



HAMPDEN TOWN COUNCIL  
HAMPDEN MUNICIPAL BUILDING  
MINUTES

MONDAY

SEPTEMBER 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:*

*Mayor Carol Duprey*

*Councilor Greg Sirois*

*Councilor Ivan McPike*

*Town Manager Susan Lessard*

*Town Attorney Tom Russell*

*Councilor William Shakespeare*

*Councilor Jean Lawlis*

*Councilor Tom Brann*

*Town Clerk Denise Hodsdon*

*The meeting was opened at 7:00 p.m. by Mayor Duprey.*

- A. PLEDGE OF ALLEGIANCE** – *Mayor Duprey led the pledge of allegiance.*
- B. CONSENT AGENDA** – *There were no requests to set aside and items from the consent agenda and it was approved by unanimous consent.*

**1. SIGNATURES**

**2. SECRETARY'S REPORTS**

**3. COMMUNICATIONS**

- a. Capital Ambulance/Police Department – Recognition of Assistance at Medical Call**

**4. REPORTS**

- a. Services Committee Minutes – 8/11/2014**

- b. Finance Committee Minutes – 8/18/2014**

**C. PUBLIC COMMENTS** - *None*

**D. POLICY AGENDA**

- 1. NEWS, PRESENTATIONS & AWARDS** – *Mayor Duprey stated that she was excited to see so many candidates for Town Council and School Board and thanked those who were committed to helping make Hampden a better place.*

**2. PUBLIC HEARINGS** - *None*

**3. NOMINATIONS – APPOINTMENTS – ELECTIONS**

- a. **Candidate Forum Information** – *A candidate forum for Town Council Candidates will be held on September 30<sup>th</sup> at 6 p.m. and a candidate forum for School Board Candidates will be held on October 2<sup>nd</sup> at 6 p.m. Both will be held in the Council chambers and will be taped and broadcast.*

**4. UNFINISHED BUSINESS - None**

**5. NEW BUSINESS**

- a. **Maine Municipal Association – Voting Credentials for Annual Business Meeting** – *Motion by Councilor Lawlis seconded by Councilor Brann to designate Councilor Sirois as a voting delegate and Mayor Duprey as the alternate and Jean Lawlis as 2<sup>nd</sup> alternate. Unanimous vote in favor.*
- b. **Municipal Review Committee – Board of Directors Candidate Nomination** – *Councilors Brann and McPike are both interested in serving on the Municipal Review Committee. Both names will be submitted.*
- c. **Liquor License Application received from Armstrong Tennis Center at 60 Mecaw Road** – *Motion by Councilor Shakespeare, seconded by Councilor Lawlis to approve the liquor license application from Armstrong Tennis Center at 60 Mecaw Road. Unanimous vote in favor.*
- d. **Liquor License Application received from Best Western Whitehouse Inn Filibuster Lounge at 155 Littlefield Avenue** – *Motion by Councilor Lawlis, seconded by Councilor Brann to approve the liquor license application from Best Western Inn Filibuster Lounge at 155 Littlefield Avenue. Unanimous vote in favor.*
- e. **Parks/Trails Policy & Management – Councilors Shakespeare & Brann** – *Councilors Shakespeare and Brann presented a slide show of deficiencies they had identified after visiting Dorothea Dix Park, Turtlehead Park, and Papermill Park. This item has formerly been referred to Services Committee and will still be discussed there.*

- E. **COMMITTEE REPORTS** – *Councilor Lawlis reported that Service Committee work had already been reported on as part of the meeting agenda. There were no reports for Infrastructure and Planning & Development and the Finance Committee did not meet prior to the Council meeting.*
- F. **MANAGER'S REPORT** – *The Manager's report is attached hereto and made a part of the minutes.*
- G. **COUNCILORS' COMMENTS** – *Councilor Lawlis asked who people should contact at the Town Office if they see things at the parks that need attention. Councilor Brann*

Town Council Meeting  
September 15, 2014

*stated that a message board in front of the Town Office that could be programmed would be a way of notifying of meeting changes, hearings etc. He was also unhappy that the Finance Committee meeting was cancelled because he believes that the Town is no longer looking ahead and is making 11<sup>th</sup> hour decisions.*

**H. ADJOURNMENT** – *The meeting was adjourned at 8:44 p.m.*

*Denise Hodsdon  
Town Clerk*

MANAGER'S REPORT  
September 15, 2014

30 day notices – Unpaid Sewer Charges – 30 day notices for unpaid sewer bills will be sent out on Tuesday, September 16<sup>th</sup>. Liens will be filed on any remaining unpaid by October 15<sup>th</sup>.

Department of Labor Inspection – The Town received an inspection from the Maine Department of Labor week before last. All departments were reviewed for workplace safety and adherence to law and regulation. The Town does not receive prior notice of these types of inspections.

Audit – The Town's auditors were on site last week and had good things to say about the town's recordkeeping and readiness for audit. The field work is all completed and the Town should have the final report within a month.

Tax Due Date Info – First half of property taxes are due by Wednesday, October 1<sup>st</sup> to avoid interest. The big Tax Due Date sign will appear on the front lawn of the municipal building within the week, and once again Town Office staff will make refreshments available in the lobby on Tax Due date.

Interviews – I am conducting initial interviews this week for the GIS/IT position. I expect to have second interviews at the beginning of next week.

United Way – We received information today regarding this year's campaign. Employees have the opportunity to have payroll deductions withheld and sent to United Way. We will be distributing the information with an upcoming payroll for those who want to participate.

Town Office facelift – for those who have not been in recently, we are in the process of having the Town Office repainted. Thus far the main office and lobby and conference room have been done and the planning/assessing department is scheduled to be done within the next two weeks. Not only are walls being painted – but holes are being patched and sanded as well. The building was built in 1990 and no interior painting had been done since then. It is important that the Town maintain its properties appropriately and this is a much-overdue project.

Moderator – Candidate Forums – Annie Gabianelli will be moderating the two candidate forums on September 30<sup>th</sup> for Council candidates and on October 2<sup>nd</sup> for School Board Candidates. Annie has volunteered in this capacity for a number of years for the Town.

Recycling Update – Zero sort is making a difference. In 2013 the Town figure for recycling was 216 tons. In the first two months of Zero Sort - the Town has shipped 50 tons! At this rate we would increase our recycling by almost 40% in the first year. Flyers and plastic bags will be distributed this coming weekend.