



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

TUESDAY

FEBRUARY 18, 2014

7:00 P.M.

• 5:30 pm – Finance & Administration Committee Meeting

PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. October 7, 2013

3. COMMUNICATIONS

- a. Goodwill Riders Snowmobile Club – Thank You
b. Stephanie Shayne – New Applicant for Recreation Committee – Referral to Services Committee
c. Jaric Fontaine - New Applicant for Recreation Committee – Referral to Services Committee

4. REPORTS

- a. Bangor Humane Society Stray Animal Report – January 2014
b. Draft Redistricting Committee Minutes – 2/4/2014
c. Department Reports – January 2014
d. Pool Board Minutes – 1/14/2014

B. PUBLIC COMMENTS

C. POLICY AGENDA

1. PUBLIC HEARINGS

2. NOMINATIONS – APPOINTMENTS – ELECTIONS

3. UNFINISHED BUSINESS

- a. Public Works Director Department Report

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

- b. Reapportionment of Council Districts - Redistricting Committee Recommendation
- c. Penobscot Valley Refuse Disposal District – Consent Ballot and District Dissolution – Finance & Administration Committee Recommendation
- d. Video Streaming/Taping of Committee Meetings – Services Committee Recommendation

4. NEW BUSINESS

- a. Request to Use Computer Reserve Funds for Upgrade to Network Equipment – Finance & Administration Committee Recommendation
- b. Sewer Commitment – 10/1/13 to 12/31/13
- c. Arbitrage and Use of Proceeds Policy – Finance & Administration Committee Recommendation

- D. COMMITTEE REPORTS
- E. MANAGER’S REPORT
- F. COUNCILORS’ COMMENTS
- G. ADJOURNMENT

- a. **Warrant for Municipal Election** – *Motion by Councilor Lawlis, seconded by Councilor Brann to approve the warrant for the Municipal Election. Unanimous vote in favor.*
- b. **Notice of Election – State of Maine Referendum** – *This item was informational only.*

3. UNFINISHED BUSINESS – *There was none.*

4. NEW BUSINESS

- a. **Request to use Computer Reserve funds for Replacement of Town Office Server** – *Motion by Councilor Shakespeare, seconded by Councilor Brann to approve the expenditure of \$9,305.13 from the Computer Reserve account to replace the Town Office server. Unanimous vote in favor.*
- b. **Rancourt Town Farm Subdivision Open Space Acceptance Request** – *Town Planner Bob Osborne informed the Council that developer Harry Rancourt has requested that the Town accept the open space abutting the rear property lines of 33 Country Meadow, 39 Country Meadow and 25 Country Meadow. Bob explained that these are narrow strips of land that do not adjoin any other town open space. When the Planning Board approved the plan, the open space was to be retained by the developer and if it had been the intent to convey it to the Town, it would have gone to the Recreation and Conservation committees for review. The Planning & Development Committee has discussed the request and unanimously recommended to not accept the open space as offered by the Rancourts. Manager Lessard noted that she has talked with Mr. Rancourt and he has indicated that he will stop paying the taxes on this property so the Town will own it eventually. Motion by Councilor Brann, seconded by Councilor Lawlis to not accept the open space. Vote was 3 in favor (Lawlis, Brann and Shakespeare) and 3 opposed (Duprey, Ryder and Hughes); motion failed. Motion by Mayor Hughes, seconded by Councilor Lawlis to accept the open space. Vote was 3 in favor (Duprey, Ryder and Hughes) and 3 opposed (Lawlis, Brann and Shakespeare); motion failed.*
- c. **Chickadee Crossing Subdivision** – *It was noted that Attorney Russell has reviewed the proposed deed and the title insurance policy and has found both to be satisfactory.*
 1. **Acceptance of Chickadee Lane as Town Way** – *Motion by Councilor Lawlis, seconded by Councilor Shakespeare to accept Chickadee Lane as a town way. During discussion, Councilor Brann said he had a problem with accepting the drainage ditches and considers them to be mini wetlands which would be impossible for the Town to manage as open space. He feels they should be attached to the lots and not given to the Town.*

Councilor Lawlis pointed out that this has already been through the process and it is not right to second-guess it now. Attorney Russell recommended amending the motion to include the six open space parcels. Councilor Lawlis and Councilor Shakespeare amended the motion to accept Chickadee Lane as a town way and the six open space parcels included in the deed. Vote on the motion as amended was 5-1 (Brann); motion carried.

- 2. Acceptance of Conservation Easement** – *Engineer Jim Kiser explained that the conservation easement is part of mitigation of wetland impact. Motion by Councilor Brann, seconded by Councilor Lawlis to accept the conservation easement. Unanimous vote in favor.*

- d. School Resource Officer – Acceptance of Grant** – *Manager Lessard explained that this grant would be for a second School Resource Officer. The grant is for \$125,000 for a 3-year period with the requirement to retain the SRO for a 4th year at the expense of the Town and/or School District. She said the school board has not approved funding for this additional position at this time. She reported that the Finance Committee voted 4-2 to accept the grant. Councilor Ryder noted that the current budget does not include funding for the position and questioned where the money would come from for this year. Manager Lessard said the position would not be filled until at least January and we could use 50% of the grant to fund until the end of the fiscal year with the understanding that the next two years would be at a lesser rate. Councilor Shakespeare commented that the 4-year commitment is scary, but feels that the benefits far outweigh that cost. He did feel that the School District should commit to some funding. Motion by Councilor Brann, seconded by Councilor Shakespeare to authorize the Town Manger to accept the grant on behalf of the Town. Following discussion vote on the motion was 4-2 (Ryder and Duprey); motion carried.*

- e. Sucker Brook Watershed Plan – Acceptance of Grant** – *Manager Lessard explained that Sucker Brook will be declared an impaired water body and the Town will be required to develop a plan for mitigation. She informed the Council that this grant would be for approximately \$20,000 with no out-of-pocket expense required from the Town but would require dedication of staff time. Motion by Councilor Brann, seconded by Councilor Shakespeare to accept the grant. Unanimous vote in favor.*

f. Reschedule Meetings:

- 1. November 4th Council Meeting** – *Manager Lessard noted that the first meeting of November was the night before the Election and asked the Council if it wished to meet on that date. Motion by Mayor Hughes, seconded by Councilor Lawlis to cancel the*

November 4 Council meeting unless there was a need for a meeting, at which time it would be rescheduled to another date. Unanimous vote in favor.

2. **October Services Committee Meeting to Tuesday, Oct. 15th –**
The meeting was rescheduled to Thursday, October 17th.

g. Cancer Rate – Coldbrook Road Area – Councilor Duprey

1. **Request to hear from area residents;**
2. **Request for Town to pay for 3rd Party Survey of area's current and former residents**

This was a request by Councilor Duprey for the Council to hear from residents of the Coldbrook Road area regarding cancer rates in that area. Jim Barrows of the Coldbrook Road explained that the area affected that he knows about personally is the ½ mile stretch from HO Bouchard to the horse farm. He noted that there are 20 houses within that stretch and he knows of 31 cases of cancer in that area. He believes that has doubled since 2002 when he came to the Town and asked that the Town look into it because the cancer registry has done nothing. In 2002 Manager Lessard wrote to the cancer registry and Mr. Barrows said the state still has done nothing and it is his understanding that until the numbers get higher, they are not going to do anything. Manager Lessard explained that this has been ongoing since 2002 when Mr. Barrows came to see her about cases that went back approximately 15 years. At that time she wrote a letter to the CDC and in 2008 Mr. Barrows indicated that he had never heard from them. She wrote again at that time and in 2010 she contacted Rep. Deschaine who then got involved. She received a response from Dr. Molly Schwenn indicating that she would be contacting Mr. Barrows for a face-to-face meeting.

Mr. Barrows feels that there are two or three businesses who could be the cause of the high cancer rate and said he doesn't know why the Town is covering it up. He believes that the Town should do a survey of residents in a 2-mile radius and thinks we would be shocked at the results.

Manager Lessard pointed out that in order to do a survey, it needs to be compared to something such as where did the person live at the time of diagnosis and what is the time period we are talking about. Someone who moved there a month ago would skew the results and it is critical to frame it correctly; and if there are no controls, nobody will pay attention to it.

Mr. Barrows said somebody needs to step to the plate and find out what is causing it and asked "Don't the people moving into town have the right to know?"

Councilor Duprey said she did not know the best way to proceed, but felt that it was worth looking into; if for nothing else, to know if it is a problem for people moving into that area. She said there may be no way to find out what the problem is, but if there is a problem, we need to figure out how to fix it.

Councilor Lawlis noted that the Town doesn't have the expertise to conduct such a survey and said it seems that the State was not responsive in the beginning, but now seems to be more responsive. She felt we

should ask them to look at it again.

Councilor Duprey said Representative Duprey tried to get answers from the Cancer Registry but got the runaround. Councilor Brann said he didn't know if there was much the Town could do, but found it disconcerting that the State only responded when a Representative got involved. He wanted to know why Representative Duprey was getting the runaround and felt that our State Representatives have to get together to find out what the Cancer Registry is doing and straighten them out.

Motion by Councilor Lawlis, seconded by Councilor Duprey for the Town to give support to Representative Duprey to continue pursuing the matter; to contact Senator Cushing; and for Manager Lessard to write to the CDC with a list of additional cases and request some assistance with the goal of getting someone to attend the next meeting. Unanimous vote in favor.

D. COMMITTEE REPORTS

Services Committee – Councilor Lawlis – the next meeting will be on Thursday, October 17th and the committee will be reviewing the quarterly financial report for the Skehan Center.

Planning & Development Committee – Councilor Brann – the next meeting will be at 6:00 pm on October 16th

Infrastructure Committee – Councilor Shakespeare – the committee met on September 23rd and discussed sidewalks and wood disposal alternatives.

Finance & Administration Committee – Mayor Hughes - The committee met earlier in the evening and all agenda items have already been discussed.

- E. MANAGER'S REPORT** – Manager Lessard noted that her report for the month of September was included with the Department Reports as part of the Consent Agenda. She reported that the Town had participated in the Hazardous Household Waste collection day on October 5th in Bangor. The Candidates Forum will be held on October 16th and will be moderated by Annie Gabbianelli. Manager Lessard also reported that long-time employee Kathy Cole is retiring on January 2nd and she has placed an ad for her replacement. Route 69 has been resurfaced and the intersection of Route 1A and Western Avenue will be done shortly.

F. COUNCILORS' COMMENTS

Councilor Ryder said he has heard from several residents in District 4 who are pleased that Route 69 has been paved.

Councilor Lawlis commented that she heard an aspersion earlier that the Council was trying to protect some businesses and said she has never heard that before.

