



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY

DECEMBER 15, 2014

7:00 P.M.

NOTE: These minutes are action minutes only recording motions and votes. Video tapes of all meetings are available for review at the Town Office.

Attending:

<i>Mayor Carol Duprey</i>	<i>Councilor William Shakespeare</i>
<i>Councilor Jean Lawlis</i>	<i>Councilor Tom Brann</i>
<i>Councilor Ivan McPike</i>	<i>Councilor Greg Sirois</i>
<i>Councilor David Ryder</i>	<i>Town Manager Susan Lessard</i>
<i>Town Clerk Denise Hodsdon</i>	<i>Town Attorney Tom Russell</i>
<i>Economic Development Director Dean Bennett</i>	
<i>Councilor Elect Terry McAvoy</i>	
<i>Councilor Elect Dennis Marble</i>	
<i>Councilor Elect Stephen Wilde</i>	
<i>Citizens</i>	
<i>Media representatives</i>	

The meeting was called to order at 7:02 p.m. by Mayor Duprey.

- A. PLEDGE OF ALLEGIANCE** – *Mayor Duprey led the pledge of allegiance.*
- B. CONSENT AGENDA** – *No Councilors requested that any Consent Agenda items be set aside and it was approved by unanimous consent.*
 - 1. SIGNATURES**
 - 2. SECRETARY'S REPORTS**
 - 3. COMMUNICATIONS**
 - a. DMCP Group, LLC d/b/a Dunkin' Donuts – Victualers License Renewal**
 - 4. REPORTS**
 - a. Lura Hoyt Pool Board Meeting Minutes – 10/14/2014 & 11/18/2014**
 - b. Services Committee Meeting Minutes – 11/10/2014**
 - c. Finance & Administration Committee Meeting Minutes – 11/17/2014**
 - d. Monthly Department Reports – November 2014**
- C. PUBLIC COMMENTS** - *None*
- D. POLICY AGENDA**
 - 1. NEWS, PRESENTATIONS & AWARDS** - *None*
 - 2. PUBLIC HEARINGS** - *None*

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. **Reappointment of Denise Hodsdon as Registrar of Voters** – *Motion by Councilor Sirois, seconded by Councilor Brann to reappoint Denise Hodsdon as Registrar of Voters. Unanimous vote in favor.*

4. UNFINISHED BUSINESS

- a. **Hampden Business Park – Renewal of Authorization to Sell Agreement with Epstein Commercial Real Estate – Planning & Development Committee Recommendation** – *Motion by Councilor Shakespeare, seconded by Councilor Sirois to renew the Authorization to Sell Agreement with Epstein and authorize the Town Manager to sign on behalf of the Town. Unanimous vote in favor.*

5. NEW BUSINESS

- a. **Potential Industrial Development – Coldbrook Rd/Rt. 202/I-95 Triangle** – *Economic Development Director Dean Bennett introduced Greg Louder, Executive Director of the Municipal Review Committee who explained the plan for potential location of a solid waste processing facility in the Coldbrook Road triangle area on land owned by H.O. Bouchard to replace the PERC facility in 2018 when the favorable electric contracts that make that a viable option expire. Resident Rich Armstrong spoke in support of development but had a number of questions regarding impact on snowmobile trails, timeline, contracts and traffic that will be addressed as the project moves forward.*
- b. **Computer Reserve Use Request – Finance Committee Recommendation** *Motion by Councilor Sirois, seconded by Councilor Shakespeare to expend \$3,710 from Computer Reserve to purchase IPADS for the Town Council. Vote 6-1. (Duprey opposed). Motion carried.*
- c. **VFW Bingo and Games of Chance License Renewal** – *Motion by Councilor Shakespeare, seconded by Councilor Sirois to approve the VFW Bingo and Games of Chance License renewal. Unanimous vote in favor.*
- d. **Kiwanis Poker Tournament License Renewal** – *Motion by Councilor Shakespeare, seconded by Councilor Ryder to approve the Kiwanis Poker Tournament license renewal. Unanimous vote in favor.*
- e. **Holiday Hours – Town Office & Transfer Station** – *Motion by Councilor McPike, seconded by Councilor Sirois to close the Town departments at noon on December 24th and at 2 p.m. on December 31st. Unanimous vote in favor.*
- f. **Town Manager's Annual Report** – *The Manager's Annual Report is attached and made part of the minutes of the meeting. Councilors Sirois*

and Shakespeare expressed appreciation for the work of the Manager and the Department Heads.

