



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

OCTOBER 5, 2015

7:00 P.M.

• 6:00 pm – Finance & Administration Committee Meeting

A. PLEDGE OF ALLEGIANCE

B. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

a. September 21, 2015 Meeting Minutes

3. COMMUNICATIONS

- a. Courtney O'Donnell – Application for Appointment to Board of Appeals – Referral to Planning & Development Committee
- b. Hannaford Supermarket – Victualers License Renewal
- c. Code Enforcement Officer – Notice of Board of Appeals Hearing

4. REPORTS

- a. Infrastructure Committee Minutes – 8/4/2015
- b. Finance Committee Minutes – 9/1/2015

C. PUBLIC COMMENTS

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

2. PUBLIC HEARINGS

- a. General Assistance Ordinance – Adoption of Appendices A, B, C & D for 2015-2016

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. Warrant for Municipal Election – November 3, 2015

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

4. UNFINISHED BUSINESS

- a. Extrication Equipment Bid Results - Fire Department – Finance Committee Recommendation
- b. Town Attorney Recommendation/Selection
- c. Electrical Work Associated with AV Equipment Upgrade – Finance Committee Recommendation

5. NEW BUSINESS

- a. Request to use Recreation Clearing account funds – Shelley Abbott, Recreation Director – Recommendations of Infrastructure and Finance Committees
 1. \$2,980.00 for Boiler Rooms Door Replacement at Skehan Center
 2. \$4,500.00 for Purchase of Replacement Mower
- b. Service Fees 2015/2016 – Finance Committee Recommendation
- c. 1996 Ford E-350 Ambulance Sale Bid Results – Finance Committee Recommendation
- d. Application for Renewal of Liquor License received from White House Motel at 155 Littlefield Avenue
- e. Transfer Station Discussion
 1. Rules & Regulations and Public Communications (Signage, etc.)

E. COMMITTEE REPORTS

F. MANAGER'S REPORT

G. COUNCILORS' COMMENTS

H. ADJOURNMENT

B-2-a



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY

SEPTEMBER 21, 2015

7:00 P.M.

Attending:

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

- Town Manager Angus Jennings*
- Town Clerk Denise Hodsdon*
- Joseph Zydlewski*
- Citizens*

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

- A. PLEDGE OF ALLEGIANCE** – *Mayor Ryder led the Pledge of Allegiance*
- B. CONSENT AGENDA** – *Councilor Shakespeare requested that Item B.4.b. be set aside for comment. Motion by Councilor Marble, seconded by Councilor McAvoy to accept the Consent Agenda. Unanimous vote in favor.*

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. September 1, 2015 Meeting Minutes**
- b. September 14, 2015 Special Meeting Minutes**

3. COMMUNICATIONS

- a. Walter Cupples – Application for Appointment to Board of Appeals – Referral to Planning & Development Committee**
- b. Daniel Brooks/Manager & Council – Town Attorney Recognition**
- c. Maine Water Utilities Association – Request for Welcome Presentation at 10/8/2015 Meeting**

4. REPORTS

- a. Finance Committee Minutes – 8/17/2015**
- b. Monthly Department Reports – August 2015 – Councilor Shakespeare noted that the Recreation Department has received the Efficiency Maine rebate in the amount of \$16,800.00 for the LED light upgrade. The Department's cost for the upgrade was \$3,947.00 and the savings over four months is in excess of \$4500, which has more than paid for the upgrade.**

C. PUBLIC COMMENTS - None

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS - None

2. PUBLIC HEARINGS - None

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

a. Marsha Richardson – Appointment to Lura Hoit Pool Board of Trustees – Services Committee Recommendation – Motion by Councilor McAvoy, seconded by Councilor Sirois to appoint Marsha Richardson to the Lura Hoit Pool Board of Trustees. Unanimous vote in favor.

b. Discussion: Candidate Forum & Newsletter Profiles – In Manager Jennings' memo to the Council regarding this item, he indicated that he is aware that the Council's interest in hosting a Candidates' Forum and support for continuing to include candidate profiles in the newsletter is not unanimous. The purpose of the discussion is to determine whether a majority of the Council would like to proceed with the Forum and newsletter profiles.

Councilor McAvoy said he objects to the use of taxpayer facilities to promote incumbent candidates but he could support a third party sponsoring some sort of meet and greet or a debate at a non-town-owned facility. He said he does not recall seeing any other elected body putting on its own forum. He also feels that the information in the newsletter should be limited to the candidates' names, occupations and photographs.

There was agreement that a third party sponsoring an event is a good idea for the future, but given the time constraints this year, Councilors Shakespeare, Marble and Sirois said they do not see a conflict with the Town investing in an opportunity to educate the voters about who is running for office and what their ideas are. Mayor Ryder suggested continuing in the same manner as in the past and Councilor Wilde said he would not be opposed to a public forum.

Motion by Councilor Wilde, seconded by Councilor Marble to continue with the public forum and newsletter as in past years. Vote on the motion was 5-1 (McAvoy opposed); motion carried.

The Candidates' Forum for Councilor At-Large candidates will be held at 7:00 pm on Tuesday, October 6th and will be broadcast live on the Town's cable access Channel 7 and taped for re-broadcast several times prior to the November 3rd Election.

4. UNFINISHED BUSINESS

a. Town Attorney Recommendation – This item was postponed until a later date.

5. NEW BUSINESS

- a. **Request for access to Papermill Park for Installation of Weir for Eel Research – Joseph Zydlewski, U.S. Geological Survey Maine Cooperative Fish & Wildlife Research Unit – Services Committee Recommendation – Hampden resident Joseph Zydlewski of the U.S. Geological Survey Maine Cooperative Fish and Wildlife Research Unit has requested authorization for vehicular access to Papermill Park for the purpose of installing a weir to study eel migration timing, movement patterns and survival. He has received permits from the Maine Department of Inland Fisheries and Wildlife, the Department of Marine Resources and the U.S. Fish and Wildlife Service. Motion by Councilor McAvoy, seconded by Councilor Marble to adopt Council Order No. 2015-01 Authorizing Weir Installation and Eel Research at Papermill Park. Unanimous vote in favor. A copy of the order is attached and made a part of the minutes.**
- b. **Maine Municipal Association Annual Business Meeting – Voting Delegate Credentials – Because the Town Manager and no Councilors are able to attend the annual business meeting, no action was taken on this item.**
- c. **Municipal Review Committee Board of Directors Election – Candidate Nomination Form – Motion by Councilor Marble, seconded by Councilor Sirois to refer this item to the Planning & Development Committee. Unanimous vote in favor.**
- d. **Request for Zoning Map Amendment – Map 9A, Lot 1 from Residential A to Business – Planning & Development Committee recommendation to refer to Planning Board – Motion by Councilor Shakespeare, seconded by Councilor Sirois to refer the Zoning Map amendment for Map 9A, Lot 1 to the Planning Board. Unanimous vote in favor.**

E. COMMITTEE REPORTS

Services Committee – Councilor McAvoy reported that at the last meeting the Recreation Committee presented its Recreation Plan. He noted that the plan is available for review on the Town's website.

Infrastructure Committee – The next meeting will be at 6:00 pm on Monday, September 28th.

Planning & Development Committee – Councilor Shakespeare reported that at the meeting on September 16th, the committee discussed the municipal marina sign and the codification portfolio. At its next meeting, the committee will continue work on the private ways ordinance and will discuss stockpiling of materials.

Finance & Administration Committee – Mayor Ryder reported that the committee met briefly just prior to the Council meeting to approve minutes and warrants.

- F. **MANAGER'S REPORT** – Manager Jennings reported that he met with former Town Manager Sue Lessard regarding monthly financial reconciliations and reporting and noted that he will have monthly financial reports for the Finance Committee beginning in October.

David I. Ryder (Mayor, Dist. 4)
Stephen L. Wilde (1)
Dennis R. Marble (2)

TOWN OF HAMPDEN
IN THE TOWN COUNCIL

Terry McAvoy (3)
William W. Shakespeare (A/L)
Gregory J. Sirois (A/L)

Order 2015-01,
Adoption: 9/21, 2015

**ORDER AUTHORIZING WEIR INSTALLATION AND
EEL RESEARCH AT PAPERMILL PARK**

ORDERED, that the Town Council hereby approves a request from Joseph Zydlewski of the U.S. Geological Survey Maine Cooperative Fish and Wildlife Research Unit, and authorizes temporary vehicular access to Papermill Park for the purpose of installing a weir to study eel migration timing, movement patterns and survival.

The actions authorized herein are as set forth in permits issued by the Maine Department of Inland Fisheries and Wildlife and the Department of Marine Resources, and the U.S. Fish and Wildlife Service, including:

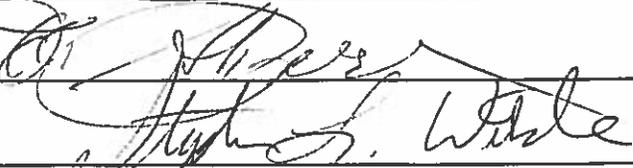
- Temporary vehicular access to Papermill Park for the purposes of installing the weir;
- Twice-daily monitoring of the weir trap;
- Posting of a small sign near the weir site to educate the public regarding the research, and including researchers' contact information;
- Term of weir installation between August 1 and December 31 of each of five years, beginning in 2015, subject to annual Town Council reauthorization.