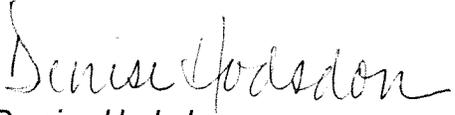
Councilor Shakespeare commented that it was great news that Route 69 has been paved. He said he has known Mr. Barrows for some time and understands his frustration. He said that if he did bring the cancer matter to a committee, which he does not remember doing, there certainly was no effort to squash or hide anything.

Councilor Duprey thanked everyone for the attention to the matter and said she thinks we are headed in the right direction.

Mayor Hughes gave kudos to the Recreation Staff and volunteers for the additional hours they have been putting into some of their programs.

Town Council Meeting
October 7, 2014

G. ADJOURNMENT – *The meeting was adjourned at 9:27 p.m.*


Denise Hodsdon
Town Clerk



A-3-a

Goodwill Riders Snowmobile Club

February 5, 2014

Hampden Town Council

Town of Hampden

106 Western Ave.

Hampden, ME 04444

Subject: Goodwill Riders Snowmobile Club

Goodwill Riders Snowmobile Club would like to thank the Town of Hampden and the Hampden Town Council for its very generous donation of one thousand dollars for the 2013-2014 Winter season.

This winter season has been trying from the winter sport point of view.

Goodwill Riders has been able to maintain the recreation trail system to very high Standard even with the limited amount of the key ingredient, SNOW.

Our club has maintained our membership base of families and business members.

These members include snowmobilers, cross country skiers, hikers and snow shoers

This donation will go a long way to improving and maintain an already great trail system. over the next twelve months

Again, Thank you for your continued support

Sincerely

Steve Eyles

Trail Master

Goodwill Riders Snowmobile Club



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: Shayne Stephanie
LAST FIRST MI

ADDRESS: 8 Daisy Lane Hampden 04444
STREET TOWN ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: 862-8095 404-5632
HOME WORK

EMAIL: shaynes@hudson.edu

OCCUPATION: Professor @ Husson University

BOARD OR COMMITTEE PREFERENCE:
FIRST CHOICE: Recreation Committee

SECOND CHOICE (OPTIONAL): _____

How would your experience, education and/or occupation be a benefit to this board or committee? I have a business back ground and am comfortable with financial information and budgets. I also have experience with the strategic planning process. (Resume attached)

Are there any issues you feel this board or committee should address, or should continue to address? We have been very pleased with the Rec. Dept programming since moving to Hampden in 2009 and I want to ensure that it continues. Effective use of the Skehan center should continue to be addressed.

- 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

FOR TOWN USE ONLY		Date Application Received JAN 30 2014
COUNCIL COMMITTEE ACTION: _____	DATE: _____	
COUNCIL ACTION: _____	DATE: _____	
<input type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____

STEPHANIE SHAYNE

8 Daisy Lane

Hampden, ME 04444

(207) 862-8095 (h) / (207) 216-0843 (c) / (207) 404-5632 (w)

shaynes@husson.edu / sshayne@roadrunner.com

Experience

2009 – Present

HUSSON UNIVERSITY, Bangor, ME

2011 – Present: *Director – Graduate & Online Programs – College of Business*

2011 – Present: *Assistant Professor – College of Business*

2009 - 2011: *Adjunct Instructor – College of Business*

- Director for Master's in Business Administration Program. Responsible for all aspects of the MBA program including; budgeting, advising students, teaching, scheduling courses, hiring instructors, curriculum development, and developing new online course offerings
- Responsible for strategic planning and implementation of online course offerings at the graduate level within the College of Business
- Teach several economics and business courses at both the graduate and undergraduate level. Courses include; Microeconomics, Macroeconomics and Managerial Economics, Introduction to Business, and Business Strategy. Courses taught in both online and traditional classroom settings.
- Director for Canadian Public Community College Diploma to Degree Program – an online program allowing graduates from public community colleges in Canada to earn bachelor's degrees through online coursework. Oversee all aspects of the program including; admissions, curriculum development and planning, hiring instructors, advising, and teaching
- Serve as an advisor to approximately 140 students each semester in a variety of programs
- Serve on several College of Business and University-wide committees including: Compensation Committee; Academic Affairs Committee; Online Development Committee; Assessment Committee; Graduate Academic Affairs Committee; and Graduate Council

2010 – 2013

UPPER IOWA UNIVERSITY, Iowa

Adjunct Faculty – Accounting

- Taught online Principles of Accounting I course

2006-2011

TIDEWATER COMMUNITY COLLEGE, Virginia Beach & Chesapeake, VA

Adjunct Faculty – Business Administration

- Taught several courses in the business administration curriculum including; Financial Management, Introduction to Business, Organizational Behavior, and Applied Management Principles.
- Experience teaching in both classroom and online settings.

2001-2011

COASTAL CAROLINA COMMUNITY COLLEGE, Jacksonville, NC

Adjunct Faculty – Accounting & Business Administration

- Taught accounting and business courses including; Human Resource Management, Marketing, Business Finance, Principles of Financial Accounting, Principles of Managerial Accounting, Payroll Accounting, Cost Accounting, Intermediate Accounting, Accounting Software Applications, Accounting Spreadsheets, Introduction to Business, Retailing, and Principles of Management. Class sizes ranged from 10-30 students.
- Courses taught in both classroom and online settings.

2000–2001 &
Summer 1999

DELOITTE CONSULTING, Atlanta, GA

Senior Consultant

Provided consulting services to clients in the financial services and healthcare industries

- *Financial Services* – Worked as part of a distributed international team to develop a global operating model and information technology (IT) strategy for a large financial services company growing rapidly through global acquisitions. Responsibilities included an analysis of the asset management operations of the European and Asia Pacific subsidiaries including an assessment of current operations, process mapping, a review of ongoing and planned initiatives, and an assessment of current IT infrastructure and applications.
- *Financial Services* – Conducted extensive research in various areas of the financial services industry. Sample topics include online banking and brokerage and online insurance.
- *Healthcare* – Performed analyses to identify opportunities for improvement in the referrals management process of a large health system; performed segmentation and pricing analyses and formulated an integrated business plan framework as part of a project team working to design and introduce a new healthcare IT product.

1995 - 1998 **HORST, FRISCH, CLOWERY & FINAN, INC.**, Washington, DC
Research Analyst
HFC&F Inc. is a consulting firm specializing in international tax and trade issues.
Analyzed various economic and accounting issues involving the valuation of intercompany transfers of tangible and intangible property. Performed cost of capital, financial statement and industry analyses for multinational clients in a wide range of industries.

- Worked on project teams that assisted multinational corporations in preparing documentation necessary to satisfy requirements of the Internal Revenue Code.

Education
1998-2000 **THE FUQUA SCHOOL OF BUSINESS, DUKE UNIVERSITY**, Durham, NC
Master of Business Administration May, 2000
Awarded Fuqua Fellowship. GMAT 720. GPA 3.7. Career Services Advisory Board. Mentor in 1st-Year Mentor/Mentee Program. Teaching Assistant for Financial Accounting. Consulting Club. Sports and Entertainment Business Assoc. Integrated Health Sciences and Services Club. Intramural Sports.

1991-1995 **COLBY COLLEGE**, Waterville, ME
Bachelor of Arts in Economics, minor in Mathematics, May 1995
Magna Cum Laude. Phi Beta Kappa. GPA 3.7. Dean's List 1991-1995. Economics Faculty Prize for outstanding contribution to the department, April 1995. Junior Mathematics/Computer Science Departmental Prize, April 1994. Varsity Softball. Economics/Calculus tutor.

Additional Information

- Currently a member of the Bangor Region Leadership Institute Class of 2014. The institute brings together 24 people from various organizations in the surrounding community to work on a 9-month project for a non-profit organization. This year we are creating a strategic fundraising plan for our chosen non-profit.
- Served on the Financial Review Team for United Way of Eastern Maine in their bi-annual grant approval process – Fall 2013
- Have provided reviews for several new economics textbooks being offered by Cengage Learning and Pearson
- Additional graduate accounting courses completed at SUNY Institute of Technology and George Washington University
- Completed Level I of the CFA Exam (Chartered Financial Analyst Exam)
- Completed the 1997, 2000, 2004, 2008 & 2012 Marine Corps Marathons
- Member of Bangor Sub5 Track Club
- Team manager for Maine Jr. Black Bears Mites Navy youth hockey team 2013-2014

References

Marie Hansen
Dean – College of Business
Husson University
One College Circle
Bangor, ME 04401
(207) 973-1081
HansenM@husson.edu

Lynne Coy-Ogan
Provost
Husson University
One College Circle
Bangor, ME 04401
(207) 992-4918
CoyoganL@husson.edu

Paul Morrow
Instructor – Economics
Husson University
One College Circle
Bangor, ME 04401
(207) 941-7179
MorrowP@husson.edu

Ron Nykiel
Provost & Vice President
University of Maryland Eastern Shore
John T. Williams Hall
11868 Academic Oval
Princess Anne, MD 21853
rnykiel@umes.edu
(410) 651-6508

Ginger Tuton
Division Chair, Business, Technology and Legal Services
Coastal Carolina Community College
444 Western Blvd
Jacksonville, NC 28546
(910) 938-6384
tutong@coastalcarolina.edu



Check One: Initial Application
 Reappointment Application

A-3-c

TOWN OF HAMPDEN
 APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: fontaine Janic

ADDRESS: 64 Main Road South Hampden 04444
STREET TOWN MI ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: 207-713-3598

EMAIL: Solitas777@yahoo.com

OCCUPATION: Nurse, BHP, Case Coordinator

BOARD OR COMMITTEE PREFERENCE:
 FIRST CHOICE: Hampden Recreation Committee

SECOND CHOICE (OPTIONAL): _____

How would your experience, education and/or occupation be a benefit to this board or committee? I have actively run and help with civic recreational ~~front~~ activities. As a nurse I arranged for elderly people to engage in positive play activity.

Are there any issues you feel this board or committee should address, or should continue to address? The lack of a known place for people to exercise in.

