



HAMPDEN TOWN COUNCIL  
HAMPDEN MUNICIPAL BUILDING  
MINUTES

MONDAY

JUNE 1, 2015

7:00 P.M.

*Attending:*

*Mayor David Ryder  
Councilor Bill Shakespeare  
Councilor Terry McAvoy  
Councilor Dennis Marble  
Councilor Carol Duprey  
Councilor Stephen Wilde  
Councilor Greg Sirois*

*Town Attorney Tom Russell  
Town Manager Susan Lessard  
Town Clerk Denise Hodsdon  
Stormwater Consultant Phil Ruck  
Citizens  
Media representatives*

*The meeting was called to order by Mayor Ryder at 7:05 pm.*

- A. PLEDGE OF ALLEGIANCE** – *Mayor Ryder led the Pledge of Allegiance*
- B. CONSENT AGENDA** – *Motion by Councilor McAvoy, seconded by Councilor Marble to accept the Consent Agenda. Unanimous vote in favor.*

**1. SIGNATURES**

**2. SECRETARY'S REPORTS**

- a. **October 21, 2013 Minutes**
- b. **November 18, 2013 Minutes**
- c. **December 2, 2013 Minutes**
- d. **December 16, 2013 Minutes**
- e. **January 6, 2014 Minutes**
- f. **January 21, 2014 Minutes**
- g. **February 3, 2014 Minutes**
- h. **February 18, 2014 Minutes**
- i. **March 3, 2014 Minutes**
- j. **March 17, 2014 Minutes**
- k. **April 7, 2014 Minutes**
- l. **April 22, 2014 Minutes**
- m. **May 5, 2014 Minutes**
- n. **May 19, 2014 Minutes**
- o. **June 16, 2014 Minutes**
- p. **May 18, 2015 Minutes**
- q. **May 20, 2015 Budget Meeting Minutes**
- r. **May 26, 2015 Budget Meeting Minutes**

**3. COMMUNICATIONS**

**4. REPORTS**

- a. **Finance Committee Minutes – 5/4/2015**
- b. **Infrastructure Committee Minutes – 4/27/2015**
- c. **Monthly Reports – April, 2015**

**C. PUBLIC COMMENTS - None**

**D. POLICY AGENDA**

**1. NEWS, PRESENTATIONS & AWARDS – None**

**2. PUBLIC HEARINGS – None**

**3. NOMINATIONS – APPOINTMENTS – ELECTIONS – None**

**4. UNFINISHED BUSINESS**

- a. **Stormwater 101 Presentation – Phil Ruck** – *As part of the Town's stormwater permit requirements, Phil Ruck from Stillwater Environmental Engineering, Inc. gave an overview presentation relative to the MDEP MS4 Stormwater Program. A copy of his presentation is attached.*
- b. **Zoning Ordinance Text Amendment, Article 3.9 Rural District Frontage Exception for Cul-de-sac Lots – Introduction for Public Hearing** – *Councilor Shakespeare introduced this item for public hearing at the next meeting.*
- c. **Zoning Ordinance Text Amendment, Article 3.2 Industrial District Building Height Standards – Introduction for Public Hearing** – *Councilor Shakespeare introduced this item for public hearing at the next meeting.*
- d. **Zoning Ordinance Text Amendment, Article 4.3 Conditional Lot Dimensions – Introduction for Public Hearing** - *Councilor Shakespeare introduced this item for public hearing at the next meeting.*
- e. **Zoning Ordinance Text Amendment, Article 4.15 Water Recreation and Article 7.2 Definitions – Introduction for Public Hearing** - *Councilor Shakespeare introduced this item for public hearing at the next meeting.*
- f. **Zoning Ordinance Text Amendment, Article 3.13 Business B District – Introduction for Public Hearing** - *Councilor Shakespeare introduced this item for public hearing at the next meeting.*
- g. **License Plates Issuance – Finance Committee Recommendation** – *Mayor Ryder reported that the Finance Committee has reviewed the information relative to the cost and necessary steps for the Town to*

*issue license plates and recommends moving forward with issuance of plates. Motion by Councilor Wilde, seconded by Councilor McAvoy to begin issuing license plates on November 1, 2015. Unanimous vote in favor.*