- E. COMMITTEE REPORTS** - *Councilor Lawlis reported that the Services Committee discussed parks and is still looking for volunteers for a parks committee. Councilor Ryder reported that the next Infrastructure Committee is next Monday. Councilor Sirois reported that Planning & Development discussed the Epstein agreement and an executive session regarding the MRC development proposal. Mayor Duprey reported that the Finance Committee discussed iPads for the Town Council. The Mayor then did a presentation to outgoing Councilors Brann, Lawlis, and McPike and thanked them for their service to the community.*
- F. MANAGER'S REPORT** - *The Town Manager read her annual holiday poem, a copy of which is attached hereto and made part of the minutes.*
- G. COUNCILORS' COMMENTS** – *Councilor Shakespeare commented that the Bangor Daily News has done an article on the MRC project, that his son will help him with the iPad, that Council assignments for committees will be discussed at the first meeting in January. Councilor Lawlis noted that there was an article in the Bangor Daily about local business Dennis Paper. Councilor Brann said that he had always been one of seven and part of a team as a Councilor and that no one individual can accomplish anything alone. He also stated that the Town staff is second to none. Councilor Ryder thanked everyone for their support this year and felt that the Town had accomplished a lot and did it as a team. Councilor McPike stated that he had gotten more deeply involved in some town matters and had hoped to have an opportunity to continue. He hopes that the Council does some education for the public as to what causes budget increases and that it continues to keep the town vibrant. Councilor Sirois wished all a Merry Christmas. Mayor Duprey thanked everyone for their hard work, contributions and commitment. She stated that she will support Councilor Ryder for Mayor for the next year. She stated that she holds no grudges and has no ill will toward anyone and that we should treat others as we want to be treated. She pledged to work hard to reduce taxes in the coming year and wished everyone a Merry Christmas.*
- H. ADJOURNMENT** - *The meeting was adjourned at 8:41 p.m.*

Denise Hodsdon
Town Clerk

TO: Hampden Town Council
FROM: Susan Lessard, Town Manager
DATE: December 11, 2014
RE: Annual Report – 2014

The purpose of this report is to update the Town Council on the activities of the Town for the 2014 year. This report is submitted each December to the Council for review, questions, and comments as required by my employment contract with the Town of Hampden.

Goals & Objectives Discussion – February 2014

On February 8, 2014, the Town Council held a meeting to discuss goals and objectives for the 2014 year. I have inserted the portion of the minutes of that meeting related to ideas discussed by the Council into this document along with an identification under each item of what, if any, action has been taken in relation to it. The minutes are in bold and the action(s) taken are in italics for easy reference.

Possible areas of focus for 2014/15 cited by Councilors:

1. **Public Safety** – *Retained Fire Inspector position at the time of a firefighter retirement due to volume of work and flexibility in having trained paramedic/firefighter coverage available.*
2. **Public Works** – *The 2014/15 budget reduced staffing by one full time person as of January 2015, cemetery maintenance operations are being put out to bid for 2015-2018, and GPS units are being put in public works vehicles to better track use and efficiency*
3. **Economic Development** – *Items related to this are cited after the Goals and Objectives section*
4. **Transfer Station** – *Collection weekends for c&d and wood were expanded to include Fridays to improve service and reduce congestion, after reviewing how wood waste was handled, the Town no longer pays a disposal fee for wood/brush saving \$17-\$20,000 per year. Instituted Zero Sort Recycling which improves our recycling rate and makes it easier for residents to participate in the recycling program*
5. **Paving** – *Limited to sidewalk repair and Littlefield Avenue this year*
6. **RSU 22 – Education of the public as to the property tax cost of education** – *The Town Council authorized articles to be printed in the Town newsletter that discussed the impact of educational costs on the local mil rate, and the Council also discussed at both Finance & Administration and Council meetings what the impacts were from the cumulative \$1,000,000 + per year local share increase since 2009 for RSU #22 for the Town of Hampden.*
7. **Recreation** – *Changes in 2014 included the appointment of a new Recreation Director, Shelley Abbott after the resignation of long-term director Kurt Mathies, and reorganization of the department and operation out of the Skehan Center for all programs.*
8. **Recreation Fields** – *This item was not addressed in 2014 beyond discussion of use of existing facilities.*
9. **Budget Pressures** – *These were identified as additional loss of revenue sharing, loss of personal property value by the closure of Bangor Publishing building, large increases*

in the local share for RSU #22, increases in the County tax, the need to fund paving, building maintenance needs, and predicted utility increases.