- | | |
|--|--|
| <p><u>3 YEAR</u></p> <p>CONSERVATION COMMITTEE
 BOARD OF ASSESSMENT REVIEW
 PERSONNEL APPEALS BOARD
 LURA HOIT MEMORIAL POOL
 ECONOMIC DEVELOPMENT COMMITTEE
 FRIENDS OF DOROTHEA DIX PARK</p> | <p>DYER LIBRARY
 RECREATION COMMITTEE
 BOARD OF APPEALS
 HISTORIC PRESERVATION COMMITTEE
 TREE BOARD</p> |
|--|--|

5 YEAR
 PLANNING BOARD

FEB 11 2014

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: _____

Bangor Humane Society
 693 Mt. Hope Avenue
 Bangor ME 04401

A-4-a

Town of Hampden
 Attn: Susan Lessard
 106 Western Avenue
 Hampden ME 04444

Stray Animal Statistics, January 2014

Type Of Animal	Stray Animals Released To BHS By Owners	# Animals Received	# Animals In Holding From Previous Months	# Adopted	# Euthanized	# Reclaimed	# Animals Currently In Holding
Dog	0	0	0	0	0	0	0
Puppy	0	0	0	0	0	0	0
Cat	0	3	1	1	0	0	3
Kitten	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0

Reasons for Euthanasia

DOGS	0	
PUPPIES	0	
CATS	0	
KITTENS	0	

Animals Returned to Owner

Owner's Name	Address	Impound Fee	Animal	License Info	Reclaim Date

January 2014

0	animals brought to us by private citizens
2	animals brought to us by the ACO
1	animals brought to us by the police department

REDISTRICTING COMMITTEE MEETING MINUTES

Tuesday, February 4, 2014

Attending:

Mayor Carol Duprey
Councilor Jean Lawlis
Councilor Tom Brann
Councilor David Ryder
Councilor Ivan McPike
Paul Philbrick
Terry McAvoy

Town Clerk Denise Hodsdon
Representative Brian Duprey
Citizens:
Bill & Rachel Shakespeare
Bill Lippincott
Mary Poulin
Clyde MacDonald

The meeting was called to order at 6:06 pm by Mayor Duprey

1. Discussion of Reapportionment of Town Council Districts based on Population as determined by 2010 Census Block Data

Mayor Duprey explained that the Town is required by State law to reapportion its council districts in order to balance the population of each district as determined by the 2010 US Census. She noted that committee members include the four District Town Councilors, Ivan McPike, Tom Brann, Jean Lawlis and David Ryder, together with citizen members Paul Philbrick and Terry McAvoy. She said it was her desire to work toward a unanimous or near unanimous redistricting plan. She also noted that she would chair the meeting, but would not be a voting member.

Town Clerk Denise Hodsdon reviewed the map of current Council districts using the Census blocks as determined by the 2010 Census. She then presented a draft redistricting plan and map, which balances the four districts at approximately 25% of the total population in each district. Mayor Duprey asked for public comment, to be followed by comments from committee members.

Public Comments: Bill Shakespeare of 1060 Western Avenue and Clyde McDonald of 310 Main Road North felt the proposed plan was a good solution. There were no committee member comments.

Mayor Duprey asked if any of the committee members had any alternate plans. Paul Philbrick presented a plan and map that would create a fifth council district. He noted that with the events of the last three years, i.e. the Comp Plan, some citizens residing in District 4 felt that their voices were not being heard. He felt that with the creation of a fifth district, people would gain a direct link to the person in their neighborhood. He also felt it was important to anticipate the areas of town where future growth would take place.

Public Comments: Rep. Brian Duprey discussed the pros and cons of this idea. He noted currently there was a possibility of four councilors coming from the same district. He pointed out that with the current council configuration, there would still be three at-large councilors with one year left on their term. He indicated that it would be necessary to have eight councilors for the first year, and then drop back to seven the following year, with only two at-large councilors.

Paul Philbrick said that there was a possibility that one of the current at-large councilors might be willing to resign their at-large seat and run for the newly created district seat.

Councilor Lawlis said it appeared that there had been a lot of conversations that had taken place prior to this meeting and she was concerned about that.

Clyde McDonald noted that if there were three councilors all from the same district, then that would become a political issue in itself.

Bill Lippincott of 30 Wilbur Drive said he would be upset if he voted for an at-large councilor who then resigned to run for a district seat and would no longer be representing him. He felt this plan was diluted and doesn't represent the same density. He felt that we need to look at the population as it is right now.

Mary Poulin of 55 Ruth Avenue noted that with this plan she would be moved from District 2 to District 5 and she was not comfortable that District 5 as proposed would represent a common interest.

Councilor Brann said he likes the 4/3 ratio as it makes a good mix for coming to consensus. He felt that the proposed District 5 has a real disparity as it encompasses industrial and rural areas. He felt that the four district plan would cause less change and confusion.

Councilor McPike said what if someone with a lot of money wanted to push something forward and buy 3 at-large candidates and they had the councilor in their district, they could get their candidates elected and have four council votes.

Paul Philbrick said that the greater the population grows, the three at-large councilors have a disproportionate say.

Town Clerk Denise Hodsdon questioned whether district councilor terms should be staggered if the 5-district plan were adopted. She expressed concern that that could create more confusion for the voters.

There was also some discussion about eliminating districts and having all councilors elected at-large, but there was little support for that. Clyde McDonald noted that when the Charter was developed, politics in the Town were hot and heavy as you had three

distinct areas in Town – industrial, farming, and residential. That is why the districts were created.

Bill Shakespeare, noted that someone from each district would have to run and it has been difficult to get candidates for some districts in the past.

Paul Philbrick said we just thought that a new district was a good idea.

Councilor Lawlis said she had a feeling that things had been set up in advance and that if people thought that the idea of a fifth district was being proposed, more people would have come. She didn't feel that this was ready for a vote and that it needs to be open to more members and further discussion. She said this was not the meeting she thought she was coming to.

Mayor Duprey suggested that the committee take a straw vote to see which way the members were leaning. Straw vote was 5 in favor of the 4-district plan (McPike, Brann, Lawlis, Ryder and McAvoy) and 1 in favor of the 5-district plan (Philbrick).

Councilor Brann suggested adopting the 4-district plan now, and we could look at creating a fifth district later if we thought we needed to.

Mayor Duprey asked for a vote on which plan the committee wanted to discuss. Vote was 5 in favor of the 4-district plan (McPike, Brann, Lawlis, Ryder and McAvoy) and 1 in favor of the 5-district plan (Philbrick).

Mayor Duprey then asked if the committee wanted to make any changes to the plan proposed by the Town Clerk. There were none.

Mayor Duprey then asked for a vote on sending the proposed plan as is to the Council. Vote was 5-1 (Philbrick) in favor.

There being no further business, the meeting adjourned at 7:35 pm.

Denise Hodsdon
Town Clerk

A-4-c

TO: Hampden Town Council
FROM: Sue Lessard, Town Manager
DATE: February 13, 2014
RE: Department Reports – January 2014

The purpose of this memo is to transmit the monthly reports of the Town's Departments.

Administration
Town Manager
Code Enforcement
Assessing
GIS/IT
Planner
Economic Development Director
Public Works
Public Safety
Edythe Dyer Library
Lura Hoit Pool
Recreation Department

Please feel free to contact me with questions or suggestions for changes in the type/format of information submitted.

ADMINISTRATION MONTHLY REPORT – January 2014

VEHICLES REGISTERED	533
BOATS REGISTERED	2
ATV'S REGISTERED	10
SNOWMOBILES REGISTERED	75
DOGS LICENSED	434 plus 3 Kennel
TRANSFER STATION DECALS SOLD	1,217
VITAL RECORDS ISSUED	
BIRTH	9
MARRIAGE	5
DEATH	10
BURIAL PERMITS	2
MARRIAGE LICENSES ISSUED	2
HUNT/FISH LICENSES SOLD	66
GENERAL ASSISTANCE APPOINTMENTS	3
GENERAL ASSISTANCE GRANTED	\$500.00

Town Manager January Monthly Report

- Prepared agendas and staffed Finance & Administration Committee Meetings
- Prepared agenda and staffed Services Committee Meeting
- Prepared agenda and staffed Infrastructure Committee Meeting
- Prepared financial statements, reviewed warrants
- Prepared articles for Newsletter
- Personnel management
- Met with residents with questions surrounding transfer station use, property tax questions, road maintenance, and building permits.
- Work on upcoming 2014-2015 budget
- Completed and submitted Sewer Bond Application
- Met with Department Heads to discuss upcoming budget concerns
- Filed and submitted testimony in support of retaining State Revenue Sharing to municipalities
- Staff training in sewer billing/sewer billing preparation
- Review of sewer accounts and contact with owners in a delinquent payment status
- Work with Councilors to answer constituent questions

Code Enforcement Office

Monthly Report for January 2014

During the month of January the Code Enforcement Office processed a total of 9 permit applications. Six plumbing permit applications (including both internal and subsurface) were submitted during the same time period.

A total of \$605.00 in fees were collected in the month of January. This compares to \$2,611.00 the previous year.

The Code Enforcement Officer performed a total of 11 inspections in the month of January. The purpose of the inspections is to follow through on the plans review piece of the process and ensure compliance with all of the various regulations.

The Code Enforcement Officer provided technical assistance and research for the Economic Development Director and Town Planner relative to the various shoreland zoning amendments being proposed.

The Code Enforcement Officer had at least 12, either scheduled or impromptu meetings with individuals at the office where guidance on both Town and State regulations was provided. These meetings are valuable opportunities to inform people about the regulations and also to let them know that Town staff are happy to assist them in any way we can.

The Code Enforcement Officer and Economic Development Director met with an individual interested in developing a piece of property. We sat down to discuss the ordinance requirements as they would relate to the proposal and how the approval process works.

Holiday hours and days off were much appreciated.

Respectfully Submitted,



Ben Johnson
Code Enforcement Officer
Local Plumbing Inspector

ASSESSING REPORT
January 2014

The first week of January Rosemary was on vacation and I covered the office for Public Works, Code Enforcement, etc.

I received an appraisal from a resident requesting that his valuation be lowered. After reviewing the appraisal, I told him that I could not justify a decrease in valuation based on similar properties. He has since filed an abatement request. I have mailed him a letter requesting an interior inspection and measure of the home to verify that our records are either correct or not. I have yet to hear from him.

I followed up on an inspection of a multiunit apartment building, remeasuring the structures and removing the homestead exemption that was in place as the owner is no longer living there. I have had several e-mail exchanges with the property manager; however no abatement request has been filed.

I completed October deeds and began processing November deeds. The State of Maine has posted the transfer tax forms on line for assessor's to fill information in on and print out for their records, adding one more step to the transfer process. This was the first month I submitted the information, which was quite time-consuming. I am hoping that this will become more streamlined as I do it!

I attended an assessor's meeting on energy improvements and their effect on valuations as a result of the MUBEC changes.

We have begun the review of Homestead Exemption Applications to verify residency and that the homeowners receiving the exemption have an application on file. We are also preparing to mail the personal property declaration forms.

I have conducted a number of site visits and that will take a good portion of my time between now and July. I am also awaiting my sales review from the State, which should take place in the next month.

