



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

DECEMBER 5, 2016

7:00 P.M.

• **6:30 pm – Finance & Administration Committee Meeting**

A. PLEDGE OF ALLEGIANCE

B. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

a. November 21st, 2016 Council Meeting minutes

3. COMMUNICATIONS

a. MMA Workers Compensation Fund annual Membership Report

b. Notification from Bangor Fire Department regarding the discontinuance of Emergency Medical Billing

c. Notification from Penobscot County Treasurer's office regarding the Penobscot County 2017 proposed budget and date of public hearing.

d. Hampden Historical Society Fall 2016 Newsletter

e. Notification of department closure for the staff Christmas party to be held on 12/22 from 11:30 am – 1:30 pm

4. REPORTS

a. Planning & Development Committee Minutes – 10/19/16 & 11/02/16

b. Finance & Administration Minutes – 10/17/2016

c. Infrastructure Committee Minutes – 10/12/2016

d. Services Committee Minutes – 10/11/2016

C. PUBLIC COMMENTS

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

AGENDA

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS – None

2. PUBLIC HEARINGS

- a. Consideration of the proposed repeal of the Town of Hampden Tree Ordinance – *referred by Council on 11/21/2016*
- b. Consideration of the proposed repeal of the Town of Hampden Yard Sale Ordinance – *referred by Council on 11/21/2016*

3. NOMINATIONS – APPOINTMENTS – ELECTIONS –

4. UNFINISHED BUSINESS – None

5. NEW BUSINESS

- a. Contract award – Old County Road Storm Drain Sliplining – *referral from Finance Committee*
- b. Request for authorization for the expenditure of Library Reserve funds (3-763-00) in the amount of \$800.00 for the purpose of paying for roofing repair – *referral from Finance Committee*
- c. Request Council ratification for the prior expenditure of Matching Grant Reserve funds (3-780-00) in the amount of \$737.30 for the purpose of the town's share of the MMA Emergency Vehicle Operation Course equipment – *referral from Finance Committee*

e. COMMITTEE REPORTS

f. MANAGER'S REPORT

g. COUNCILORS' COMMENTS

h. ADJOURNMENT

B-2-a



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY NOVEMBER 21st, 2016 7:00 P.M.

• 6:30 pm – Finance & Administration Committee Meeting

Mayor Ryder called the meeting to order at 7:00 p.m.

Attending:

- Mayor Ryder
- Councilor Sirois
- Councilor McPike
- Councilor Marble
- Councilor Cormier
- Councilor McAvoy

- Town Manager Angus Jennings
- Town Clerk Paula Scott
- Members of the Public

- A. PLEDGE OF ALLEGIANCE – Mayor Ryder led the Pledge of Allegiance
- B. CONSENT AGENDA – Councilor McAvoy made a motion, seconded by Councilor McPike, to accept the consent agenda. Unanimous vote in favor.

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. November 14th, 2016 Council Meeting minutes

3. COMMUNICATIONS

- a. Victualer's License Renewal for Angelo's
- b. Victualer's License Renewal for Hannaford Bros.

4. REPORTS

- a. Planning & Development Committee Minutes – None
- b. Finance & Administration Minutes – None
- c. Infrastructure Committee Minutes – None
- d. Services Committee Minutes – None

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

MINUTES

C. PUBLIC COMMENTS - *None*

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS – *None*2. PUBLIC HEARINGS - *None*

3. NOMINATIONS – APPOINTMENTS – ELECTIONS –

- a. Town Council confirmation of Town Manager's appointment of Tax Collector and General Assistance Administrator (with responsibilities including Motor Vehicle Agent and Deputy Town Clerk), pursuant to Town Charter Sec. 301 – *Manager Jennings summarized that the Town had 19 applicants for the position. At the conclusion of the interview process, Barbara Geaghan of Waterville was chosen as the successful candidate. She has extensive experience that fits our needs and her references revealed the quality of her work. Councilor Marble mad a motion to confirm the appointment of Barbara Geaghan as recommended by Manager Jennings. The motion was seconded by Councilor Sirois. Unanimous vote in favor.*
- b. Appointment of Joseph Bethony to the Lura Hoit Pool Board of Trustees – *referral from Services Committee - Councilor Marble stated that Mr. Bethony has had an historic involvement with the pool. Councilor McAvoy made a motion to appoint Joseph Bethony to the Lura Hoit Pool Board of Trustees. The motion was seconded by Councilor Sirois. Unanimous vote in favor.*
- c. Appointment of Jennifer Lowe to the Lura Hoit Pool Board of Trustees – *referral from Services Committee –. Councilor McAvoy made a motion to nominate Jennifer Lowe to the Lura Hoit Pool Board of Trustees. Motion was seconded by Councilor Sirois. Unanimous vote in favor.*

4. UNFINISHED BUSINESS – *None.*

5. NEW BUSINESS

MINUTES

- a. Contract award and request for authorization of up to \$10,000 in funding from the Recreation Reserve fund for topographic survey of Lura Hoit Pool and Municipal Building site – *referral from Finance & Administration Committee – Councilor Sirois reported that committee members agreed to award the contract to C.E.S. He then made a motion to award the contract to C.E.S. for up to \$10,000 from the Recreation Reserve fund for the topographical survey at the Lura Hoit Pool and Municipal site. Motion was seconded by Councilor Marble. Councilor Marble reminded the public that this goes back to a long time consideration of possible additional fields and parking on municipally owned property and that it has gone through a number of committees to get to this point. Discussion ceased and the motion was brought to vote. Councilors Marble, McPike, Sirois and Mayor Ryder voted in favor. Councilors McAvoy and Cormier voted in opposition. Motion carries.*
- b. Contract award and request for authorization of up to \$15,000 in funding from the Emera TIF fund for electrical repairs to Town Center lights – *referral from Finance & Administration Committee – Mayor Ryder explained that due to the fact that both bids received came in over the funding allocation this item would be tabled. The clerk asked for a motion to table. Councilor Sirois made a motion to table the contract award and request for funding from the Emera TIF fund for repairs to the Town Center lights. Councilor Marble seconded the motion. Unanimous vote in favor.*
- c. Request for authorization of \$20,978.40 in funding from the Public Works Equipment reserve fund for the purpose of paying the first of (5) five lease payments – *referral from Infrastructure Committee – Councilor Marble explained that this was discussed during the budget process as well as during committee and made a motion to authorize the expenditure of \$20,978.40 from the Public Works Equipment reserve to pay for the first lease payment on the public works front loader. Councilor Sirois seconded the motion. Unanimous vote in favor.*
- d. Request for authorization for up to \$2,975.00 in funding from the IT Reserve account for the purpose of website redesign – *referral from Services Committee – Councilor McAvoy made a motion to approve up to \$2,975.00 in IT Reserve funds for the purpose of paying for website re-design. Councilor Sirois seconded the motion. Unanimous vote in favor.*

MINUTES

- e. Request for Council referral to Public Hearing the proposed repeal of the Town of Hampden Tree Ordinance – *referral from Services Committee – Councilor McAvoy made a motion to refer the proposed repeal of the Tree Ordinance to public hearing. Motion was seconded by Councilor Marble. Unanimous vote in favor.*
- f. Request for Council referral to Public Hearing the proposed repeal of the Town of Hampden Yard Sale Ordinance – *referral from Planning & Development – Councilor McPike made a motion to refer the proposed repeal of the Yard Sale Ordinance to public hearing. Motion was seconded by Councilor Marble. Unanimous vote in favor.*
- g. Approval of a renewal liquor license application for ATC Tennis Center, located at 60 Mecaw Rd., owned and operated by Dean Armstrong – *Councilor Sirois made a motion to approve the renewal liquor license application for ATC Tennis Center. Councilor McAvoy seconded the motion. Unanimous vote in favor.*

e. COMMITTEE REPORTS

Finance & Administration – *Councilor Sirois reported that all items discussed in committee were discussed on this agenda.*

Planning & Development – *Councilor McPike reported that they met on Nov. 2nd and discussed the MRC/Fiberight water situation. This will be an on-going discussion. Committee members discussed the Business Park TIF and the market study. Manager Jennings has selected a consultant. Discussed the yard sale ordinance and possible repeal. Ballot question 1, recreational use of marijuana has been a topic of discussion, however it will be in rule making for about 9 months so there is time to plan how this will fit Hampden. The topic of home occupations was also discussed.*

Infrastructure – *Councilor Marble reported that the next meeting will be Wednesday November 23rd at 6:00 pm*

Services – *Councilor McAvoy reported that all items discussed in committee were handled earlier this evening.*

- f. MANAGER'S REPORT – *Manager Jennings recapped the information from his last report. He informed the public that the 3 local ballots passed and discussed the impact the state referendums will have on the Town of Hampden, namely the increase in minimum wage on the recreation department.*

g. COUNCILORS' COMMENTS

Councilor Sirois – *No comment*

Councilor McAvoy - *Reminded everyone to shop local and buy American*

Councilor Marble – *Extended wishes for a Happy Thanksgiving and safe travels*

Councilor McPike – Stated that last Tuesday he was accepted onto a committee for Penobscot County. He has never been involved at the county level. He wanted to say how enlightening it has been. He feels that our county is run extremely well. He reported that there was a lot of discussion regarding the jail and the fact it is over capacity, and the commissioners are working hard on this issue. He stated he has high regard for the commissioners.

Councilor Cormier – No comment

Mayor Ryder – Also extended wishes for a Happy Thanksgiving and hopes that everyone will have the opportunity to spend time with friends and family.

- h. ADJOURNMENT – At 7:20 p.m. Councilor Sirois made a motion to adjourn. Councilor McAvoy seconded the motion. Unanimous vote in favor.

Respectfully Submitted,



Paula A. Scott, CCM
Town Clerk



MAINE MUNICIPAL ASSOCIATION

Risk Management Services

60 Community Drive
P.O. Box 9109
Augusta, Maine 04332-9109

B-3-a

Telephone No.
(207) 626-5583
(800) 590-5583 Maine Only
Fax No. (207) 626-0513

November 16, 2016

Mr Angus G Jennings
Town Manager
Town of Hampden
106 Western Ave
Hampden, ME 04444-1436

Town of Hampden
RECEIVED

NOV 21 2016

Office of the
Town Manager

Dear Mr Jennings,

We are pleased to enclose your annual Membership Report as a participant in the MMA Workers Compensation Fund. Participation in the Fund provides significant benefits to members beyond meeting their statutory obligations under the Workers Compensation Act.

The Membership Report provides information about several important components of this program:

- The Dividend distribution amount received by your entity in 2016. Dividends are voted upon by the Board of Trustees and paid to members who meet the established criteria.
- The number and total value of hours spent by Loss Control personnel assisting you with safety issues and in staff training.
- The value and number of the Online Safety courses provided assisting you with safety and human resources issues and staff training.
- The total value of approved Safety Grants and Scholarships awarded to your entity in 2016, if applicable.

We are proud that the Fund continues to be an example of Maine local governmental cooperation. Please find your Value of Membership Report enclosed. For your convenience we have enclosed five copies for your key officials. We would be happy to provide you with any additional information or answer any questions about the enclosed report. Please feel free to contact Michelle Pelletier, Marcus Ballou, or me, at 1-800-590-5583, or locally at 626-5583, at any time.

Sincerely,

Patricia Kablitz, CPCU. ARM
Director, Risk Management Services

The Value of Membership



Maine Municipal Association
Risk Management Services

Public Entity risk management
is what we do and all we do.

PARTNERSHIP | SERVICE | PERFORMANCE

2016 Workers Compensation Fund Benefits for Town of Hampden

DIVIDENDS	<p>The governing board of the Workers Compensation Fund voted dividends to be distributed in 2016. Dividends are not guaranteed year-to-year.</p> <p>Dividends PAID to the <i>Town of Hampden</i>: \$4,951</p>
SAFETY GRANTS & SCHOLARSHIPS	<p>The Safety Enhancement Grant and Scholarship Grant program offers financial incentives to your Entity as a member of the Workers Compensation Fund. Grants are awarded to assist in reducing the frequency and severity of your workplace injuries.</p> <p>Grants and Scholarships Awarded: \$2,832</p>
LOSS CONTROL	<p>In the last year, Loss Control staff visited your entity and provided services which may include training, consultation & safety surveys resulting in <u>17.54</u> service hours with a value of <u>\$1,666</u>. Your entity also utilized <u>55</u> online safety training courses valued at <u>\$550</u>.</p> <p>The estimated value of these services are: \$2,216</p>

THE TOTAL VALUE OF BENEFITS FOR THE 2016 YEAR:

\$9,999*

*This is NOT a bill.

The Maine Municipal Association Workers Compensation Fund created by you for you.



WORKERS COMPENSATION FUND

MMA Risk Management Services

MAINE PEOPLE WORKING FOR MAINE COMMUNITIES

Membership is the difference

ADVANTAGES:

- A Partnership of Maine Communities grouping together to fund The Workers Compensation Fund
- Public Entity risk management is what we do and all we do
- Specialized comprehensive coverage designed for Maine Communities
- Providing rate stability for our members

Loss Control:

- Experienced, designated Loss Control Consultants
- MMA staff provides all services with no additional fees
- Partnering with you to provide inspections, training and consultation, specific to municipal exposures that prevent injuries and accidents and help you control your costs
- Safety Committee Assistance
- Safety grants and scholarships
- Online training and website resources
- Provide guidance establishing safety programs, policies and procedures

Claims Management:

- In State claims handlers
- Online, fax or paper claims reporting
- Direct access to your assigned Claims Handler
- Claims review meetings are encouraged and available at your request/location

Member Services/Underwriting:

- On-site visits at your convenience
- Direct access to your underwriter to answer coverage questions
- New and renewal application assistance
- Itemized breakdowns of contributions available
- We offer Transitional Return To Work and Preferred Provider assistance

The Maine Municipal Association Workers Compensation Fund appreciates your participation.



Fire Department

B-3-b



Thomas E. Higgins
Fire Chief
thomas.higgins@bangormaine.gov

November 21, 2016

Hampden Fire Department
Chief Joe Rogers
106 Western Avenue
Hampden, ME 04444

Town of Hampden
RECEIVED

NOV 28 2016

Office of the
Town Manager

RE: Emergency Medical Billing

To Whom It May Concern:

For several years Bangor Fire Department has provided Emergency Medical Billing services for your organization. As notified several months ago, the City of Bangor has been reevaluating our options for billing services. After final consideration, we have decided to end our in-house program and contract with a third party vendor. **Effective December 31, 2016 we will no longer provide Emergency Medical Billing Services to your organization.**

Attached is a list of several vendors that provide emergency Medical Billing services. We have selected Comstar, Inc from Rowley Massachusetts as our new provider and surely their representatives or any of the other companies on the list would be pleased to discuss service options with you. There are also many other qualified companies across the country that specialize in medical billing.