- h. Budget Review & Introduction for Public Hearing – Manager Lessard informed the Council that the budget as proposed does include funding for Saturday Bus service. If the Council should decide to eliminate Saturday service, the savings to the Town would be \$16,000. Councilor Wilde introduced the proposed budget for public hearing at the next meeting.**
- i. Saturday Bus Service – Finance Committee Recommendation for Public Hearing – Mayor Ryder reported that the Finance Committee recommends moving forward with the public hearing regarding elimination of Saturday Bus service. Councilor Duprey introduced this for public hearing at the next meeting.**
- j. Interim Town Manager – Mayor Ryder informed the Council that he has talked with Manager Lessard about the possibility of her serving as Interim Manager until a new Town Manager is hired. She is willing to work part-time 2 days a week. During discussion, Councilor Sirois agreed that it would be a good idea, but thought it would be best to have a back-up person who would be onsite every day, and suggested that Public Safety Director Joe Rogers could fill in in that capacity. Councilors McAvoy and Duprey said they thought it would be best to have Joe Rogers serve as interim manager for as long as he was willing and if more time was needed, then the consulting firm could provide someone on an interim basis. Councilor Marble pointed out that depending on the candidates, it could be a while before a new manager is on board, possibly 2 or 3 months. He asked Manager Lessard for her thoughts. She said she would be willing to work for a couple of months on an interim basis and noted that there are number of projects that are scheduled for the next 60 to 90 days that will require someone who has familiarity to see them through. However, she suggested that the Council could assess over the next month where it stands with applicants and what the time period will be before a new manager is on board. Mayor Ryder said it was his understanding that Joe Rogers is willing to do it, but he does not want to do it for more than 30 days. Councilor Sirois said the Council owes the citizens stability in the Town Office and nobody has the knowledge that Manager Lessard has. He feels that she and Joe Rogers can maintain that and a temporary manager will not have the knowledge base needed to make sure that the Town runs smoothly. Councilor McAvoy said he feels that there needs to be some finality and disagrees that things won't function properly. Councilor Shakespeare agreed that there is a lot going on and he would support Manager Lessard helping out as much as she wishes in the interim. Councilor Marble said he would agree with her serving as interim if she is willing**

*and thought that Joe Rogers would appreciate having her here on a part-time basis as well. No action was taken, but it was decided that this will be discussed again at the next meeting.*

## **5. NEW BUSINESS**

- a. Permission to Close Lower Coldbrook Road for Water Line Project for 7 to 10 days starting June 8<sup>th</sup> – Infrastructure Committee Recommendation** – *The Water District has requested permission to close the lower end of Coldbrook to all but local traffic during their upcoming project. Councilor Marble reported that the Infrastructure Committee recommends approval of the request. Motion by Councilor Wilde, seconded by Councilor McAvoy to approve closing lower Coldbrook Road for the water line project for 7 to 10 days starting June 8<sup>th</sup>. Unanimous vote in favor.*
- b. Reimburse Snowmobile Club for Partial Well Pump Replacement Costs – Infrastructure Committee Recommendation** – *The Snowmobile Club's well pump has failed, partially due to the fact that there was a break in the water line to the cemetery that utilizes the club's well. It was the recommendation of the Infrastructure Committee to contribute \$500 toward the \$2,000 cost of replacing the pump. Resident Jeremy Jones of the Partridge Road suggested that a low-pressure cut-off valve should be installed. Motion by Councilor Shakespeare, seconded by Councilor Marble to reimburse the Snowmobile Club \$500 toward the pump replacement cost, to be funded from the Buildings & Grounds account. Vote on the motion was 6 in favor (McAvoy, Marble, Duprey, Wilde, Shakespeare and Ryder) and 1 opposed (Sirois); motion carried.*
- c. Audio/Visual Equipment Replacement Bid – Infrastructure Committee Recommendation** – *The Infrastructure Committee recommended going out to bid to replace the audio/visual equipment and using funds from the Host Community Benefit fund to pay for it. The HCB fund would be repaid when the Town receives the PEG grant from Time Warner Cable. Motion by Councilor Shakespeare, seconded by Councilor Wilde to put the replacement of the audio/visual equipment out for bid. Unanimous vote in favor.*

## **E. COMMITTEE REPORTS**

**Services Committee** will meet on June 8<sup>th</sup> and will discuss recreation enterprise accounts.

**Infrastructure Committee** – most of the items discussed in committee have already been discussed tonight.

**Planning & Development Committee** last met on May 20<sup>th</sup> and discussed the MRC project, amendments to the Subdivision Ordinance and the signs portion of the Zoning Ordinance. Economic & Community Development Director Dean Bennett is in the process of reviewing several of the Town's ordinances and will be coming back to the Committee with recommendations.