I have also advertised for a replacement part-time document manager (the previous person took a full time job elsewhere) to continue scanning the code enforcement records and cataloging them. We received over 30 applications. Gretchen and I have reviewed them and narrowed the field down to 6 for possible interview. By next month the position should be filled.

Respectfully submitted,



Kelly J. Karter, CMA

IT update: I continued to work on the phone system upgrade, coordinating internet speed upgrades at some locations, installing new equipment, and so forth. I replaced a computer in Public Safety, and worked on a variety of other computer issues and updates across departments.

GIS update: I continued work on updates to the parcel layer and worked on compiling info relating to our stormwater infrastructure for a project the BASWG is conducting (see stormwater update below). I helped Denise with the redistricting map.

Stormwater update: I continued to be the contact for the communities in the Bangor area to submit data to for the BASWG's DIMS (Does It Make Sense) study, which is taking a look at finding a sustainable funding mechanism to be able to keep up and comply with our federal stormwater permit requirements.

I was on vacation for a week.

Respectfully Submitted,



Gretchen Heldmann, GISP
GIS/IT Specialist

Town Planner Report

January 2014 activities of the Town Planner include the following:

The Planning Board met in January to consider the site plan for the Hampden Waterfront Park parking lot plan and the Ammo Park lotting plan. The Board approved all elements of the site plan/conditional use/shoreland permit application for the Town's Waterfront Park waterfront parking lot. The Planning Board also considered the Ammo Park request for a determination that 22 lots were functionally subdivided prior to 1971 modern subdivision law and a recording plan stating as much. The Board agreed and signed a recording plan with that finding. Staff reviewed an application for home occupation for the February 2014 Planning Board agenda.

Council Planning and Development Committee activities include continued council referral of changes to the Shoreland Zoning Map and Shoreland Zoning Ordinance for changes to jurisdictional wetlands and timber harvest (since referred to Planning Board). Committee recommended draft language for a revised Subdivision Open Space policy to the Council (since referred to Planning Board). Update of the of Ammo Industrial Park Planning Board action. Work continues on proposed set of Zoning Map and Zoning Ordinance amendments for extending Business B District down a portion of Western Avenue. Work continues on revisions to the mineral extraction regulations.

Bangor Area Storm Water Group (BASWG) activities include chairman duties at Policy and Technical committees, execution of a contract between BASWG and a consultant for education and outreach activities for the year.

Bangor Area Comprehensive Transportation System (BACTS) activities include Policy Committee responsibilities.

Department of Community and Economic Development
Activity Report: January 2014

Former Hampden Academy:

- Advised four interested parties on the availability of the former academy and provided the appropriate contact information.

Hampden Business Park:

- Facilitating ongoing negotiations with Sargent Corporation.

Ammo Park/Coldbrook Road:

- Facilitating discussions with Peter Thornton on mutually beneficial initiatives.
- Continued to pursue long term vision and commitments for development of the triangle connecting Ammo Park, Hampden Business Park and Coldbrook Road.

Marina Project:

- Bid specifications to be developed, solicited, and awarded with construction to begin in spring of 2014. Full reimbursement of accounts held by Preti-Flairety must be achieved by August 28, 2014. Upon recording of Conservation Deed, reimbursement of expenses to begin. The Deed is in its final draft form and submitted to the Landmark Heritage Trust Attorney for approval. Attorney is reviewing as is the Heritage Trust Membership. Concern was raised as to potential contamination on the peninsula. Environmental Assessments have been provided.

Natural Gas:

- Continue collaboration with Bangor Natural Gas on evaluation process to determine viability and location(s) within Hampden for potential natural gas installation.

Business Advocacy:

- Proactively identifying zoning impediments to business expansion and retention and pursuing a course of action to notify and rectify thought policy makers.
- Assisting small businesses with location and re-location within Hampden.
- Discussion with potential business (business attraction).

TIF Implementation:

- Collaborating with Noreen Norton and the Planning and Development Committee on the town's use of captured funds to be included in the Bangor Hydro TIF Development Program.

Hampden Promotion:

- Promoting Hampden to within State of Maine most recently in Discover Maine Magazine.

Workforce Development

- Continued discussions with Eastern Maine Community College, Hamlin Marine and Hinckley Yachts to potential training programs.

MONTHLY REPORT PUBLIC WORKS JANUARY 2014

Worked on plow trucks

Salted and sanded roads 12 days in January

Over time cost for January were \$18826.70

Used 291 Tons of Road Salt & 684 Cy of Salt Sand

Worked on water problems

Cut Ice with Grader & Loader

Hauled snow

Used chains on all trucks on Sat the 11th

Changed cutting edges on 3 trucks

Loaded transfer station 2 times after demo weekends

Loaded 72 TV's and 8 printers out of Transfer Station

Checked all buildings and removed trash

TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS
WEEKLY FOREMAN REPORTS

LIST DAILY ACCOMPLISHMENTS, SIGNIFICANT EVENTS, WEATHER CONDITIONS AFFECTING WORK, AND ANY OTHER INFORMATION THAT SHOULD BE NOTED. USE BACK OF SHEET IF NECESSARY FOR ADDITIONAL COMMENTS.

SUNDAY

DATE: 1-26-2014 LIGHT SNOW NIGHT PLOWED + Sanded ALL ROADS 6 AM
TRACKLESS ON SIDEWALKS 4 MILE SQUARE + BUILDINGS
CLEANED SKETCH CENTER Cub Scout Pine Box Derby

MONDAY

DATE: 1-27-2014 LIGHT RAIN 2:40 8 AM
LIGHT SNOW IN NIGHT FLURRIES 40° 1 PM
LOADED BOXES TRANSFER STATION
CHECKED ROADS FOR ICY SPOTS AROUND TOWN
SKY LIGHT BLEN LOOSE SAND SHED CHECKED ROADS FOR ICE P.M.
BOOTS BROKEN CUTTING EDGE ON TRACKLESS PICKED UP GRIND & BOOTS REPIECED

TUESDAY

DATE: 1-28-2014 WORKED ON #32 BACK UP LIGHTS
MOVED SNOW TURNAROUNDS SOUTH + MAIN TRAIL
MAN FROM HOWARD FAIRFIELD AT GARAGE TO CHECK #18 #11 #20 SANDERS
TRACKLESS ON SIDEWALKS DOWNTOWN

WEDNESDAY

DATE: 1-29-2014 CLEARED SNOW BANK ^{PHOTO} NORMAN CLEAR 6"
CHECKED WALKWAYS AT BUILDINGS + TRASH
CHANGED CUTTING EDGE ON WING #14 #17 #19
SALTED SIDEWALKS UP TOWN CLEANED ASH CANS TRANSFER STATION

THURSDAY

DATE: 1-30-2014 SALTED END RIVERVIEW RD
SALTED ICY SPOTS COLD BROOK + MT VIEW
WORKED ON LIGHTS ON #32, SHOWS ON WING #17
LOADED T.V.'S TRANSFER STATION Calcium on ICY SPOTS TRANSFER STATION

FRIDAY

DATE: 1-31-2014 PICKED UP COLD PATCH HARRIS SUPPLY
CHECKED WALKS DOWNTOWN
HAULED TRASH FROM BUILDINGS DOWNTOWN + LIBRARY + REC.
CHANGED OIL IN LOADER 540 JOHN DEERE WORKED ON EQUIPMENT
CHANGED OIL IN BACKHOE, WORKED ON REAR LIGHTS #8

SATURDAY

DATE: CUT ICE WITH LOADER COLD BROOK RD + MOUNTAIN VIEW

SIGNATURE D Patterson DATE 2-2-2014

TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS
WEEKLY FOREMAN REPORTS

LIST DAILY ACCOMPLISHMENTS, SIGNIFICANT EVENTS, WEATHER CONDITIONS AFFECTING WORK, AND ANY OTHER INFORMATION THAT SHOULD BE NOTED. USE BACK OF SHEET IF NECESSARY FOR ADDITIONAL COMMENTS.

SUNDAY

DATE: 1-19-2014 LIGHT SNOW 9AM Sanded + Salted 10AM
WENT THRU Sidewalk TRACKLESS
PLOWED ALL ROADS 3 TIMES
DONE 6PM

MONDAY

DATE: 1-20-2014 Holiday Light SNOW in P.M.
Sanded ROADS 6 PM.

TUESDAY

DATE: 1-20-2014 CHECKED ROADS 5:30 AM FROM STORM
PUT TRACKLESS in GARAGE TO DIG FROZEN SNOW OUT BLOWER
CLEANED TRANSFER STATION + PLOWED IT OUT
WENT TO SHOPS OROHO TO PICK UP CROSS CHAINS FOR TIRE
3 LOADS SALT DELIVERED TRACKLESS on Sidewalks EAST HAMPDEN
PUT VIBRATOR MOTOR ON #14

WEDNESDAY

DATE: 1-22-2014 Calcium on TRANSFER STATION YARD -20
CHECKED WALK WAYS AT BUILDINGS ICY SPOTS
CUT TREES leaning into ROADS REMOVE DOWN
PICKED UP MOTOR FOR VIBRATOR Brewer EBERSON'S

THURSDAY

DATE: 1-23-2014 CHECKED WALKS DOWNTOWN -7°
PUT mirror on DRIVER'S DOOR UNIT 15
PUSHED in SALT DELIVERED AFTER WORK yesterday
WORKED on SANDER CHAIN #32 WORKED ON TIRE CHAINS REPLACE LINKS
HAULED SNOW FROM CARRIAGE LANE

FRIDAY

DATE: 1-24-2014 CHECKED WALKS + Building DOWNTOWN
CHANGED CUTTING EDGES ON #14 PLOW #3 WING PLOW
HAULED TRASH FROM BUILDINGS DOWNTOWN
WORKED ON EQUIPMENT READY FOR STORM TOMMORROW

SATURDAY

DATE: 1-25-2013 LIGHT SNOW 9AM Called MEN 1 PM
Sanded Intersections + ICY SPOTS
PLOWED + Sanded ROADS 2:30 PM PLOW CHAIN BRIDGE #32 Repair

SIGNATURE

D Patten

DATE 1-26-2014

TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS
WEEKLY FOREMAN REPORTS

LIST DAILY ACCOMPLISHMENTS, SIGNIFICANT EVENTS, WEATHER CONDITIONS AFFECTING WORK, AND ANY OTHER INFORMATION THAT SHOULD BE NOTED. USE BACK OF SHEET IF NECESSARY FOR ADDITIONAL COMMENTS.