10. Administrative Departments

11. Penobscot County – *The Town worked with the County Commissioners to consider regional assessing but the County decided not to pursue it at this time.*

12. Bus Service – *Saturday bus service was retained for the 2014/15 year. This item is further discussed as part of the areas discussed in greater length below.*

13. Benefit Structure – *This discussion will be held as part of contract negotiations in the Spring of 2015.*

14. Spending on Outside Agencies – *There has been no budget for outside agencies for the past two years and there is none for 2014/15.*

15. Capital Budget (Reserves) – *The Council Finance & Administration Committee reviewed existing reserve accounts and consolidated some that were no longer needed as well as discussed the fact that fully funding reserve accounts for all needs was not possible at this time due to revenue losses and increased costs for school, county, and municipal operations.*

16. Facilities Maintenance – *The Infrastructure Committee discussed projects related to the Skehan Center (air handling, heating, floor), the Town Garage (lighting), the Municipal Building (floor replacement, painting), a site plan for the municipal building/pool lot to allow for parking expansion and Services is working on long term policy for parks and trail.*

17. Council Pay Structure – *The Council considered elimination of pay for Town Councilors but the final decision was for Councilor pay to remain the same. However, the stipend for internet service for Councilors was eliminated in the 2014/15 budget*

18. LL Bean Property – *Peter Thornton, Ammo Park owner has constructed a parking lot to allow persons to have a place to park to walk on the LL Bean parcel on the approximately 2 miles of trails that exist as a result of former military construction. In addition, the Council approved a policy that allows the use of part of the LLBean parcel as wetland mitigation that may be necessary for development of the business park. Also, the Council approved the implementation of a harvest plan for the LL Bean property that was developed by Prentice & Carlisle in 2008.*

19. Town Garage and other buildings – energy efficiency (Lighting) – *The Town is in the process of having energy audits done on all town buildings to determine possible savings in electricity and heating systems*

Areas discussed in greater depth:

Economic Development

- **Ammo Park, H.O. Bouchard, and Phase 2 of business park get water, sewer, natural gas** – *The Council has authorized a study for natural gas options for Hampden and is currently working with Sargent Corp. for the business park, Peter Thornton for Ammo Park, and a private developer for Bouchard property that would bring sewer and water to the Coldbrook Road.*
- **Create additional access off Route 202** – *The Town Council approved access off Route 202 to property owned by Peter Thornton (Ammo Park) on which a Church is currently being constructed. That access also has the ability in the future to access the Ammo Park itself and will be available to owners of property abutting that development.*

- **Develop financial implications of business development (TIF's, etc.)** – *The Planning & Development Committee has worked on options for Tax Increment Financing that would allow for infrastructure cost repayment, subsidizing the cost of local economic development staffing, and acting as an incentive for developers of Town property (Sargent Corp and the Business Park).*
- **Workshop on business attraction/retention incentives** – *This item has not been completed, however, the Economic Development Director has worked with the business community through the Hampden Business Association and the Council through the Planning & Development Committee to provide information on the possible 'tools' that the Town can use to attract and retain investment in the community.*
- **Attain certification for 'Business Friendly' by the State of Maine by September-** *Current impediments to this are primarily due to some ordinances that are stricter than required by State law. The Council Planning & Development Committee is in the process of reviewing ordinances to bring them in line with state standards or to provide more flexibility.*
- **Consider incentives for Economic Development Director to incentivize performance** – *Although discussed, implementing any kind of 'bonus' system in an organization that is funded by taxpayer dollars creates some difficulties. The Planning and Development Committee has, however, proposed use of some Tax Increment Financing monies to offset the cost of staffing for Economic Development in the future.*
- **Continue full-time position since the Town is at a critical point in development of the business park, Ammo Park and the Bouchard property** - *The Economic Development Director position is budgeted as a full-time position for the 2014/15 year.*
- **The council should develop guidelines/goals for the economic development director and use to assess performance** – *The Town Manager has supervisory authority over all employees, however, the Council, primarily through its Planning & Development Committee, is setting development priorities for the Town and those priorities will be the 'baseline' for evaluation of the Economic Development Director.*
- **Departments should work together better to facilitate business location** – *The Code Officer, Fire Inspector, Public Works Director, GIS/IT Specialist, Economic Development Director, Planner, Assessor, and Administrative Assistant comprise the Development Review team that meets with all commercial/industrial developers and with major subdivision applicants as well. The Committee purpose is to work with applicants to make sure that they know up front what is expected in the permitting process and to provide assistance as needed. This has worked effectively.*