Town Council Meeting  
June 1, 2015

*Finance & Administration Committee discussed Saturday Bus Service, issuance of license plates and the Town Attorney's upcoming retirement.*

**F. MANAGER'S REPORT** – *A copy of the Manager's Report is attached and made a part of the minutes.*

**G. COUNCILORS' COMMENTS**

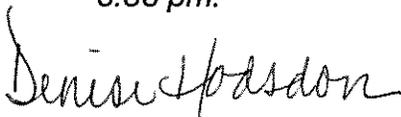
*Councilor Sirois thanked Councilor Shakespeare and Tom Brann for putting the flags up and noted they did a great job with what we currently have.*

*Councilor Shakespeare thanked Councilor McAvoy who made 20 new holders for the flags and informed the Council that the Town Manager is looking into getting new flags.*

*Councilor Wilde said he was very pleased with the way the Council has evolved over the last 5 months. He said we still have disagreements, but we have gotten a lot of work done.*

*Councilor McAvoy reminded everyone to shop local and buy American.*

**H. ADJOURNMENT** – *There being no further business, the meeting was adjourned at 8:38 pm.*



Denise Hodsdon  
Town Clerk

## MANAGER'S REPORT

June 1, 2015

Property & Casualty Insurance Bids – The bids for Property and Casualty insurance are due on June 4<sup>th</sup>. They will be on the Services Committee agenda for review on Monday, June 8<sup>th</sup> and on the Finance Committee agenda for 6/15/15.

Ballfield Road Lot Survey – The survey of the Ballfield Road lot(s) has not only identified a missing deed for a part of the property – which attorney Tom Russell is pursuing correction of – but also encroachment onto Water District property. I will be meeting with the surveyor to discuss this and this item will be on the Services Committee agenda on Monday, June 8<sup>th</sup>.

Unpaid Taxes – A reminder that, as required by State statute, any property tax remaining unpaid as of June 30<sup>th</sup> will be listed by owner in the Town Report. Tax Collector Cheryl Johnson sent out reminders to all who have unpaid 14/15 property taxes who do not also have unpaid taxes from prior years.

Main Road Pump Station – The main pump in the Souadabscook Pump Station is failing. The City of Bangor has obtained an estimate for the cost of a new pump. The estimate is over \$13,000. This needs to be discussed by the council as soon as possible so I would like to add this to the agenda for the Services Committee meeting on Monday, June 8<sup>th</sup> and ask that as many Infrastructure Committee members as possible to attend that meeting.

# STORMWATER 101

## MDEP MS4 Program Overview

2014

*Phil Ruck, P.E., President  
Stillwater Environmental Engineering, Inc.*




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### What is an MS4?

- ✔ Municipal Separate Storm Sewer System
- ✔ Storm Water Management System
  - Road Ditches
  - Culverts
  - Catch Basins
  - Curbs and Gutters
- ✔ Owned or Operated by the City
- ✔ Discharge Directly to Surface Waters, or Wetlands





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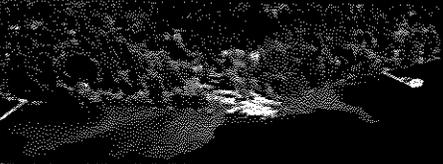
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### Storm Water Runoff ...

Storm water runoff is simply rain water or ice and snow melt that runs off the land into streams, rivers, and lakes. When storm water runs through polluted sites it picks up pollutants and transport them into water ways.





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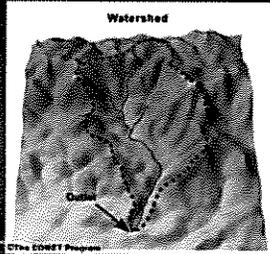
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## What is a Watershed?

A watershed is the area of land from which all runoff drains, or "sheds" to the same place, be it a lake, stream, or other water body.