Thank you for your years of support to our medical billing program. Feel free to contact me with any questions or concerns.

Sincerely,

Thomas E. Higgins
Fire Chief

289 Main Street - Bangor, Maine 04401

207.992.4700 • Direct 207.992.4701 • Cell 207.852.5142

www.bangorfiremaine.gov



Medical Billing Companies:

Comstar, Inc
8 Turcotte Memorial Drive
Rowley, MA
Jeff Tassi, Business Develop Director
jtassi@comstarbilling.com
800-488-4351

Freeport Fire Department
4 Main St
Freeport, ME
207-865-3421

Intermedix Corporation
424 Church St
Suite 1500
Nashville, TN
Michael Silk, Business Development Director
Michael.silk@intermedix.com
732-710-9951

Caribou Fire Department
Chief Scott Susi
121 High St
Caribou, ME
Firechief@cariboumaine.org
207-493-4215

Medical Reimbursement Services
PO Box 1810
Windham, ME
Spmcpherson@roadrunner.com
207-892-0020



Penobscot County Treasurer's Office

Daniel Tremble, Treasurer

Judith A. Alexander, Finance Director

97 Hammond St.

Bangor, ME 04401-4998

(207) 942-8535 ext. 2201 * jalex@penobscot-county.net

November 22, 2016

B3-C

Town of Hampden
RECEIVED

NOV 28 2016

Office of the
Town Manager

Dear Municipal Official:

RE: Penobscot County 2017 Budget

Enclosed is a copy of the Penobscot County 2017 Budget as passed by the Penobscot County Budget Committee on Tuesday, November 15, 2016. There will be a public hearing on the budget at the Commissioners' Meeting on Tuesday, December 6, 2016, at 10:00 a.m. in the Commissioners' Room at the County Building located at 97 Hammond Street, Bangor.

Also enclosed is a copy of the preliminary valuations from Maine Revenue Service. The final figures will not be available until the end of January 2017. This is to give you at least some idea of what your municipal taxes will be in 2017; but please bear in mind these could change somewhat as these are just preliminary figures

If you have any questions regarding this material, please feel free to call me.

Sincerely,

Judith A. Alexander, M.B.A.
Finance Director

Enclosures

2017

Municipality	Valuation	Tax Liability	% of Tax
Alton	41,900,000	\$ 55,468.31	0.39%
Bangor	2,554,550,000	\$ 3,381,781.71	23.73%
Bradford	64,800,000	\$ 85,783.92	0.60%
Bradley	111,700,000	\$ 147,871.36	1.04%
Brewer	718,900,000	\$ 951,700.51	6.68%
Burlington	37,300,000	\$ 49,378.71	0.35%
Carmel	175,500,000	\$ 232,331.46	1.63%
Carroll	23,950,000	\$ 31,705.63	0.22%
Charleston	67,300,000	\$ 89,093.49	0.63%
Chester	80,000,000	\$ 105,906.08	0.74%
Clifton	73,950,000	\$ 97,896.93	0.69%
Corinna	111,400,000	\$ 147,474.22	1.03%
Corinth	145,150,000	\$ 192,153.34	1.35%
Dexter	217,600,000	\$ 288,064.54	2.02%
Dixmont	87,250,000	\$ 115,503.82	0.81%
Drew	4,900,000	\$ 6,486.75	0.05%
East Millinocket	66,800,000	\$ 88,431.58	0.62%
Eddington	170,550,000	\$ 225,778.52	1.58%
Edinburg	8,800,000	\$ 11,649.67	0.08%
Enfield	152,300,000	\$ 201,618.70	1.41%
Etna	70,550,000	\$ 93,395.92	0.66%
Exeter	62,800,000	\$ 83,136.27	0.58%
Garland	50,500,000	\$ 66,853.21	0.47%
Glenburn	283,900,000	\$ 375,834.20	2.64%
Greenbush	57,900,000	\$ 76,649.53	0.54%
Hampden	630,500,000	\$ 834,672.29	5.86%
Herron	491,900,000	\$ 651,190.01	4.57%
Holden	286,350,000	\$ 379,077.58	2.65%
Howland	57,800,000	\$ 76,517.14	0.54%
Hudson	97,650,000	\$ 129,271.61	0.91%
Kenduskeag	76,950,000	\$ 101,868.41	0.71%
Lagrange	30,200,000	\$ 39,979.55	0.28%
Lakeville	68,600,000	\$ 90,814.46	0.64%
Lee	57,400,000	\$ 75,987.61	0.53%
Levant	159,400,000	\$ 211,017.86	1.48%
Lincoln	294,800,000	\$ 390,263.90	2.74%
Lowell	46,800,000	\$ 61,955.06	0.43%
Mattawamkeag	41,650,000	\$ 55,137.35	0.39%
Maxfield	8,050,000	\$ 10,656.80	0.07%
Medway	60,800,000	\$ 80,488.62	0.56%
Millford	178,350,000	\$ 236,104.37	1.66%
Millinocket	165,850,000	\$ 219,556.54	1.54%
Mt Chase	36,300,000	\$ 48,054.88	0.34%
Newburgh	104,450,000	\$ 138,273.63	0.97%
Newport	277,050,000	\$ 366,765.99	2.57%

2016

Municipality	Valuation	Tax Liability	% of Tax
Alton	40,850,000	\$ 52,456.21	0.38%
Bangor	2,543,700,000	\$ 3,266,410.58	23.79%
Bradford	65,100,000	\$ 83,596.07	0.61%
Bradley	110,200,000	\$ 141,509.79	1.03%
Brewer	721,350,000	\$ 926,298.41	6.75%
Burlington	37,100,000	\$ 47,640.77	0.35%
Carmel	168,800,000	\$ 216,759.09	1.58%
Carroll	23,950,000	\$ 30,754.62	0.22%
Charleston	66,250,000	\$ 85,072.81	0.62%
Chester	67,550,000	\$ 86,742.16	0.63%
Clifton	73,500,000	\$ 94,382.66	0.69%
Corinna	109,100,000	\$ 140,097.26	1.02%
Corinth	141,100,000	\$ 181,189.03	1.32%
Dexter	220,150,000	\$ 282,698.54	2.06%
Dixmont	79,200,000	\$ 101,702.13	0.74%
Drew	4,900,000	\$ 6,292.18	0.05%
East Millinocket	75,850,000	\$ 97,400.34	0.71%
Eddington	165,050,000	\$ 211,943.65	1.54%
Edinburg	8,750,000	\$ 11,236.03	0.08%
Enfield	152,800,000	\$ 196,213.21	1.43%
Etna	69,850,000	\$ 89,695.63	0.65%
Exeter	61,300,000	\$ 78,716.42	0.57%
Garland	51,050,000	\$ 65,554.22	0.48%
Glenburn	292,650,000	\$ 375,797.09	2.74%
Greenbush	57,650,000	\$ 74,029.39	0.54%
Hampden	617,200,000	\$ 792,557.54	5.77%
Herron	472,800,000	\$ 607,130.92	4.42%
Holden	274,850,000	\$ 352,939.79	2.57%
Howland	63,900,000	\$ 82,055.13	0.60%
Hudson	99,500,000	\$ 127,769.73	0.93%
Kenduskeag	73,750,000	\$ 94,703.69	0.69%
Lagrange	30,200,000	\$ 38,780.36	0.28%
Lakeville	64,950,000	\$ 83,403.45	0.61%
Lee	55,400,000	\$ 71,140.13	0.52%
Levant	159,900,000	\$ 205,394.65	1.50%
Lincoln	290,950,000	\$ 373,549.88	2.72%
Lowell	46,300,000	\$ 59,454.66	0.43%
Mattawamkeag	39,250,000	\$ 50,401.63	0.37%
Maxfield	7,950,000	\$ 10,208.74	0.07%
Medway	61,150,000	\$ 78,523.81	0.57%
Millford	175,900,000	\$ 225,876.33	1.65%
Millinocket	208,300,000	\$ 267,481.75	1.95%
Mt Chase	35,950,000	\$ 46,164.04	0.34%
Newburgh	102,750,000	\$ 131,943.11	0.96%
Newport	263,000,000	\$ 337,722.99	2.46%

2015

Municipality	Valuation	Tax Liability	% of Tax
Alton	40,400,000	\$ 50,997.19	0.38%
Bangor	2,481,850,000	\$ 3,132,855.77	23.57%
Bradford	63,100,000	\$ 79,651.55	0.60%
Bradley	108,500,000	\$ 136,960.27	1.03%
Brewer	707,400,000	\$ 892,955.73	6.72%
Burlington	35,250,000	\$ 44,496.31	0.33%
Carmel	165,050,000	\$ 208,343.71	1.57%
Carroll	23,650,000	\$ 29,853.55	0.22%
Charleston	66,050,000	\$ 83,375.35	0.63%
Chester	65,900,000	\$ 83,186.01	0.63%
Clifton	73,000,000	\$ 92,148.39	0.69%
Corinna	110,450,000	\$ 139,421.77	1.05%
Corinth	138,000,000	\$ 174,198.32	1.31%
Dexter	216,450,000	\$ 273,226.28	2.06%
Dixmont	75,300,000	\$ 95,051.69	0.72%
Drew	4,950,000	\$ 6,248.42	0.05%
East Millinocket	92,800,000	\$ 117,142.06	0.88%
Eddington	163,100,000	\$ 205,882.22	1.55%
Edinburg	8,750,000	\$ 11,045.18	0.08%
Enfield	147,750,000	\$ 186,505.81	1.40%
Etna	67,500,000	\$ 85,205.70	0.64%
Exeter	59,900,000	\$ 75,612.17	0.57%
Garland	50,750,000	\$ 64,062.06	0.48%
Glenburn	286,650,000	\$ 361,840.20	2.72%
Greenbush	56,800,000	\$ 71,699.92	0.54%
Hampden	608,850,000	\$ 768,555.41	5.78%
Herron	467,600,000	\$ 590,254.59	4.44%
Holden	274,100,000	\$ 345,998.25	2.60%
Howland	64,450,000	\$ 81,355.66	0.61%
Hudson	96,650,000	\$ 122,001.94	0.92%
Kenduskeag	68,550,000	\$ 86,531.12	0.65%
Lagrange	29,450,000	\$ 37,174.93	0.28%
Lakeville	63,950,000	\$ 80,724.51	0.61%
Lee	54,650,000	\$ 68,985.06	0.52%
Levant	157,150,000	\$ 198,371.49	1.49%
Lincoln	397,247,900	\$ 397,247.90	2.99%
Lowell	45,900,000	\$ 57,939.88	0.44%
Mattawamkeag	38,850,000	\$ 49,040.61	0.37%
Maxfield	7,850,000	\$ 9,909.11	0.07%
Medway	59,350,000	\$ 74,917.90	0.56%
Millford	175,050,000	\$ 220,966.78	1.66%
Millinocket	185,600,000	\$ 234,284.11	1.76%
Mt Chase	35,850,000	\$ 45,253.69	0.34%
Newburgh	102,850,000	\$ 129,828.24	0.98%
Newport	259,250,000	\$ 327,253.00	2.46%

2017 Penobscot County Budget





Hampden Historical Society

Newsletter – Fall 2016

Christmas Holiday Bazaar Saturday, November 19 8:00 am – 2:00 pm

This is the last call for crafts and other sale items for our Christmas Holiday Bazaar. Let's strive to make this the best one ever! We know there are lots of "crafty people" out there and we need your talents.

Needed items: Christmas crafts; plants; costume jewelry; fancy-work and "white elephants."

The money raised from this event helps keep Kinsley House warm all winter. We have a wonderful group of folks who have volunteered to make wreaths and arrangements, so plan to purchase these items from your Society. A committee member will be calling you for baked goods

The Kinsley House will be open on Friday, November 18 from 1:00 – 4:00 pm to receive baked goods and other items. Our thanks to all of you who volunteer.
- Jerry Stanhope and Patsy Husson



Hampden Food Cupboard

Thanks to all members who contributed to the food cupboard in July. Whenever you feel able to contribute please leave donations in the basement of the Congregational Church. Thank you.

HHS Board

Another Success for HHS! Heritage Day September 10

Thanks to all of our members and friends who participated in Heritage Day. You are the folks that keep our Society alive and active in the community. We maintain beautiful and historic buildings and grounds of which we can be justly proud.

There were many compliments handed out on September 10. Folks enjoyed the many activities and animals that we had on display: two little Angora goats, a sheep, plus chickens that laid green eggs made their appearance. Lots of children made candles and waxed leaves; some had their faces artistically painted and others played old-time games. The blacksmith and the cedar-shake splitter were busy demonstrating their crafts, while the outdoor cook made squash soup and apple pan dowdy that were sampled and enjoyed. The "medicine man" and his wife had a very authentic tent set up, showing his remedies.



Evelyn Clisham, ready to greet visitors, guest book in hand.

The Hannibal Hamlin Law Office was well visited and included a display of our antique toys. Butter was churned in the summer kitchen and spread on homemade bread for folks to sample. In the barn the tools were on display, along with Mazie's button collection and in the yard our wagons, sleds and sleighs were on display.

Our faithful friends, the Cloggers, danced until water dripped from their brows, while cider was being pressed by young folks. At lunch time, hot dogs, drinks, chips and homemade cookies were sold along with popcorn. Young cookie ladies served old-fashioned molasses cookies to the children throughout the day.

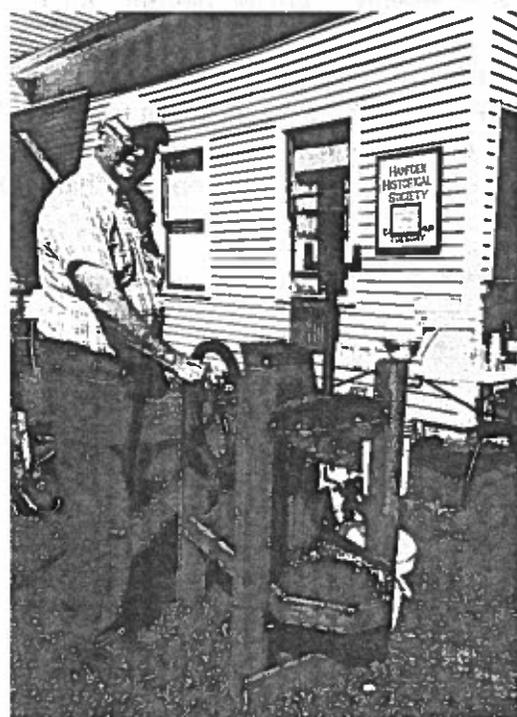
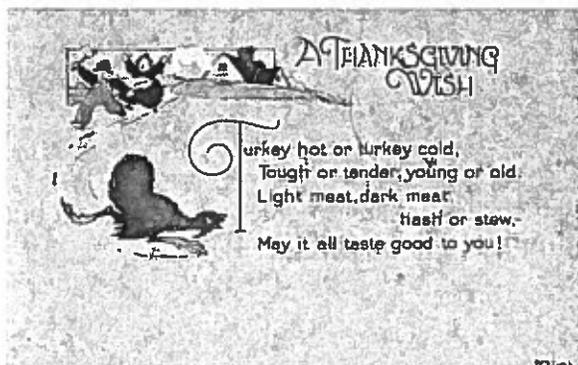
Inside the Kinsley House you could see demonstrations of rug braiding and punch needle art. The ladies commented that there was much interest in their work. All of our rooms were staffed by docents and each had good number of interested viewers. All in all I would call Heritage Day a success. Thank you - each and every one for your participation in the success of this bi-annual event. Jerry Stanhope



Rod and Jerry Stanhope, and the club is for making shakes, really!