SUNDAY

DATE:

MONDAY

35°

DATE: 1-6-2014 Rain Sanded + Salted ALL Roads 3:30 AM

Trackless on Sidewalks Clearing Snow Blower Back into them
Worked on WATER Problems + Puddles EVERYWHERE

CHECKED CULVERT BOTTOM SUMMER STREET 5PM Snow holding

TUESDAY

DATE: 1-7-2014 Grader + Loader Cutting ICE KENNEDY RD

TOUR DOWN XMAS WEATHS DOWNTOWN
Trackless on Sidewalks Clearing up DOWNTOWN
Worked on ICE WITH Grader SHAWHILL + Fowler RD
Worked on ICE Francis Drive + MAYO RD

WEDNESDAY

DATE: 1-8-2014 Sanded ICE Kennebec + Shawhill

CHECKED ICY SPOTS ALL OVER TOWN
HAULED TRASH From Buildings DOWNTOWN
CUT ICE ON OLD COUNTY RD WITH Grader
Put CHAINS OUT ON KENNEBEC RD ICE BY AIR PORT
SANDER 31 Mountain View 5PM

THURSDAY

DATE: 1-9-2014 CHECKED RDS FOR ICY SPOT

PUT CENTER BRACING in Drive Shaft #14
CUT ICE OLD COUNTY RD WITH Grader
SANDER ICY SPOTS AT POOL YARD + DRAINS NOT WORKING
SALTED 31 Mountain View

FRIDAY

DATE: 1-10-2014 Worked on Trackless SNOW BLOWER

HAULED SNOW From Lower CORNER
SALT ON ICY SPOTS ALL OVER TOWN
HAULED TRASH From ALL Buildings
MOVED T.I.'S ON WALL FOR FIRE DEPT.

SATURDAY

DATE: 1-11-2014 RAIN 21° Sanded + Salted ALL Roads 6AM

ICE Put CHAINS ON Front + Rear WHEELS ALL Trucks
D.O.T. STATE SHUT I-95 OFF ALL ICE 180 EXIT NORTH

SIGNATURE D Patterson DATE 1-15-2014



HAMPDEN PUBLIC SAFETY

Police - Fire - EMS
106 Western Avenue
Hampden, Maine 04444
Phone 207-862-4000
Fax: 207-862-4588



TO: Susan Lessard, Town Manager
FROM: Joe Rogers, PSD
RE: Monthly Report for January
DATE: February 3, 2014

During the month of January, the Hampden Police Department responded to 400 calls for service, had 14 arrests/court violations; and issued 22 traffic citations and 110 written traffic warnings. The Fire Department responded to 30 calls for service and the ambulance responded to 59 calls.

On January 11th, we held our annual joint training and awards presentations. The training consisted of Workplace Harassment, Fire Extinguishers and Blood borne Pathogens. We also reviewed policy updates and discussed department goals.

Lt. Coombs announced his retirement effective May 3, 2014. Years of service certificates and pins were awarded to several employees. Firefighter/Paramedics LeBarnes, McNally and Pugsley received Lifesaving Awards. The recipient of their services, Robert Bingham and his wife, Charlotte attended the event. They both spoke fondly of the paramedics involved and expressed their gratitude to both them, and the Town of Hampden in general for employing highly skilled and professional public safety personnel. In response to a Facebook post about these awards, one of the Bingham's children posted this comment:

"I would loved to have been there in person to express my extreme gratitude to you three gentlemen who worked so diligently to save my dads life on Sept 11, 2013. You are all hero's in my books. It is very difficult being so far away but, knowing you are there if they need you makes me worry a little less. We need more people like you in this life. Keep up the good work and again THANK YOU so much!"

– Esther Bingham Thompson

Also recognized that day were Sergeant Chris Bailey and Officer Bill Miller. They were presented with Medals of Honor in recognition of extraordinary heroism in an extremely dangerous situation while protecting life during a public safety response on June 9, 2013. Officer Miller was also nominated by his co-workers as the Public Safety Employee of the Year.

On January 25, 2014, the Maine Association of Police presented Chief Rogers with the David W. Pickering Chiefs Award. MAPS board members select the police chief from the nominations they receive. The award is given to the chief that stands out, is recognized for working well with his/her department, area departments, community leaders, citizens, and union members. The presentation was conducted at the MAPS Annual Awards Banquet held at the Italian Heritage Center in Portland.

Sergeant Chris Bailey, Officer Ben Eyles, Officer Bill Miller and Officer Marc Egan attended ODARA (Ontario Domestic Abuse Risk Assessment) training at Bangor Police Department. This is a new protocol that the State of Maine will begin implementing on January 1, 2015 and all law enforcement officers must be trained to use this method. The assessment will be completed by police officers and used by the District Attorney's Office and possibly the bail commissioners to assist them with sentencing and/or bail recommendations.

Concealed Firearm Permit training for issuing agencies was held at the HPS training room in January. The instructor was an attorney from Attorney General's Office in Portland and the training was attended by several police chiefs, designees and municipal office staff responsible for issuing permits.

Edythe Dyer Community Library
January, 2014
Report of activities to the Town Council

Circulation: 3173 adult materials; 2943 children's materials; 139 items were downloaded; 66 people used our public access computers (this does not include people who brought their own wireless devices).

2028 people came into the library. EDL staff answered 251 reference questions for people in the library and 213 over the telephone (these include 34 that were people who thought they were calling the town office)

EDL loaned 632 items to other libraries and borrowed 859 through the statewide delivery service.

Children's programs: 3 Play & Learn Programs; 8 Preschool Storytimes; 10 Toddler Storytimes;
1 Read 'em and eat book discussion for grades 3 & 4; 5 after school Lego Play
Attendance: 139 children & 94 adults

Adult programs: 2 book discussions; 3 Creative Writing Workshops; Hampden Sewing Circle;
Literacy Volunteers
Attendance: 43

Trainings/professional development:

January 10 Mary attended a New England Library Association Youth Services meeting (via Internet)

January 16 Debbie attended Public Value of Libraries program at Bangor Public Library with 3 trustees

January 31 Debbie attended Minerva Cataloging Round Table at Pittsfield Public Library

Lura Hoit Pool Rentals 2014

Month	# of People	Total Hrs	Wkday Rntal Hrs	Wkend Rntal Hrs	Total Fees
Jan	904	89	70	19	\$4,960.00
Feb					
Mar					
Apr					
May					
June					
July					
Aug					
Sep					
Oct					
Nov					
Dec					
Year Totals	904	89	70	19	\$4,960.00

Lura Hoit Pool Rentals 2013

Month	# of People	Total Hrs	Wkday Rntal Hrs	Wkend Rntal Hrs	Total Fees
Jan	1404	95.5	64.5	31	\$5,120.00
Feb	677	80.5	33	47.5	\$4,400.00
Mar	605	50	12	38	\$2,775.00
Apr	635	44.5	11.5	33	\$2,545.00
May	502	40.5	13.5	27	\$2,295.00
June	408	35	7	28	\$1,910.00
July	119	8	1	7	\$455.00
Aug	130	11	3	8	\$665.00
Sep	326	32	14	18	\$1,800.00
Oct	558	45.5	15.5	30	\$2,415.00
Nov	770	61	29	32	\$3,235.00
Dec	912	73.5	54.5	19	\$4,080.00
Year Totals	7046	577	258.5	318.5	\$31,695.00

Lura Hoit Pool Activity Totals

2013	AM Lap	AM Ex Class	AM Open Lap	Open Sen	AM Lessons	Gentle Aerobics	PM Open Lap 12-1:30	PM Lessons Wkdy	Wkdy Family Swim	PM Ex Class	PM Lap	Wkend Lessons	Wkend Lap	Wkend Fam Swim	Rentals	Totals
Month																
January	87	141	168	203	96	119	115	248	235	66	49	298	146	566	1404	3941
February	79	120	179	156	89	105	93	226	602	34	56	157	105	338	677	3016
March	63	96	174	230	149	154	120	434	284	53	84	383	107	380	605	3316
April	83	155	157	260	157	180	85	472	657	81	119	353	95	328	635	3817
May	69	159	150	173	135	106	80	476	242	64	60	339	56	239	502	2850
June	86	164	112	220	157	140	80	343	432	66	69	211	42	155	408	2685
July	84	178	85	253	189	174	144	290	596	71	105	136	24	128	119	2576
August	50	118	57	178	112	101	77	184	371	62	69	77	15	51	130	1652
September	63	182	106	179	67	158	69	288	258	90	66	233	53	118	326	2256
October	83	228	174	227	98	193	84	451	276	104	80	320	77	175	558	3128
November	56	155	127	157	87	128	76	283	149	77	28	299	79	268	770	2739
December	73	161	118	131	72	109	40	219	241	59	27	214	84	170	912	2630
Year Totals	876	1857	1607	2367	1408	1667	1063	3914	4343	827	812	3020	883	2916	7046	34606

Weekly/Monthly Pool User Tally

2014	Week dates					
Events	1/5 -1/11	1/12-1/18	1/19-1/25	1/26-2/1		Monthly Totals
AM Lap	16	17	10	23		66
AM Ex Class	30	57	46	57		190
AM Open/Lap	25	58	47	52		182
Open/Senior	17	29	20	38		104
AM Lessons	35	36	12	30		113
Gentle Aerobics	17	35	27	40		119
PM Open/Lap 12:30-1:30	17	18	11	14		60
PM Lessons Wkdy	79	69	59	69		276
Wkdy Family Swim	33	39	23	37		132
PM Ex Class	25	20	22	26		93
PM Lap	12	11	23	24		70
Wkend lessons	10	87	71	69		237
Wkend lap	22	41	39	26		128
Wkend Fam Swim	64	105	82	169		420
Rentals	163	247	251	243		904
Totals	565	869	743	917	0	3094

Hampden Recreation Department
Skehan Recreation Center
Acting Director Report

January 2014

- AED additional signage (3-d) style was installed in the gym indicating unit availability in the lobby.
- Completed monthly fire extinguisher inspections.
- Managed concession stand purchases and sales. Continued concession sales at Saturday Recreation Basketball.
- Completed monthly billing for Bangor Roller Derby and received December payment.
- Completed monthly billing for Bronco Travel Basketball and received December payment.
- Received monthly billing for John Bapst Basketball for December.
- Met Bronco Travel Soccer to discuss affiliated program status and partnering with them for soccer camp summer 2014.
- Led the Hampden Children's Day Committee at their first meeting for the 2014 event, where elections were made and event details were discussed.
- Completed work with Samantha Gardner, part time program staff, on an emergency action plan for the Skehan Center facility and staff.
- Jill McLaughlin, Acting Assistant Director, and I met with a representative from Bel Portraits in Winterport. He presented us with a proposal to act as a photography agent for the recreation team sports programs. He is willing to donate 20% of his package prices back to support the Skehan Recreation Center.
- Worked with Tammy Ewing, Finance/HR, to further my understanding of monthly budget reports.
- Reformatted budget worksheets for next FY.
- Provided building keys to Hampden Public Safety and Chip from Public Works.
- Acquired two boiler room keys from Historic Hampden Academy LLC., and have given one copy to Chip, and kept one onsite at the Skehan Center.
- Dealt with facility issues with boiler tripping out, cracked pressure valve on boiler, frozen pipes in lobby bathroom and janitors closet, broken door closer, Lobby water fountain drain overflowing, and equipment issues with a ball cage wheel needing replacement
- Worked on a write up for banner advertisement sponsorship for the Skehan Center
- Worked with Jill McLaughlin, Acting Assistant Director, to create and publish the Winter II Program Guide.
- Met with Public Safety officers about their April Charity event.
- Put out request for volunteers to join the recreation committee.
- Began work for outlining staff training needs on MSDS, Emergency Action Plan, Sexual Harassment, PPE, Blood Borne Pathogen, Hazard Communication Plan etc.
- Continued to foster and strengthen relationship ties with the building owners Historic Hampden Academy LLC.