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Nonpoint source pollution: When it rains, pollution happens.



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Nonpoint source (NPS) pollution is the #1 water quality problem in the U.S.

- Heavy metals
- Trash
- Fecal bacteria
- Nutrients
- Petroleum products

And the #1 problem with water in U.S.



**IMPAIRED STREAMS**

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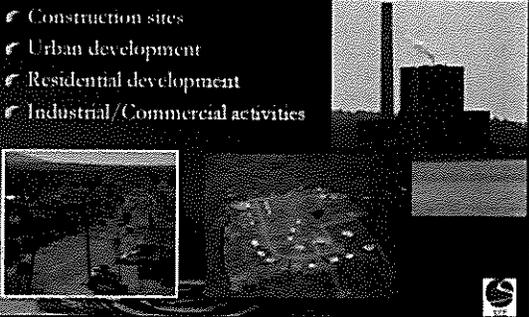
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## Pollutant Sources

- ☑ Construction sites
- ☑ Urban development
- ☑ Residential development
- ☑ Industrial/Commercial activities





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## EPA Storm Water Program

- ☑ Small MS4s regulated by USEPA Storm Water Phase II Rule
- ☑ Serve a Population of >10,000
- ☑ Population Density > 1,000/sq.mi.
- ☑ Rule covers:
  - Municipalities
  - State or Federally Owned Facilities
  - MDOT and MTA





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## MDEP MS4 Program

- ☑ Maine DEP Storm Water Program
  - MS4 General Permit
  - July 1, 2013 to June 30, 2018
- ☑ 30 MS4 Municipalities
- ☑ Several State/Federally Owned MS4s

**Minimize pollution from storm water runoff in urbanized areas!**





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## Bangor Urbanized Area MS4s

The BUA is one of four clusters of regulated entities in the state of Maine. It is comprised of:

### 7 Municipalities

Bangor Brewer  
 Hampden Millford  
 Orono Old Town  
 Veazie

### 5 other regulated entities

ME Air National Guard Bangor Base  
 University of Maine  
 University of Maine at Augusta - Bangor Campus  
 Doretha Dix Psychiatric Center  
 Eastern Maine Community College




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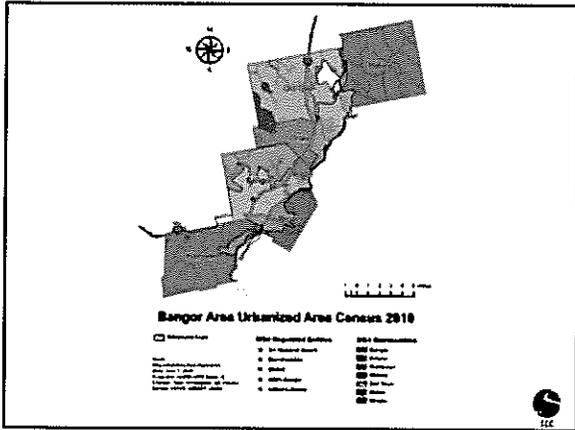
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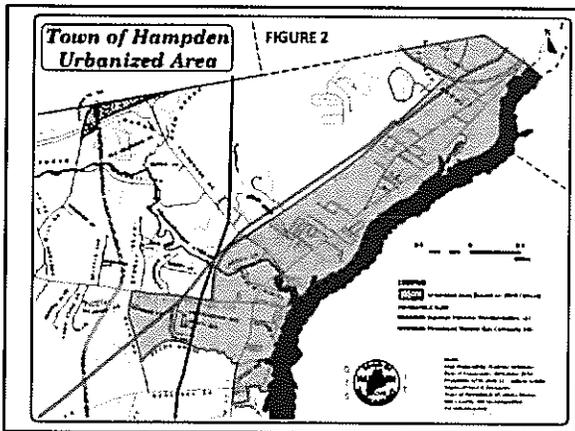
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## Bangor Area Storm Water Group (BASWG)

- Formed to Collaborate on SW Management Issues in the Bangor Region (2003)
- Think Blue Media Campaign
  - TV Ads (Rubber Duckies)
  - Radio Ads
- Bangor Garden Show
- American Folk Festival
- Regional Stream Cleanup Events each Spring