Vivian Gresser, getting ready to "hitch up."



George Patterson – chief cider presser

Photographs by Patsy Husson

News From The Archives

The Archives has been very busy this past summer. Our volunteers have been working diligently to improve the information we have available for research. Some of the work includes Hampden Town Reports, *Bangor Daily News* articles and old mortgages of 1843-1853. Ellyn Chase has been reworking the surname files in order to make them easier to use.

Our volunteers have put in many hours this summer for both the Kinsley House and the Archives.

In June – 377 hours; July - 271 hours; and in August - 350 hours.

The Archives has had several contacts for information. E-mail is being used as the most common and we have had nine requests; another three have come by phone and one by U.S. Mail. The Archives are also a great resource for our members who are working on the newsletter.

Jean London, Archivist

Consider the Scholarship Fund

This is an invitation to the members of the Hampden Historical Society to help increase the funds in our Scholarship Fund. The HHS provides a scholarship each spring to some deserving senior to be used for his/her college expenses. The recipient is chosen by the Hampden Academy Staff and we always receive an appreciative “thank you” note from the student. This fund is generated by member donations at our monthly meetings, but because attendance is not always a large gathering, the fund could use a bit of a boost. Any amount would be much appreciated. Please consider a mail-in donation if you are unable to attend our monthly meetings. Donations can be made payable to the Hampden Historical Society and mailed to Hampden Historical Society, Box 456, Hampden, ME 04444. Thank you! Patsy Husson

Helpers for This Edition

Members and friends who contributed to this edition of the Newsletter are: Linda Costelloe, Jerry Stanhope, Jean London, Phyllis Bartlett, Ellyn Chase, Vivian Gresser, Rod Stanhope, Patsy Husson, Janice Von Brook, Carol Lamb, Alice Hawes and Bob Hawes.

IN MEMORIAM

Marjorie Chase passed away on September 7, 2016 at the Orono Commons Health Care facility. She was born on March 4, 1928 in Three Rivers, Quebec. Marjorie held a degree in Home Economics from McGill University (Montreal). She and her husband Robert “Bob” lived for many years in Cape Elizabeth before coming to Hampden, more than 50 years ago and then moving to Dirigo Pines in Orono. She is survived by her husband, Robert, a sister, Rosemary, and three sons; Daniel, John and David. She is also survived by four grandchildren and two great grandchildren. She was a long-time member of the Hampden Historical Society.

Norman Stern passed away on August 20, 2016. Norman was born July 31, 1924 in Baltimore, MD. He earned a Bachelor's degree at Western Maryland College and a Masters Degree at the University of Maryland. Norman fell in love with Maine as a young man when he was a camp counselor in the state. He and his late wife, Marie had lived in Hampden for many years and were long-time members of the HHS. Norman is survived by a brother, Harold; one son, David, and three step-daughters; Amy, Jon and Cindy. He is also survived by grandchildren and great-grandchildren.



Ringing the Gotchnag

Here is the third episode of the story about Carolyn and Crosby Wheeler who were descendants of Hampden's first settlers. The final episode will appear in the Winter 2017 edition. These articles were written by Linda Cooper Costelloe for the Hampden Congregational Church Newsletter in 2008/2009 and we thank Linda and the Congregational Church for permission to publish them here.

Caroline Wheeler Allen: The Difficult Life of a Missionary Wife

The following information comes from Ringing the Gotchnag: Two American Missionary Families in Turkey, 1855-1922. It was written by Jonathan Conant Page. It was published this year by the New England Historic Genealogical Society. I have placed a copy in the church library.

Crosby Wheeler and his sister, Caroline, grew up in our church. Their mother was Sybil Crosby Wheeler and their father was Joel Wheeler. Crosby was born in 1823 and Caroline was born in 1828. Joel Wheeler owned a tavern in Hampden and he died prematurely. Upon his death Sybil moved the family to Bangor where she ran the home for the Bangor Theological Seminary students. It was there that Caroline met Orson Allen.

After they became engaged Caroline and Orson decided to move to Massachusetts so he could go to Andover Theological Seminary and she could go to Mt. Holyoke Seminary to prepare herself to be a missionary.

Caroline had no illusions about missionary work. She knew it would be very difficult, but she wanted to teach and spread Congregationalism to Armenian Apostolic Christians in Turkey. She wrote to the American Board:

"I think that these desires [for mission work] did not arise from attaching anything of novelty to the missionary life. Neither have I ever regarded it as partaking anything of the nature of romance. I look upon it as a life of unwearied toil and self-denial for Christ's sake." (p. 21)

She and Orson moved to Turkey in 1855. Caroline did have a hard life in Turkey. She had to run her household, teach at the seminary, and go on missionary tours. She bore seven children but only three, Edward, Herbert, and Annie, survived childhood. In a January 1868 letter to the American Board Orson mentioned that four of their children had died while they were in Harpoot. He added that Crosby and Susan had lost three children and other missionaries had lost children as well. He did not attribute their death to the climate in Harpoot. They died of measles, thrush, pneumonia, and dysentery, which they could have gotten in any climate, he wrote. Orson rarely mentioned personal details in his letters to the Board, so very little is known about the deaths of his and Caroline's children. (p. 115) Orson asked the Board to give them leave to return to the U.S. He wrote, "[Caroline] is much worn out by our thirteen years of missionary life in Turkey with all its cares and duties." Caroline was frequently sick so in 1882 she went to the U.S. and stayed there for two years. Her sons, Edward and Herbert, were studying there then, so she was able to spend time with them. (p. 131)

In 1896 Caroline, Orson, and Annie returned to the U.S. They settled in Auburndale, Massachusetts. Annie took care of Caroline and attended Wellesley College. Caroline died on Nov. 24, 1898, in Auburndale, Massachusetts. She was 70. (pp. 190-191)

Linda Cooper Costelloe, Church Historian

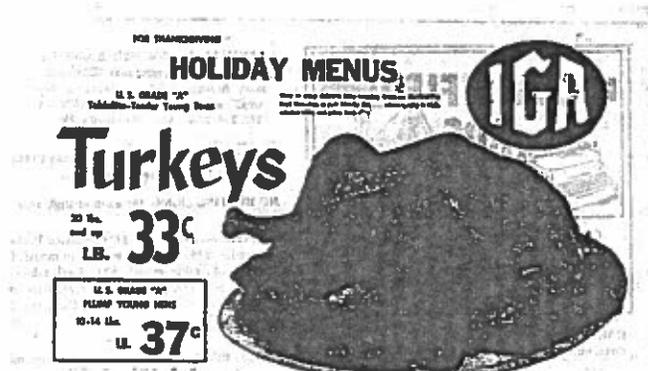
Fosters Community Fund

"R.H. Foster has invited the Hampden Historical Society to join their Foster's Community Funds. Any present customer or new customer who signs up to be part of the Foster's Community Funds R.H. Foster will donate 2 cents per gallon of oil purchased and 5 cents per gallon of propane purchased to Hampden Historical Society. It's a great deal and ongoing. The Society always needs funds for upkeep of our museum and other operating expenses. So if you are, or are willing to become, an R. H. Foster customer, please let them know you would like to sign up for the Foster's Community Fund program to benefit Hampden Historical Society. Thank you for supporting our Society!"



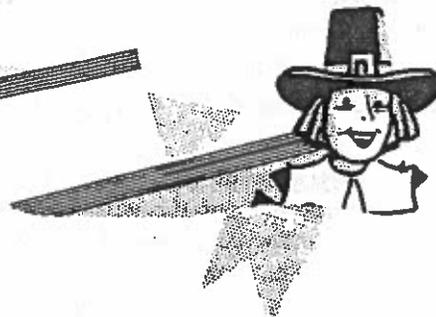
HAPPY BIRTHDAY TO ELINOR CANDERS !

On July 15, 2016 a special party was held at Winterberry Heights Retirement Home in Bangor to celebrate the 90th birthday of Elinor (Nealley) Canders. In attendance were Elinor's immediate family, cousins, nieces, nephews and old friends. Elinor was born in Hampden to Eugene and Leola Nealley at Nealley's Corner on the Kennebec Road and is a graduate of Hampden Academy, Class of '44. She married Greydon "Jim" Canders from Greenville and they had two children; Susan and Gregory. Elinor has been a long-time resident of Hampden and was very active in the Hampden VFW, holding national offices. She was for 20 years a fifth grade teacher in Bangor and in retirement worked as a florist and designer. She is a longtime member of the HHS and a baker of delicious brownies. Happy Birthday, Elinor! A photo of the family is seen above. Row #1 - Elinor Nealley Canders; Row #2 - Caleb Canders, Zac Canders - sons of Greg and Cathy; Row #3 - Cathy Canders (wife of Greg), Susan Canders, Greg Canders, and Michael Dooley (husband of Susan).



Thanksgiving

By Evelyn Whitmore



"Over the river and through the woods,

To grandfather's house we go,-

The horse knows the way to carry the sleigh,
Through the white and drifted snow."

How lustily we sang that in our primary and grammar school days! There was something anticipatory in the very atmosphere, leading up to the anniversary of Pilgrim times.

We could feel it with every fiber of our beings and that contributed to our whole hearted rendition of the good old Thanksgiving song. We had to have some sort of outlet for pent up enthusiasm and that was it.

"Hurrah for the fun, is the pudding done?
Hurrah for the pumpkin pie!"

Not all families had turkey for the dinner's main course. We always had a large spare rib (still my favorite meat), all the fixings and then some. Three kinds of pies-pumpkin, mince and apple-and we ate a small piece of each. If we had plum pudding or blanc mange (made from genuine Irish moss), that was partaken of, also.

It would never do to omit anything, not on Thanksgiving, - perish the thought.

There were six in our family, four kids with appetites (Dad could do his share-nourging needed) and there were two guests. Several homes in town had single occupants, lone remnant of a family.

Who could sit down to a feast of good things and not remember them? Not our kind-hearted mo-

ther. The Pilgrims, as you recall, invited Indians to their meal of thanks. In every picture of that first memorable occasion, friendly red men were there.

Grace was said in our home at every meal-Thanksgiving wasn't the only time for giving thanks. My mother was used to preparing for hearty appetites and she knew just how to go about it. (I wasn't old enough to help with the cooking then).

She made pies and cranberry sauce the day before. Early on the day itself, the spare rib was shoved in the oven to roast; then she prepared vegetables (potatoes, turnip, squash, onions) for later cooking, made thickening for gravy and, if we had pudding, it was put on to steam. She was then free until time to set the table. I could do that and help mash vegetables.

Since she had done the preparatory labor, I washed the dishes afterward. And I can tell you, it took me all the afternoon. We ate at noon. The men would have passed out of the picture-slow starvation- if they had been obliged to wait.

The delectable smells in that house were something to remember, Dad went out for a gab-session with other marking-time men in one of the stores, the boys to play ball with the kids on the corner.

Nevertheless, they kept sticking heads in the door to ask, "How much longer, - I'm starved." Aromas must have penetrated to the outer air.

In due time, everything was ready, and eight hungry mortals, after a grace of thanks was said, began to "feed their faces" as an older cousin phrased it. He, also, used to say, "Isn't it about time to slay the pie?" (Cont. on next page)

SPECIAL TOWN MEETING DEC. 2. SEE PG. 3

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THANKSGIVING (Cont. from first Pg.)

We ate and ate, each mouthful calling for more, until there actually was no room for anything further. Dad and the boys loosened belts, saying, "You needn't bother to get supper, I can't eat another thing today," and went out to try to settle their dinners.

My mother had a twinkle in her eye, remembering other years, but she said nothing.

Ev was just gullible enough to believe reiterated statements. Anyhow, it did take me most of the afternoon to swim through those dishes. I was full to bursting, too, but I was willing, believing my task for the day would be ended when the last cooking dish was dried.

It seemed I had just settled down to relax, when the door opened and in trooped Dad and the three boys. Their eager concerted gaze rested on the bare table and then a wail arose, - "Don't we get any supper?"

I reminded them of the declaration earlier. Everyone looked sheepish - sheepish and hungry. It did not take long to get a meal on the table, everything was ready. So we ate again, a lighter

repast. Good old days and healthy appetites. Our family was intact then.

The first Thanksgiving dinner I ate away from home (I was ten or eleven) was with the Perkins family on Shore Street. It was my first taste of turkey, as well.

Daughter Grace was home from kindergarten teaching. Son Maurice, home from dental college. His fiancée, Miss Alma Humphrey, was there, we were the dinner guests that year. It was a happy occasion. When I went home, they gave me a pretty little china plate and cup and saucer.

I used those dishes at home for Thanksgiving and Christmas dinners only, a number of years. They were an integral part of both holidays. Also, a small silver knife and fork, gift from friends of Dad in Mass., in use each day, until I outgrew

them. I prized them and held on as long as possible.

Some years, there was snow on the ground, after dust blowing in the street. One day, in the latter part of the twenties, the first half of the day was like spring, unseasonably warm. We had company from Bangor. She had to borrow my mother's overshoes to get up to the corner to take the trolley back to the city.

Just after dinner, heavy clouds came up fast, the wind started blowing and snow came down in such thick sheets, persons who lived in Bangor, cut short their holiday visits and hurried to the post office to await the car. They waited and waited. Cars were delayed, as snow on tracks got deeper and deeper.

Finally, ye old trolley appeared and a gasp of relief went up from the assembled diners-out. They reached home in due time, but that day's sudden change of weather was a topic for conversation.

The day after Thanksgiving was a vacation from school, making a four-day weekend for us. The powers that be were wise to choose the lesser of two evils. No living kid could have sufficient energy, after such a feast session to get to school, much less study and recite after he reached there.

