

INFRASTRUCTURE COMMITTEE MEETING

MONDAY, JANUARY 31, 2011

6:00 P.M.

HAMPDEN TOWN OFFICE

A G E N D A

1. Minutes of 11/22/2010 Meeting
2. Old Business
 - a. Stretcher Bids – Public Safety
 - b. Hamlin Marina Land Swap
 - c. Home Composters – 2011
 - d. Board of Assessment Review Candidate – Rich Armstrong
3. New Business
 - a. Request to go to bid – Public Works Vehicles
4. Public Comments
5. Committee Member Comments

/

INFRASTRUCTURE COMMITTEE MEETING MINUTES
Monday, November 22, 2010

Attending:

Chairman William Shakespeare
Councilor Jean Lawlis
Councilor Kristen Hornbrook
Mayor Matthew Arnett
Town Manager Susan Lessard
Public Works Director Chip Swan

FF/PM Jason Lundstrom
Fire Inspector Dan Pugsley
Public Safety Director Joe Rogers
Gary Mock

1. Minutes of 10/25/2010 Meeting – *Motion by Mayor Arnett to approve the minutes as written. There were no objections.*
2. Old Business
 - a. *Randall Arendt Workshop – The Town Manager presented information about the upcoming workshop to be held on December 14th. A noon session has been added to the program to be held as part of the Hampden Business Association meeting. It is slated to be held at Angler's restaurant in the new addition. The Mayor explained the background for the upcoming sessions and encouraged all Councilors to make an effort to attend at least part of the day's events.*
 - b. *MSAD #22 – Sidewalk Response – The Town Manager presented the SAD #22 response to a request from the Town to participate financially in a sidewalk extension from the intersection of 202 (the new school entrance) and Roe Village in order to lessen the pedestrian volume crossing at the 202/Western Avenue/School Entrance intersection. SAD #22 indicated that the Department of Education had turned down their request to use funds from the school project in that manner. Committee members were also given information by Public Works Director Swan on the sidewalk grant applications that had been filed with MDOT for a full sidewalk from 202/Western Avenue to Mayo Road or from the end of the current Western Avenue sidewalk to Mayo Road. Decisions on those applications will be made in the Spring of 2011.*
 - c. *Mayo Road Update – Public Works Director Swan reported that the Mayo Road Project was complete with the exception of some plantings that will need to be done in the Spring.*
 - d. *Fire Truck Sale Offer – Use of Proceeds – Public Safety Director Joe Rogers informed the Committee that the Town of Detroit, Maine had called and offered \$20,000 for the 199 E-1 Truck that the Town had advertised for sale earlier this year. The bids were rejected at that time because none were in the \$20,000+ range expected from the sale. It was the recommendation of*

the Public Safety Director that that Council sell the truck to the Town of Detroit, Maine. Motion by Mayor Arnett, seconded by Councilor Lawlis to recommend to the Council that the 1991 E-1 Fire Truck be sold to the Town of Detroit for \$20,000. Vote 4-0.

Public Safety Director Rogers introduced a proposal to the Committee to use some of the proceeds from the sale of the 1991 E-1 truck to purchase a power lift stretcher for the front line ambulance. This item would make loading and unloading of patients to and from the ambulance a safer act for both the ambulance personnel and the patients. Fire Inspector Dan Pugsley and FF/PM Jason Lundstrom gave information related to the positive impacts to the department and to patients if the Town acquired such a stretcher.

Staff discussed the difficulty in loading patients into the ambulance, in particular those that were extremely heavy. Recent ambulance activity has required call-back of personnel to help lift for such calls.

Mayor Arnett expressed concern that this item was not being discussed as part of the regular budget process and wanted more information regarding the use of this type of stretcher in other ambulance services, as well as information related to worker's compensation injuries that have occurred from lift-related calls.

Councilors Hornbrook, Lawlis, and Shakespeare indicated that they felt that this piece of equipment would be a positive addition to the equipment owned by the Town and would provide greater safety for both patients and ambulance personnel. Councilor Lawlis expressed support for using part of the proceeds from the sale of the Fire Truck to pay for the acquisition, therefore not impacting the budget.

