial means to afford the full fee shall receive a waiver at the sole discretion of the Recreation Director. Full or partial fee waivers may be given as determined by financial need and the recreation program for which the waiver is requested.

6.2. **Program Fees:**

6.2.1. Kids Kamp	\$110.00/full week
6.2.2. Kids Korner morning session	\$6.00/day
6.2.3. Kids Korner afternoon session	\$10.00/day
6.2.4. Team Sport Resident eight week session	\$25.00
6.2.5. Team Sport Non-Resident eight week session	\$30.00
6.2.6. Individual Sport – length of session varies	Cost plus basis

6.3. **Resident Play Field Rental Fees** (all requests subject to availability and require submission of a completed facility request form):

6.3.1. Single Field, Single Game	Cost plus basis
6.3.2. Single Field, Entire Day	Cost plus basis
6.3.3. Single Field, Multi-week Program	Cost plus basis
6.3.4. Single Field, In-Town Travel Teams per game	Free

6.4. **Non-Resident Play Field Rental Fees** (all requests subject to availability and require submission of a completed facility request form):

6.4.1. Single Field, Single Game	\$50.00 plus Cost
6.4.2. Single Field, Entire Day	\$100.00 plus Cost
6.4.3. Single Field, Multi-week	\$40.00 plus Cost/per use
6.4.4. Single Field, Use of Lights	\$15.00 per event

ARTICLE 7  
LIBRARY  
Amended 11-17-03

**7.1. Library Fees**

7.1.1. Resident Annual Fee	Free
7.1.2. Non-Resident Annual Fee	\$20.00/year
7.1.3. Overdue Fees	
7.1.3.1. Books and Periodicals	\$0.05/day
7.1.3.2. Audio or Video	\$0.50/day
7.1.3.3. Maximum Overdue Fee	\$3.00/item

**7.2 Self-service Photocopies**

7.2.1. 8 <sup>1</sup> / <sub>2</sub> x 11 or smaller	\$0.10/page
7.2.2. 8 <sup>1</sup> / <sub>2</sub> x 14	\$0.10/page
7.2.3. 11 x 17	\$0.10/page

**7.3 Self-service Printer Pages**

7.3.1. 8 <sup>1</sup> / <sub>2</sub> x 11 or smaller	\$0.10/page
7.3.2. 8 <sup>1</sup> / <sub>2</sub> x 14	\$0.10/page

ARTICLE 8

POOL

Amended 11-17-03, 4-4-05, 10-6-08

**8.1. Pool Fee Waiver/Scholarship Policy:** Any person interested in Lura Hoit Pool's resident swim lessons (8.9) and non-resident swim lessons (8.10) that feels they do not have the financial means to afford the full fee shall receive a waiver/scholarship at the sole discretion of the Pool Director to be paid for with the scholarship fund. Full or partial fee waivers may be given as determined by financial need for the learn to swim program only.