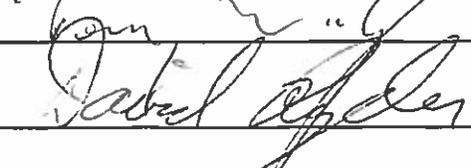
The work, including site access, shall be coordinated through the Department of Public Works and Recreation Department as needed.

Town Clerk:


Denise Hodsdon

ORDERED by a majority of the Town Council:



G. COUNCILORS' COMMENTS

Councilor Marble wanted to make the public aware of what is being advertised as a marijuana summit being done under the auspices of two municipal-related public health organizations tied in with the State CDC. It is being held at 6:00 pm on Wednesday at the Gracie Theatre at Husson University. The public is invited and there are going to be a number of petition items pushing for the legalization of recreational marijuana. This is an attempt to share some current science-based information about what is going on, especially with regards to the State of Colorado. Councilor Marble also said he wanted to recognize Public Safety Director Joe Rogers. He had heard of some crisis intervention training for Police and passed the information on to Chief Rogers. Chief Rogers indicated that he was sending two people to the upcoming training and that all personnel on both Fire and Police have been trained. Councilor Marble felt that is very significant as it is hard to schedule with a smaller department. He thought that speaks well for the community and for the Public Safety team and he wanted to recognize Chief Rogers for that.

Councilor McAvoy said he wished he could take credit for the excellent stretch of weather we have had and he reminded everyone to shop local and buy American. **Mayor Ryder** gave an update on the tree cutting at Dorothea Dix Park. Prentiss & Carlisle has completed the cutting operation and moved out. He said it looks great and the cleaning up of brush and mulching of the trails should be completed in the next few days. The park should be reopened by the weekend and he invited the public to check it out. He thanked everyone involved for doing a great job.

H. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:53 pm.



Denise Hodsdon
Town Clerk



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN

APPLICATION FOR TOWN BOARDS AND COMMITTEES

B-3-a

NAME: O'Donnell Courtney L
LAST FIRST MI
ADDRESS: 10 Dudley St Apt 2 Hampden 04444
STREET TOWN ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: 207-217-7325 207-992-4204
HOME WORK

EMAIL: Codonnell888@yahoo.com

OCCUPATION: Administrative Assistant

BOARD OR COMMITTEE PREFERENCE:

FIRST CHOICE: Board of Appeals

SECOND CHOICE (OPTIONAL): Personnel Appeals Board

How would your experience, education and/or occupation be a benefit to this board or committee? I work for the City of Bangor, recently moved to Hampden, have a degree from UMAINE, and would like to become more involved.

Are there any issues you feel this board or committee should address, or should continue to address? Not yet.

3 YEAR

- CONSERVATION COMMITTEE
- BOARD OF ASSESSMENT REVIEW
- PERSONNEL APPEALS BOARD
- LURA HOIT MEMORIAL POOL
- ECONOMIC DEVELOPMENT COMMITTEE
- FRIENDS OF DOROTHEA DIX PARK

- DYER LIBRARY
- RECREATION COMMITTEE
- BOARD OF APPEALS
- HISTORIC PRESERVATION COMMITTEE
- TREE BOARD

5 YEAR
PLANNING BOARD

SEP 28 2015

FOR TOWN USE ONLY		Date Application Received: _____
COUNCIL COMMITTEE ACTION: _____	DATE: _____	
COUNCIL ACTION: _____	DATE: _____	
<input type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone:
Fax: (207)
email: info@hampdenme.org

B-3-b

September 28, 2015

Jane Goulet
Hannaford Bros. Co.
145 Pleasant Hill Rd.
Scarborough, ME 04074

RE: Hannaford Supermarket & Pharmacy #8417

Dear Jane:

Your application for renewal of Victualer's License has been approved. Accordingly, I am enclosing the license, which under Section 5.A of the Town of Hampden Victualer's Ordinance, must be displayed in a place within the establishment where it can be readily viewed by any member of the public.

Please call if you have any questions.

Sincerely,

Denise Hodsdon, CMC
Town Clk

Enclosure

VICTUALER'S LICENSE CERTIFICATE

No. 17

MUNICIPALITY OF HAMPDEN, MAINE

To all whom these presents may concern: Date: September 28, 2015

KNOW YE, that Hannaford Bros. Co.

doing business as Hannaford Supermarket & Pharmacy #8417

has been duly licensed as a Victualer at 77 Western Avenue

in the Municipality of Hampden by said Municipality until October 23, 2016,

and has paid to the Municipal Treasurer the fee of \$ 50.00.

Authorized Municipal Officer CODE ENFORCEMENT OFFICER

B-3-c



HAMPDEN PUBLIC SAFETY
Police – Fire – EMS – Code Enforcement
106 Western Avenue
Hampden, Maine 04444
Phone 207-862-4500
Fax: 207-862-4588



MEMORANDUM

To: Mayor David Ryder
Members of the Hampden Town Council
Chairman Peter Weatherbee
Members of the Hampden Planning Board

From: Myles Block, Code Enforcement Officer 

Date: October 1, 2015

Re: Upcoming Board of Appeals Meeting

Pursuant to 30-A M.R.S. § 4353 this memorandum is to notify the Town Council and Planning Board that there will be a Board of Appeals meeting Tuesday, October 27, 2015. The meeting and public hearing will be held at 6:00 pm in the Council Chambers of the Hampden Municipal Building. The Board will consider the following item:

Public Hearing:

Application for a dimensional variance has been made by Raymond F. Gresser, Jr. regarding property located at 11 Schoolhouse Lane, further identified as assessor's tax map 20 lot 066. The subject property, owned by Raymond F. Gresser, Jr is located in the Residential B zoning district. The Board of Appeals will consider this item pursuant to Articles 6.2.2 of the *Town of Hampden Zoning Ordinance* and the *Town of Hampden Board of Appeals Ordinance*.

There is another application that was picked up from my office for a disability variance but as of now it has not been returned completed. If that application comes in I will re-memo both the Council and the Board if it will be heard at this Board of Appeals Hearing.

cc: Lt. Jason Lundstrom, Alt. Code Enforcement Officer, Building/Fire Inspector
Dean Bennett, Community & Economic Development Director
Joseph L. Rogers, Director of Public Safety
Angus Jennings, Town Manager

B-4-a

INFRASTRUCTURE COMMITTEE MEETING MINUTES
Monday, August 4, 2015

Attending:

Councilor Dennis Marble	Councilor William Shakespeare
Councilor Stephen Wilde	Councilor Terry McAvoy
Mayor David Ryder	Councilor Greg Sirois
Public Works Director Sean Currier	Library Director Debbie Lozito

The meeting was opened at 6 p.m. by Chairman Marble.

1. MINUTES – 06/22/2015 Meeting – The minutes of the June 22, 2015 meeting were reviewed and approved.
2. OLD BUSINESS
 - a. Trackless replacement proposal – Public Works Director – The Committee recommended to the Finance Committee that a new trackless be purchased to replace the old one with financing over two years.
 - b. Snowmobile Club – Permission to cross land to replace bridge – The Committee recommended to the Council that the Snowmobile Club be granted permission to cross over town land to replace the bridge over the Souadabscook Stream.
3. NEW BUSINESS
 - a. Request to use Garage/Transfer Station Reserve Funds for Beneficial Use Permit for Catchbasin Cleaning – Public Works Director – The Committee recommended to the Finance Committee that \$3000 in reserve funds be used to obtain a Beneficial Use Permit for catchbasin cleaning.
 - b. Request to use Garage Modification Reserve Funds for Town Garage DEP Compliance Items – Public Works Director – The Committee recommended to the Finance Committee that reserve funds be used for Town Garage DEP Compliance items in an amount not to exceed \$5,000.
 - c. Request to use Library Reserve Funds – Air Conditioning Repair – The Committee recommended to the Council that Library Reserve funds be used for the repair of the air conditioning system.
4. PUBLIC COMMENTS – None
5. COMMITTEE MEMBER COMMENTS – Mayor Ryder inquired whether all DPW vehicles had the Town Seal on them now. DPW Director Sean Currier said they do. Councilor McAvoy asked about the status of the GPS units in the DPW vehicles. Sean informed the committee that units have been installed in all vehicles. Councilor Sirois inquired whether DPW had sufficient staff and equipment for the upcoming plow season. Sean said he feels the department needs a full-time mechanic and would like to replace the position that was not filled last year following an employee retirement. Councilor Shakespeare informed the Committee that he was contacted by a resident who expressed concern about groups of kids conducting fundraising activities at the transfer station. She said she almost hit one of the kids with her vehicle and feels that it is very dangerous for kids to be helping with the unloading of debris and trash in order to raise money for their organization.

Respectfully submitted –
Sue Lessard
Interim Town Manager

Denise Hodsdon
Town Clerk

FINANCE & ADMINISTRATION COMMITTEE MEETING

Tuesday, September 1, 2015

MINUTES*Attending:*

<i>Mayor David Ryder</i>	<i>Councilor Terry McAvoy</i>
<i>Councilor Stephen Wilde</i>	<i>Councilor Greg Sirois</i>
<i>Councilor Dennis Marble</i>	<i>Councilor William Shakespeare</i>
<i>Town Manager Angus Jennings</i>	

Mayor Ryder called the meeting to order at 6:30 p.m.