Thank you for the opportunity to serve the community in this capacity.

Shelley Abbott
Acting Recreation Director

Lura Hoit Pool ~ Board Meeting Minutes ~ 1-14-14

Cedena McAvoy brought the meeting to order at 7:04pm.

Those present: Cedena McAvoy, Greg Hawkins, Pat Foley Mike Jellison, Josh Sargent, Sam Manhart, Sue O'Brien, Vickie Levesque, Ben Curtis, Darcey Peakall and Julie Macleod. Not present: Sarah McVeigh. Absent excused: Karen Brooks and Jim Feverston.

The secretary's minutes were accepted as presented.

The Director's Report:

- ~ The number of participants in December was up 306 people. The numbers are up in the areas of weekday family swim, open/senior swim and AM Exercise due to adding a Saturday morning class.
- ~ Daily receipts in December were down \$1,296 compared to last year.
- ~ The pool rental income was down \$785 compared to last year.

Josh reviewed the treasurer's report and explained how the funds were transferred around. The treasurer's report was accepted as presented.

The Annual Giving Campaign has raised \$1,060 so far. There have been calls with questions on what the money is being raised for. The board would like for Darcey and Julie to say it is for maintenance and upkeep of the facility and to continue to offer programs. Darcey submitted an invoice for \$1,704 from Snowman Printing for the remainder of the balance for the mass mailing. A motion was made to pay Snowman Printing \$1,704 from the Trustees Account. The motion was passed 9-0.

Darcey reported that RH Foster did not want to renew their sponsorship of the corporate banner but GAC is going to pay \$1,000 for the upcoming year. The board members are to bring 2-3 names to the next board meeting of businesses that they can approach.

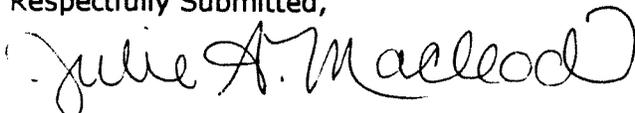
Darcey reported that the Corporate Discount program is going very slow. The following board members are to follow up with the wellness coordinators at the below mentioned businesses. Greg - Maine Air National Guard, Vickie - St. Joseph's & H.O. Bouchard, Cedena - RSU #22 & Penquis, Sue - Maine Savings Bank & Cuso, Josh - EMMC, Mike - Bangor Hydro and Darcey - Town of Hampden.

Mike will contact Jim regarding his Pool Board status.

Board Comments: none

Meeting adjourned at 7:50pm.

Respectfully Submitted,



Julie A. Macleod

Population by District

Draft #1

GEO.id	GEO.id2	GEO.display	D001	Proposed District	Total/Dist.	
1000000US230190020001001	2.3019E+14	Block 1001,	0	0	0	Not shown on Map
1000000US230190020001002	2.3019E+14	Block 1002,	0	0	0	Not shown on Map
1000000US230190020001004	2.3019E+14	Block 1004,	0	0	0	Not shown on Map
1000000US230190020001015	2.3019E+14	Block 1015,	0	0	0	Not shown on Map
1000000US230190020003003	2.3019E+14	Block 3003,	0	0	0	Not shown on Map
1000000US230190020003012	2.3019E+14	Block 3012,	0	0	0	Not shown on Map
1000000US230190020001000	2.3019E+14	Block 1000,	138	1		
1000000US230190020001003	2.3019E+14	Block 1003,	70	1		
1000000US230190020001005	2.3019E+14	Block 1005,	12	1		
1000000US230190020001006	2.3019E+14	Block 1006,	54	1		
1000000US230190020001007	2.3019E+14	Block 1007,	18	1		
1000000US230190020001008	2.3019E+14	Block 1008,	70	1		
1000000US230190020001009	2.3019E+14	Block 1009,	168	1		
1000000US230190020001010	2.3019E+14	Block 1010,	150	1		
1000000US230190020001011	2.3019E+14	Block 1011,	199	1		
1000000US230190020001016	2.3019E+14	Block 1016,	27	1		
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D-3-b

Population by District

Draft #1

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Population by District

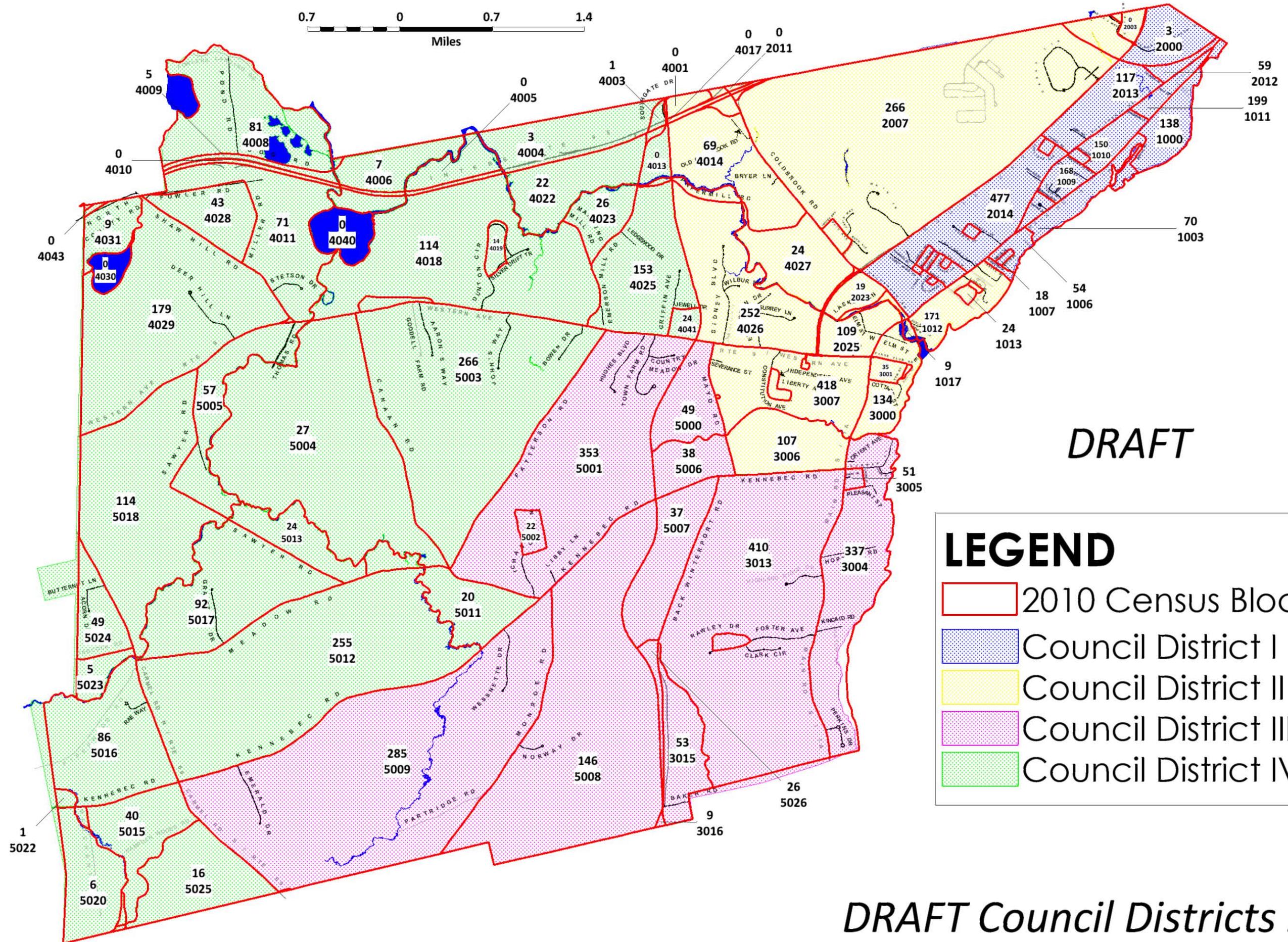
Draft #1

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Population by District

Draft #1

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0600000US2301930795	2301930795	Hampden to	7257		7257	100.00%



DRAFT

LEGEND

-  2010 Census Blocks
-  Council District I
-  Council District II
-  Council District III
-  Council District IV

DRAFT Council Districts 2014

C-3-c

Penobscot Valley Refuse Disposal District

To: PVRDD Member Communities
From: Greg Louder
Date: February 3, 2014
RE: Written Consent Ballot Questions Regarding Disbursement of Funds and District
Dissolution

Please find enclosed a written consent ballot containing two questions. The approval of the Question 1 would direct a proportional distribution of all assets of the District (the \$53,190.04 recovered and placed in escrow) to the member municipalities. The approval of Question 2 would direct and declare that the District be dissolved in accordance with state law.

Presentation of these Ballot Questions comes following: 1) consideration of any utility the District may have provided in securing and affordable, long term and environmentally sound MSW disposal solution for the member communities beyond 2018, 2) consultation of the Officers of the District and 3) solicitation of input from the member municipalities.

I'd like to thank all member communities for their efforts in this matter and also thank Dan Walker of PretiFlaherty for his highly effective legal support to the PVRDD communities.

Please contact Greg Louder at 664-1700 or 1-866-254-3507 or by email at glouder@mrcmaine.org with questions.

Penobscot Valley Refuse Disposal District

WRITTEN CONSENT BALLOT

The two ballot questions below are presented to the Penobscot Valley Refuse Disposal District (PVRDD) for vote by written consent.

BALLOT QUESTION 1

Shall funds in the amount of \$53,190.04, constituting the sum of all assets held by the PVRDD for the benefit of its 28 member municipalities, be disbursed to each of the member municipality proportionately as shown on the attached spreadsheet attached hereto and made part of this ballot question?