Motion by Councilor Lawlis, seconded by Councilor Hornbrook to recommend to the Council that they use part of the proceeds from the sale of the 1991 E-1 Fire Truck to purchase a power stretcher for the front line ambulance. Vote 3 – 1 (Arnett)

Other Old Business:

Councilor Shakespeare asked about the following topics:

- 1. Alewives – The Town Manager reported that Mr. Faulkingham was working with Marine Resources to improve the ability of alewives to move up the Souadabscook.*
- 2. Cancer Cell – The Town Manager reported that she had talked with Mr. Barrows and that he had requested that additional information be obtained from the Maine Cancer Registry in regard to cancer diagnoses in areas adjacent to Coldbrook Road.*

3. *Flags- The Public Works Director reported that a local group was going to fundraise for new flags for next year and that a local Boy Scout troop would be assuming responsibility for getting the flags put up and maintained.*
4. *Streetlight at entrance to Town Office – The Public Works Director reported that he had reported the outage to Bangor Hydro and that they would be fixing it.*

3. New Business

a. *Sewer Easement – Elm Street West – Mock – Property owner Gary Mock attended the meeting to present a request that the Town grant him an easement for a private sewer line over a portion of the Town right of way on Elm Street West. Public Works Director Chip Swan reviewed a proposed easement prepared by the Town Attorney and a drawing of the location of the proposed line. Mr. Mock indicated that his options were to get an easement from the Town or to apply to locate a septic system on the property in question, even though the lot lacks sufficient size and frontage to conform to the Town Zoning Ordinance. In that case, he would need to be granted a variance by the Appeals Board for the location of a septic system.*

The easement in question only gives Town permission for the location of the line in the Town right of way, and Mr. Mock would be responsible for gaining any approvals necessary from other landowners whose property he has to cross with the private sewer line.

Motion by Mayor Arnett, seconded by Councilor Lawlis to recommend to the full Council that an easement be granted to Gary Mock for the location of a private sewer line according to the terms outlined in the easement prepared by the Town Attorney, Vote 4-0.

4. Public Comments - None

5. Committee Member Comments

a. *The Public Works Director reported that the Town Office parking lot would be repaved next year and that at that time the walks around the building would be adjusted to avoid the current 'ponding' that occurs after any rainstorm.*

b. *Councilor Lawlis indicated that she would take time away from her job to attend Compost School if there was a realistic possibility that the Town would actually take steps to construct a yard waste area. Public Works Director Swan indicated that it could be done but he had concerns over contamination of a compost area with other materials.*

c. *Mayor Arnett told the Committee that he had read information that indicated that the City of Portland was looking to reduce street lighting both for budget and environmental reasons.*

Motion by Mayor Arnett to adjourn at 7:30 p.m. There were no objections.

Respectfully submitted,

*Susan Lessard
Town Manager*

TOWN OF HAMPDEN

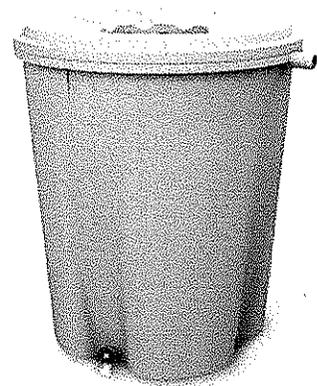
PUBLIC SAFETY DEPARTMENT
EMS POWER LIFT STRETCHER
BID SHEET

January 26, 2011
12:00 PM

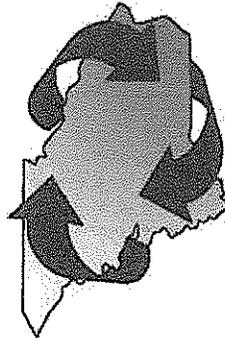
BIDDER	BID PRICE - STRETCHER	EXTENDED WARRANTY	TOTAL PRICE
Bound Tree Medical	13,763.70	1,352.00 (5-yr)	\$15,115.70
Stryker EMS Equipment	12,571.20	2,404.00 (5-yr)	\$14,975.20

2-a

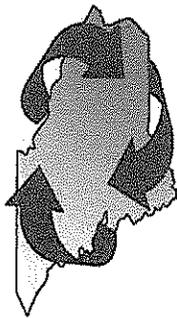
I-C



MRRRA Backyard Composting Campaign Participation Packet 2011



Sponsored by the
Maine Resource Recovery Association
PO Box 1838
Bangor, Maine 04402
tel 207-942-6772
fax 207-942-4017
www.mrra.net



Sample Press Release



FOR IMMEDIATE RELEASE

Your Town or Organization's Name Here to hold Backyard Compost Bin & Kitchen Waste Pail Sale for Earth Day 2011

Your Town's Name Here, ME: Tired of seeing all of those kitchen leftovers from preparing meals and snacks get thrown out in the trash or eaten by critters in your makeshift composting bin in the backyard? Here's your chance to turn those scraps into a rich soil amendment.

As part of Earth Day 2011 celebrations, **Your Town or Organization's Name Here** is participating in a statewide backyard composting bin sale. Through April 29, 2011 a home compost bin and how-to guide with a combined retail value of \$100 can be purchased for only **\$42.50** (tax included). The bin is black, has a 10 year warranty, and is made of 100% recycled plastic. It's approximately 35" high and 33" wide, or large enough for a family of five. Kitchen Waste Pails, for all your kitchen food scraps, are also available for sale at **\$8.00** each.