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## Team Approach

- Hampden SW Management Team
  - Town Manager
  - Public Works
  - Planning
  - Code Enforcement
  - GIS/IT
  - Public Safety
  - SEE




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## Stormwater Management Plan (SWMP)

- Identify Receiving Water Bodies and Outfalls
- Implement 6 Minimum Control Measures (MCMs)
- Select Best Management Practices (BMPs)
- Set Measurable Goals
- Establish Timelines
- Select Responsible Parties





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## Minimum Control Measures (MCMs)

- ☛ Public Education and Outreach
- ☛ Public Involvement and Participation
- ☛ Illicit Discharge Detection and Participation
- ☛ Construction Site SW Runoff Control
- ☛ Post-Construction SW Management
- ☛ Pollution Prevention and Good Housekeeping



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## Hampden SMP – MCM 1

- ☛ Public Education and Outreach (BASWC)
  - Stormwater Awareness Plan (Statewide)
  - Stormwater Behavior Change Plan (Regional)
    - Lawn and Garden Care
  - Municipal Outreach Plan (Town-specific)
  - Targeted BMP Adoption Plan (Regional)
    - Chloride



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## Hampden SMP – MCM 2

- ☛ Public Participation and Involvement (BASWC)
  - Stream Cleanups
  - Storm Drain Stenciling



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## Hampden SMP – MCM 3

- ☛ Illicit Discharge Detection and Elimination
  - Storm Sewer System Inspections
    - Outfalls
    - Storm Drains
    - Catch Basins
    - Open Ditches
  - Storm Sewer System Map
  - Data Management/Documentation








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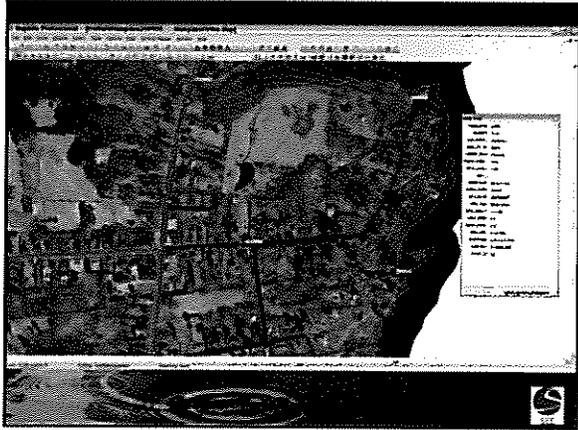
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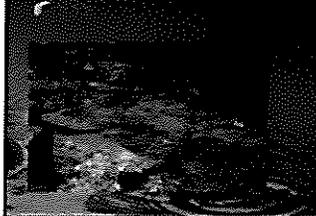
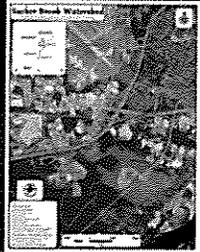
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## Hampden's Priority Watershed Sucker Brook

- ☛ Identified by the State on 303(d) list
- ☛ Must develop a WMP
- ☛ Restore WQ classification



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## Hampden SMP – MCM 4

### Construction Site Runoff Control

- BMP Inspection and Maintenance
  - Erosion Control
  - Sedimentation Control
  - Outfall Protection
- Notify MDEP if Problems
- Data Management/Documentation



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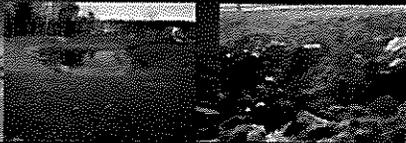
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## Hampden SMP – MCM 5

### Post-Construction SW Management

- BMP Inspection and Maintenance
  - SW Management Controls
  - Buffers
- Notify DEP if Problems
- Data Management/Documentation



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## Hampden SMP – MCM 6

### Pollution Prevention and Good Housekeeping BMPs

- Alternative Products
- Automobile Maintenance
- Hazmat Storage
- Parking Lot and Street Cleaning
- Storm Drain System Cleaning
- Spill Response and Prevention
- Vehicle Washing



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## BASWG Regional Plan

- ☛ Public Education Events
  - Bangor Garden Show
  - Children's Water Festival
- ☛ Public Involvement Events
  - Stream Cleanups
- ☛ Monthly BASWG Meetings
- ☛ Group Training Sessions



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Questions?



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