Gray matter was dormant for the entire welcome time-off. Many years, even without snow, there was good ice skating. A freeze following a rainy period. There was plenty of activity of some sort - kids made their own fun.

Our Pilgrim forbears gathered
Upon a rough-cleared plain,
Where graves of loved ones guarded
Long rows of precious grain-
A welcome harvest after
They'd labored oft' in vain,
Forgotten were the hardships
And bitter suffering,
While hymns of gratefulness to God
Arose in offering,
Each well-remembered mercy
Was like a new-found ray
Of hope, and faith, and courage,
That first Thanksgiving Day.

The same God watches o'er us
Throughout the changing years,
The same hand showers bounty,
The same love calms our fears,
And manifold the blessings
He strews along our way,-

Upcoming Meetings and Programs

The HHS Board meets on the 2nd Monday of the month at 6:30 pm. The Society meets on the 4th Monday at 7:00 pm from March through November. No meetings are scheduled for December, January or February.

November 28, 2016

“What Is It?” A look at some of the more unusual items in our collection

Presenter – Bob Hawes

Hospitality – Sandra Boynton and Polly Levesque

March 27, 2017

“Postal Potpourri” of Hampden

Presenter – Jim Husson

Hospitality – Ellyn Chase and Mary Poulin

April 24, 2017

HHS Collection – Vintage Clothing 1940s – 1960s

Presenters: Mary Poulin, Jerry Stanhope, Herb Frost

Hospitality – Bob and Alice Hawes

All Are Welcome

**Hampden Historical Society
PO Box 456
Hampden, ME 04444**

Address service requested

Change of Address?

Please let us know if you have a change of address.

HHS email: hampdenhistorical@gmail.com

Open Hours at HHS

Kinsley House will be open 10:00 am to 4:00 pm every Tuesday, April through October, or by appointment.

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B-4-a



Town of Hampden

Planning and Development Committee

Wednesday October 19, 2016, 6:00 pm

Municipal Building Council Chambers

Minutes

Attending:

Committee/Council

Ivan McPike-Chair
David Ryder, Mayor
Terry McAvoy
Mark Cormier
Dennis Marble
Stephen Wilde

Staff

Angus Jennings, Town Manager
Karen Cullen, Town Planner
Myles Block, Code Enforcement Officer

Public

none

Chairman McPike called the meeting to order at 6:00 p.m.

1. Approval of September 21, 2016 Minutes – Motion to approve as presented made by Councilor Wilde with second by Councilor Marble; carried 6/0/0.
2. Committee Applications: None.
3. Updates:
 - A. Status of MRC/Fiberight
Town Manager Jennings and Planner Cullen gave an update on the project, primary points included:
 - Town has recently received revised plans for the road and sewer which are being reviewed by our engineers, there are a number of changes to the plans from those previously submitted;
 - Expect work to begin very soon on the first phase of road construction, which is to build one lane of the road to sub-base gravel;
 - Preconstruction meeting was held last week and went well;
 - MRC is holding a groundbreaking ceremony on Wed Oct 26 at 9:30 am at the road entrance at Coldbrook Road.

Aside: Sargent is getting started on the east road (East Carey Drive); the bond reduction for Carey Circle is being processed shortly and they will be putting up a bond for East Carey Drive.

4. Old Business:

- A. Business Park TIF: Planner Cullen handed out a map of the business park with the parcels noted as to whether they are designated in the 2014 Development Agreement as to be included in the TIF (light purple), were not specified as being included in the TIF (dark purple; the “excluded parcels”), or were already developed and thus not to be included in the TIF (blue). Policy question for P&D – should the TIF district include the “excluded” (dark purple) parcels as well as the “included” parcels? A discussion took place with the main points:
- To be competitive in marketing the “excluded” (dark purple) parcels, Epstein would like them to be included in the TIF.
 - Staff understands that inclusion of a property in the TIF district does not obligate the town to enter into a credit enhancement agreement (CEA) on that parcel, it provides the option to do so.
 - If the “excluded” (dark purple) parcels are included in the TIF district and the town enters a CEA, that would give those parcels a strong competitive advantage relative to the other parcels – internal competition among the business park parcels.
 - Want to incentivize business in town to get more businesses in, that would then benefit taxpayers. It’s important how the marketing is managed; sequencing of parcel sales.
 - If the “excluded” (dark purple) parcels are included in the TIF district, they will probably sell first.
 - As it stands now, no purchaser of any lot in the park will get any tax benefit, only Sargent will (to offset their up front investment in the infrastructure per the Development Agreement). Furthermore, the building has to be valued at \$500,000 or more for 50% of the taxes to go to Sargent, and if it hits that threshold then the entire value of the building is counted.
 - The current arrangement per the Development Agreement makes it very difficult for us to offer an incentive to purchasers of the “included” (light purple) parcels for a period of ten years, putting Hampden at a competitive disadvantage to other towns.
 - Sargent has indicated they don’t mind if we include the “excluded” (dark purple) parcels in the TIF.
 - Consensus – include the “excluded” (dark purple) parcels in the TIF District. No decision to be made tonight; these parcels can be removed later if need be.
 - Aside: covenants are in place and are thought to be restrictive to development; buffer along Route 202 is thought to be unattractive.
 - Land use question: restaurants are allowed per zoning; what are your thoughts about marketing specifically for restaurants. Is that part of the vision for the park? Would it have the potential for competition with town center?

- Staff is working on a list of eligible uses for the TIF funds.
- Timeframe: to DECD by end of Feb; our goal is to get the whole TIF to P&D Dec 7 or 21 for referral to TC.

5. New Business: None.

6. Zoning Considerations/Discussion:

A. Format of Use listings in zoning ordinance – Planner Cullen led a discussion of the use listings in the ordinance; currently set up as paragraph format by district, conversion to table format allows reader (property owners, town officials and staff) to more readily and easily understand what is allowed where. Karen drafted a use table for Hampden using all of the existing districts and the current uses (by right, with site plan approval, and by conditional use) and presented it for discussion to the Committee. She and Town Manager Jennings pointed out a number of issues that were uncovered by putting the uses into table form, including inconsistencies between uses, districts, and in at least one case state law. Karen also noted there are 26 footnotes which are qualifiers to some of the uses in some of the districts. This is a work in progress but staff would like direction on whether to continue work on this or if Council prefers the existing paragraph format. Consensus of the Committee is to keep working on this, the table format is better than the paragraph format.

B. Ballot Question 1, retail marijuana – Planner Cullen said that in the event question 1 passes on Nov 8th, staff needs to be prepared with the direction Council would like to go with the whole retail marijuana issue. While the Town cannot regulate the use of marijuana (if Question 1 passes statewide), we do have the option to either prohibit or regulate (or neither) any or all of the five retail marijuana categories included in the Act: stores, social clubs, cultivation facilities, product manufacturing, or testing facilities. It was noted the Act provides a 9 month period for the state to adopt rules, and we understand the Town can rightfully reject any applications for any retail marijuana establishments during that time; this gives us time to draft and adopt local regulations or a moratorium in the event that becomes necessary. After the election we'll know how Hampden voters feel about it, which might inform Council's decision. After discussion it was the consensus of the Committee that if question 1 passes, staff should be prepared to proceed with regulating retail marijuana businesses.

Planner Cullen also noted the town has the option to issue local licenses for such establishments; CEO Myles Block said an argument in favor of licensing is the benefit of having an annual inspection requirement.

7. Citizens Initiatives: None.

8. Public Comments: None.

9. Committee Member Comments: None.

10. **Adjournment: Motion to adjourn at 7:06 by Councilor Marble; seconded by Mayor Ryder, carried 6/0/0.**

*Respectfully submitted by
Karen Cullen, Town Planner*



Town of Hampden
Planning and Development Committee
Wednesday November 2, 2016, 6:10 pm
Municipal Building Council Chambers

Minutes

Attending:

Committee/Council

Ivan McPike-Chair
David Ryder, Mayor
Terry McAvoy
Mark Cormier
Dennis Marble
Stephen Wilde
Greg Siros

Staff

Angus Jennings, Town Manager
Karen Cullen, Town Planner

Public

Tom Brann
Bill Shakespeare

Chairman McPike called the meeting to order at 6:15 p.m.

1. Approval of October 19, 2016 Minutes – Staff noted several housekeeping edits. Motion to approve as amended made by Councilor Siros with second by Councilor McAvoy; carried 7/0/0.
2. Committee Applications: None.
3. Updates:

A. Status of MRC/Fiberight

Town Manager Jennings and Planner Cullen gave an update on the project, primary points included:

- Town has recently received notice from DEP that a modification of their permit has been issued to change the wetlands compensation to a fee-in-lieu, meaning the MRC is no longer seeking an easement holder for the 80 acre parcel that was going to be preserved.
- Construction has begun, the first construction meeting was held yesterday and they haven't run into any significant issues. They have run into clay and are needing to over-excavate those areas to put in a gravel base for the sewer lines. The next construction meeting will be in a month, by which time most of the first phase construction should be completed.
- The location of the water line continues to be a point of concern; staff and the Water District have been trying to get a meeting with representatives of MRC for some time now, and have been

pressing them as there is an urgency to iron out any differences. The primary issue is that MRC has recently mentioned that they want to run the water line through Ammo Park and not on Coldbrook Road as had been approved by the Water District and understood by the Planning Board. There are concerns regarding fire flow and adequate water for future development in the area.

- We are still waiting to hear from MRC about how they plan to address the frontage issue, as without frontage for the parcel Fiberight will be unable to get a building permit.

4. Old Business:

A. Business Park TIF: Planner Cullen led a discussion on a draft list of eligible project costs for the TIF funds, noting that the draft list had been developed based on a sample from a nearby town and state statute. The main points of discussion were:

- The idea put forth in the comprehensive plan to have an access road along Coldbrook Road is still a viable option, and the location of the water line (for MRC) would not impact the potential for an access road. It was noted that it would be done by the property owners and the town has limited ability to influence the concept.
- Town center improvements – it was noted that the holiday lighting infrastructure is going to be completed within the next few months and so that project was deleted from the list.
- Will modify the wording regarding the revolving loan program to specify it is for small businesses; large businesses have other resources they can tap into for financial assistance that most small businesses can't.
- Recreational facilities that are eligible are limited to trails, and for those DECD must make a finding that the trail project is going to have a benefit to economic development. Usually these are trails that run through a town center area, but Planner Cullen noted that with the snowmobile trail out by the MRC site and the LL Bean parcel, there might be an opportunity to expand the trail network and to provide parking for trail access.
- We will be holding a kickoff meeting with the consultants on Monday Nov. 7.
- Manager Jennings confirmed with Epstein and Sargent that they are in favor of including the undeveloped front parcels (which are not specified in the development agreement as being within the TIF) in the TIF.

5. New Business: None.

6. **Zoning Considerations/Discussion:**
 - A. **Format of Use listings in zoning ordinance** – Planner Cullen noted that she is continuing work on the use table, but hasn't gotten enough done to have any useful discussion about it tonight.
 - B. **Draft language for home occupations** – Planner Cullen led a discussion on the language she had drafted for businesses that are run out of a residential property. The main points of the discussion were:
 - The committee agreed with the concept of creating three levels of businesses.
 - The limitation on truck size (weight) needs more work; 10,000 pounds GVW is too small; also need to include any limit only for the home business and customary home occupation categories and not for the home based contractor.
 - The signage section needs to be looked at to ensure consistency with the sign regulations elsewhere in the ordinance as well as state law, and the size should be increased above 4 square feet.
 - Traffic generation should be consistent with residential use (not just single family), or change the language so it is consistent with the zoning district which it is in.
 - These permits should run with the land as opposed to the applicant, but the Planning Board should have the authority to set a condition for specific home occupation proposals that they will not run with the land; this would allow flexibility to the Board to limit the potential for a business to expand beyond the original home occupation proposal with transfers of owners.
 - Some of the sections retained from the current Hampden Zoning Ordinance (specifically "Additional Conditions Necessary for Approval...", "Alterations to Land and Buildings of Previously Approved...", and "Discontinuation and Abandonment of a Legacy Home Occupation") are not well understood by any of those present. Karen will research this further to see if she can figure out the reasoning behind those sections and will modify the draft amendment as appropriate.
7. **Citizens Initiatives:** None.
8. **Public Comments:** Tom Brann asked about the status of the codification project; Manager Jennings stated it is still on the work plan and in fact is one of the top four priorities set by Town Council this year. There are issues, most notably costs involved and limited staff resources to devote to the project.
9. **Committee Member Comments:** Manager Jennings noted that Dollar General will be holding a grand opening in January; more details will follow.

10. **Adjournment: Motion to adjourn at 7:35 by Councilor Marble; seconded by Councilor Wilde, carried 6/0/0. (Councilor Sirois left early).**

*Respectfully submitted by
Karen Cullen, Town Planner*

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday October 17th, 2016

MINUTES

Hampden Town Office

Attending:

Councilor Greg Sirois, Chair

Mayor David Ryder

Councilor Mark Cormier

Councilor Terry McAvoy

Councilor Ivan McPike

Councilor Stephen Wilde

Councilor Dennis Marble

Town Manager Angus Jennings

Assessor Kelly Karter

Chairman Sirois called the meeting to order at 6 p.m.

- 1. Meeting Minutes – October 3rd, 2016** – *There was a motion by Councilor Marble seconded by Councilor McAvoy to approve the minutes as written. Approved 7-0.*
- 2. Review & Sign Warrants** – *Warrants were reviewed and signed by Committee members.*
- 3. Old Business**
 - a. Update on the status of initiative to pursue site survey, engineering and DEP permitting for potential additional parking and athletic fields at the Lura Hoit Pool site** – *Angus Jennings, Town Manager – Manager Jennings read a statement into the record setting out the steps that will be followed regarding additional due diligence and permitting relative to potential expanded parking and potential additional field space at the Lura Hoit Pool site. Councilor McAvoy asked whether this update would be included in the Town Manager newsletter and Manager Jennings said it would, and that he was working to get this finalized and mailed as soon as possible.*
- 4. New Business**
 - a. Council review and approval of proposed FY17 Service Charges** – *recommended by Kelly Karter, Tax Assessor – Manager Jennings presented the information in the meeting packet. Councilor Marble*

asked about the status of FY16 collections, recalling that one of the property owners had not paid. Manager Jennings said that he would pursue collections this year for the one account that didn't pay in FY16. Motion by Councilor Marble seconded by Councilor McAvoy to refer the Service Fees to Council as written. Motion carried 7-0.