RSU 22 – Education of the public

- **Add a page to the tax bill explaining the large percentage of property taxes that go to pay for RSU 22 or do a separate mailing prior to the RSU 22 budget vote** – *A letter was included with the 2014/2015 property tax bill explaining the mil rate increase and the increases in the school and County budgets.*
- **Council members should attend School Board and School Budget meetings** – *Councilor McPike attended and participated in School Budget review meetings and advocated for the Board to consider the fiscal impact to the RSU member communities*

when doing the budget. The Town Manager attended the Budget Adoption Hearing and gave testimony related to the impact of school budget increases to the mil rate.

- **Budget for the cost of videotaping school board and budget meetings for airing on Channel 7** – *The Town Council approved the video taping of all School Board and School Budget meetings and the Town appropriated sufficient funding to perform those activities. The video of each meeting is uploaded to the You Tube account established by the Town for School Board meetings.*
- **List School Board meetings on the Town Website Calendar** - *School Board meetings are posted on the RSU #22 website and meeting videos are posted on the Town of Hampden You Tube site, which has a link to the front page of the Town of Hampden website.*

Administrative Departments

- **Consider Tuesday – Friday hours beginning in July or September instead of Mon-Thursday** – *The Town Council discussed the idea of changing the hours of the Town Office, and after review and discussion of this item decided to leave them as Monday through Thursday from 7:30 a.m. to 6 p.m. to continue to offer hours for people before and after work.*
- **As an alternative, consider Monday through Thursday plus a half day on Friday** – *See above response.*
- **Vacation time should not accrue until after the first year of employment** – *It was explained that vacation time accrues on a monthly basis from the start of employment which allows an employee to have some time available without waiting for an entire year. In essence, however, if the Town only allowed vacation to be used after 1 year – it would still have accrued during the first year of employment – the same as it currently accrues in the first year of employment.*
- **Consider less expensive options/plans for health insurance and increased cost to employee for self and dependent coverage** – *The Town Council discussed this item and decided to consider possible changes to plans coinciding with the negotiation of the next labor contracts for Police and Fire so that all employees would be subject to the same conditions. Those negotiations will occur in the spring of 2015.*
- **Work to eliminate permitting restrictions that are stricter than State regulations** – *As cited earlier, the Council Planning & Development Committee is in the process of reviewing zoning and subdivision ordinances to identify areas that need correction. Thus far, the Shoreland Zoning Ordinance has been amended to be consistent with state regulations, open space requirements have been removed for small subdivisions in the Rural zone as well as for rural cluster housing in the zoning ordinance. Changes have been made to permitted and conditional uses in Residential B and other zones to allow property owners more flexibility in the use of their property.*
- **The Planner and Assessor positions can be made part time or contract positions in the 2014/15 budget** – *The Town Manager participated in discussions at the County level regarding a regional approach to assessing. Those discussions fell through when the City of Bangor decided not to participate at this time. Discussions were also held with the Town of Hermon about the possibility of a shared assessor but Hermon is currently contracted for coverage with the City of Bangor. The Planner position was funded at +/- 28 hours per week beginning in January of 2015.*
- **Hold workshop on organizational structure** – *A separate meeting to discuss organizational structure has not been held however the subject has been discussed as*

part of Finance & Administration meetings as well as part of Services and Infrastructure as questions regarding operations and management have occurred.