1. Meeting Minutes

- a. *August 17, 2015 – Motion by Councilor Marble, seconded by Councilor McAvoy to approve the August 17, 2015 minutes. Unanimous vote in favor.*

2. Review & Sign Warrants – Warrants were reviewed and signed by Committee members.**3. Old Business**

- a. **Tax Anticipation Note Bid Results** – *Town Manager Jennings reported that four bids were received in response to the Tax Anticipation Note (TAN) Request for Proposals offering interest rates of 0.98%, 0.85%, 0.83% and 0.82% for a TAN of up to \$2,000,000. Camden National Bank offered the lowest proposed interest rate of 0.82%. Mayor Ryder invited public comment. Alex King, a resident of Hampden, questioned why a TAN is proposed this year when this has not been needed in past years, and expressed his belief that the anticipated need for a TAN should have been addressed more clearly during the budget process this past spring. Manager Jennings explained that projected cash flows indicate the need for short-term borrowing to ensure the Town keeps current with its obligations, including its payment due to RSU #22, prior to receipt of all property tax payments, and that this situation has arisen this year due to lean budgets over several years that have left less funding in reserve accounts than has been the case in the past. Councilor Sirois expressed that the Council and former Manager have worked hard to keep costs down and to maintain last year's mil rate for the current fiscal year. Councilor Marble agreed that the process should be as transparent as possible during budget preparations, and that the Council should take a close look at reserve accounts in its next budget cycle. Councilor McAvoy indicated that while there may be cash on hand resulting from a host community benefit*

agreement, there are limitations on the eligible use of such funds toward operating expenses. He further expressed his opinion that mil rate increases may not be necessary if expenses are held down. Motion by Councilor McAvoy, seconded by Councilor Marble, to recommend award of the TAN bid to Camden National Bank. Approved 5-0, with Councilor Sirois recusing himself from the vote.

- b. Town Attorney Appointment** – *Manager Jennings described the process that he is following to evaluate candidates for Town Attorney, and indicated that his review of attorneys' writing samples and completion of reference checks with other municipal clients is still underway. Motion by Councilor Sirois, seconded by Councilor McAvoy, to table the matter until the next Council meeting to allow Manager Jennings time to complete his review and make a recommendation to the Council. Unanimous (6-0) vote in favor.*

4. New Business

- a. FEMA Assistance to Firefighters Grant – Acceptance of Grant and Authorization to use Matching Grant Reserve Funds** – *Lt. Jason Lundstrom appeared before the Council to discuss the award of an Assistance to Firefighters grant of Federal FEMA funds to the Town of Hampden. The award amount of \$44,888.00 will require a 5% local match in the amount of \$2,244.00 and will support the Public Safety Department's replacement of the Jaws of Life, stabilization rescue struts, and airbags. Councilor Marble commended Lt. Lundstrom and the Public Safety Department for its initiative in pursuing these grant funds, and made a motion to recommend to the Council that the grant funding be accepted and that \$2,244.00 be appropriated as the required match. Councilor Wilde seconded, and the motion was unanimously approved (6-0).*

5. Public Comment – *None.*

6. Committee Member Comments – *None.*

There being no further business, the meeting was adjourned at 6:52 p.m.

Respectfully submitted –

Angus Jennings
Town Manager

Minutes approved by vote of Finance Committee at meeting on 9/21/15.

GA Overall Maximums

Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	628	734	916	1,141	1,326
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Sebocis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	590	618	733	1,025	1,185
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	549	650	849	1,070	1,136
Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	803	956	1,181	1,563	1,641
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	958	964	1,245	1,684	1,833
Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	638	773	1,025	1,466	1,747

Appendix B

Effective: 10/01/15 to 09/30/16

Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2015, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	45.12	194
2	83.02	357
3	118.84	511
4	150.93	649
5	179.30	771
6	215.12	925
7	237.67	1,022
8	271.86	1,169

Note: For each additional person add \$146 per month.

Appendix C

Effective: 10/01/15-09/30/16

Non-Metropolitan FMR Areas

<u>Waldo County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	116	497	137	590	
1	125	538	155	667	
2	147	631	184	791	
3	209	898	254	1,094	
4	213	917	269	1,155	

<u>Washington County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	94	405	118	509	
1	100	430	130	559	
2	118	507	155	667	
3	154	664	200	860	
4	188	810	244	1,048	

Metropolitan FMR Areas

<u>Bangor HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	107	461	131	565	
1	124	535	154	664	
2	157	674	194	834	
3	198	850	243	1,046	
4	227	978	283	1,216	

<u>Penobscot County HMFA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	99	427	123	531	
1	99	427	127	548	
2	114	491	151	651	
3	171	734	216	930	
4	195	837	250	1,075	

<u>Lewiston/Auburn MSA</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	Monthly
0	89	382	113	486	412
1	105	451	135	580	
2	141	607	178	767	
3	181	779	227	975	
4	183	788	239	1,026	

APPENDIX D - UTILITIES

ELECTRIC

NOTE: For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is *not automatically* entitled to the “maximums” established—applicants must demonstrate need.

1) Electricity Maximums for Households *Without Electric Hot Water*: The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.70	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) Electricity Maximums for Households *With Electrically Heated Hot Water*: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$19.10	\$86.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$37.30	\$160.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

NOTE: For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

APPENDIX E - HEATING FUEL

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

FOR MUNICIPAL USE ONLY

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<u>Number of Children</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

FOR MUNICIPAL USE ONLY

D-3-a

**WARRANT FOR MUNICIPAL ELECTION
TOWN OF HAMPDEN, MAINE
NOVEMBER 3, 2015**

COUNTY OF PENOBSCOT, SS.

TO: Devon Patterson, a resident of Hampden.

You are hereby required in the name of the State of Maine to notice the voters of Hampden, Maine:

You are hereby notified that the Municipal Election in the Town of Hampden will be held at the Municipal Building Community Room, on Tuesday, the 3rd day of November, 2015 for the purpose of effecting the election to the following offices:

Councilor At-Large – (3 for 3-year term)

Directors RSU No. 22 – (2 for 3-year term)

The Polls shall be opened at 8:00 a.m. and closed at 8:00 p.m. The Registrar of Voters will hold office while the Polls are open at the Polling Place to correct any error in or change a name on the voting list, to accept the registration of any person eligible to vote and to accept new enrollments. A person who is not registered to vote may not vote in any Election.

Pursuant to Title 21-A, Section 759(7), absentee ballots will be processed at the following times:

November 2, 2015 – Continuously beginning at 9:00 am, or immediately following a requested inspection

November 3, 2015 – 9:00 am; 11:00 am; 1:00 pm; 3:00 pm; 5:00 pm and 8:00 pm

Dated at Hampden, Maine this 5th day of October, 2015.

Majority of Municipal Officers of Hampden, Maine

A True Copy:
ATTESTED: _____
Town Clerk of Hampden, Maine

Date: _____

D-4-a

TOWN OF HAMPDEN
FIRE DEPARTMENT
EXTRICATION EQUIPMENT

BID SHEET

September 30, 2015
12:00 PM

BIDDER	TOTAL BID AMOUNT
Harrison Shrader Enterprise (HSE)	\$ 49,989.00
Industrial Protection Services (IPS)	\$ 47,130.00



HAMPDEN PUBLIC SAFETY
Police – Fire – EMS – Code Enforcement

106 Western Avenue
Hampden, Maine 04444
Phone 207-862-4500
Fax: 207-862-4586



Proposal for Bid Acceptance

On September 30, 2015 at noon, the bid process closed for vehicle extrication equipment. Two bids were received. After reviewing bids from both Harrison Shrader Enterprises and Industrial Protection Services LLC., it is the recommendation of the Hampden Fire Department to accept the bid from Industrial Protection Service LLC. in the amount of \$47,130.00. While both bids met the bid specifications, Industrial Protection Services LLC., in our opinion, provides a better product at a lower cost and will be the best option for our department.

Sincerely,

A handwritten signature in cursive script that reads "Jason Lundstrom".

Jason Lundstrom
Lieutenant- Hampden Fire Department
Fire & Building Inspector
Health Officer

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (2
Fax: (2
Email:
townman:

D-4-C

TO: Town Council

FROM: Angus Jennings, Town Manager

DATE: October 1, 2015

RE: AV Upgrade to Town Council Chambers

Please find attached the quote received from Hampden Electric for work associated with the installation of new AV equipment, separately procured.

Our AV vendor, Rodney Verrill, and our IT personnel Kyle Severance have reviewed the quote in detail and it is likely that a reduced cost proposal can be obtained by clarifying elements included that are already within the AV scope. On the basis of their review, I will work with Hampden Electric to clarify their scope and secure an updated cost proposal for review at Monday's meeting.

Even with reduced electrical costs, any costs will exceed the amount of funding already approved by the Council for the AV work. This overage may be able to be offset by downgrading one element of the AV work (from a High Definition Blu-Ray recorder to a standard definition recorder – a cost savings of over \$3,000). Alternatively, additional funds could be appropriated from the FY16 IT Budget (line item 01-02-20-01, Equipment Replacement).

I will work to refine the information on both costs and payment options for your consideration on Monday.