- b. Consideration of proposed Council Order 2016-03 establishing Confined Space Entry Policy – recommended by DPW Director Currier –** *Manager Jennings summarized the proposed policy and said this would not change practice, but would document current practice. Councilor Marble asked whether staff could enter confined spaces in an emergency but Mayor Ryder, who has taken the training, said that that's not allowed and can lead to a dangerous situation. Motion by Councilor McPike seconded by Councilor Marble to recommend the policy to the Council for approval. During discussion, Councilor McPike suggested that a list or some other information ought to be provided to public works and public safety staff so they know where they're not allowed to go. Manager Jennings said he thinks this is part of the training that Director Currier and Public Safety Director Rogers provide their staff but that he would confirm this. The motion carried 7-0.*
- c. Consideration of the proposed Business Park TIF professional fee reimbursement agreement – referral from Planning & Development Committee –** *Manager Jennings said that the agreement provides for Sargent Corp. to fund the consultant work necessary to create a TIF District through an escrow account, and that public dollars wouldn't be spent for this purpose. Motion by Councilor McPike, seconded by Councilor Marble, to refer the agreement to Council with a recommendation for approval. Motion carried 7-0.*
- d. Consideration of the proposed Business Park TIF professional scope of services – referral from Planning & Development Committee –** *Manager Jennings said this is the work scope accompanying the fee reimbursement agreement for TIF work. Motion by Councilor McPike, seconded by Councilor Marble, to refer the agreement to Council with a recommendation for approval. During discussion Councilor Marble suggested that this item didn't need Council authorization and that Manager Jennings should proceed. Councilor McPike withdrew his prior motion, and Councilor McAvoy expressed agreement with this approach. The Committee accepted the withdrawal of the motion.*
- e. Consideration of proposed allocation of up to \$15,000 in Emera TIF funds to support an economic market study – referral from Planning & Development Committee –** *Councilor McPike, Chair of the Planning & Development Committee, summarized the Committee's*

discussion and said there was broad support to move forward with this work. Motion by Councilor McPike seconded by Councilor McAvoy to recommend Council authorization of up to \$15,000 in Emera TIF funds to support a market study. During discussion, Councilor Marble suggested that Manager Jennings keep Bangor and Brewer apprised regarding progress, and Manager Jennings said that he would, and noted that there may be future opportunity for collaboration with Bangor and/or Brewer on a subsequent phase of study. Councilor McAvoy asked whether this work could dovetail with the work on the Broadband Grant that was recently received, and Manager Jennings said he thought these two efforts could benefit from coordination, especially regarding outreach to businesses and residents. The original motion passed 7-0.

- f. Consideration of proposed amendments to Driveway/Entrance Culvert Policy – referral from Infrastructure Committee – Councilor Marble summarized the Infrastructure Committee’s discussion on this matter, noting that the Committee was trying to address citizen complaints while establishing standards for when an underdrain warranted repair. Mayor Ryder emphasized that the policy change relates to underdrains, not culverts. Motion by Councilor Marble, seconded by Councilor McAvoy, to refer the proposed policy to the Council. Motion passed 7-0.**
- g. Request for referral to public hearing a proposed amendment to the Outdoor Facilities Ordinance to prohibit “vaping” – referral from Services Committee – Councilor McAvoy made a motion to refer the proposed ordinance amendment to the Council for the Council to refer to public hearing. Councilor Marble seconded. During discussion, a question was raised regarding Question 1 on the November ballot, and the potential impacts to Hampden if recreational marijuana is legalized. Manager Jennings said that this issue would be included on Wednesday’s Planning & Development Committee meeting for discussion, and that he is working with the Public Safety Director and the Town Planner. The motion carried 6-1 with Councilor Cormier opposed. Councilor Cormier expressed concern about amending an ordinance on the basis of a single citizen complaint.**
- h. Request for authorization to use up to \$5,000 in funding from the Emera TIF for the purpose of providing matching funds for the broadband grant – Councilor Marble commended the work of staff, especially GIS/IT Coordinator Severance, in securing the broadband feasibility grant. Motion by Councilor McPike, seconded by Councilor Wilde, to recommend that Council authorize up to \$5,000 in funding from the Emera TIF for the purpose of providing matching funds for the broadband grant. Motion carried 7-0.**

Manager Jennings brought to the Committee's attention a request he received earlier today from Public Safety Director Rogers, seeking \$5,000 in funds from the Fire Truck Refurbishment reserve account for the purpose of refurbishing the Compressed Air Foam System (CAFS) on Unit 271. Manager Jennings said that he would normally hold this for the next agenda but that, due to the Election and the rescheduled November meeting, the next Finance and Council meetings were nearly a month away. There was a motion by Councilor Marble, seconded by Councilor McAvoy, to add the request for \$5,000 in reserve funding to the agenda. The motion carried 7-0 and the item was added to the agenda.

- i. Request for authorization to use up to \$5,000 in funding from the Fire Truck Refurbishment Reserve Account for the purpose of refurbishing the Compressed Air Foam System (CAFS) on Unit 271 – Manager Jennings summarized the request and presented information showing a balance of nearly \$21,000 in the account. Motion by Councilor Marble, seconded by Councilor McAvoy, to recommend that Council authorize up to \$5,000 in funding from the Fire Truck Refurbishment Reserve Account for the purpose of refurbishing the Compressed Air Foam System (CAFS) on Unit 271. Motion carried 7-0.**

5. Public Comment – None.

6. Committee Member Comments – None.

7. Adjournment

There being no further business, the meeting was adjourned at 6:41 p.m.

Respectfully submitted –
Angus Jennings, Town Manager

INFRASTRUCTURE COMMITTEE MEETING
Wednesday, October 12, 2016

MINUTES

Attending:

*Councilor Dennis Marble, Chair
Mayor David Ryder
Councilor Terry McAvoy
Councilor Greg Sirois
Councilor Mark Cormier
Councilor Stephen Wilde*

*Councilor Ivan McPike
Town Manager Angus Jennings
DPW Director Sean Currier
Utility Clerk Danielle Simons
Resident William Shakesphere*

Chairman Marble called the meeting to order at 6 PM.

- 1. MINUTES – 8/22/2016 Meeting – Motion by Mayor Ryder seconded by Councilor McPike to approve August 22, 2016 minutes. 7-0 vote in favor.**
- 2. OLD BUSINESS**
 - a. DPW project list for pre-winter 2016 – Angus Jennings, Town Manager – Informational only; no discussion.**
 - b. Update regarding consideration of LED streetlights – Manager Jennings recommended that they table the consideration of LED streetlights until he is able to get more information from Pemco, he hasn't received responses to his prior inquiries. Manager Jennings stated that he didn't need a motion he just wanted to make sure everyone knew he was still working on it but tabling for the time being.**
 - c. Town Center holiday lights - recommendation to proceed with bid process – Manager Jennings asked to confirm the sense of the Committee that this work is TIF eligible. If so, DPW Director would be working on bids. DPW Director Sean Currier pointed out the installation and removal of lights would be a separate cost from the work to improve the electrical outlets on the utility poles. Chairman Marble confirmed that the Committee wanted to move forward with the bids. Manager Jennings stated that this would move to Finance after a dollar amount is confirmed.**
 - d. Discussion of recommended sewer ordinance amendments regarding testing procedures – DPW Director Sean Currier stated that there are several changes that need to happen to the sewer ordinance. He pointed out the testing portion of the mandrel is a 7.5%**

angle which is acceptable to the ASTM standards. Our specs say 5% which is only a minimal difference and still acceptable per current construction standards.

Manager Jennings said that typically they would have red line language to refer to when considering ordinance amendments. Where this is highly technical he asked the committee if they were comfortable with the approach he would like to give DPW Director Sean Currier to get the language right and we could move straight to Council.

Mayor Ryder asked what other changes needed to be made. Director Currier asked if they wanted to add a grandfather clause to waive the requirement to connect to sewer. He stated currently, if sewer goes by their property they must connect within ninety days of notification from the town to do so. After intensive review of the accounts we found several accounts that are not hooked to town sewer that should be and it's been that way for years. There was discussion about the policy as written. Manager Jennings stated that we are trying to enforce policy as written or change to match current practice.

The general sense of the committee was that we should not require those folks hook on until their current system fails. Councilor McAvoy suggested we add the cost associated with the system added to the ordinance. Chairman Marble suggested we add an insert to a sewer billing that explains there have been changes and invites the customer to come in to discuss their options.

Manager Jennings stated that he had two issues to address which are abatement requests and summer meters neither of which appears in our ordinance anywhere. Utility Clerk Danielle Simons explained that a summer meter is available for purchase at the Water District and it's a separate meter that hooks to an outside faucet and measures water usage that does not reach the sewer. It is used for things such as watering the garden and filling a pool. Manager Jennings pointed out that we have people that want to reach back to prior billing for abatements. Utility Clerk Danielle Simons explained that the current abatement requests along with previous ones are for things such as a pipe broke in the basement or a leak in the outside hose. There are often requests from customers that don't have a summer meter for whatever reason and have put in a lawn or a pool. Danielle explained the process of looking back at the customers billing history and if she can see an obvious increase in usage she instructs the customer to

send a letter to Manager Jennings requesting abatement. Manager Jennings says that because there's no formal policy, currently it's a judgement call on each one but that isn't ideal. There was discussion about how to notify customers about summer meters. The general census was that we do an insert during the first quarter 2017 billing explaining summer meters as well as other items we feel may not be broadly understood by sewer customers.

- e. Proposed amendments to driveway/culvert policy as relates to responsibility for maintenance/repair of driveway underdrains –** *Manager Jennings said the intent of the Committee from prior discussions is clear and he wants to amend policy so that it reflects that. Director Currier explained that he added the descriptor underdrain and culvert and also added "in excess of three inches" to the current policy with regard to the frost heaving underdrains. Mayor Ryder suggested seeing the repairs incorporated into the 8 year paving plan.*

William Shakespeare asked what the difference was between existing policy and new policy. DPW Director explained that the existing policy states if a culvert or underdrain fails we will replace it. The maintenance of bumps in the driveway from frost heaving culverts we do not currently address. With the new policy we will fix them if it is in excess of three inches where underdrain has been installed. Culverts will be treated as they are currently handled in the policy, which means frost heaves in driveway where culverts are installed will not be fixed by the Town.

Councilor Wilde made a motion to accept changes and refer to Council and seconded by Terry McAvoy. 7-0 vote in favor.

- f. Update on MRC/Fiberight engineering review of road and sewer; construction inspection –** *Manager Jennings stated that the MRC Board recently acted to authorize payment of past due bills for engineering reviews and a portion (approx. \$1.2 million dollars) of infrastructure spending has been committed. MRC wants to take advantage of the construction cycle this fall but have been held up by appeals which have affected Fiberight's ability to close on financing. The MRC had to decide if they would be willing to take the risk understanding there is a scenario where if the DEP appeal is successful and permit is over turned or because of the time associated with the appeal Fiberight fades away. MRC did vote to take that risk but wants to minimize their risk. They proposed a phased approach*

where they would construct one lane of the road through subbase gravel essentially creating a construction entrance. At the time we were presented with proposal we hadn't received authorization from MRC for peer reviewers to review engineering on road or sewer despite months of requests. Once our engineers got the vote authorizing work they moved very quickly. Manager Jennings presented the memo from Woodard and Curran which identified some of the key engineering issues. The latest design of the roads and sewer incorporate a lot of prior comments that have been pointed out in prior reviews so, it's moving in the right direction. Woodard and Curran feel that phased approach will work if handled properly.

- g. Fiberight sewer rate setting – revisiting earlier discussion based on anticipated project changes indicating lower than expected water usage –** *Manager Jennings explained that Fiberight is now planning to switch from a water cooled system to an electrical cooled system. The sewer rate setting previously considered by this Committee had been based on what was presented earlier of 150,000 gallons of water a day. Manager Jennings is now recommending more of a surcharged based off the annual costs that the departments will incur (rather than embedded within a slightly higher sewer usage rate which was previously discussed). The Committee was in agreement with this approach.*

3. NEW BUSINESS

- a. Potential TIF funding for MRC/Fiberight construction inspections to supplement escrow account to be funded by developer –** *Manager Jennings stated as the presumptive eventual owner of this infrastructure the Town has an interest in ensuring the work is done properly. We added language from the Town Ways Ordinance to the Planning Board order approving the project to provide for a third party review. The onsite engineer will provide Director Currier with daily reports. Sean needs to have the ability to have a third party engineer look at that. Fiberight has approved \$5000 for third party review which we will take as far as we can. Manager Jennings stated that he does not want to draw from the TIF but would pursue this if needed when the time comes. He is not proposing specific funding he just wanted it on the Committee's radar in case this comes up in the future.*
- b. Update on Western Ave sidewalk / Sidney Blvd culvert –** *Sean Currier, DPW Director – Manager Jennings informed the Committee that the Sidney Blvd culvert was a critical path issue for the Western*

Ave. sidewalk construction. He said that the Western Ave sidewalk agreement with the State must be completed by the end of June 2017 unless further extended with DOT. Manager Jennings stated that the Sidney Blvd culvert must precede that because once the curbing and sidewalk is complete we will not be able to touch it. Director Currier is proposing a catch basin prior to the sidewalk starting on Western Avenue. He says once curbed it will channel water down to Sidney Blvd so he wants to capture it in a catch basin prior to that. He would like to get it done prior to the sidewalk project so the infrastructure will exist when the project starts. Sean confirmed this would be put out to bid.

- c. Timing and process for consideration of Transfer Station operations, policy – Dennis Marble, Infrastructure Committee Chair –**
Chairman Marble stated that this discussion had started months ago and there were varying opinions but there was an undercurrent of agreement that this needed to be a public process.

There was much discussion on the importance of the policy and that due to focusing on day to day operations there hasn't been time to complete the research needed to be ready for broad public consideration. There was a general understanding that no one wanted to lose track of this issue. There was discussion about involving the public with the process including starting with a general discussion without having numbers or answers just discussion. It was agreed to table this until December.

4. PUBLIC COMMENTS – None.

5. COMMITTEE MEMBER COMMENTS – None.

There being no further business, the meeting was adjourned at 7:32 PM.

Respectfully submitted –
Danielle Simons

SERVICES COMMITTEE MEETING**Tuesday, October 11, 2016****MINUTES****Attending:**

*Councilor Terry McAvoy, Chair
Councilor Ivan McPike
Councilor Mark Cormier
Councilor Greg Sirois
Councilor Stephen Wilde
Councilor Dennis Marble
Town Manager Angus Jennings*

*Recreation Director Shelley Abbott
Resident Jeremy Jones, Esq.
Resident Cindy Philbrick
Resident Lisa Carter
Resident Bill Shakespeare
Resident Tom Brann*

Chairman McAvoy called the meeting to order at 6 p.m.