YES NO
Circle One

(Signature)

(Date)

(Printed Name)

(Municipality)

BALLOT QUESTION 2

This Ballot Question is presented conditioned upon approval of Ballot Question 1 above.

Shall the PVRDD declare that all expenses and debts of the District are deemed paid and all of the assets of the District have been proportionally distributed in accordance with state law and further, that the PVRDD is hereby declared to be formally dissolved in accordance with state law.

YES NO
Circle One

(Signature)

(Date)

(Printed Name)

(Municipality)

Please return this ballot to the attention of Greg Louder via email attachment to:
glounder@mrcmaine.org or regular mail to: MRC, Inc., 395 State Street, Ellsworth, Maine 04605

PVRDD 2014 Allocation of Funds						
Member	Funds	Allocation factor	2012 Valuation (000's)	Pro rata share	2010 Population	Pro rata share
Atkinson	\$ 133.32	0.251%	21,300	0.235%	326	0.266%
Bangor	\$ 14,386.43	27.047%	2,456,450	27.138%	33039	26.956%
Bradley	\$ 645.32	1.213%	109,450	1.209%	1492	1.217%
Brewer	\$ 4,208.63	7.912%	732,150	8.089%	9482	7.736%
Brownville	\$ 439.30	0.826%	57,200	0.632%	1,250	1.020%
Bucksport	\$ 3,050.22	5.735%	674,500	7.452%	4924	4.017%
Clifton	\$ 416.68	0.783%	73,800	0.815%	921	0.751%
Corinna	\$ 795.58	1.496%	108,450	1.198%	2198	1.793%
Dedham	\$ 594.95	1.119%	134,180	1.482%	925	0.755%
Dexter	\$ 1,498.75	2.818%	222,450	2.458%	3895	3.178%
Dover-Foxcroft	\$ 1,809.27	3.402%	304,650	3.366%	4,213	3.437%
Eddington	\$ 961.86	1.808%	163,050	1.801%	2225	1.815%
Exeter	\$ 403.98	0.760%	56,850	0.628%	1092	0.891%
Glenburn	\$ 1,852.57	3.483%	291,250	3.218%	4594	3.748%
Greenbush	\$ 492.62	0.926%	57,550	0.636%	1491	1.216%
Guilford	\$ 702.59	1.321%	126,800	1.401%	1521	1.241%
Hampden	\$ 3,340.06	6.279%	600,850	6.638%	7,257	5.921%
Hermon	\$ 2,477.83	4.658%	443,350	4.898%	5416	4.419%
Holden	\$ 1,469.27	2.762%	272,900	3.015%	3076	2.510%
Levant	\$ 1,055.97	1.985%	148,850	1.644%	2851	2.326%
Lucerne-in-Maine	\$ 486.58	0.915%	109,777	1.213%	756	0.617%
Milo	\$ 780.85	1.468%	92,950	1.027%	2,340	1.909%
Old Town	\$ 3,152.33	5.927%	493,900	5.456%	7,840	6.397%
Orland	\$ 1,179.58	2.218%	237,150	2.620%	2225	1.815%
Orono	\$ 3,443.21	6.473%	406,650	4.493%	10,362	8.454%
Orrington	\$ 1,812.80	3.408%	341,300	3.771%	3,733	3.046%
Stetson	\$ 503.66	0.947%	82,650	0.913%	1,202	0.981%
Veazie	\$ 1,095.84	2.060%	231,250	2.555%	1,919	1.566%
Total	53,190.05	100.000%	9,051,657	100.000%	122565	100.000%
Allocation amount	\$ 53,190.04					
truncation factor						
Note: Dedham and Lucerne-in-Maine Combined Valuation and Population Allocated 55% Dedham 45% Lucerne						

C-3-d

2/10/14 Service Committee Motions regarding Video Streaming/Taping of All Committee Meetings:

Motion by Councilor McPike, seconded by Councilor Brann to recommend to the Town Council that steps be taken to insure that all those attending meetings can hear what is being said and leave the Committee Meeting record-keeping as it is. Vote 4-3 (Sirois, Ryder, Duprey opposed)

Motion by Councilor Ryder, seconded by Councilor Duprey to recommend to the council that all committee meetings be audiotaped. Vote 4-3 (McPike, Brann, Shakespeare opposed)

Motion by Mayor Duprey to video record and live stream all Town Committee meetings.
Motion died for lack of a second.



Susan Lessard <manager@hampdenmaine.gov>

Fwd: Services committee Feb. 10, 2014

2 messages

Carol duprey <carolduprey@hotmail.com>
To: Susan Lessard <manager@hampdenmaine.gov>

Mon, Feb 10, 2014 at 7:11 PM

Carol

----- Original Message -----

Subject: Fwd: Services committee Feb. 10, 2014
From: Cindy Philbrick
To: fubdub01@tds.net, carolduprey@hotmail.com
CC:

Unfortunately I will not be attending the meeting this evening. The flu has hit. Years ago, precedent was set; when a citizen sends in a letter it is read into the minutes, as well as read aloud. Could you please read my comments below?

Feb. 10, 2014 Services Committee

There are several reasons for the need to have the meetings video taped.

- 1) For the last 3-4 years that I have been attending town council meetings and committee meetings I have heard over and over again from the former mayor that the public is welcomed to come to the committee meetings and the former mayor encouraged the public to go to committee meetings because that is where the data is presented and this is where the council members form their decisions.
- 2) So often we forget what was said in committee meetings. Such as what happened recently about the former mayor reading the rules after being sworn in as mayor. If we didn't have the video to go back in the archives to verify, it would then just be "He Said, She Said". It was helpful to be able to rely on the video, to show exactly what was said. It takes the guess work out of the equation.
- 3) Transparency - People want transparency more than ever today. Transparency holds people accountable for their words and their actions.
- 4) For protection - Although rare, it is with utmost importance to have a committee video taped for the protection of everyone. At a committee meeting on Feb. 4, 2014 a citizen was verbally threatened and assaulted by another citizen. After yelling uncontrollably, the threatening citizen rose out of her seat and proceeded to advance toward another citizen with the intent to cause bodily harm. This angry citizen settled down after being constrained and pinned down by her husband/town councilor. This town councilor/husband then told the citizen/committee member that he was lucky that he (town councilor/husband) restrained his wife because she was physically coming after him (the citizen/committee member).

It would be my suggestion to go one step further and video tape all activities fifteen minutes before and after each meeting and all through the break. It appears that most of the undignified behavior occurs when the camera is not rolling. This is Hampden, Maine. Lately, some citizens and council members have engaged in unbecoming behavior. Such as: yelling, using obscene language, slamming doors, a councilor tampering with a citizens IPAD while the citizen is sitting quietly in his seat.

At yet another committee meeting another councilor accused a sitting member of a committee of outrageous accusations of soliciting "Radical" maps and threw out the word, Conspiracy. This town councilor spewed the word "Radical" at this citizen numerous times because this citizen proposed a plan to add a 5th district because of the population explosion in 2 rural districts. Twenty years ago the 4th district was added to Hampden because of the increased population. I wonder what tree this poor citizen was hung from at the time the 4th district was proposed 20 years ago. Was this person accused of being Radical then? The citizen that was treated so poorly was asked to serve on the committee. He gave up his time to suggest his ideas, at the request of the current mayor. The vitriol that was chanted by this town councilor rendered any new thoughts or ideas null and void. Her bullying tactics worked. However, allowing this behavior is counter productive. And quite frankly, with her vitriol, shame comes to mind.

No citizen of this great community should have to feel threatened or assaulted when going to a committee meeting or a town council meeting. Yes, I said assaulted. Webster's definition of assault is: An unlawful threat or attempt to harm another physically. Thankfully, battery wasn't added to the charge. It's unfortunate that some town councilors use fear tactics and threats to discourage citizens from becoming involved. It's also unfortunate that some councilors and some citizens can't control themselves. Not only should the cameras be enforced; perhaps we should consider having police protection at all council meetings.

With most people, knowing a video camera is taping all actions of everyone, it reduces the threat of bodily harm to another person and people tend to be more polite and not bully those that want to be involved. Civility and self control needs to be restored.

Advice given to me years ago by a dear confidant, Lou Vafiadis, when I was on the school board, was - always keep a Paper Trail. By video taping all committee meetings, we have a paper trail. Those who act dignified and respectful will surely not have a problem with the camera's; creating documents that can be pulled from the archives as data to help keep honesty and transparency alive and well in Hampden, Maine.

The citizens of Hampden deserve to be respected. It's the citizens of Hampden that pay the taxes. Keep the cameras rolling!

Cindy Philbrick
1220 Western Ave.
Hampden, Maine 04444

Susan Lessard <manager@hampdenmaine.gov>
To: Bill Shakespeare <shakespearetowncouncil@hampdenmaine.gov>

Tue, Feb 11, 2014 at 7:55 AM

----- Forwarded message -----
From: **Carol duprey** <carolduprey@hotmail.com>
Date: Mon, Feb 10, 2014 at 7:11 PM
Subject: Fwd: Services committee Feb. 10, 2014
[Quoted text hidden]



Denise Hodsdon <clerk@hampdenmaine.gov>

Charter Change

5 messages

Rep. Brian Duprey <repduprey@me.com>
To: Denise Hodsdon <clerk@hampdenmaine.gov>

Mon, Feb 10, 2014 at 8:25 PM

Denise,

It is my intention to gather petition signatures for a charter change that will require the live video streaming and recording of all public meetings.

Can you please get me the information I would need to do this and e-mail it to me.

Thank you,

Brian

Rep. Brian Duprey
P.O. Box 214
Hampden, ME 04444
Representing Maine's 39th District

Website: <http://www.maine.gov/legis/house/hsebios/duprbm.htm>
E-Mail: repduprey@me.com

Please be advised, any information sent to me in my capacity as a Legislator may become a matter of public record.

Facebook: <https://www.facebook.com/repbrianduprey>
Twitter: @repduprey

Denise Hodsdon <clerk@hampdenmaine.gov>
To: "Rep. Brian Duprey" <repduprey@me.com>
Cc: Susan Lessard <manager@hampdenmaine.gov>

Tue, Feb 11, 2014 at 9:22 AM

The procedure is set out in Articles IX and X of the Charter and I have attached a copy of those sections. Just a reminder that this has not yet been discussed by the full Council at a regular meeting.

Denise R. Hodsdon, CMC
Town Clerk
Town of Hampden
106 Western Avenue
Hampden, Maine 04444
Tel: (207) 862-3034
Fax: (207) 862-5067
[Quoted text hidden]

 **Hampden Charter Articles 9-10.pdf**
22K

Rep. Brian Duprey <repduprey@me.com>
To: Denise Hodsdon <clerk@hampdenmaine.gov>

Tue, Feb 11, 2014 at 9:24 AM

Thank you Denise, I will only act if the council fails to do so.