337 Perry Rd. Suite #1. Bangor, ME 04401
Phone: (207) 942-6255 Fax: (207) 942-5498

September 30, 2015

Town of Hampden
Attn: Mr. Angus Jennings, Town Manager
106 Western Ave.
Hampden, ME 04444

RE: Install cabling & speakers in council chambers

Angus,

Please accept our proposal for the amount of **\$4,207.00** to perform the electrical scope of work for the above referenced project.

Our proposal Includes

- At 3 Camera locations furnish & install CAT5e cable from each camera to control room.
- At 3 Camera Locations furnish & install 2 conductor cable to provide 12 or 24V Power to Cameras.
- At 3 Camera Locations Install HDMI Cables furnished by others.
- Install cables furnished by others from mixer location through the floor, across the basement ceiling and back up in the control room through the floor.
- Install tentatively 6 Cone Speakers ceiling mounted furnished by others.
 - We will furnish our own scissor lift for this work.
- In control room, demo existing wall mounted rack and power, this will be relocated to free standing rack.
- We will drop existing circuit down to rack mounted power strip.

Our proposal Excludes:

- Night or weekend work.
- State of Maine Sales Tax.

Sincerely,

A handwritten signature in black ink, appearing to read "Christopher R Carson", with a long horizontal flourish extending to the right.

Christopher R Carson

D-5-a

Town of Hampden
RECEIVED

SEP 21 2015

Office of the
Town Manager

Recreation Department-Skehan Recreation Center

To: Town Manager Angus Jennings; Infrastructure Committee 9/28/15
From: Recreation Director Shelley Abbott
CC:
Date: 9/21/2015
Re: Additional Boiler Room Replacement Quotes-Skehan Recreation Center

Comments: I am requesting to use Recreation Clearing account number 1-199-01 for the purpose of the following items:

Boiler Rooms Door Replacement-Skehan Recreation Center

Set of metal double doors accessing the boiler room are currently rusted through. HHA LLC. is requesting replacement of this set of doors at our expense, per the triple net lease. Quotes Attached.

PDQ Door	\$4215.00
Overhead Door- Metal swing doors not part of product line	
Dependable Door-phone no longer in service	
Exactitude Hardware Consultants	\$2850.00*
*does not include lock, disposal, finish paint, or grouting of frame, see attached quote	
Carmel Door -no return phone call, message left 9/15/15	

Thank you for consideration of this request.

Shelley Abbott
Recreation Director



MAIN OFFICE:
 589 Main Road North
 Hampden, Maine 04444
 800-734-1401 pdqdoor.com

Estimate

Date Estimate #
 9/3/2015 H114915

West Bath Rockport Waterville Houlton

Submitted To:

Town of Hampden
 106 Western Avenue
 Hampden, ME 04444

Job Location:

Public works
 Skeehan Center

Terms	Rep	Customer Phone	Fax # / Cell #	P.O. # / Job Name
NET 10	Steve	(207) 862-3337	Shawn/478-8396	
Qty	Description			Total
1	Hollow Metal Doors And Frame, 7072, Pair. Nrp Hinges, 12 " x 24 " Bottom Louvers, Lock Set Flush Bolts, Weather Strip, Threshold, And Door Sweeps. Change Out, And Hall Away And Install New.			4,215.00
Total				\$4,215.00

Additional charges will apply if we determine there is a presence of lead paint on existing doors/openings. Testing will be done on any residential building built prior to 1978.

Trim boards must be installed prior to weatherstripping. Additional charge of \$79.00 to install at a later date.

Additional charges will apply if garage floor is not poured at the time of installation.

All warranties are void if installation is required prior to roof and wall sheathing installation.

CUSTOMER IS RESPONSIBLE FOR ANY WIRING (IE. OUTLETS, HARDWIRING).

Quotes are good for 30 days. All prices are contingent upon site inspection.

*Signature below indicates that you accept the terms of the agreement. All unpaid balances in excess of 30 days will be subject to 1.5% per month late charge plus reasonable collection costs including court fees, service fees, and attorney's fees.

Printed Name: _____ Signature: _____

Hampden Phone #	Hampden Fax #	Hampden Toll Free #	Representative's Email Address
207-947-1899	207-947-1839	1-800-734-1401	

Estimate Submitted By: _____



EXACTITUDE HARDWARE CONSULTANTS

A DIVISION OF THE COOK & BOARDMAN GROUP LLC

Town of Hampden
Recreation Department
106 Western Ave.
Hampden, ME 04444
Attn: Shelly

Date: 9-17-15

Project: Boiler Room Doors

Location: Hampden, ME

WE PROPOSE TO FURNISH AND INSTALL THE FOLLOWING MATERIALS:

- 1 Pair Galv. HM Doors RK 707S-18-4 7072 BL (24" x 12")
 - Active Leaf – Prepped For Existing Mortise Lock
 - Inactive Leaf – Prepped For Z-Astragal x ASA Strike x Flushbolts
- 1 KD Galv. HM Frame 16ga. 8 1/4" 7072 EWA
- 6 Heavy Weight Hinges MPB88 4 1/2" x 4 1/2" NRP 26D
- 2 Flushbolts 555 26D
- 1 Threshold 276A 84"
- 1 Weatherstrip 45041CNB 84" x 86"
- 2 Door Bottom EPDM 42"
- Removal of Existing Masonry Filled Frame
- Installation of New Doors & Hardware

Lump Sum \$2,850 00

Alternate:

New Cylindrical Lockset in Lieu of Reusing Existing Mortise Lock Add + \$130.00

Excludes:

- Disposal
- Finish Paint
- Grouting of Frame

SALES AND OTHER TAXES NOT INCLUDED IN THIS QUOTATION
TERMS ARE NET 30 DAYS, NO RETAINAGE

ACCEPTED _____

BY _____

DATE: _____

HARDWARE CONSULTANTS

Jason Cyr

59 Banair Road Unit A Bangor, ME 04401

Phone (207) 942-3411 Fax (207) 942-3385

Bangor Tractor and Equipment

-visited store on Hammond Street. Requested price. No response

**Town of Hampden
RECEIVED**

SEP 24 2015

**Office of the
Town Manager**

Freedom Power Equipment

-visited store in Freedom Industrial Park. Requested price for Exmark zero turn. Called twice with no response.

Greenway Equipment

-visited store on Hammond Street. Met sales person to see what we needed for a machine. Our needs would be met with a zero turn Z950M John Deere mower. Parts are usually in stock and they provide fast and reputable service. Original price of mower is \$10,889.00.

Price with trade: **\$7,455.82**

Dorr's Equipment

-visited store on Hammond Street. Met sales person to see what we needed for a machine. Our needs would be met with a zero turn Kubota ZG327. The specs are as close to the previously quoted John Deere as possible. Parts are usually not in stock to keep overhead low. Service is questionable by reputation. Original price of mower is \$11,349.00.

Price with trade: **\$7,149.00**

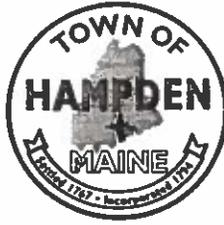
Hammond Tractor

-called store located in Fairfield, Me. Sales person quoted new zero turn Z950M John Deere mower as requested. Parts will be in stock at Greenway Equipment. Original price of mower is \$11,039.00.

Price with trade: **\$4,500.00**

The difference in price from Dorr's Equipment to Hammond Tractor for a similarly equipped mower is \$2,649.00. The difference from Hammond Tractor to Greenway Equipment for the same exact tractor is \$2,955.82. For savings of approximately \$2,650.00, the dealer in Fairfield is worth the distance to the dealership. Parts will be available locally at Greenway Equipment. I am recommending the purchase of the Z950M John Deere Zero Turn mower from Hammond Tractor for the amount of \$4,500.00 (accepting that the trade value is acceptable once they have had a chance to inspect it).

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone:
Fax: (603) 883-1111
email: info@hampdenmaine.com

D-5-6

Town of Hampden
RECEIVED

SEP 09 2015

Office of the
Town Manager

To: Angus Jennings, Town Manager
From: Kelly Karter, Assessor *Kelly*
RE: Service Fee Calculations
Date: September 21, 2015

Following is a listing of the calculated service fees that apply to residential property according to our Service Fee Ordinance. Currently there are six residential properties that have applied for and receive a total exemption from property tax. This ordinance addresses the cost of Town Services (such as ambulance, fire, road maintenance, etc.) utilized by these entities. The cost of education, county tax and general assistance are deducted from the municipal budget prior to developing the mil rate that is applied to valuation of the property.

The list is as follows:

Community Housing of Maine	\$ 1,949.84
Medical Care Development	\$ 4,896.02
OHI George Street	\$ 1,971.27
OHI Patterson Road	\$ 1,510.59
Penquis Mental Health Services	\$ 1,810.56
The Housing Foundation	\$20,451.88
Total Service Fees	\$32,590.16

These fees have been calculated according to the ordinance. Some may change once financials are submitted.

MEMO

To: Property Owner

From: Town of Hampden

Date: September 21, 2015

Subject: Community Housing of Maine

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the council approved the following Service Charge fee for the fiscal year 2015/2016 on September 21, 2015.