1. MINUTES

- a. August 8, 2016**
- b. September 12, 2016**

Motion by Councilor Wilde seconded by Councilor McPike to approve the August 8 and September 12 meeting minutes. Approved 6-0.

2. OLD BUSINESS

- a. Update on DPW research regarding maintenance costs for athletic fields** – *Manager Jennings presented the research in the meeting packet regarding DPW staff time and vehicles used for fields maintenance. He said that this research responded to the Committee's prior requests to document costs associated with recreational facilities. Chairman McAvoy said that this work relates to the discussion of Affiliated Programs. Manager Jennings agreed, and this issue was included for discussion in the next agenda item.*
- b. Discussion of future policy regarding facilities maintenance cost sharing with Recreation Affiliated Programs** – *Chairman McAvoy said that costs should be pro rated among the Town and user groups proportional to the amount of field usage. Councilor Sirois asked if he was suggesting that we approach Little League to start charging them for use of the VFW fields.*

Councilor Marble said that he'd like to understand the history of who's using what fields for what purposes. He said these questions relate to

what kind of community do we want to be, and what do we want our kids to have?

Jeremy Jones asked whether a resident such as him could rent a field, just as an Affiliated Program does. Director Abbott said yes.

Councilor Marble asked if there is a 2-pager that describes how many leagues there are and what their contributions are to field maintenance. Director Abbott said that this information has been included in prior meeting packets and Manager Jennings referred to the summary map that had been circulated last winter. This information could be updated as needed.

Councilor Sirois noted that Little League put up the batting cages at the VFW fields. Director Abbott said that the poles and labor were donated, and the Town brought this through permitting.

Councilor Wilde referred to photos he had circulated via email of fields, and said he'd been researching maintenance costs for both natural grass and artificial turf fields. Director Abbott noted that current maintenance needs exceed staff capacity and budget.

Councilor Sirois said that all coaches and assistant coaches for Affiliated Programs are volunteers. Chairman McAvoy asked what it costs for someone to participate in softball, and Director Abbott summarized the fee schedule. Chairman McAvoy asked if the Rec Department receives any of that money and Director Abbott said no but that Affiliated Programs contribute in other ways.

Mr. Brann said that if Affiliated Programs are charged, their expectations for services will go up. He said that Hampden has survived over the years because of volunteerism. Councilor McPike said that we have Affiliated Programs because they provide programs that go beyond what our staff has the capacity to provide; their teams fill the void between Rec Department youth programs and the High School, and become feeders for the Hampden Academy teams. Councilor Marble said that we need to support families, and that Hampden has done relatively better than other towns in this region in retaining and attracting families in part because of its recreational services. Councilor Sirois asked whether adding new programs and handling the administration of those programs would require additional staff and Director Abbott said that it would.

Manager Jennings referred to the earlier agenda item and the research into costs for fields maintenance, and asked whether the majority of the Committee thought that Affiliated Programs should offset those costs which we would incur anyway or only those additional costs that result

from their field usage. He said it is important for him and Director Abbott to have a clear framework to negotiate with the Affiliated Programs. He said that he'd like to work with Director Abbott and Director Currier toward an overall facilities maintenance plan, and associated costs, and then look at reasonable cost sharing proposals between the taxpayers, user fees, Affiliated Programs, and sponsorship revenues.

Chairman McAvoy made a motion to direct the Town Manager to negotiate fees with Affiliated Programs whereby costs are allocated that can be attributed to a particular organization. Councilor Cormier seconded the motion. Councilor Marble said that it sounds like we don't have all of the information we need. Manager Jennings said we can work with what we know but that adding dollar amounts to the agreements with Affiliated Programs will continue to be a challenge. Councilor Sirois said that conversations with the Affiliated Programs would be good and Manager Jennings agreed. The motion carried 4-2 with Councilors Wilde and Sirois opposed.

3. NEW BUSINESS

a. Services Committee role as Tree Board under Tree Ordinance –

Manager Jennings said that this item was brought forward to ensure that the Committee understands its role to serve as the Tree Board unless and until a new Tree Board is established. Chairman McAvoy said he did not see that the Tree Board has a role in permitting, etc. Resident Tom Brann said that the purpose of the Tree Board was to inform decisions about how trees should be properly managed. Chairman McAvoy said that the Committee doesn't have the expertise that the Tree Ordinance calls for. Mr. Brann said that the Tree Board ought to have an arborist, forester and soil conservation scientist. In the past a Tree Board was constituted but that its members eventually left because they were villainized. It was established to meet a requirement for Tree City USA designation and to control cutting of trees around wires by utility companies.

Councilor McPike asked why this item was on the agenda and Manager Jennings said it was brought to his attention in the context of recent discussions about cutting trees on Town property. He is seeking direction regarding whether to change practices to match what the ordinance requires or to change the ordinance to match today's policy objectives. He agreed with Chairman McAvoy that the Tree Board does not have review authority.

Mr. Brann said that the Conservation Commission, which is also dormant, has more review authority. He said that the volunteers who had been on that Commission also dropped off because they "got tired of the

mudslinging.” He said the Council needs to either appoint a Conservation Commission or get rid of the ordinance.

Councilor Wilde said that he had initially brought up the Tree Ordinance. He said that the Council has many priorities and needs to communicate to the public what we’re trying to do. We need to think about where we want to go as a community.

Chairman McAvoy asked do we or do we not reestablish a Tree Board? Councilor Marble made a motion that we attempt to reconstitute the Tree Board and Councilor Sirois seconded. The motion carried 5-1 with Councilor Cormier opposed. Manager Jennings said that unless amended the ordinance would be enforced as written.

- b. Proposed addition of “vaping” to Outdoor Facilities Ordinance –** *Director Abbott said that with increased “vaping” she wanted to get ahead of this issue. A resident had recently complained about a viewer vaping during a game at the Pool soccer fields. She noted that Bangor changed their ordinance in the way proposed, and that people at public facilities expect a healthy environment where their health is not at risk. Councilor Cormier said he’d be interested in seeing the resident complaint and Director Abbott said she would share this. Manager Jennings, referring to Director Abbott’s memo included in the meeting packet, said he preferred Option 1. Councilor McAvoy said he didn’t want kids watching adults smoking (or vaping). Councilor McPike made a motion to refer the “Option 1” amendments in Director Abbott’s memo to Council for referral to a public hearing. Councilor Wilde seconded the motion, and the motion passed 6-0.*
- c. Notification of upcoming Region 3 Transit Workshop –** *This correspondence regarding the upcoming workshop was acknowledged.*

4. PUBLIC COMMENTS – None.

- 5. COMMITTEE MEMBER COMMENTS –** *Councilor Marble said he would like to see more information regarding public hearing procedure. Councilor Sirois said he thinks we need to see more support for Recreation programs and that he would hate to see participation drop off because of inadequate staffing or facilities. He said that he would like to see another full-time equivalent staff member in favor of many part-time staffers in order to improve the Rec Department’s ability to offer more programs.*

There being no further business, the meeting was adjourned at 7:43 PM.

Respectfully submitted –

Angus Jennings, Town Manager



TOWN OF HAMPDEN

PUBLIC NOTICE

Town of Hampden

Public Notice

Notice is hereby given that the Hampden Town Council will conduct a public hearing at 7:00 pm on Monday, December 5th, 2016, in the Municipal Building Council Chambers, located at 106 Western Avenue, Hampden, to hear the following:

1. Proposed repeal of the Town of Hampden Tree Ordinance
2. Proposed repeal of the Town of Hampden Yard Sale Ordinance

Copies of the ordinances are available at the Municipal Building or online at www.hampdenmaine.gov.

Paula A. Scott
Town Clerk

Posted: 11/22/2016

D-2-a

**TOWN OF HAMPDEN, MAINE
TREE ORDINANCE**

ENACTED DATE: ~~November 5, 2007~~
EFFECTIVE DATE: ~~December 5, 2007~~

CERTIFIED BY: _____
 — Denise R. Hodsdon

____ Town Clerk _____
 — Title Affix Seal

**TOWN OF HAMPDEN, MAINE
TREE ORDINANCE
TABLE OF CONTENTS**

ARTICLE	PAGE
ARTICLE I. PURPOSE.....	3
ARTICLE II. AUTHORITY	3
ARTICLE III. APPLICABILITY.....	3
ARTICLE IV. DEFINITIONS	3
ARTICLE V. HAMPDEN TREE BOARD AUTHORITY AND POWER.....	4
ARTICLE VI. TERM OF OFFICE	4
ARTICLE VII. DUTIES AND RESPONSIBILITIES.....	4
ARTICLE VIII. OPERATION.....	5
ARTICLE IX. LANDSCAPING	5
ARTICLE X. TOWN FORESTER.....	5
ARTICLE XI. UTILITIES	6
ARTICLE XII. PUBLIC TREE, SHRUB, AND OTHER PLANT CARE.....	6
ARTICLE XIII. REMOVAL OF STUMPS	7
ARTICLE XIV. DISTANCES FROM CURB, SIDEWALK, AND DRIVEWAYS ON PUBLIC PROPERTY	7
ARTICLE XV. DISTANCES FROM STREET CORNERS AND HYDRANTS.....	7

~~ARTICLE XVI. PRIVATE PROPERTY OWNER RESPONSIBILITIES7~~
~~ARTICLE XVII. PRUNING FOR VISIBILITY/ REMOVING OBSTRUCTIONS.....7~~
~~ARTICLE XVIII. INTERFERENCE WITH TREE BOARD AND TOWN FORESTER8~~
~~ARTICLE XIX. PENALTIES, CLAIMS, AND APPEALS8~~
~~ARTICLE XX. ENFORCEMENT9~~
~~ARTICLE XXI. REVIEW BY TOWN COUNCIL9~~
~~ARTICLE XXII. SEVERABILITY9~~

~~The Town of Hampden hereby ordains that the following Tree Ordinance be enacted.~~

**ARTICLE I.
PURPOSE**

~~1.1. Purpose.~~ It is the purpose of this ordinance to promote and protect the rural character and ecological health of the Town of Hampden's landscape and further protect the health, safety and general welfare of its residents, by providing guidance for, and where appropriate, the regulation of the planting, maintenance, and removal of trees, shrubs, and other plants within the Town.

**ARTICLE II.
AUTHORITY**

~~2.1. Authority.~~ Pursuant to the provision Title 30-A M.R.S. Sections 3001 and 3280-3281 and the Charter of the Town of Hampden, Article II, Section 212, and Article III, Section 302, there is hereby established a tree ordinance to be organized, administered and governed in accordance with the following provisions:

**ARTICLE III.
APPLICABILITY**

~~3.1. Applicability.~~ This ordinance provides full power and authority over all trees, shrubs and other plants within street rights-of-way, parks and public places of the Town; and to trees, shrubs and other plants located on private property that constitute a hazard or threat as defined herein.

**ARTICLE IV.
DEFINITIONS**

~~4.1. Definitions.~~ Unless specifically defined below, words and phrases used in this Ordinance shall have the same meaning as they have at common law and to give this Ordinance its most reasonable application. Words used in the present tense include the future, the singular number includes the plural, and the plural number includes the singular. The word "may" is permissive; "shall" is mandatory and not discretionary.

~~Abutter~~ One whose property touches or adjoins along a border of another person's property as defined herein.

~~Drip Line~~ An imaginary, vertical line that extends from the outermost tips of the tree branches to the ground.

~~Person~~ Any individual, firm, partnership, association, corporation, company, organization, or entity of any kind.

~~Property Owner~~ The person owning such property as shown by the Town of Hampden's tax assessor records, unless proof to the contrary is available.

~~Public Property~~ Includes all property owned, leased, or occupied by the Town of Hampden or any of its administrative agencies or departments, or any property on which the Town is the holder of a conservation easement.

~~Public tree, shrub, or other plant~~ All trees, shrubs, or other plants now or hereinafter growing in any street or road right-of-way, park, town forest, or other public property.

Right of way—The strip of public or private land subject to a right to traverse and on which facilities such as streets, utilities and drainage conveyances are built.

Street or Road—The entire width of every public way or right of way when part thereof is open to the use of the public, as a matter of right, for the purposes of vehicular or pedestrian traffic.

Street Tree—Any tree located or planted within the right of way of a street or road.

Threat or hazard—A threat or hazard is that which constitutes an infringement on public health or safety by a tree, shrub, or other plant that is located on public property or rights of way or located on private property that is adjacent to a public area or right of way.

Topping—The severe cutting back of limbs to stubs larger than three inches in diameter within a tree's crown to such a degree as to remove the normal canopy and disfigure the tree.

Town Forester—The designated official of the Town assigned to carry out the enforcement of this ordinance.

Treelawn—That part of a street or highway right of way, not covered by sidewalk or other paving, lying between the property line and that portion of the street or highway usually used for vehicular traffic.

Large Trees—are those tree species that habitually attain a height of forty five feet or more.

Medium Trees—are those tree species that habitually attain a height of thirty to forty five feet.

Small Trees—those tree species that habitually attain a height of less than thirty feet.

ARTICLE V. HAMPDEN TREE BOARD AUTHORITY AND POWER

~~5.1. Authority and Power.~~ The Hampden Tree Board is hereby created and established. The Board shall consist of a minimum of five members, appointed by the Town Council. It is preferred that members be residents of the town, that one member be a licensed professional forester or have education/experience in forest resources, that one member be a licensed arborist or have education/experience in arboriculture, and that one be a member of the Town of Hampden Conservation Commission. The Town Forester shall serve as an ex-officio member of the board.

ARTICLE VI. TERM OF OFFICE

~~6.1. Term of Office.~~ The term of the members shall be for three years, except that the term of the members approved to the first Board shall be as follows: three members shall be appointed for two years, and two members shall be appointed for three years. In the event that a vacancy shall occur during the term of any member, a successor shall be appointed for the unexpired portion of the term. Members may renew their membership upon re-appointment by the Town Council.

ARTICLE VII. DUTIES AND RESPONSIBILITIES

~~7.1. Public Area Tree Plan.~~ It shall be the responsibility of the Board to study, develop, update annually, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets within the public right of way, and in other public areas.

