

**Minutes
Hampden Town Council
Services Committee
October 13, 2009 @ 6:00pm**

The meeting of the Hampden Town Council Services Committee was called to order at 6:05p.m. on Tuesday, October 13, 2009, at the Hampden Municipal Building by Chairperson Shannon Cox.

Gretchen Heldmann, GIS/IT Specialist
Kurt Mathies, Recreation Director
Debbie Lozito, Library Director
Councilor Shannon Cox, Chair
Councilor Jean Lawlis
Mayor Matt Arnett

1. Approval of Minutes

Minutes for 09/14/2009 were motioned for approval by Mayor Arnett, second by Councilor Lawlis. All voted in favor and the motion passed.

2. Old Business

A. Library Circulation Desk

Debbie shared pictures of Orono's two new circulation desks, which were constructed at a cost of \$26,000 for both. Debbie stated there is essentially one person now in Maine who specializes in constructing circulation desks. Although there is a lot to consider regarding ergonomics and having a proper spot for a book drop, computers, etc – the councilors present were skeptical that the cost could be so high and that a regular carpenter (not the specialist) could not build a new desk. Those present wanted to know what account she planned to use to pay for this project. She stated that her original goal was an expansion, but given the economy she does not see that happening for 8-10 years. In the meantime, something needs to be done to fix the desk because it was built for those who sit and their job requires them to move around a lot and stand up to do book check-outs. She stated she has money in her reserve account, and that she was looking to the library Friends group to do a King grant application. The councilors present stated she should try to get some sort of specification drawn up because they needed some basic idea of cost to know if they have to go to bid or not. They encouraged her to talk to Denny Patterson, have him take a trip to Orono if need be, and see what they can come up with for an alternative.

B. FoDDix Update

The group had their first meeting on 9/29 and will have their next one 11/10. They have a few people interested in filling out official membership applications if they have not already.

C. Affiliated Programs

Kurt wanted approval from the group to add a signature line to the bottom of the Affiliated Programs document so that they can keep record of those who have received, reviewed, and signed in agreement with the policy already in place. Councilor Lawlis motioned with a second from Mayor Arnett to add a signature line to the bottom of the document. All voted in favor and the motion passed.

D. Outdoor Facilities Ordinance

This document had been passed around at previous meetings. It is proposed to replace the old Dorothea Dix Park and Papermill Road Rec Area ordinances, while including other rec areas previously ignored in ordinances. It was written following the unwritten policies already in place for other outdoor rec areas (Ball Field, VFW, etc). The only other change is to the hours of operation at the facilities, which is written to be weather-permitting so that the facilities are open sooner in spring and later in fall. No provision for plowing was written into the ordinance. Gretchen will email the draft out to all committee members. Councilor Cox will speak with Sue and Denise about getting this on the Council agenda.

E. Pool Board/Scholarship Guidelines

Shannon will speak to Darcey about this and other Pool Board related issues in general. Item tabled.

F. Dog Park

Councilor Lawlis had prepared an agenda for the meeting at 7pm tonight. Services supports her efforts to explore creation of a dog park.

3. New Business

A. New Sub-committee Interviews

Interviews will be conducted in 20-minute intervals on 10/27 starting at 6pm. Gretchen and Kurt will work on contacting all applicants.

B. Rules of Order/Committee Member Comments

Gretchen passed on a friendly reminder that substantial items need to be put on the agenda and not brought up and discussed at length, certainly not voted on, during Committee Member Comments.

C. MSAD22 Trails on Town Property

Kurt informed the group that the track team is interested in constructing trails on town property along Reeds Brook to be used for track and skiing. They would of course still be open to the rest of the public because they are on town property. The construction would involve a footbridge over Reeds Brook, for which the town has indicated they have no funds. The school indicates they have monies available in conjunction with phase II of the new school project to build said trails. Councilor Cox would like someone from that school trails committee to come to Services to discuss what they would like to see in person. Kurt will arrange it.

D. Property maintenance & upkeep

This item was passed to Services from the Planning & Development Committee, but no one on Services understood why it was placed with Services, as it is an inappropriate fit. Councilor Cox will contact Councilor Cushing (Chair of P&D) to determine why it was sent to Services and if something else was supposed to have been sent to Services instead.

4. Public Comment

No public comments.

5. Committee Member Comments

No committee member comments.

The next meeting is TUESDAY November 10, 2009 at 6:00pm (due to Council on Monday, pushed back due to election previous week).

The meeting was adjourned at 7pm.

Respectfully submitted,

Gretchen Heldmann
GIS/IT Specialist