When you have completed your financial information for the year ending June 30, 2015, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: Community Housing of Maine

Property Location: 177 Canaan Road
Hampden, Maine 04444

Legal Description: Map 5 Lot 27-A
Book 10137 Page 137

2015/16 Municipal Budget \$6,813,432 (Original Budget Less Gen. Asst. of \$10,000)

Divided By Total Valuation \$ 635,971,299 (=0.0107134)

Times the Just Value \$ 182,000

Service Charge Due \$ 1,949.84

MEMO

To: Property Owner

From: Town of Hampden

Date: September 21, 2015

Subject: Medical Care Development; DBA Hampden Meadows

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the council approved the following Service Charge fee for 2015/2016 fiscal year on September 21, 2015.

When you have completed your financial information for the year ending June 30, 2015, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: Medical Care Development; DBA Hampden Meadows

Property Location: 1282 Kennebec Road
Hampden, Maine 04444

Legal Description: Map 1 Lot 23-A
Book 5818 Page 81

2013 Municipal Budget \$6,813,432 (Original Budget Less Gen. Asst. of \$10,000)

Divided By Total Valuation \$635,971,299 (= 0.0107134)

Times the Just Value \$ 457,000

Service Charge Due \$ 4,896.02

MEMO

To: Property Owner

From: Town of Hampden

Date: September 21, 2015

Subject: OHI

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the Council approved the following Service Charge fee for the 2015/2016 fiscal year on September 21, 2015.

When you have completed your financial information for the year ending June 30, 2015, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: OHI

Property Location: 35 George St
Hampden, Maine 04444

Legal Description: Map 23 Lot 70-C
Book 9404 Page 115

2015/2016 Municipal Budget \$6,813,432 (Original Budget Less Gen. Asst. of \$10,000)

Divided By Total Valuation \$635,971,299 (=0.0107134

Times the Just Value \$ 184,000

Service Charge Due \$ 1,971.27

MEMO

To: Property Owner

From: Town of Hampden

Date: September 21, 2015

Subject: OHI

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the Council approved the following Service Charge fee for the 2015/2016 fiscal year on September 21, 2015.

When you have completed your financial information for the year ending June 30, 2015, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: OHI

Property Location: 143 Patterson Road
Hampden, Maine 04444

Legal Description: Map 5 Lot 39
Book 9144 Page 102

2015/2016 Municipal Budget \$6,813,432 (Original Budget Less Gen. Asst. of \$10,000)

Divided By Total Valuation \$635,971,299 (=0.0107134)

Times the Just Value \$ 141,000

Service Charge Due \$ 1,510.59

MEMO

To: Property Owner

From: Town of Hampden

Date: September 21, 2015

Subject: Penquis Mental Health Service Charge

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the Council approved the following Service Charge fee for the 2015/2016 fiscal year on September 21, 2015.

When you have completed your financial information for the year ending June 30, 2015, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: Penquis Mental Health

Property Location: 1012 Carmel Road North
Hampden, Maine 04444

Legal Description: Map 1 Lot 31-A
Book 11872 Page 215

2015/2016 Municipal Budget \$6,813,432 (Original Budget Less Gen. Asst. of \$10,000)

Divided By Total Valuation \$635,971,299 (=0.0107134)

Times the Just Value	\$	169,000
Service Charge Due	\$	1,810.56

MEMO

To: Property Owner

From: Town of Hampden

Date: September 21, 2015

Subject: The Housing Foundation

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the council approved the following Service Charge fee for the 2015/2016 fiscal year on September 21, 2015.

When you have completed your financial information for the year ending June 30, 2015, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: The Housing Foundation

Property Location: 113 Western Avenue
Hampden, Maine 04444

Legal Description: Map 31 Lot 8
Book 4249 Page 321

2015/16 Municipal Budget \$6,813,432 (Original Budget Less Gen. Asst. of \$10,000)

Divided By Total Valuation \$635,971,299 (=0.0107134)

Times the Just Value \$ 1,909,000

Service Charge Due \$20,451.88

D-5-C

**TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC SAFETY
BID OPENING**

1996 Ford E-350 Miller/McCoy Ambulance

September 24, 2015 at 12:00 pm

BIDDER	BID AMOUNT
Jerry Blackburn	507.00

Sept 3-15

I Bid \$507⁰⁰ for Amulance
as is Where is Jerry Blackburn

Please send me the Bid Results Be it I
win or lose thank you Jerry B.
who bid and there bid price



D-5-d

TOWN OF HAMPDEN
TOWN CLERK'S OFFICE

COMMENTS ON:

Date of Council Action: 10/5/2015

Public Hearing: Yes No X

- Application for Liquor License
- Application for Victualer's License
- Application for Off-premises Catering
- Application for Outdoor Wood-burning Furnace License

NAME: Best Western White House Inn Peggy Brown
Business Name Individual

ADDRESS: 155 Littlefield Ave. PHONE: 862-3737

MAP/LOT: _____ DATE: 9/30/2015

DEPARTMENT REPORT:

No further concerns

DATE: 09/30/15

BY: [Signature]
Title: Public Safety Director

BY: _____
Title: _____



White House Inn

155 Littlefield Avenue
Bangor, Maine 04401
(207) 862-3737
Fax (207) 862-3737

For Reservations Call
1-800-780-7234

September 29, 2015

Town of Hampden
106 Western Avenue
Hampden, Maine 04444

To Whom It May Concern:

Attached is the liquor license renewal application for the Best Western White House Inn. We would like to request a waiver on the hearing process.

Any questions I may be reached at 862-3737.

Sincerely,

Peggy Brown
Manager
Best Western White House Inn

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
8 STATE HOUSE STATION
AUGUSTA, ME 04333-0008**



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.

To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

DEPARTMENT USE ONLY

LICENSE NUMBER: _____ **CLASS:** _____

DEPOSIT DATE

AMT. DEPOSITED: _____ **BY:** _____

CK/MO/CASH: _____

PRESENT LICENSE EXPIRES 11.4.15

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

- RESTAURANT (Class I,II,III,IV)
- HOTEL-OPTINONAL FOOD (Class I-A)
- CLASS A LOUNGE (Class X)
- CLUB (Class V)
- TAVERN (Class IV)

- RESTAURANT/LOUNGE (Class XI)
- HOTEL (Class I,II,III,IV)
- CLUB-ON PREMISE CATERING (Class I)
- GOLF CLUB (Class I,II,III,IV)
- OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) –(Sole Proprietor, Corporation, Limited Liability Co., etc.)			2. Business Name (D/B/A)		
John D. LaFayette DOB: 9.17.55			White House motel		
Carla J. LaFayette DOB: 2.8.56					
DOB:			Location (Street Address)		
Address 155 Littlefield Avenue			155 Littlefield Avenue		
			City/Town Bangor		State ME
			Zip Code 04401		
			Mailing Address		
			same		
City/Town Bangor		State ME	City/Town		State
Zip Code 04401		City/Town		State	
Telephone Number 207.862.3737		Fax Number 207.862.3737		Business Telephone Number 862.3737	
Federal I.D. # 01-0381910				Fax Number 207.862.3737	
			Seller Certificate # 200081		

- 3. If premises is a hotel, indicate number of rooms available for transient guests: 77
- 4. State amount of gross income from period of last license: ROOMS \$ 1,518,629 FOOD \$ 548.75 LIQUOR \$ 35,895.28
- 5. Is applicant a corporation, limited liability company or limited partnership? YES NO
- If YES, complete Supplementary Questionnaire
- 6. Do you permit dancing or entertainment on the licensed premises? YES NO

7. If manager is to be employed, give name: Peggy Brown
8. If business is NEW or under new ownership, indicate starting date: _____
 Requested inspection date: _____ Business hours: _____
9. Business records are located at: 155 Littlefield Ave, Bangor, ME 04401
10. Is/are applicants(s) citizens of the United States? YES NO
11. Is/are applicant(s) residents of the State of Maine? YES NO

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
 Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
<u>Taha D. LaFayette, III</u>	<u>9.17.55</u>	<u>Bangor, ME</u>
<u>Carla J. LaFayette</u>	<u>2.8.56</u>	<u>Bangor, ME</u>
<u>Margaret A. Brown</u>	<u>3.22.67</u>	<u>Bangor, ME</u>

Residence address on all of the above for previous 5 years (Limit answer to city & state)

Hampden, ME

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: White House Motel Date of Conviction: 11.2.96

Offense: possession of alcohol after hours Location: lounge

Disposition: fined

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?
 Yes No If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) 77 room hotel, white, 3 stories w/ full basement

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
 YES NO Applied for: _____

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 2 miles Which of the above is nearest? church

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: _____

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Hampden, ME on September 29, 2015
Town/City, State Date

Please sign in blue ink

CJ Lafayette
Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

CJ Lafayette
Print Name

Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

- Class I** Spirituous, Vinous and Malt \$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.
- Class I-A** Spirituous, Vinous and Malt, Optional Food (Hotels Only) \$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.
- Class II** Spirituous Only \$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.
- Class III** Vinous Only \$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.
- Class IV** Malt Liquor Only \$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.
- Class V** Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) \$ 495.00
CLASS V: Clubs without catering privileges.
- Class X** Spirituous, Vinous and Malt – Class A Lounge \$2,200.00
CLASS X: Class A Lounge
- Class XI** Spirituous, Vinous and Malt – Restaurant Lounge \$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.