We are also happy to offer the wingdigger compost turner for a discounted price of **\$17.00**.

No compost area is complete without the 55 gallon rain barrel that can be used to collect valuable rain water for watering the garden and keeping the compost in the Earth Machine moist. The System rain barrel is available at the reduced price of **\$56.50**

It's estimated that 25 percent of the average household's waste consists of yard trimmings and kitchen scraps which can be easily composted. **Your Town's Name Here** residents can save money for every ton of waste they compost because it is not shipped out of town for disposal.

Contact **Person's Name & Phone Number/Email Address Here** to learn more or obtain an order form. **Your Town Name Here** already recycles many of its disposables. Let's increase our recycling while helping our gardens grow!

End

Sponsored by the
Maine Resource
Recovery
Association
(MRRRA)
Tel (207) 942-6772
Fax (207) 942-4017

- MRRRA -
Coordinator Checklist

Use this Coordinator Checklist to help
plan your 2011 Compost Bin Sale

Do ASAP: Signing Up to Participate!

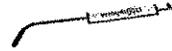
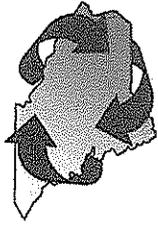
Please Check When Completed!

- ' **Determine Date, Time, and Location** for residents to pick up compost, barrels, turners and/or pails. The items will be delivered directly to you during the week of May 9th, 2011. **Order composters and turners in multiples of 20, kitchen pails 26 at a time and rain barrels 15 to a skid.**
Early bird orders accepted April 8, 2011 along with payment for delivery week of April 11-22, 2011
- ' **IMPORTANT! Complete the Participation Form and Customized Information Sheet** clearly and legibly & mail or fax to (207) 942-4017. Once this information is received, a customized master Order Form, Poster, Tracking Sheet, Press Release and Final Order Form will be created and sent to you.

Promoting Your Sale

- ' **Distribute Order Forms** to residents through mailings, local businesses, municipal buildings, etc. Consider asking Boy Scouts, Girl Scouts or other local groups to distribute the forms at the recycling center.
- ' **Hang up Posters** in high foot traffic areas throughout the community (such as grocery stores, town offices, recycling center, library, etc.) to promote the sale.
- ' **Display Samples in your town or recycling center** (see "Participation Form" to request) to help promote the sale and provide residents with a "real life" example of the bin and/or pail. Be sure to locate them in high traffic areas for better promotion.
- ' **Request a FREE CD** to promote the Composting Bin, "Earth Machine™", for play on local cable stations. Call the Maine Resource Recovery Association (207) 942-6772 to order.
- ' **Send the Press Release** to local daily and weekly newspapers that **cover your community's events**. Also, consider writing a "Letter to the Editor" to promote the sale.

- over -



MRRRA 2011 Final Order Form Due with funds by May 3, 2011

Organization: _____ Contact Person: _____ Telephone: _____

Delivery Address: _____

Item	Quantity	Price	Amount
Earth Machine Compost Bin - quantities of 20		\$42.50	
Kitchen Pail - quantities of 26		\$8.00	
Wingdigger - quantities of 20		\$17.00	
Rain Barrel - quantities of 15		\$56.50	
Total Enclosed			
We will be responsible for the sales tax, please send us the updated price less sales tax	Yes	No	

Maine Resource Recovery Association, PO Box 1838, Bangor, Maine 04402, tel 207-942-6772, fax 207-942-4017, www.mrra.net

**Preorders and payment accepted April 8, 2011 for delivery
April 11-22, 2011**

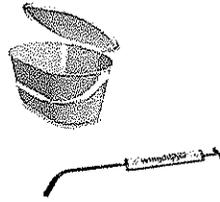
If your organization will be responsible for the Maine Sales Tax please check the box above and send us an updated Sales Tax Exemption form with your order.



MARRA 2011 Compost Bin Sale Tracking Form

Organization: _____ Contact Person: _____ Telephone: _____

	Date	NAME	PHONE	CHECK NO	AMOUNT PAID	No. of Bins Ordered	No. of Kitchen Pails Ordered	No. of Wingdiggers Ordered	No. of Rain Barrels Ordered
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
22									
23									
24									
25									
26									
Sub total this page - Fill to bottom or gray area for shipment									



MARRA Compost Bin Sale Participation Form 2011

Please complete this form to participate in the Maine Backyard Compost Bin, Kitchen Pail, Rain Barrel & Wingdigger Sale.

I will participate in the 2011 Backyard Compost Bin Sale. I understand that I must order in multiples of 20 for bins & wingdiggers. 26 each for Kitchen pails. 15 each for Rain Barrels.