- **Explore cost/benefits of issuing license plates at the Town Office** – *This item was last discussed by the Council several years ago and it was determined from a storage and staffing viewpoint that it was not a viable option but was not discussed as part of the work plan this year.*

Public Works

- **Paving** – *The Council approved a sidewalk repair project done by the Town Crew this year after bids as part of the State 1A renovation were more than anticipated. The Town did the repairs for approximately \$5,000 –which was \$62,000 less than budgeted for the renovation project with the State. In addition, the Council appropriated sufficient funding for paving to be done in the 2015 year since there was none done other than Littlefield Avenue, which was part of a project with Hermon and the owner of the White House Motel and involved road repair as well as paving.*
- **Staffing/contracting portions of department services** – *The Council voted to seek bids for cemetery maintenance operations early in 2014 but decided to stay with the regular operations to allow the Public Works Director the opportunity to better track specific costs for that activity. After doing so, the Director recommended to the Council that Cemetery maintenance operations be put out to bid for a three year contract beginning with the 2015 year. The Council approved that recommendation.*

Capital Budget

- **Review replacement schedules** –
 1. **Public works trucks and loaders** - *The Council Infrastructure Committee is now reviewing equipment replacement requests based on use, current condition, and need instead of on an every-so-many-years basis.*
 2. **Buildings & Grounds – mowers** – *Fewer will be needed if the Cemetery maintenance is contracted to an outside firm. The only remaining need would be for mowers for parks and athletic fields*
 3. **Public Safety – Cruisers and Fire Trucks and Ambulances** – *Cruiser replacement has been expanded to an every-other-year basis instead of an every-year basis.*
 4. **Maintenance schedules for all buildings** – *The condition of the municipal building has been reviewed and bids put out for replacement of the vinyl floors which are in bad repair, and interior painting was done for the first time since the building was built in 1990. The Skehan Center floors were refinished and air handling/heating systems were addressed to reduce heating and electric cost for that building, the pool continues to do annual maintenance on showers, painting, and equipment and a new roof was put on the pitched roof portion of it this year as well. The Library, through grants over the past several years, has had a new boiler installed, new circulation desk installed, new wiring for internet capacity, and air conditioning installed. In addition, the Town is pursuing energy audits of all buildings to determine savings that could be obtained by changes in lighting, heating, etc.*
- **Inventory buildings owned by the Town and develop cost/benefit for retaining (Kiwanis, Snowmobile Club, and Old Fire Station)** – *All three leases for the use of these buildings were reviewed this year. The Infrastructure Committee met with representatives of the Kiwanis, the Snowmobile Club, and RSU #22 in regard to use of the buildings. After extensive discussions, the Committee recommended and the*

Council subsequently approved renewal of leases with all three organizations for a period of ten years.

Recreation/Fields

- **Larger percentage of pool budget to be covered by fees** – *An additional \$20,000 of pool expenses were budgeted to be covered by fees for the 2014/15 year, bringing to \$127,535 the portion of operating expenses covered by fees as well as \$10,000 per year covered by fees per year for the pool reserve account and \$10,000 per year from pool fees in repayment to the General Fund for funds used to install a new air handling system at the pool.*
- **Skehan Center – Goals for % of operation of department from fees** – *The Council Services Committee reviewed the financial statements for both the Skehan Center operation and the Recreation Enterprise account which funds all programs from fees. There is an annual operational loss from the Skehan Center, and a surplus in the Recreation Enterprise account that offsets that operational loss and still allows funding to be carried forward annually for use in such projects as playground equipment, tennis court repair, fields maintenance, etc. Although it was not a unanimous decision, the consensus of the Council is to continue to operate the Skehan Center and the Recreation Enterprise accounts as complementary and allow the surplus in one to offset any loss in the other.*
- **User fees – what we charge should relate to the cost of operations** – *The Council increased pool fees, ambulance fees, some recreation fees and some police/fire fees this year as part of its Fee Ordinance revisions in order to stay current as much as practicable with costs.*
- **What priority is town-sponsored recreation?** – *The Council spent a good deal of time during the budget as well as in Service Committee meetings discussing the role of town-sponsored recreation. It was the consensus of the majority of the Council that the current division of cost between taxation that pays for 2 full time employees, and fees that pay for all other staffing, the Skehan Center operation, and all programs – as well as for playground development and facilities repairs, was a cost effective way to provide recreational opportunities to people of all ages in the Town of Hampden.*
- **Kid's Korner competes with private business** - *Some Councilors have expressed concern over this issue but the majority of the Town Council continues to support the Kid's Korner program because it provides positive recreational activity for kids before and after school at the school itself, is heavily supported by local parents, and provides funding that is used to make recreation programming available in Hampden.*
- **Location of floating dock at Marina needs to be addressed** – *Signage issues related to the public portion of the landing and floats has been addressed.*
- **Town Rec Center – a long term look at where it might best be located** – *The Town has a five year lease for \$1 per year plus operation and maintenance building costs on the Skehan Center. Ongoing evaluation of the operation by the Services Committee will track whether this is going to be successful long-term or if the Town would be better served to seek another location.*
- **Land for fields needs to be addressed, particularly if Bouchard develops his property off Coldbrook Road** – *There have been no discussions this year about locating new recreation fields.*
- **No reserve is set up for the artificial turf football field** – *This field is part of the RSU #22 infrastructure even though it was paid for with private funds. The Town currently has no plans to reserve funding for this field.*