~~7.2. **General Forest Plan.** The Board shall similarly study, develop, and update annually a general forest plan with non-regulatory guidelines and recommendations for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs on private lands with the intent of preserving the rural character and ecological health of the Town. These documents will be presented annually to the Town Council and upon their acceptance and approval shall constitute the official comprehensive tree plan for the Town of Hampden, Maine.~~

~~7.3. **Research and Education.** When requested by the Town Council, the Board shall investigate and report upon any matter coming within the scope of its work. The Board also may initiate such actions itself, as it deems appropriate. The Board shall promote and assist in the dissemination of information, for the purpose of public education related to the Town's comprehensive tree plan and the standards and guidelines therein. The Board shall be involved in the selection of the Town Forester.~~

ARTICLE VIII. OPERATION

~~8.1. **Operation.** The Board shall choose its own officers, develop its own bylaws, and maintain a public record of its proceedings. A majority of the members shall be a quorum for the transaction of business. Members shall serve without compensation.~~

ARTICLE IX. LANDSCAPING

~~9.1. **Landscaping.** The Board will assist with the development of new ordinance sections relating to landscaping and in new subdivisions or other new developments, which shall be included in the Town Subdivision Ordinance and Zoning Ordinance. As part of the review process for site plan and subdivision proposals, the Tree Board shall review landscaping plans for pending applications and may make written comments and/or suggestions to the planning board concerning the adequacy of the plans under this ordinance and the comprehensive tree plan and program.~~

ARTICLE X. TOWN FORESTER

~~10.1. **Town Forester Established.** The position of Town Forester is hereby created. The Town Forester shall be appointed by the Town Manager and be a person skilled and trained in municipal arboriculture, and shall hold a college degree or its equivalent in arboriculture/ornamental or landscape horticulture, urban forestry, or other closely related field. The Town Forester shall hold a current license from the State of Maine in either arboriculture or forestry. The Town Manager initially may delegate the duties and responsibilities to qualified existing staff and/or contract with qualified professionals to provide services in a timely and professional manner.~~

~~10.2. **Oversight Responsibilities.** The Town Forester shall, in concert with the Tree Board, oversee all forest management and urban tree care for the Town. It shall be the duty of the Town Forester to ensure compliance of all contractual agreements entered into by the town for work done in accordance with the terms of this ordinance. The Town Forester shall ensure that a current management plan is on file for all town forest parcels, and that an inventory and care plan of all street trees is created and maintained. At the discretion of the Town Forester and the Tree Board, additional inventory and management plans of trees, shrubs, or other plants may be conducted. The Town Forester shall provide administrative support to the Tree Board as requested.~~

~~10.3. Enforcement Responsibilities.~~ The Town Forester shall also enforce the rules and regulations of this ordinance and the annual plans as developed by members of the Tree Board and approved by the Town Council.

~~10.4. Ex-officio Member of Tree Board.~~ The Town Forester will serve on the Tree Board as an ex-officio member.

ARTICLE XI. UTILITIES

~~11.1. Utilities.~~ Street Trees shall be planted in a manner so as to not create conflict with overhead utility wires, or any underground water line, sewer line, transmission line or other utility. These guidelines may be modified dependent upon specific circumstances, subject to approval of the Town Forester.

ARTICLE XII. PUBLIC TREE, SHRUB, AND OTHER PLANT CARE

~~12.1. Planting, Maintenance and Removal of Public Trees.~~ The Town shall have the right to plant, prune, maintain and remove trees, shrubs and other plants within the right of way of all roads, streets, alleys, avenues, lanes and squares, as well as all parks, town forests, and other public property grounds, as may be necessary to ensure public safety or to preserve or enhance the symmetry and beauty of such public grounds.

~~12.2. Removal of Public Trees in Unsafe Condition.~~ The Tree Board or Town Forester may remove, cause or order to be removed, any public tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewer, electric power lines, gas lines, water lines, or other public improvements, or is affected by an injurious disease, insect or other pest. This section does not prohibit the planting of Street Trees by adjacent property owners providing that the selection and location of said trees is in accordance with the approved comprehensive town tree plan.

~~12.3. Protection of Public Trees During Construction Activities.~~ Persons working construction in the Town of Hampden shall provide protection for public trees by erecting a temporary snow fence on the drip line of any such trees on the site of or that could be negatively affected by any excavation, construction or street work and care shall be taken that injury does not occur either above ground to trunk or limbs or compaction or smothering of roots occur below ground. No person shall deposit or store any machinery, stone, brick, soil, metal, concrete or similar materials which may compact soil or impede the free passage of water and air to the roots within the area of the drip line. The Town Forester may waive these requirements in extenuating circumstances.

~~12.4. Protection of Public Trees From Excavation Activities.~~ No person shall excavate any ditches, tunnels, trenches, or lay any drive within the dripline of any public tree without first obtaining written permission from the Town Forester. This rule may be superseded if the project is approved and permitted by the State Department of Transportation.

~~12.5. Protection of Public Trees From Alteration, Removal and Injury.~~ Under no circumstance shall any person cut, carve, transplant, top, tip or remove any public tree, shrub or other plant; attach any rope, wire, nails, advertising posters, or other contrivance to any such tree; allow any gas, liquid or solid substance which is harmful to trees, shrubs or other plants to come in contact with them; or to set fire or permit any fire to burn when such fire or the heat thereof will injure any portion of any tree, shrub or other plant.

**ARTICLE XIII.
REMOVAL OF STUMPS**

~~13.1. Removal of Public Stumps.~~ All stumps of street and park trees and shrubs shall be removed below the surface of the ground so that the top of the stump shall not project above ground level.

Notwithstanding this requirement stump removal in rural forested areas of the Town is at the discretion of the Town Forester and Tree Board.

**ARTICLE XIV.
DISTANCES FROM CURB, SIDEWALK, AND DRIVEWAYS ON PUBLIC PROPERTY**

~~14.1. Separation Between Trees and Public Ways.~~ The distance trees may be planted from curbs or curblines, driveways and sidewalks shall be enough so as not to create damage to infrastructure or impede the health of the tree as determined by the Town Forester.

**ARTICLE XV.
DISTANCES FROM STREET CORNERS AND HYDRANTS**

~~15.1. Separation Between Trees and Corners.~~ No tree, shrub or other plant shall be within 30 feet of any road intersection or street corner, measured from the point of nearest intersecting curbs or curblines, if it constitutes a safety hazard. The purpose of this restriction is to ensure public safety by prohibiting the planting of vegetation that may impede or obstruct sightlines.

~~15.2. Separation Between Trees and Fire Hydrants.~~ No tree, shrub or other plant shall be planted closer than ten feet of any fire hydrant.

**ARTICLE XVI.
PRIVATE PROPERTY OWNER RESPONSIBILITIES**

~~16.1. Maintenance Required.~~ Every property owner shall maintain trees, shrubs or other plants on the owner's property so as to prevent a threat or hazard as defined herein.

~~16.2. Threat or Hazard.~~ A tree, shrub or other plant located on privately owned property shall be deemed a threat or hazard if it, or any part of it, by reason of its condition and in the professional judgment of the Town Forester: is likely to fall onto adjacent public ways or public property; or is not pruned to a height of 14 feet above the traveled portions of the public ways and eight feet above public sidewalks.

**ARTICLE XVII.
PRUNING FOR VISIBILITY/ REMOVING OBSTRUCTIONS**

~~17.1. Pruning.~~ The Town shall have the right to prune or remove any tree, shrub or other plant if and when, in the opinion of the Town Forester, Public Works Department, or Public Safety Director, it interferes with visibility of any traffic control device or intersection, or interferes with pedestrian or vehicular traffic, or impedes or obstructs sightlines. A clearance of fourteen feet above street surface or eight feet above the sidewalk surface shall be maintained.

~~17.2. Modification of Guideline.~~ This guideline may be modified dependent upon specific circumstances, subject to approval of the Town Forester.

**ARTICLE XVIII:
INTERFERENCE WITH TREE BOARD AND TOWN FORESTER**

~~**18.1. Interference Prohibited.** No person shall hinder, prevent, delay, or interfere with the Tree Board or Town Forester or any other town agent, while engaging in and about the planting, cultivating, mulching, pruning, spraying, or removing of any street tree, shrub or other plant, park tree, town forest tree, tree on other public property, or tree on private property, as authorized in this ordinance; provided, however, that nothing herein shall be construed as an attempt to prohibit the pursuit of any remedy, legal or equitable, in any court of competent jurisdiction for the protection of property rights by the owner of any property within the town.~~

~~**18.2.** The Town Forester can, if informed of a threat or hazard, approach a private landowner and request correction of the situation. If informal contact does not resolve the threat or hazard, The Town Forester may provide written notification thereof to the property owner, along with an order to abate the threat or hazard. The notification shall also advise the property owner of the owner's rights of appeal under this ordinance. If the threat or hazard is not adequately abated by the landowner, the owner may be subject to further action by the Town as provided elsewhere in this ordinance.~~

**ARTICLE XIX:
PENALTIES, CLAIMS, AND APPEALS**

~~**19.1. Civil Penalty.** Any person who violates any provision of this ordinance or who fails to comply with any notice issued pursuant to any provision of this ordinance, upon being found guilty of violation, shall be subject to a civil penalty not to exceed \$500 for each separate offense. Each day during which any violation of the provisions of this ordinance shall occur or continue shall be a separate offense.~~

~~**19.2. Repair and Replacement Costs.** If, as the result of the violation of any provision of this ordinance, the injury, mutilation, or death of a tree, shrub, or other plant located on public property is caused, the cost of repair or replacement, or the appraised dollar value of such tree, shrub, or other plant, shall be borne by the party in violation. The value of trees and shrubs shall be determined in accordance with the latest revision of *A Guide to the Professional Evaluation of Landscape Trees, Specimen Shrubs, and Evergreens*, as published by the International Society of Arboriculture.~~

~~**19.3. Abatement Costs.** In the event that a threat or hazard is not abated by the date specified in the notice, the Town Forester is authorized to cause the abatement of said threat or hazard. The reasonable cost of such abatement shall be reimbursed to the Town by the property owner. Failure to reimburse the Town within thirty (30) days of the issuance of an invoice by Town shall be a violation of this ordinance. In addition, the owner of the property on which the threat or hazard was located shall be subject to prosecution.~~

~~**19.4. Compliance With Board of Appeals Ordinance.** All appeals shall be subject to the provisions of the Town of Hampden Board of Appeals Ordinance including but not limited to filing deadlines; application requirements, fees, appeal procedures, decisions of the Board of Appeals and subsequent appeals to Superior Court. The property owner or any other aggrieved person may appeal to the Town of Hampden Board of Appeals, from a decision of the Town Forester and/or Tree Board refusing to grant a modification to the provisions of this ordinance covering maintenance and removal of trees, shrubs and plants. Such appeal shall be commenced within 30 days of the decision.~~

~~**19.5. Appellate Review.** The Board of Appeals may conduct an appellate review of the refusal to grant a modification to the provisions of this ordinance covering maintenance and removal of trees, shrubs and plants.~~

~~19.6. *Basis of the Appeal.* The appellant must demonstrate that the decision of the Town Forester/Tree Board having jurisdiction: (1) failed to correctly interpret the provisions of this ordinance or the rules, and regulations established pursuant to this ordinance, (2) the provisions of this ordinance do not fully apply, or (3) failed to consider that an equivalent form of maintenance and removal of trees, shrubs and plants can be used.~~

~~19.7. *Modification or Reversal of the Decision.* The Board of Appeals may modify or reverse the decision of the Town Forester/Tree Board upon making a determination that (1) the provisions of this ordinance or the rules and regulations established pursuant to this ordinance have been incorrectly interpreted, (2) the provisions of this ordinance do not fully apply, or (3) an equivalent form of tree, shrub or plant care can be used.~~

ARTICLE XX. ENFORCEMENT

~~20.1. *Enforcement.* This ordinance shall be effectively enforced and administered by the Town Forester, with the assistance of all town departments, as necessary to accomplish the spirit and letter of this ordinance and annual tree plan. When any violation of any provision of this ordinance is found to exist, the Town Forester is hereby authorized and directed to institute any and all actions and proceedings, either legal or equitable, that the Town Forester may deem appropriate or necessary to enforce the provisions of this ordinance.~~

ARTICLE XXI. REVIEW BY TOWN COUNCIL

~~21.1. *Town Council Review Authority.* The Town Council shall have the right to review the conduct, acts and decisions of the Tree Board and Town Forester.~~

ARTICLE XXII. SEVERABILITY

~~22.1. *Severability.* Should any section, clause, or provision of this ordinance be declared by the Courts to be invalid, the same shall not affect the validity of the ordinance as a whole, or parts thereof, other than the part so declared to be invalid.~~

D-2-b

**TOWN OF HAMPDEN, MAINE
YARD SALE ORDINANCE**

TABLE OF CONTENTS

SECTION A — PERMIT REQUIRED 2
SECTION B — DEFINITIONS 2
SECTION C — REQUIREMENTS 2
SECTION D — ENFORCEMENT 3
SECTION E — VIOLATION 3

ADOPTED: — Hampden Town Council October 4, 1982
Effective: November 3, 1982

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

**TOWN OF HAMPDEN, MAINE
YARD SALE ORDINANCE**

The Town of Hampden hereby ordains:

~~A. **Permit Required.** No person, firm, corporation or other entity shall conduct a yard sale in the Town of Hampden without first obtaining a yard sale permit from the Code Enforcement Officer or designee.~~

- ~~1. **Permit Fee.** The fee for such a permit shall be paid in accordance with the Town of Hampden Fees Ordinance. Civic groups, school groups, church groups, charitable or fraternal organizations shall be issued a yard sale permit free of charge. (Amended: 11-17-03)~~
- ~~2. **Permit to be Posted.** Yard sale permits issued under this ordinance shall be posted at the yard sale in a location which is easily visible from the street.~~

~~B. Definitions.~~

- ~~1. Words and terms not defined in this ordinance shall have the meanings given them in the Zoning Ordinance of the Town of Hampden, or in the absence of definitions in said ordinance such words and terms shall have their customary dictionary definition.~~
- ~~2. **Yard Sale.** The sale of goods from a residential premises, whether advertised in local media, by signs, or otherwise as a yard sale, barn sale, garage sale, household sale, moving sale, or other sale, whether accomplished by direct sale or auction; or the sale, at the seller's place of residence, of all or part of the household goods, whether accomplished by direct sale or auction; or sales conducted by civic groups, school groups, church groups, charitable or fraternal organizations and other non-profit organizations if such sale is held on the organization's premises or within the Town Business Districts.~~
- ~~2A. The sale of new or used goods purchased or consigned specifically for yard sales is prohibited.~~
- ~~3. **Residential premises.** A building or structure having at least one dwelling unit and the lot of land associated therewith.~~

~~C. Requirements.~~

- ~~1. No yard sale may be conducted for more than three (3) consecutive days.~~
- ~~2. No person, firm, corporation or other entity shall conduct more than two (2) yard sales from any residential premises or location in any one (1) calendar year.~~
- ~~3. In the event that a hardship situation develops which may cause cancellation of a sale, the Code Enforcement Officer may issue another permit upon application from the person~~

~~conducting the sale, setting forth the reason for such cancellation. A fee as prescribed shall not be required in such cases.~~

- ~~4. All such sales from non-residential properties shall comply with the Zoning Ordinance of the Town of Hampden except yard sales conducted by civic groups, school groups, church groups, charitable or fraternal organizations and other nonprofit organizations which shall be governed by this ordinance.~~
- ~~5. Signs designating yard sales shall not exceed four (4) square feet and shall bear the name of the permittee. Signs shall not obstruct traffic views and shall be removed immediately after the sale has ended.~~

~~**D. Enforcement.** This ordinance shall be enforced by the Code Enforcement Officer and/or the Hampden Police Department.~~

~~**E. Violation.** Any person who violates any provision of this section, or fails to comply with any of its requirements, shall, upon conviction thereof, be fined not less than ten dollars (\$10.00) or more than one hundred dollars (\$100.00). Each day such violation continues shall constitute a separate offense.~~

D-5-a



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

December 1, 2016

To: Angus Jennings
From: Sean Currier
Subject: 2016 Old County Road Storm Drain Slip Lining

Old County Road Storm Drain Slip lining project was put out to bid with sealed bids due November 23 at 1pm. We had three (3) responses with proposals ranging from \$14,869.32 to \$30,101.90. The proposals include slip lining approximately 206 linear feet of existing deteriorated cmp with new hdpe pipe. Emery Lee and Sons were the lowest bidder at \$14,869.32. The bid amount was \$15,804.70 but unit prices added to the 14k which they stated they would honor. They have provided a bid bond, references and proof of insurance.