**8.2. Annual Resident Membership Fees:**

8.2.1. Family	\$255.00
8.2.2. Single Adult	\$155.00
8.2.3. Youth/Teen	\$120.00
8.2.4. Senior	\$145.00

**8.3. Six Month Resident Membership Fees:**

8.3.1. Family	\$155.00
8.3.2. Single Adult	\$ 95.00
8.3.3. Youth/Teen	\$ 75.00
8.3.4. Senior	\$ 90.00

**8.4. Three Month Resident Membership Fees:**

8.4.1. Family	\$ 95.00
8.4.2. Single Adult	\$ 60.00
8.4.3. Youth/Teen	\$ 50.00
8.4.4. Senior	\$ 55.00

**8.5. Annual Non-Resident Membership Fees:**

8.5.1. Family	\$280.00
8.5.2. Single Adult	\$180.00
8.5.3. Youth/Teen	\$145.00
8.5.4. Senior	\$170.00

**8.6. Six Month Non-Resident Membership Fees:**

8.6.1. Family	\$170.00
8.6.2. Single Adult	\$110.00
8.6.3. Youth/Teen	\$ 90.00
8.6.4. Senior	\$105.00

**8.7. Three Month Non-Resident Membership Fees:**

8.7.1. Family	\$105.00
8.7.2. Single Adult	\$ 70.00
8.7.3. Youth/Teen	\$ 60.00
8.7.4. Senior	\$ 65.00

<b>8.8.</b>	<b><i>Daily Swim Fee during family or lap swim times</i></b>	
8.8.1.	Single Swim - Resident	\$ 4.00
8.8.2.	Single Swim – Non-Resident	\$ 5.00
8.8.3.	Resident 12 Use Punch Card	\$30.00
8.8.4.	Non-Resident 12 Use Punch Card	\$36.00
<b>8.9.</b>	<b><i>Resident Swim Lessons (8 Classes):</i></b>	
8.9.1.	Members	\$25.00
8.9.2.	Non-Members	\$35.00
<b>8.10.</b>	<b><i>Non-Resident Swim Lessons (8 Classes):</i></b>	
8.10.1.	Members	\$30.00
8.10.2.	Non-Members	\$40.00
<b>8.11.</b>	<b><i>Resident Adult Aqua Aerobics (10 Classes):</i></b>	
8.11.1.	Members	\$25.00
8.11.2.	Non-Members	\$30.00
<b>8.12.</b>	<b><i>Non-Resident Adult Aqua Aerobics (10 Classes):</i></b>	
8.12.1.	Members	\$30.00
8.12.2.	Non-Members	\$35.00
<b>8.13.</b>	<b><i>Adult Aqua Aerobics Drop Ins:</i></b>	
8.13.1.	Members	\$4.00/class
8.13.2.	Non-Members	\$5.00/class
<b>8.14.</b>	<b><i>Gentle Aerobics</i></b>	\$1.50/class
<b>8.15.</b>	<b><i>Pool Facility Rental Fees (Limited Availability):</i></b>	
8.15.1.	Resident Pool Rental	\$70.00/hour includes 2 guards
8.15.2.	Resident Lounge Rental	\$20.00/hour
8.15.3.	Non-Resident Pool Rental	\$85.00/hour includes 2 guards
8.15.4.	Non-Resident Lounge Rental	\$25.00/hour
8.15.5.	Each Additional Lifeguard (As Required by Rules)	\$15.00/hour
<b>8.16.</b>	<b><i>Swim Diaper</i></b>	\$1.00

An itemized listing of fees for each town department will be submitted to the Town Council by the Town Manager on or before October of each year for the Councils review, revision, and approval.

ARTICLE 9  
ANNUAL REVIEW BY TOWN COUNCIL

9.1 An itemized listing of fees for each town department will be submitted to the Town Council by the Town Manager on or before October of each year for the Council's review, revision, and approval.