Budget

- **Keep % distribution between school, county, and town proportion of tax dollar use** – *The % distribution of the tax dollar for the 2014/15 year remained approximately the same as prior years at 57% for school, 36% for Town and 7% for County.*
- **Consider using County coverage for Police** – *It was the decision of the Council not to pursue this during this fiscal year.*

Bus Service

- **Services Committee should reassess cost/return for Saturday bus service** – *The Town Council went through the formal public hearing process to determine whether to end Saturday bus service in Hampden due to the discontinuation of the transit subsidy from the state and the potential savings of \$28,000 if the service was ended. After a process which included a public hearing and testimony in Hampden as well as a public meeting and testimony in Bangor held by the BAT system, the Council voted 4-3 to retain Saturday bus service for the 2014/15 fiscal year.*

Other

- **Council and School Board meeting should be set up in the near future to discuss pressures on the mil rate** – *While the Council and the School Board have not had a joint meeting, representatives from the School administration have attended meetings to discuss concerns and a representative from the Council – Councilor McPike – participated in the budget hearings for RSU 22 and informed them of the consequences of continued large local share increases.*
- **Department heads should attend Council meetings to explain what their departments do** – *As the largest departments, representing the largest budgets and the largest number of employees, Public Works and Public Safety directors attended Council meetings and gave an overview of their department activities. The Recreation Director, Pool Director, Librarian, GIS/IT Specialist and Economic Development Director have discussed their department activities in Council Committee meetings.*

Additional Work Supporting Council Policy

Beyond work on goals and objectives identified at the February 2014 meeting, other work started/completed in 2014 included

Development & Regulations

- Approved development plan for second half of the business park
- Working with Ammo Park owner on obtaining utilities and connectivity through the Business Park to increase business opportunities in Hampden
- 2 new businesses in the Old Hampden Academy since the Town transferred ownership
- Removed open space requirement for minor rural subdivisions and removal of that requirement for rural cluster subdivisions is in progress
- Amended Shoreland zoning ordinance to bring it in line with state law by not having more requirements than exists at that level

- Amended the zoning ordinance to better serve residents/businesses on Western Avenue
- Allowed the Hampden Farmer's Market to use the Municipal Office parking lot for Friday markets
- Planning & Development Committee currently reviewing subdivision regulations and making recommendations for changes to reduce requirements that are more stringent than state law.