FILING FEE..... \$ 10.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to the **Treasurer of Maine**. This application must be completed and mailed to Bureau of Alcoholic Beverages and Lottery Operations, Division of Liquor Licensing and Enforcement, 8 State House Station Augusta ME 04333-0008. Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

STATE OF MAINE

Dated at: Hampden, Maine Penobscot ss
City/Town (County)
On: October 5, 2015
Date

The undersigned being: Municipal Officers County Commissioners of the
 City Town Plantation Unincorporated Place of: Hampden, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer of location of existing on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.
 - A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
 - B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c.140, §4 (amd).]
 - C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal within 120 days of the filing of the application. [1999, c.589, §1 (amd).]
2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:
 - A. Conviction of the applicant of any Class A, Class B or Class C crime: [1987, c.45, Pt.A§4 (new).]
 - B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
 - C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by person patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
 - D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592, §3 (amd).]
 - E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
 - F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).]
- [1993, c.730, §27 (amd).]
3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.
 - A. [1993, c.730, §27 (rp).]
4. **No license to person who moved to obtain a license. (REPEALED)**
5. **(TEXT EFFECTIVE 3/15/01) Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau. An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.



State of Maine
Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement

**Supplemental Information Required for
 Business Entities Who Are Licensees**

For Office Use Only:	
License #:	_____
Date Filed:	_____

For information required for Questions 1 to 4, this information is on file with the Maine Secretary of State's office and must match their record information. Please clearly complete this form in its entirety.

1. Exact legal name:

White House Motel

2. Other business name for your entity (DBA), if any:

3. Date of filing with the Secretary of State: 5 27 1982

4. State in which you are formed: Maine

5. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____

6. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attached additional sheets as needed)

Name	Address for Previous 5 years	Date of Birth	Ownership %
John D. Lafayette, III	155 Litchfield Ave Bangor, ME 04401	9/17/55	50%
Carla J Lafayette	155 Litchfield Ave Bangor, ME 04401	2/8/56	50%
George Eaton	54 Harlow St. Bangor, ME 04401		clerk
Jackie Rawcliffe	P.O. Box 59 Hamden, ME 04444	7/23/63	director

7. Is any principal person involved with the entity a law enforcement official?

Yes No

8. If Yes to Question 7, please provide the name and law enforcement agency:

Name: _____ Agency: _____

9. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes No

10. If Yes to Question 9, please complete the following: (attached additional sheets as needed)

Name: White House Motel

Date of Conviction: 11-2-96

Offense: possession of alcohol after hours

Location of Conviction: lounge

Disposition: Fined

Signature:

C.J. LaFayette
Signature of Duly Authorized Person

September 29, 2015
Date

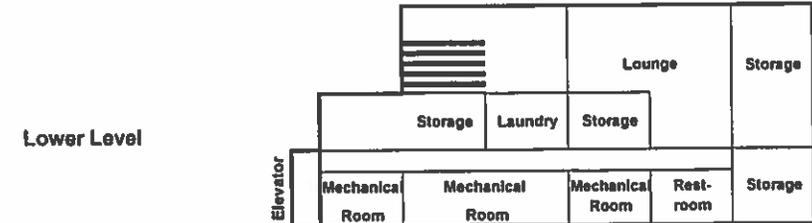
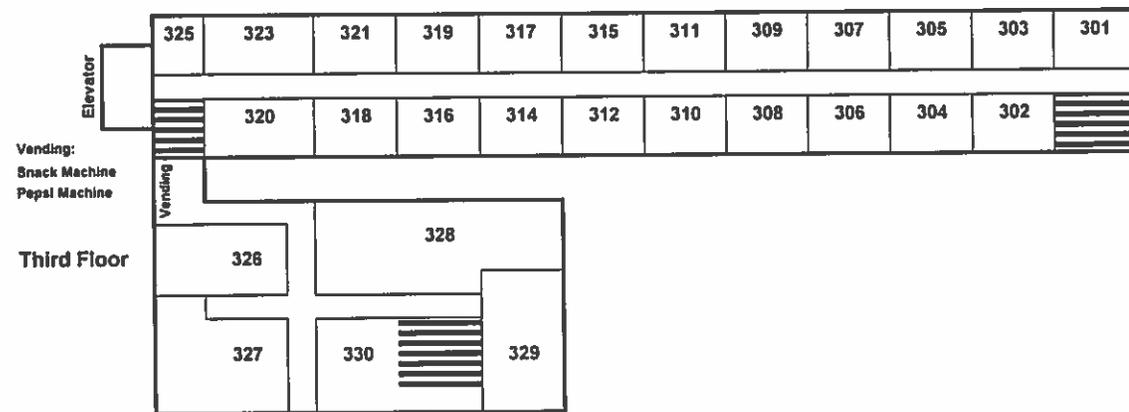
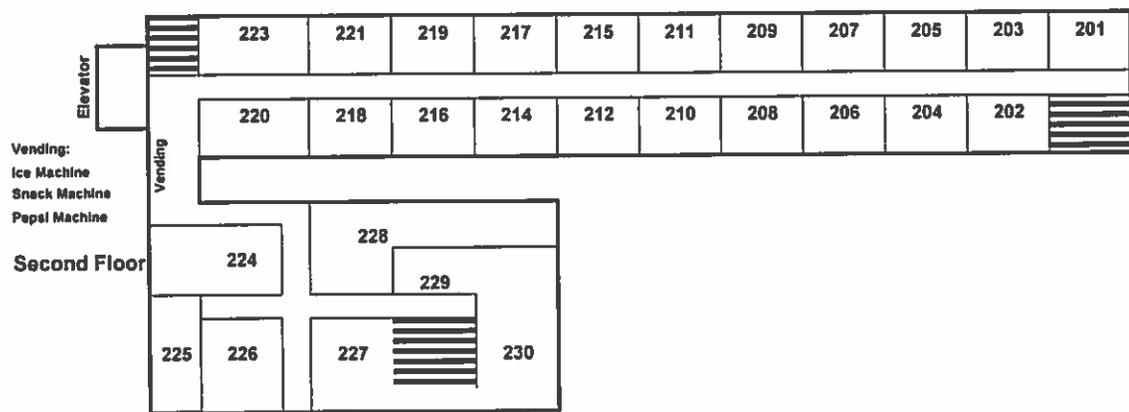
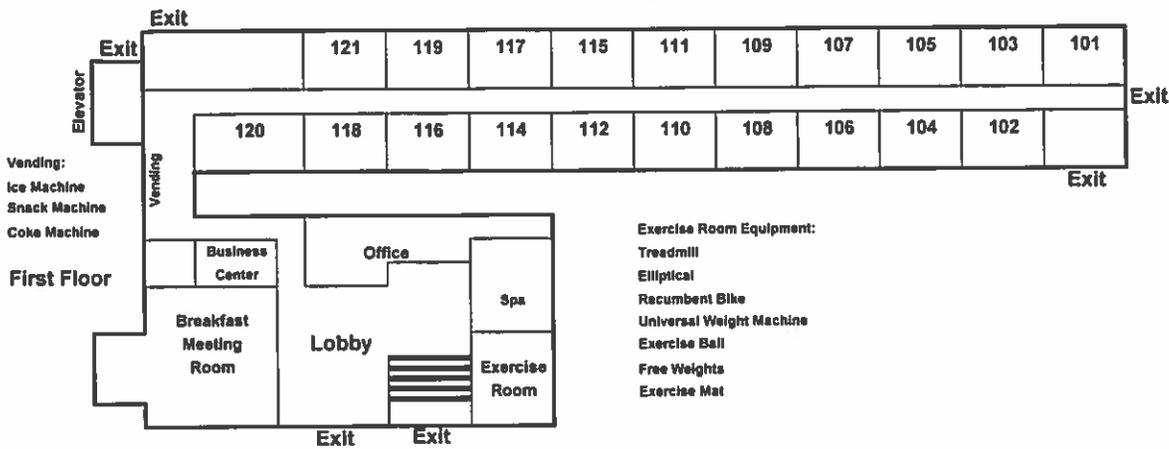
C.J. LaFayette
Print Name of Duly Authorized Person

If you have questions regarding the legal name or assumed (DBA) name on file with the Secretary of State's office, please call (207) 624-7752. The SOS can only speak to the information on file with their office, not the filing of this supplemental information – please direct any questions about this form to our office at the number below.

Submit Completed Forms To: Bureau of Alcoholic Beverages and Lottery
Operations Division of Liquor Licensing Enforcement
8 State House Station Augusta, Me 04333-0008
Telephone Inquiries: (207) 624-7220
Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

Best Western White House Inn

I-95



Town of Hampden
106 Western Avenue
Hampden, Maine 04444



D-5-e
Phone: (207) 862-3034
Fax: (207) 862-5067
Email:
townmanager@hampdenmaine.gov

TO: Town Council
FROM: Angus Jennings, Town Manager
DATE: October 1, 2015
RE: Council consideration of Transfer Station Rules and Regulations

In support of Monday's consideration of the Transfer Station Rules and Regulations, the following items are attached to this memo:

1. Town of Hampden Solid Waste Transfer Station Rules & Regulations, Rev. 01/01/2015.
2. Transfer Station Decal Issuance Policy, as amended by the Town Council on 2/17/2009.