Contact name: _____
Organization: _____
Telephone # _____ Fax # _____ email _____

I would like to receive a free sample Earth Machine™ compost bin, Wingdigger turner, Kitchen Pail, and System Rain barrel. One sample of each provided, extra samples available at regular sale price. Samples take 2-4 weeks to arrive so please return this form ASAP. Send to shipping address below

Name: _____
Street Address: no PO Boxes please _____
City: _____ State: _____ Zip code: _____

I will be selling for following checked items

Earth Machine Compost Bin in quantities of 20

Kitchen Pail in quantities of 26

Wingdigger compost turner in quantities of 20

Rain Barrel in quantities of 15

Please return this completed form to Maine Resource Recovery Association
Fax 942-4017 or email victor.horton@mrra.net

Info Box A

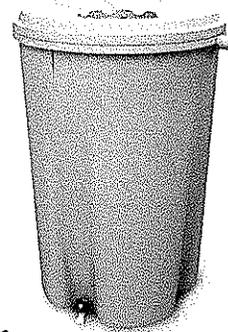
Urges You to Do Your Part for Earth Day 2011: Compost Your Yard and Food Waste!



Only \$42.50
Retail Value \$100



The Rain Barrel
55gal capacity,
Great rain water
collection for
gardening



Price \$56.50

Earth Machine Backyard Compost Bin
Converts grass, leaves and table scraps into an abundant supply of rich garden soil.
Large 80 gallon capacity
Easy, snap together assembly
10 year warranty & Instruction Booklet
Made of recycled plastic
Assembled dimensions - 33"x35"



Only \$8

KITCHEN SCRAP PAIL
Attractive, easy to use, Hinged lid snaps securely to pail, 2 gallon capacity accommodates plates for "mess free" scraping!

Just \$17

THE WINGDIGGER
Use this handy tool to turn your compost periodically.



Pick Up Your Ordered Items at:
Info Box B

For more information call:
Info Box C

Return the coupon below before April 29, 2011. All Sales Final

HERE'S HOW TO GET STARTED!

1. Clip & fill out this Order Form.
2. Mail it in with your check or money order.
3. Pick up your ordered items at:

Info Box B

Item	Quantity	Unit Price	Subtotals
Compost Bin		\$42.50	
Kitchen Pail		\$8.00	
Wingdigger		\$17.00	
Rain Barrel		\$56.50	
TOTAL DUE			

Name: _____

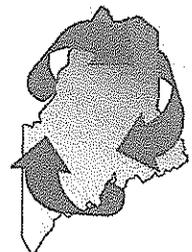
Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Make checks payable to: MRRA (Maine Resource Recovery Association)

Mail to: **Info Box D**



ORDER FORM



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-3910

January 27, 2011

To: Sue Lessard
From: Chip Swan
Subject: Vehicle Replacement Schedule

Attached is the 10 year Public Works replacement schedule. I would like to add this subject to the next Infrastructure committee meeting.

As in the last 2 years I would like to request from the committee, permission to ask for bids early for a new 2012 Dump Truck. This has worked well. We have been able to receive the new truck before winter.

I would also like to talk about replacement of (2) 2006 F-450 trucks.

Yours truly,

Chip Swan, PWD

YEAR	DESCRIPTION	MAKE	YEAR	EST. COST
2011	TRUCK	FREIGHTLINER	2001	\$130,000.00
	TRUCK	FORD F-450	2006	\$50,000.00
	TRUCK	FORD F-450	2006	\$50,000.00
				\$230,000.00
2012	BACKHOE	JOHN DEERE 310	2007	\$70,000.00
	TRUCK	FREIGHTLINER	2002	\$100,000.00
				\$170,000.00
2013	TRUCK	FREIGHTLINER	2003	\$130,000.00
	PICKUP	FORD	2009	\$30,000.00
				\$160,000.00
2014	TRACTOR	TRACKLESS	2003	\$130,000.00
2015	TRUCK	STERLING	2005	\$130,000.00
2016	TRUCK	FORD F-450	2011	\$70,000.00
	TRUCK	FORD F-450	2011	\$70,000.00
	LOADER	JOHN DEERE	2011	\$95,000.00
				\$235,000.00
2017	BACKHOE	JOHN DEERE 310	2012	\$70,000.00
	PICKUP		2013	\$30,000.00
				\$100,000.00
2018	TRUCK	STERLING	2008	\$130,000.00
2019	TRUCK	GMC-5500	2009	\$100,000.00
2020	TRUCK	FREIGHTLINER	2010	\$130,000.00
2021	TRUCK	INTERNATIONAL	2011	\$130,000
	PICKUP		2017	\$30,000
	LOADER		2016	\$95,000
				\$255,000
	TOTAL			\$1,770,000