Infrastructure

- Route 1A Sewer line replacement and rebuild of two pump stations
- Completed first phase of Turtlehead Park paid for primarily with a grant from Chevron
- Street/Stream clean up conducted with over 50 volunteers
- Re-roofed the Pool entrance,
- Located new fuel tanks at the town garage
- Installed town-owned propane tanks to allow for more competitive bidding for propane contracts
- Repainted the Town Offices for the first time in 24 years
- Request for proposal prepared for replacement of tile floors in Public Safety building
- Replaced a dangerous major culvert on Elm Street East
- Repaired sidewalks on Route 1A from Kennebec Road to Western Avenue using town employees and saving the town more than \$62,000
- Added a snow blower attachment to the trackless sidewalk plow that prevented the need for a new machine
- Eliminated expense for wood disposal saving between \$17,000 and \$20,000/year
- Used grant funds to locate emergency responder signs on significant intersections of streets
- The Town participated with Bangor and other communities in the region to complete an assessment of local recreational opportunities in Hampden

Personnel

- Reduced staffing public works department by 1 full-time employee
- Reduced staffing in transfer station by ½ time person
- Reduced staffing in building & grounds by 1 seasonal employee for 2014
- Reduced Planner position from full-time to part time effective January 1, 2015
- Replaced GIS/IT Specialist due to resignation
- Replaced Utility Billing clerk due to retirement
- Replaced Firefighter/Paramedic due to retirement
- Replaced Code Enforcement Officer due to resignation – new person also fully trained as a paramedic/firefighter which enhances our emergency response capacity
- In the process of replacing assistant pool director due to resignation
- Implemented interim Director program for public works upon resignation of Director to allow for department review prior to advertising and hiring and replacement of Director

- Promoted Assistant Recreation Director to Director and Kids Korner Staff member to Assistant Director after resignation of former Director and six month evaluation period for new staffing pattern. Recreation Enterprise reduced one full-time position to a part time position in the transition.
- Council appointed School Board member to replace one who resigned.
- Council appointed Water District Trustee to replace one who resigned
- Council in the process of appointing a Water District Trustee due to the fact that no one ran for the position in the 2014 November election.

Administration

- The Town Council is having all of the Town's ordinances codified so that residents/businesses can more easily find and understand the 'rules' that govern Hampden, contract signed with General Code to perform this task
- Reviewed and proposed amendments to the Town Charter to correct portions that were outdated and not in compliance with state law
- Began taping and re-broadcast of RSU 22 School Board meetings as a way of bringing more information to the public
- Began video streaming of Cable Channel 7 to allow any resident with a computer/internet connection to see all of the public broadcasting from Hampden
- Established You Tube sites for school board and Council meetings
- Established a Town Twitter account for increased communications
- Replace the town's antiquated phone system, upgraded the internet capacity at the municipal building, and continued used of the municipal building as a free wireless site
- Completed Redistricting to allow districts to continue in Hampden and to insure that there was equal representation
- Changed animal shelter contracts, saving the town more than \$6,000 per year
- Instituted zero sort recycling which improves the town's recycling rate, makes it easier for residents, and saves money in solid waste disposal fees
- Decreased the taxation support of the Lura Hoit Pool by funding a larger portion from user fees
- Participated in local bid contract for salt, reducing the per town cost over prior years by \$4 per ton
- Participated in Maine Power Options bid program for propane and fuel oil, resulting in reduced pricing from prior years
- Participated in Maine Power Options bid for medium user electric accounts to lock in lower rate than upcoming standard offer for the municipal building, pool, and sewer pump stations.
- Worked with taxpayers/sewer users to retain property after foreclosure of liens.

Grants Received

- FEMA Grant - Fire Department - SCBA (self-contained breathing apparatus) fill system - \$40,000
- Highway Safety Grant – Police Department – Seat Belt Grant - \$2,830

- Safety Enhancement Grant – Police Department – Cones, Vests, Signs, Gloves, Lights - \$2,776
- Volunteer Fire Assistance Grant – Fire Department – Nomex Shirts, pants, helmet, gloves, goggles - \$7280
- Bureau of Highway Safety - Speed Enforcement Grant – Police Department - \$7,620
- Bureau of Highway Safety – Drive Sober Grant – Police Department - \$4,930
- Rudman Grant – Mad Science Program – Library - \$702
- Safety Enhancement Grant – Fire Department – Wireless Headsets - \$2,000
- Chevron Grant – Reimbursement for costs associated with Turtlehead Park - \$260,000

In addition to the items above, Town departments continued to provide excellent public services. Monthly reports are submitted to the Council that identify, by department, statistics ranging from the number of dogs and automobiles registered to the number of police, fire, and ambulance calls to which we respond – and everything in between. I have not restated those numbers here but as part of the preparation of the next budget, an annual compilation by department of these statistics will be provided in order to provide context for budget considerations.