2010 BUDGET  
REVENUES  
DRAFT  
05/10/09

C-4-C

Account Number	Account Name	07 Council	2008 Budget	2009 Proposed	Collected	2010 Proposed	Council
01-03	Tax Interest	\$15,000.00	\$15,000.00	\$16,000.00	5/8/2009 \$19,728.26	20,000	
01-05	Lien Interest	\$8,500.00	\$10,000.00	\$11,000.00	\$13,387.11	\$14,000.00	
01-09	Sale of TA Prop.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
01-15	MV Excise Tax	\$1,400,000.00	\$1,500,000.00	\$1,500,000.00	\$1,213,103.66	\$1,450,000.00	
01-17	Boat Excise	\$8,500.00	\$8,500.00	\$8,500.00	\$5,602.00	\$8,500.00	
01-18	Agent Fees	\$18,000.00	\$19,000.00	\$19,000.00	\$16,575.00	\$19,000.00	
01-19	Clerk Fees	\$8,000.00	\$9,000.00	\$9,000.00	\$9,631.25	\$9,000.00	
01-23	Interest	\$65,000.00	\$80,000.00	\$120,000.00	\$96,629.96	\$80,000.00	
01-25	Rental Income	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	
01-27	Plumbing Fees	\$10,000.00	\$9,000.00	\$8,000.00	\$3,035.25	\$7,000.00	
01-29	CEO Fees	\$30,000.00	\$22,000.00	\$18,000.00	\$14,967.98	\$18,000.00	
01-31	Planning Bd. Fees	\$4,000.00	\$6,000.00	\$6,000.00	\$1,975.00	\$5,000.00	
01-33	Zoning Bd. Fees	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	
01-35	Cable TV Fee	\$22,000.00	\$30,000.00	\$33,000.00	\$36,643.83	\$33,000.00	
01-37	Fees/Permits	\$2,400.00	\$2,000.00	\$1,200.00	\$1,600.00	\$1,600.00	
01-39	Copies/Ordinances	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	
01-41	HCB Revenue	\$160,000.00	\$120,000.00	\$120,000.00	\$120,000.00	\$120,000.00	
01-45	Housing Found.	\$5,916.00	\$5,916.00	\$6,300.00	\$5,916.00	\$5,916.00	
01-47	Business Pk. Rev.	\$280,000.00	\$246,500.00	\$100,000.00	\$191,250.00	\$100,000.00	
01-78	Sewer Income	\$55,000.00	\$55,000.00	\$55,000.00	\$55,000.00	\$60,000.00	
01-79	Miscellaneous	\$2,500.00	\$2,500.00	\$5,000.00	\$4,134.80	\$5,000.00	
01-81	Tree Growth	\$10,000.00	\$5,000.00	\$5,000.00	\$2,662.98	\$5,000.00	
01-82	Vet's Reimburse.	\$5,000.00	\$4,500.00	\$4,500.00	\$3,517.00	\$4,500.00	
01-86	GA Reimburse.	\$2,500.00	\$2,500.00	\$2,500.00	\$684.66	\$2,500.00	
01-88	State Rev. Sharing	\$800,000.00	\$650,000.00	\$800,000.00	\$635,637.04	\$800,000.00	
01-99	Fund Balance	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00	
05-01	Animal Control Fee	\$500.00	\$1,200.00	\$2,000.00	\$2,610.00	\$2,000.00	
05-05	Ambulance Fees	\$85,000.00	\$100,000.00	\$125,000.00	\$144,604.92	\$175,000.00	
05-15	Police Receipts	\$2,200.00	\$2,500.00	\$2,500.00	\$2,501.80	\$2,500.00	
05-20	DEA/School Reim.	\$60,000.00	\$104,635.00	\$95,000.00	\$93,432.97	\$95,000.00	
10-01	Cemetery Fees	\$2,500.00	\$2,500.00	\$5,000.00	\$3,075.00	\$5,000.00	
10-05	Sale of Lots	\$4,000.00	\$4,000.00	\$4,000.00	\$2,400.00	\$4,000.00	
15-01	Transfer Sta. Peirm	\$22,000.00	\$13,000.00	\$15,000.00	\$13,970.00	\$15,000.00	
15-05	Recycling Income	\$6,000.00	\$13,000.00	\$24,000.00	\$15,525.03	\$24,000.00	
15-10	PERC Revenue	\$50,000.00	\$60,000.00	\$60,000.00	\$59,814.15	\$60,000.00	
20-01	Library Fees	\$7,000.00	\$7,000.00	\$7,000.00	\$5,498.09	\$7,000.00	
20-25	Pool Fees	\$125,000.00	\$115,000.00	\$145,000.00	\$130,608.49	\$140,000.00	
	Carried Balances	\$50,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	
	<b>Totals</b>	<b>\$3,630,766.00</b>	<b>\$3,552,251.00</b>	<b>\$3,659,500.00</b>	<b>\$3,252,722.23</b>	<b>\$3,624,516</b>	