In support of the Council's related consideration of how these Rules and Regs are communicated to the public, the following additional items are enclosed:

- A. Oct. 1, 2015 draft letter from DPW Director, including Transfer Station Rules, intended for distribution to customers at the next Demo Debris weekend (Oct. 9-11). REVIEW DRAFT for consideration by the Council.
- B. Town of Hampden Transfer Station Decal Application. *(in effect)*
- C. Posting in Town Offices regarding 2015 Transfer Station Decals. *(in effect)*
- D. Photo of sign currently posted at the Transfer Station. *(in effect)*

Several items warrant the Council's consideration:

- What policy does the Council support regarding length and/or weight limitations on trailers? The posted sign (Item D) indicates a limit of 12' in length and 2,000 lbs. The Council is asked to consider what limitations should be established and enforced.
- The Decal Issuance Policy (Item 2) indicates a \$5. sticker fee. This should be amended to reflect current policy (\$10. sticker fee).
- The Rules and Regs (Item 1) indicates that "Businesses and residents of apartment or private complexes with more than four units are not eligible to purchase stickers or utilize the Transfer Station." The Decal Application (Item B) also indicates a restriction for a housing complex of "more than four units." The Decal Issuance Policy (Item 2) indicates that the Transfer Station may be used by "a residence in a multi-unit development of less than four units." Neither of these documents indicates whether a four-unit development is eligible for a sticker. This item should be clarified for language to be put into all three documents.
- Will changes to the October 1 letter (Item A) be required to reflect current policy (including revisions as may be adopted on Monday)?

This list is not intended to be exhaustive; these items are identified to facilitate Council consideration and action. It is anticipated that additional items for consideration may be brought to the meeting by individual Councilors or members of the public.

TOWN OF HAMPDEN
SOLID WASTE TRANSFER STATION RULES & REGULATIONS

The Town of Hampden has a Solid Waste Transfer Station located at the Public Works Facility on the Canaan Road. This facility is for disposal of Hampden residential trash only.

- No Commercial Haulers allowed
- No Contractor vehicles allowed

PERMITS

A permit on the vehicle is required for access to the facility. Permits are available at the Town Office at a cost of \$10 per sticker per vehicle per calendar year. **A current vehicle registration must be presented annually in order to obtain a sticker.** Only year round residents or seasonal residents who do not use their property for rental purposes are eligible to purchase stickers. Businesses and residents of apartment or private complexes with more than four units are not eligible to purchase stickers or utilize the Transfer Station. **No vehicle will be allowed entry to the Transfer Station after February 1st of each year without a current decal.**

A one-day permit is available for a resident to obtain in order to use a borrowed vehicle. To acquire this, bring the number of your existing permit to the Town Office and ask for a Temporary Vehicle Permit. The permit is available at no charge and is valid for one day only. You must accompany the vehicle for which you obtained the permit and the vehicle cannot be a commercial or contractor vehicle or larger than a full-sized pick up.

<u>HOURS OF OPERATION</u>	<u>CLOSED ALL LEGAL HOLIDAYS</u>	
MONDAY - CLOSED	New Year's Day	
TUESDAY - CLOSED	Martin Luther King Day	
WEDNESDAY - 10 A.M. - 6 P.M.	President's Day	Columbus Day
THURSDAY - 10 A.M. - 6 P.M.	Patriot's Day	Veteran's Day
FRIDAY - 10 A.M. - 6 P.M.	Memorial Day	Thanksgiving Day
SATURDAY - 8 A.M. - 4 P.M.	4 th of July	Day after Thanksgiving
SUNDAY - 8 A.M. - 4 P.M.	Labor Day	Christmas Day

DISPOSAL SCHEDULE

SOLID WASTE -

ACCEPTED ON ANY DAY THAT THE TRANSFER STATION IS OPEN.

SHARPS DISPOSAL -

ACCEPTED ON ANY DAY THAT THE TRANSFER STATION IS OPEN. THERE IS A SEPARATE RECEPTACLE AT THE TRANSFER STATION FOR SHARPS DISPOSAL

SWAP SHOP ITEMS -

ARE ACCEPTED AT THE 'SWAP SHOP' ON ANY DAY THAT THE TRANSFER STATION IS OPEN, AND MAY BE TAKEN FROM THE 'SWAP SHOP' ON ANY DAY THAT THE TRANSFER STATION IS OPEN.

RECYCLABLES -

ACCEPTED ON ANY DAY THAT THE TRANSFER STATION IS OPEN.

CONSTRUCTION & DEMOLITION DEBRIS, WOOD, METAL, TELEVISIONS, COMPUTER PARTS, APPLIANCES AND ASPHALT SHINGLES -

THESE ITEMS ARE ACCEPTED ON THE 2ND AND 4TH WEEKEND OF EACH MONTH ONLY.

REFRIGERANT DISPOSAL FEE –

There is a \$15 fee for the disposal of any appliance with refrigerant (refrigerators, freezers, some air conditioners). A permit for the disposal of such items must be picked up at the Town Office prior to disposal, and these items can only be taken to the transfer station on the second and fourth weekends of each month.

BEFORE YOU GO TO THE TRANSFER STATION DISPOSAL TIPS...

REFRIGERATOR/FREEZERS must have all doors removed prior to being brought to the Transfer Station.

TIRES all must have rims removed.

PAINT CANS must be empty and rinsed out with lids removed.

METAL BARRELS, 5, 30, AND 55 GALLON DRUMS must have at least one end removed and they must be washed out,

LEAVES, GRASS, AND YARD AND GARDEN CLIPPINGS must be bagged and disposed of in the trash compactors along with solid waste

TREE LIMBS AND BRANCHES – Must not exceed 6" in diameter and 10' in length and are acceptable only on the 2nd and 4th weekends of each month.

ZERO-SORT RECYCLING

The Town of Hampden operates a Zero-Sort recycling program at the Transfer Station. There is a separate compactor at the facility in which many recyclables are deposited. There is no need to separate these recyclable materials, however, if they are disposed of in a bag, the bag must be clear plastic in order to be placed in the compactor.

Recyclable materials that can be deposited in the Zero-Sort Compactor include:

- | | |
|-----------------------------|-----------------------|
| Magazines & Books | Newspaper |
| File folders & office paper | Mail & Greeting cards |
| Corrugated cardboard | Paperboard boxes |
| Paper Cartons | Plastic Containers |
| Large Rigid Plastics | Metal cans |
| Glass bottles | |

Non-recyclable items that **cannot be deposited in the Zero-Sort compactor include:**

- | | |
|-----------------------------------|--------------------|
| Plastic bags | Mirrors |
| Window Glass | Light bulbs |
| Dishes | Pyrex |
| Ceramics | Paper Towels |
| Facial tissue | Styrofoam |
| Recyclables containing food waste | Paints |
| Oils | Hazardous material |
| Needles | Syringes |
| VCR tapes | CD's/DVD's |
| Scrap Metal | Pots or Pans |

UNACCEPTABLE WASTES

- **AUTOMOTIVE PARTS** include batteries, fenders, doors, body and frame parts, engines, transmissions, etc. These items should be disposed of in a salvage yard.
- **STUMPS** will not be accepted.
- **HAZARDOUS WASTE** will not be accepted. This includes paint thinners, cleaners, poisons, asbestos, chemicals, and petroleum products such as gas, oil and kerosene.

COMPOSTING

The Town of Hampden is making every effort to protect our environment and to keep waste disposal costs as low as possible. In addition to observing the guidelines above, you can help reduce the amount of waste that you produce in your home. Home composting, for example, is easy to do and not only reduces the waste stream, but produces usable garden fertilizer. The Town participates annually in the State Planning Office Home Composter Program by subsidizing the cost of home composters for interested Hampden residents. To find out more about home composting and when the next composter order will be placed - call Rosemary at 862-3337.

QUESTIONS? CALL ROSEMARY AT 862-3337.

2

TRANSFER STATION DECAL ISSUANCE POLICY

The Hampden Transfer Station is for the use of Hampden residential property owners and renters who occupy single family residential units or a residence in a multi-unit development of less than four units.

1. The vehicle registration of the vehicle on which the decal will go must be presented at the time of sticker issuance.
2. To qualify for a residential decal, a vehicle must be registered in Hampden. Residents who otherwise qualify for a sticker but who have company-owned vehicles not registered in Hampden, without the company name or logo on the vehicle, may receive a paper pass for that vehicle for the year for the \$5 fee.
3. Seasonal Residents must own single family residential property not used for rental purposes and provide proof of vehicle registration.
4. No stickers will be issued for commercial construction/contractor vehicles with company name or logo on the vehicle, regardless of place of registration.
5. Stickers will not be issued to trucks other than pickups with a regular pick-up bed of no more than 8 feet.
6. Transfer station decals must be permanently affixed to the inside of the windshield in the lower left corner on the driver's side of the vehicle for which it was issued. Plate numbers on the decal must match the plate number on the vehicle.
7. Vehicles without a decal or appropriate paper pass will not be allowed access to the transfer station.

This policy was amended by the Hampden Town Council on 2/17/2009.



A

TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

355 CANAAN RD.
HAMPDEN, ME 04444
TEL 862-3337 FAX 862-5067

October 1, 2015

To: Residents of Hampden
From: Sean Currier, Public Works Director
Subject: Transfer Station Demo/Debris weekends

Dear Resident:

In order to track true cost to the Town (and ultimately to the residents), Hampden Public Works employees will be checking permit numbers and license plates along with noting what type of materials are being disposed of during demo debris weekends. This will allow us to get a firm understanding of what the transfer station is being utilized for and to minimize the abuse of the facility. It appears there may be waste being brought from out of Town sources or commercial entities.