During the past year the Town of Hampden has received a number of positive recognitions including the best community in Maine to raise a family by one national organization, the 7th safest community in Maine in which to live by a national safety organization, and the 6th best place to live in Maine by DownEast Magazine. These recognitions are a reflection of the excellent schools, public services, local businesses, median household income, and private investment in the community. With population growth of nearly 14% between 2000 and 2010, Hampden is one of the few communities north of Portland to see consistent increases in population and valuation.

As I write this report, it is the 14th anniversary of my employment with the Town of Hampden. It is a wonderful community and I am honored to hold the position of Town Manager here. The Town is blessed with a talented, capable, hard-working staff that seeks to provide excellent town services. These staff members are complemented by an equally excellent and hard-working group of volunteers who serve on boards and committees for the Town as well as volunteer coaches and supporters of local recreation programs. I would like to thank each and every one of them for their service to the town. I would also like to thank the residents of Hampden for their support of their local services. Finally, I would like to thank the Town Council for the opportunity to work here. While the process has not always been pretty, it is clear from this report that the Town of Hampden has accomplished many things and that it has many more in process. All of those stem from policies set by the Town Council.

Christmas 2014

It was the night before Christmas
And all through the Town,
Many creatures were stirring –
They were driving snowplows!

No rest for these gents as
They cleared all the snow
So the rest of us could get
Where we wanted to go.

The crew is sad now to
Lose Chip this year,
But with Greg back for a time,
They have nothing to fear.

On those same roads
The Police made their rounds
Checking to make sure
Nothing bad happened in our Town.

Radar guns were put away –
No seatbelt checks in sight
Just wanting to make sure that all
Were safe throughout the night

The Fire Department
Was busy enough -
Making plans for a grant
With which to buy stuff.

This crew is so good
At getting grants for the Town –
It makes even Joe
Get rid of his frown!

It's the best place in Hampden
To find a good book
Or a movie or program –
Or a recipe to cook!

Of course it's the library –
It's down off IA
Make plans really soon
To go spend a day!

The Skehan Center -
To the Town it is new,
As a place for all ages
To find something to do.

Shelley and Jill are busy
Working all day round
Basketball, football, hockey
Even roller derby comes to town!

Julie and Darcey spend their days
Teaching kids to swim,
And helping adults both young and old
To stay more fit and trim.

The most popular place in Hampden
Costs a \$10 ticket to get to that spot –
Located just off Canaan Road
The Transfer station is hot!

So far this year
They have done their very best
To keep up with development
And pass many tests.

With 56 homes
Permitted this year -
Myles and Jason are busy –
Of that have no fear.

Dean and Bob have kept busy
Throughout the entire year
Staffing Planning & Development
Two nights a month or more.

One brings them in for development,
One helps them through the maze
Of local regulations
That could leave you in a daze!

Planning, Assessing, Development
Public Works, Code, Ambulance too –
Are all assisted by Rosemary
Who never worries about finding work to do!

Assessing is not a popular job
When tax bills are sent out the door
People call Kelly wanting them lowered
They want to pay less – not pay more!

Our new GIS/IT staffer Kyle
Hit the ground running from his very first day -
It started off with a bang – no power no internet -
We are lucky he did not run away!

The front office crew
Is second to none
Their work is efficient
And they do it with fun.

They do it with grace and professional ease,
They do it despite those who whine –
Tammy, Cheryl, Amy – Danielle and Denise
As a staff they always will shine.

Exception free audits,
Meticulous records and such
Are all due to their efforts
And I appreciate it very much!

And then there's the Council
What can I say? It's been a test....
"It has been an interesting year"
Is an understatement at best.

It is important to remember
At the end of the day –
We are a team here in Hampden
And with your help we'll stay that way.

Because of the efforts of all who work here -
And because of the residents too,
There is no better place to live, work or play
Than Hampden Maine – it is true.

For 14 years I have had the honor
Of managing this wonderful Town
While there have been challenges - maybe many at times
It doesn't get me down.

And it's because of the people who work here
And because of the residents too -
That I never forget why I love this so much –
Thank you all for the chance to serve you.

Sue Lessard
December 15, 2014