I would like to recommend the award of the contract to Emery Lee and Sons in the amount of \$14869.32 from the operating budget line item 10-10-22-20. (Bid Tab included)

Thank you for your consideration,

A handwritten signature in black ink, appearing to read 'S Currier', is written over the typed name.

Sean Currier

TOWN OF HAMPDEN
 OLD COUNTY RD. STORM DRAIN SLIPLINING BID SHEET

ADD 1

BIDDER	MOBILIZATION	12" DR17 IPS HDPE	16" DR17 IPS HDPE	3" LOAM, SEED, MULCH	TOTAL PRICE
CLH & Son Inc	\$ 5,500. ⁰⁰	\$ 14,163.84	\$ 8,060. ⁰⁰	\$ 300.00	\$ 28,023.84
Emery Lee + Sons	\$ 3,000. ⁰⁰	\$ 7,681.60	\$ 3,623. ¹⁰	\$ 1,500. ⁰⁰	\$ 15,804.70
Ted Berry Co Inc	\$ 4,110. ⁰⁰	\$ 16,030. ⁰⁸	\$ 9,399. ⁸²	\$ 562. ⁰⁰	\$ 30,101.90

✓
✓
✓

Corrected total
w/ unit pricing

⊗ Emery Lee

\$3000

\$ 6913.44

\$ 3455.88

\$ 500

\$14,869.32

\$
- 935.38

731-4251 Jim Lee

**TOWN OF HAMPDEN
 OLD COUNTY RD. STORM DRAIN SLIPLINING BID SHEET
 11/23/2016 @ 1:00 pm**

BIDDER	MOBILIZATION	12" DR17 IPS HDPE	16" DR17 IPS HDPE	3" LOAM, SEED, MULCH	TOTAL PRICE
CLH & Son, Inc.	\$5,500.00	\$14,163.84	\$88,060.00	\$300.00	\$28,023.84
Emery Lee & Sons	\$3,000.00	\$6,913.44	\$3,455.88	\$1,500.00	\$14,869.32
Ted Berry Co., Inc.	\$4,110.00	\$16,030.08	\$9,399.82	\$562.00	\$30,101.90

**Memorandum**

TO: Town Council, Angus Jennings
FROM: Debbie Lozito
DATE: November 30, 2016
RE: Roofing repair

Touch up ceiling painting was being completed this week (11/28/16) after installation of LED lights. The painter noticed three places that were water stained even after bin had been used in November, 2015 to cover what we thought was an old water stain. We asked Residential Roofers to see what was going on before the painter finished. They took pictures of several places on the roof that were causing the leaking—some instances of incorrect flashing installation around a chimney, some places where the wrong kind of caulking was used and some missing shingles. They started work on 11/29/16 before the heavy rain started and there was no leaking, so the painter could complete his work. They finished the work on 11/30/16.

I would like to use Library Reserve funds to pay for this roofing repair.

Current Account Status

G 3-763-00 RESERVE ACCT / LIBRARY

-25,125.80 = Beg Bal 0.00 = YTD Net -25,125.80 = Balance
 0.00 = Adjust 0.00 = YTD Enc

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
Totals-							0.00	0.00

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
Totals	0.00	0.00	0.00	0.00



Your Neighborhood Exterior Contractor
207.991.1502

Edythe Dyer

Homeowner: *Hampden Library*

Phone Number: *207 862 3550*
Date: *11/30/16*

1. Location of Work:

The date for substantial completion shall be extended by such reasonable additional time as is necessary under the circumstances in the event of (a) reasonable unavoidable shortages, delays, or other circumstances beyond the control of contractor: (b) the execution of change orders requiring additional time to obtain necessary materials or labor, and coordinate and complete any additional work: or (c) interference or delay caused by Homeowner/Lessee or their agents.

2. Completion Dates: *11/30/16*

3. Contract Price: *\$800*

4. Method of Payment: **Special orders on material to be paid in advance**
[cash/check]

5. Description of the Work:

*Installed new brown Flashing at the bottom of 2 valleys
Replaced broken shingles
Replaced broken cap
Sealed around Flashing on building and chimneys*

6. Warranties: Maine State law requires 1 year warranty on labor

In addition to any additional express warranties agreed to by the parties, the contractor warrants that the work will be free from faulty materials; constructed according to the standards of the building code applicable for this location; constructed in a skillful manner and fit for habitation. The warranty rights and remedies set forth in the Maine Uniform Commercial Code apply to this contract.

Signature *[Signature]*

Date: *11/30/16*

Signature *[Signature]*

Date: *11/30/16*

EACH PARTY MUST RECEIVE A COPY OF THE SIGNED CONTACT BEFORE WORK CAN BE STARTED



Hampden Public Safety

Emergency Services Working Together

106 Western Avenue
Hampden, ME 04444

D-5-C



Phone: 207-862-4000
Email: publicsafety@hampdenmaine.gov

<http://www.hampdenmaine.gov/>
<https://www.facebook.com/hampdenpublicsafety>

Police—Fire—EMS

**Code Enforcement
Building Inspection
Fire Inspection**

Local Health Office

Joseph L. Rogers
Director of Public Safety
Kandy A. McCullough
Admin. Office Manager

Police

T. Daniel Stewart
Sergeant / SRO
Scott A. Webber
Sergeant
Christian D. Bailey
Sergeant
Joel Small
Investigator
Joseph D. Burke
Patrol Officer
Benson G. Eyles
Patrol Officer
Shawn F. Devine
Patrol Officer
Marc Egan
Patrol Officer
William Miller
Patrol Officer
Jeffrey L. Rice
Patrol Officer

Fire

Jason Lundstrom
Lieutenant / Fire Inspector
Daniel Pugsley, Jr.
Lieutenant / Paramedic
Matthew St. Pierre
Lieutenant / Paramedic
Myles Block
CEO / Paramedic
Jared LeBarnes
Building Inspector / Paramedic
Joseph Dunton
Paramedic / Chaplain
Matthew Thomas
FF / Paramedic
Shawn McNally
FF / Paramedic
Matthew Roope
FF / Paramedic
Chris Liepold
FF / Paramedic

TO: Angus Jennings, Town Manager
FROM: Joseph Rogers, Director of Public Safety
RE: Request for Matching Grant Funds
DATE: November 29, 2016

I am requesting that the Council allocate \$737.30 from the grant matching reserve account to complete the MMA grant for Emergency Vehicle Operation Course equipment.

Note: the funds requested for allocation were already expended on 8/12/15 (see attached), but during the recent audit review the required Council vote was not found. This vote is requested to ratify this prior expenditure. - Angus Jennings, Town Manager

Current Account Status

G 3-780-00 RESERVE ACCT / MATCHING GR

-19,244.49 = Beg Bal
243.83 = Adjust

3,926.79 = YTD Net
0.00 = YTD Enc

-15,073.87 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
07	0107		08/12/15		Beg Bal Adjustments	B GJ	88.82	0.00
07	0632		02/12/16		Beg Bal Adjustments	B GJ	155.01	0.00
08	0105	1770	08/12/15	00481 TOWN OF HAMP	mma matching grant for eq	R AP	737.30	0.00
08	0151		08/27/15		July Reserve Ckg Int	R GJ	0.00	0.11
08	0152		08/27/15		Res Int/FMV July	R GJ	0.00	106.40
10	0321	1788	10/21/15	00481 TOWN OF HAMP	MATCHING FUNDS JAWSOFLIFE	R AP	2,244.00	0.00
02	0665	1792	02/24/16	00481 TOWN OF HAMP	ICE RESCUE SUIT GRANT	R AP	1,052.00	0.00
Totals-							4,277.13	106.51

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	0.00	243.83	0.00
August	737.30	106.51	0.00	0.00
October	2,244.00	0.00	0.00	0.00
February	1,052.00	0.00	0.00	0.00
Totals	4,033.30	106.51	243.83	0.00



MAINE MUNICIPAL ASSOCIATION

Risk Management Services

60 Community Drive
PO Box 9109
Augusta, Maine 04332-9109

Telephone No.
(207) 626-5583
(800) 590-5583 Maine Only
RMS Fax (207) 626-0513
Fax (207) 624-0127

June 16, 2015

Scott Webber
Town of Hampden
106 Western Ave
Hampden, ME 04444

RE: Safety Enhancement Grant Application for May 2015

Dear Sergeant Webber:

The selection committee has reviewed your application and is pleased to approve your request. This grant is to be used exclusively for purchasing the Cones/Props for EVOC Training, as stated in your application.

The grant is intended to cover two-thirds of your cost up to, but not exceeding \$1,474.60. When your project is complete, please send us proof of payment (cancelled check, treasurer's warrant, "paid" stamped invoice, etc.) so that reimbursement can be made. The grant must be used within one year from the date of this letter or it will be withdrawn.

We suggest that you shop for a lower price on the Cones and Signs. The MDOT negotiates bulk purchase prices that are available to municipalities. I have enclosed a copy of the information for the MDOT price list.

We have enclosed a press release that may be used to announce your Safety Enhancement Grant to your community. If you have any questions, please call Jennette Holt at 624-0140 or contact me directly at 624-0138. Congratulations on your grant! We appreciate your interest in workplace safety.

Sincerely,

Edward MacDonald
Loss Control Manager

Enclosed: Draft Press Release, MDOT Price List

cc: Susan M. Lessard



**Maine Municipal Association
Risk Management Services
Safety Enhancement Grant Application**

Name: SCOTT WEBBER Title: POLICE SERGEANT
 Entity (City/Town etc.): Town of Hampden Department: Public Safety
 Address: 106 Western Ave City: Hampden ME Zip: 04444
 Phone: 207 862-3310 Cell Phone: 207 270 2102

STOP If you have not read all of the instructions, please do so now. **COPY**

Please describe the safety equipment/services you are considering purchasing, installation or completion date for your project. *Include the intended purchase.*

See Narrative

Why is this safety equipment/service needed? (You are welcome to attach additional sheets).

See Narrative

How will this safety equipment/service help to reduce workplace injuries and provide your entity with a safer work environment?

See Narrative

Cost (or quote) of equipment/service. (Attach to application). \$2211.90

Have you committed funds for your portion of this activity? Yes No

Have you applied for or received grants or funding from other sources for this endeavor? Yes No

If Yes, from whom:

[Signature] Amount (\$): _____
 Applicant Signature Date 4/27/15

[Signature] Amount (\$): _____
 Key Official Signature Date 4-27-15
 (City/Town Mgr., Selectperson, Director)

SCOTT WEBBER
 Print Name

Susan M. Lessard
 Print Name

Police Sergeant
 Title

Town Manager
 Title

For further information regarding this program, please contact our:
 Loss Control Technician at 1-800-590-5583

Please mail or fax the completed application and supporting documents. (Keep a copy for your records).
 To:
 Maine Municipal Association
 Risk Management Services
 Attn: Loss Control Dept.
 60 Community Drive
 PO Box 9109
 Augusta, ME 04332-9109
 Fax: 207-624-0127

(We will accept applications by Fax, but illegible or incomplete applications will not be considered.)

Maine Municipal Association
Risk Management Services
Safety Enhancement Grant Application
Town of Hampden Public Safety
Statement of Need

The Hampden Public Safety requests a grant be awarded that would assist in paying for the equipment necessary to perform an annual emergency vehicle operation course (EVOC).

Police, Fire and EMS employees are regularly required to operate town owned emergency vehicles both for routine and emergency driving at high speeds in less safe conditions. This puts both the employees and public at greater risk of injury or death in traffic crashes. Our goal at Hampden Public Safety is to ensure our employees and the general public are never injured or killed due to a traffic accident involving town owned vehicles.

In pursuit of our goals we have strict policies that guide our employees during their operation of vehicles in performance of their duties. All employees are required to demonstrate the ability to safely operate emergency vehicles before they are authorized to use said vehicles.

Until recently, we have sent our employees out to in-service training to periodically evaluate and refresh their abilities in the area of emergency vehicles operation. In 2014 we sent 2 employees to specialized training that qualifies them as instructors in EVOC and allows us to perform EVOC training in-house. Once we are properly equipped, we will now be able to more frequently and less expensively perform, at minimum, annual training for all employees in EVOC.

We feel this will greatly improve our employee's ability to safely operate our vehicles.

A typical EVOC course involves classroom instruction along with a practical component that requires participants to operate in an EVOC course made of cones, barrels and reflective posts.

This proposal is for assistance in funding for the equipment that we need for our instructors to perform this EVOC instruction class. It includes traffic cones, reflective barrels and reflective posts that will be used in the construction of a driving course that will allow employees to safely practice their driving skills.

If funds are received, our intent is to immediately purchase the listed equipment and use the equipment this summer.

Maine Municipal Association
 Risk Management Services
 Safety Enhancement Grant
Project budget
 Town of Hampden Public Safety

<u>Safety Item</u>	<u>Cost Each</u>	<u>#</u>	<u>Total</u>
200 traffic 18 inch standard orange traffic cones (box of 10)	\$71.55	20	\$1431.00
Orange reflective drum (barrel)	\$39.95	6	\$239.70
Rubber stability base ring for Reflective drum	\$6.95	6	\$41.70
48 inch ring top reflective Post.	\$49.95	10	\$499.50
Total Project Cost			\$2211.90
Town of Hampden Commitment			\$737.30
MMA Grant Funds			\$1474.60