It is simply not fair for all residents to pay a high disposal cost for entities from out of town dumping waste in this facility. The Town's objective is to reduce cost while still providing a service to the residents of Hampden. Please review the back of this form for current transfer station rules and regulations.

Please contact the Public Works if you have any questions or concerns at 862-3337.

Thank you for your cooperation and understanding.

Respectfully,

Sean Currier, PWD

TRANSFER STATION RULES



- VEHICLE MUST HAVE PERMIT STICKER ON DRIVER SIDE OF WINDSHIELD
- ALL ITEMS CONTAINING FREON (REFRIGERATORS, A/C UNITS) MUST HAVE A STICKER OBTAINED FROM THE TOWN OFFICE. THERE IS A \$15 FEE FOR THE STICKER TO COVER DISPOSAL COSTS.
- NO TRAILERS SHALL EXCEED 12' IN LENGTH
- NO COMMERCIAL (OR CONTRACTOR) VEHICLES ALLOWED
- NO LEAVES OR VEGETATION IN BRUSH PILE (PLEASE BAG LEAVES AND PLACE IN COMPACTOR)
- NO BRUSH OR TREES OVER 6" IN DIAMETER OR LONGER THAN 10'
- NO STUMPS ALLOWED
- TIRES MUST HAVE RIMS REMOVED. TIRES CAN BE PLACED IN COMPACTOR
- NO AUTOMOTIVE PARTS (BATTERIES, ETC.)
- FLUORESCENT LAMPS AND TELEVISIONS TO BE GIVEN TO STATION ATTENDANT FOR PROPER STORAGE PRIOR TO SENDING TO A RECYCLING FACILITY
- NO HAZARDOUS WASTES SHALL BE ACCEPTED (NO PESTICIDES, PROPANE TANKS, ETC.)

SWAP SHOP

ABSOLUTELY NO JUNK OR HEAVILY USED ITEMS IN THE SWAP SHOP. THIS IS INTENDED FOR LIGHTLY USED ITEMS THAT ARE STILL USABLE, BUT YOU NO LONGER WANT. THIS FACILITY IS NOT INTENDED TO BE A DISPOSAL FOR BROKEN OR UNUSABLE PRODUCTS, HAZARDOUS MATERIAL (PESTICIDES, PROPANE TANKS, A/C UNITS ETC.), OR ANY OTHER MATERIAL DUE TO THE DEBRIS SECTION BEING CLOSED. PLEASE BE RESPONSIBLE AND PLACE APPROPRIATE ITEMS IN THIS FACILITY.

THANK YOU FOR YOUR COOPERATION.



B

STICKER NUMBER _____

TOWN OF HAMPDEN
TRANSFER STATION DECAL APPLICATION

LAST NAME: _____ FIRST NAME _____

PROPERTY ADDRESS: _____

VEHICLE TYPE: _____ PLATE #: _____

**BY SIGNING THIS APPLICATION I CERTIFY THAT I MEET THE FOLLOWING
CONDITIONS:**

____ 1. THIS PROPERTY IS MY YEAR ROUND RESIDENCE AND NOT PART OF A
COMMERCIAL DEVELOPMENT DEFINED AS A BUSINESS OPERATION OR
APARTMENT/HOUSING COMPLEX OF MORE THAN FOUR UNITS.

OR

____ 2. THIS PROPERTY IS MY SEASONAL RESIDENCE AND IS NOT USED FOR
RENTAL PURPOSES.

THE DECAL ISSUED MUST BE ATTACHED TO THE VEHICLE LISTED ABOVE. IF
YOUR VEHICLE CHANGES, PLEASE NOTIFY THE TOWN OFFICE FOR A
REPLACEMENT STICKER.

THE HAMPDEN TRANSFER STATION IS TO BE USED FOR RESIDENTIAL
TRASH/RECYCLING ITEMS GENERATED ONLY IN THE TOWN OF HAMPDEN.
ABUSE OR VIOLATION OF TRANSFER STATION RULES WILL RESULT IN
TERMINATION OF PRIVILEGES TO USE THE FACILITY.

SIGNATURE

PHONE #

DATE

____ Vehicle registration presented. (To be initialed by issuing clerk).



**2015 TRANSFER
STATION DECALS
AVAILABLE 12/1/14**

**2015 DECALS ARE \$10 EACH
CURRENT VEHICLE REGISTRATION
MUST BE PRESENTED AT TIME
OF ISSUANCE.**

After January 31, 2015, any vehicle not displaying a 2015 decal will not be allowed to enter the transfer station.

9

D. Photo of sign currently posted at the Transfer Station. *(in effect)*



TO: Hampden Residents Eligible to Use the Transfer Station
FROM: Sue Lessard, Town Manager
DATE: April 18, 2008
RE: Changes in Transfer Station Operation

As many of you already know from newspaper articles and Cable Channel 7, the Hampden Town Council has taken steps to try and tighten up the use of the town's Transfer Station on Canaan Road. The Transfer Station is a popular and practical waste collection facility for the Town. However, since the community has made the decision not to charge per bag for solid waste, or per ton for other wastes such as wood, construction and demolition debris, shingles, etc. - our facility has been misused to some degree by commercial entities and non-residents looking to avoid the fees charged at most other municipal, and all commercial facilities. The disposal cost of these items alone has escalated to over \$200,000 a year.

The first step in this process was the implementation of more stringent rules for the sale of transfer station decals, and that has been in place since January of 2008. A copy of that Town Council policy is included with this packet of information.

The second step requires more planning on the part of residents for the disposal of items other than recyclables, swap shop items, and household garbage. Beginning on April 30th, the transfer station will only accept construction and demolition debris, wood, brush, shingles, appliances, metal, computers, televisions, on the second and fourth weekend of each month. Both Saturday and Sunday of those weekends from 8 a.m. until 4 p.m., in addition to regular household trash, recyclables, and swap shop items, all other items listed above will also be accepted. The schedule for the remainder of 2008 is included with this mailing.

The third step is the implementation of a fee for the disposal of any appliance with a refrigerant. There will be a \$15 fee for a sticker for the refrigerator, air conditioner, etc. that must be obtained from the Town Office. This fee covers the cost to the Town for removal of the refrigerant. With no fee structure in place, refrigerators in particular seemed to be appearing at the Transfer Station at a much higher rate of disposal than might be considered normal for a community of nearly 7000 people.

As an additional effort to insure that transfer station users are actually Hampden residents and property owners, effective when this program is implemented, there will be a person at the gate checking for current transfer station decals on vehicles. No vehicle will be admitted without a decal or a day pass, and the decals will be checked to insure that they have been placed on the vehicle associated with the decal application completed and signed by the resident.

We appreciate your patience as we work through the implementation of these policies. As with any new practice, there will be instances where one-size-fits-all seems inconvenient and difficult. It is not the intent of the Town Council to create such circumstances. If you have questions - please call Sue Lessard to discuss them.

Transfer station changes

Effective April 30, 2008

Schedule

Household trash, recyclables & swap shop

Household trash, swap shop & recyclable items will be accepted Wednesday – Friday from 10 a.m. – 6 p.m. and Saturday and Sunday from 8 a.m. through 4 p.m. this is the same schedule that the transfer station has operated under for many years.

All other waste streams

All other waste streams including construction & demolition debris, wood, metal, shingles, computer parts, televisions, and appliances will be accepted the second and fourth weekends of each month, from 8 a. m. through 4 p.m. a schedule of dates for acceptance of these items is attached for the remainder of 2008.

\$15 Fee for appliances with refrigerants

There will be a \$15 disposal fee for all refrigerators, air conditioners or other appliances with refrigerants. This fee will be paid at the town office which will issue a sticker that must be affixed to the appliance when it is taken to the transfer station.

TRANSFER STATION DECAL ISSUANCE POLICY

1. VEHICLE REGISTRATION MUST BE PROVIDED AT TIME OF STICKER ISSUANCE.
2. VEHICLE REGISTRATION *MUST BE A HAMPDEN-ISSUED REGISTRATION* FOR NON-SEASONAL RESIDENTS.
3. SEASONAL RESIDENTS MUST OWN PROPERTY NOT USED FOR RENTAL PURPOSES AND PROVIDE PROOF OF VEHICLE REGISTRATION.
4. NO STICKERS WILL BE ISSUED FOR COMMERCIAL VEHICLES WITH COMPANY NAME OR LOGO ON THE VEHICLE.
5. NO STICKERS WILL BE ISSUED FOR PICKUPS REGISTERED FOR GREATER THAN 10,000LBS.
6. TRANSFER STATION DECALS MUST BE AFFIXED TO THE WINDSHIELD OF THE VEHICLE FOR WHICH THE DECAL WAS ISSUED ONLY.
7. *VEHICLES WITHOUT A DECAL WILL NOT BE ALLOWED ACCESS TO THE TRANSFER STATION.*

**THIS POLICY WAS AUTHORIZED BY
THE HAMPDEN TOWN COUNCIL.
EFFECTIVE DEC. 2007.**