2009/2010 Budget  
DRAFT  
Manager Department Head

C-4-C

Account Number	Account Name	2007 Budget	2008 Budget	2009 Actual	Expended 5/8/2009	Proposed 2010	Council
03-700	RESERVES						
03-702-00	Municipal Building	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	
03-711-00	Computer Reserve	\$7,300.00	\$7,100.00	\$9,970.00	\$9,970.00	\$0.00	
03-717-00	Public Works Equip.	\$75,000.00	\$65,200.00	\$100,000.00	\$100,000.00	\$170,000.00	
03-727-00	Economic Devel.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
03-729-00	Town Property Survey	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
03-731-00	GIS Mapping	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	
03-737-00	Ambulance	\$20,000.00	\$0.00	\$20,000.00	\$20,000.00	\$0.00	
03-741-00	Fire Truck	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	
03-743-00	Fire Truck Refurbishing	\$4,000.00	\$0.00	\$4,000.00	\$4,000.00	\$4,000.00	
03-753-00	Police Cruiser	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
03-761-00	Streets/Roads	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$50,000.00	
03763-00	Library Reserve	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	
03-767-00	Recreation Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
03-771-00	Pool Reserve	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	
03-739-00	EMS Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
03-733-00	Salary/Benefits Res.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
03-768-00	Playground	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	
03-777-00	Garage/Solid Waste	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	
03-778-00	Matching Grant Res.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	<b>Total Reserves</b>	<b>\$231,300.00</b>	<b>\$177,300.00</b>	<b>\$243,970.00</b>	<b>\$243,970.00</b>	<b>\$264,000.00</b>	

PROPOSED 2010  
HAMPDEN TOWN BUDGET

ACCOUNT NUMBER	ACCOUNT NAME	PROPOSED BUDGET 2010
01-01	ADMINISTRATION	\$548,071.00
01-02	GIS/IT	\$82,261.00
01-03	COMMUNICATIONS	\$33,642.00
01-05	TOWN COUNCIL	\$36,049.00
01-10	MUNICIPAL BUILDING	\$111,907.00
01-15	TAX COLLECTOR	\$6,000.00
01-20	ELECTIONS	\$12,963.00
01-25	PLANNING/ASSESSING	\$227,472.00
01-30	ECONOMIC DEVELOPMENT	\$86,445.00
05-03	NON-DEPT. UTILITIES	\$413,954.00
05-01	POLICE	\$945,713.00
05-05	FIRE DEPARTMENT	\$839,876.00
05-10	PUBLIC SAFETY	\$166,865.00
10-01	PUBLIC WORKS	\$1,253,261.00
10-05	MUNICIPAL GARAGE	\$33,840.00
15-10	SOLID WASTE	\$412,161.00
20-01	RECREATION	\$123,587.00
20-10	DYER LIBRARY	\$231,190.00
20-20	LURA HOIT POOL	\$320,971.00
20-25	MARINA	\$500.00
25-10	THE BUS	\$58,000.00
30-10	BUILDINGS & GROUNDS	\$86,800.00
38-00	OUTSIDE AGENCY REQUESTS	\$32,100.00
40-10	GENERAL ASSISTANCE	\$10,000.00
50-10	DEBT SERVICE	\$467,793.00
55-00	RESERVES	\$264,000.00
<b>GROSS</b>	<b>MUNICIPAL BUDGET TOTAL</b>	<b>\$6,805,421.00</b>
<b>LESS</b>	<b>MUNICIPAL REVENUES -</b>	<b>\$3,624,516.00</b>
<b>= NET</b>	<b>MUNICIPAL BUDGET TOTAL</b>	<b>\$3,180,905.00</b>
	<b>SAD #22 TAXATION AMOUNT</b>	<b>\$5,119,922.00</b>
	<b>COUNTY TAXATION AMOUNT</b>	<b>\$610,045.00</b>
	<b>TIF APPROPRIATION</b>	<b>\$50,000.00</b>
<b>ESTIMATED TOTAL TAXATION REQUIREMENT</b>		<b>\$8,960,872.00</b>