Brian

Rep. Brian Duprey
P.O. Box 214
Hampden, ME 04444
Representing Maine's 39th District

Website: <http://www.maine.gov/legis/house/hsebios/duprbm.htm>
E-Mail: repduprey@me.com

Please be advised, any information sent to me in my capacity as a Legislator may become a matter of public record.

Facebook: <https://www.facebook.com/repbrianduprey>
Twitter: @repduprey

[Quoted text hidden]

[Quoted text hidden]
<Hampden Charter Articles 9-10.pdf>

Rep. Brian Duprey <repduprey@me.com>
To: Denise Hodsdon <clerk@hampdenmaine.gov>

Tue, Feb 11, 2014 at 9:28 AM

Denise, can you tell me how many registered voters there are in Hampden.

Brian

Rep. Brian Duprey
P.O. Box 214
Hampden, ME 04444
Representing Maine's 39th District

Website: <http://www.maine.gov/legis/house/hsebios/duprbm.htm>
E-Mail: repduprey@me.com

Please be advised, any information sent to me in my capacity as a Legislator may become a matter of public record.

Facebook: <https://www.facebook.com/repbrianduprey>
Twitter: @repduprey

On Feb 11, 2014, at 9:22 AM, Denise Hodsdon <clerk@hampdenmaine.gov> wrote:

[Quoted text hidden]

<Hampden Charter Articles 9-10.pdf>

Denise Hodsdon <clerk@hampdenmaine.gov>
To: "Rep. Brian Duprey" <repduprey@me.com>

Tue, Feb 11, 2014 at 9:43 AM

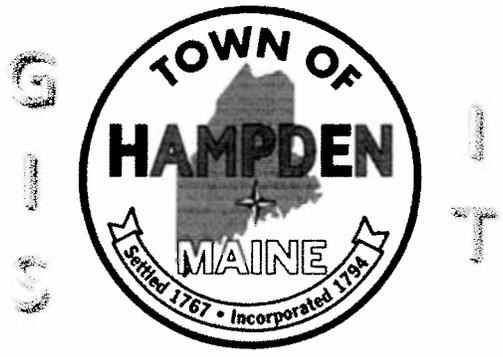
As of today, there are 5510.

Denise R. Hodsdon, CMC
Town Clerk
Town of Hampden
106 Western Avenue
Hampden, Maine 04444
Tel: (207) 862-3034
Fax: (207) 862-5067

[Quoted text hidden]

C-4-a

MEMO



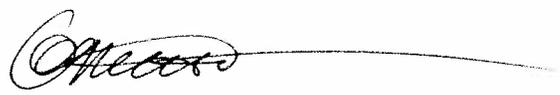
To: Sue Lessard
From: Gretchen Heldmann
Date: 02/12/2014
Re: Request to spend from Tech Reserve 3-711-00

Message:

A portion of the money that has been set aside for years in the Tech Reserve is to replace the network equipment. My original estimate for upgrades to the network equipment (which was brought to you a couple months ago when you considered the request for the phone system upgrade) was not enough to cover all the network equipment components that needed to be upgraded at all of our locations. I need an additional \$1,200 out of the reserve account to cover the remaining network equipment upgrade costs. Based on what was set aside for this exact purpose in this account for the last few years, there is at least \$9,000 in that account for network equipment alone. So far you approved \$1,800 – with the additional \$1,200 I will be at \$3,000 which is a third of what is set aside for network equipment in the Tech Reserve account. Thank you for your consideration.

If you have questions, please let me know.

Thank you,


Gretchen

C-4-b

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
email: hampden@midmaine.com

CERTIFICATE OF COMMITMENT OF SEWER USER RATES

To: Susan M. Lessard, the treasurer of the municipality of Hampden, Maine.

We, the undersigned municipal officers of the municipality of Hampden, Maine hereby certify and commit to you a true list of the sewer rates established by us pursuant to 30-A M.R.S.A §3406 for those properties, units, and structures required by local and state law to pay a sewer rate to the municipality, for the period beginning 10/1/13 and ending 12/31/13. This list is comprised of the pages numbered 1 to 52 inclusive which are attached to this certificate. The date(s) on which the rates included in this list are due and payable is (are) 3-12-2014. You are hereby required to collect from each person named in the attached list his or her respective amount as indicated in the list, the sum total of those lists being \$ 132,927.56. You are hereby required to charge interest at a rate of 7% per annum on any unpaid account balance beginning 3-13-2014. You are hereby authorized to collect these rates and any accrued interest by any means legally available to you under State law. On or before _____ you shall complete and make an account of your collections of the whole sum herein committed to you.

Given under our hands this 18th day of February, 2014

Municipal Officers of the Town of Hampden, Maine

C-4-C



Susan Lessard <manage

MMBB Spring Pooled Issue

1 message

Strout, Pam <PStrout@eatonpeabody.com>

Tue, Feb 11, 2014 at 3:31 PM

To: "manager@hampdenmaine.gov" <manager@hampdenmaine.gov>

Cc: "Pittman, Dan" <dpittman@eatonpeabody.com>

Dear Susan:

I have attached the engagement letter to be signed and the arbitrage proceeds policy to be adopted by the Town Council. Please return both to EP once executed.

Below I have listed several items we need from you regarding the Bond Issue with MMBB:

1. Attested true copy of the Ordinance adopted July 13, 2013
2. Proof of newspaper publication advertising the referendum and town council meeting (copy of the ad that appeared in the paper)
3. Copy of MMBB Application (minus all the financials)
4. List of all the Town Council members with their term expiration dates, also the Town Clerk, Town Manager and Treasurer's expiration dates or whether they are appointed yearly

Give us a call if you have any questions or concerns about the arbitrage policy, any of these materials or anything else.

Pam Strout
Administrative Assistant

Eaton Peabody
P.O. Box 1210
80 Exchange Street
Bangor, ME 04402-1210
Tele: 207.947.0111
Fax: 207.942.3040
Professional Profile | Website



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2 attachments

 **engagement letter (01555905).PDF**
349K

 **Arbitrage and Use of Proceeds Policy (01555904).PDF**
159K

TOWN OF HAMPDEN

ARBITRAGE AND USE OF PROCEEDS POLICY

Post Issuance Compliance Policy Relating to Bonds Issued by the Town of Hampden

This policy is being adopted by the Town of Hampden (the "Town") in order to assure that:

1. The Town complies with the requirements of federal and state law and the covenants in its bond documents that apply following the issuance of Bonds by the Town. For purposes of this policy, the term "Bonds" means any obligations of the Town incurred for the purpose of borrowing money, including, without limitation, bonds, notes, and equipment lease-purchase agreements.

2. Responsibility for Post-Issuance Compliance: The Town Treasurer (the "Treasurer") is responsible for monitoring compliance with this Policy. The Treasurer may designate employees to carry out their duties under this Policy.

3. Compliance with Covenants in Bond Documents: The Treasurer shall ensure compliance with all covenants made by the Town in the Bond documents, including, but not limited to, expenditure of bond proceeds by required deadlines, financial reporting, restrictions on the use and disposition of property, restrictions on the use and investment of Bond proceeds, and arbitrage and rebate compliance.

Immediately after the closing date of each issuance of Bonds, the Treasurer shall review all documents pertinent to the issuance, and shall note and enter onto the Treasurer's calendar all deadlines described in those documents, including but not limited to all deadlines described in the Arbitrage and Use of Proceeds certificate.

4. Continuing Disclosure Compliance: The Town will comply with any applicable continuing disclosure requirements of Rule 15c2-12 under the Securities and Exchange Act of 1934, as amended, and officially interpreted from time to time and the terms of any continuing disclosure agreement or certificate entered by the Town (each, a "Continuing Disclosure Agreement"), including submission of annual financial information and operating data to the Municipal Securities Rulemaking Board or any successor thereto ("MRSB") established under the Securities and Exchange Act of 1934, as amended and notice of the occurrence of material events with respect to the Bonds.

5. Federal Tax Law Compliance: The Town will comply with the terms of each arbitrage and use of proceeds certificate or tax compliance certificate (each, an "Arbitrage and Use of Proceeds Certificate") for each issue of Bonds issued by the Town and with the applicable provisions of federal tax law. Without limitation of the foregoing, the Town shall take the following actions:

(a) Proper Use of Proceeds: The Treasurer shall ensure that bond proceeds are expended and allocated to expenditures in a manner that is consistent with the purpose for which each bond issue is undertaken, as set forth in any Arbitrage and Use of Proceeds Certificate or agreement related to each bond issue.

(b) Investment of Bond Proceeds: The Treasurer shall ensure that bond proceeds are invested in investments that are permissible under the terms of Maine law, the bond documents, and applicable federal tax laws.

(c) Arbitrage and Rebate: The Treasurer shall ensure that the Town complies with the arbitrage, rebate and yield restriction requirements of Section 148 of the Internal Revenue Code and the regulations promulgated pursuant thereto and that the Town completes all necessary arbitrage rebate calculations, payments and filings in a timely manner or confirms that the Bonds are exempt from rebate.

(d) Administration of Direct Pay Bonds: The Treasurer shall ensure the proper administration of each issue of Bonds qualifying for the payment by the Federal government of a credit equal to a percentage of interest on such Bonds, including the timely completion and filing of any forms required by the Internal Revenue Service to maintain or establish the applicable status of the Bonds for purposes of federal income taxation.

(e) Use of Bond-Financed Facilities: The Treasurer shall consult with Bond Counsel for the Town before entering into any agreement or other arrangement for the sale, lease, management or use of bond-financed property, including, but not limited to, service, vendor, and management contracts, research agreements, licenses to use bond-financed property, agreements granting special rights or entitlements to private parties or naming rights agreements. The Treasurer shall review such agreements for compliance with federal tax laws.

(f) Post-Issuance Transactions: The Treasurer shall consult with Bond Counsel for the Town before making any modifications or amendments to the bond documents for a bond issue, including, but not limited to, entering or modifying investment agreements; making any change in security for the Bonds; engaging in post-issuance credit enhancement transactions (e.g., bond insurance, letter of credit) or hedging transactions (e.g., interest rate swap, cap); terminating or appointing successor trustees; releasing any liens, or reissuing or refunding the Bonds.

(g) Remedial Action: In the event that it is determined that any use of bond proceeds or bond-financed facilities is inconsistent with the character of the status for federal income tax purposes of the Bonds, the Treasurer shall consult with the Town's Bond Counsel for the purpose of determining the nature and extent of any remedial action necessary or proper for the Town to take with respect to such Bonds or bond-financed facilities. If the Town takes any action after the issuance of Bonds that causes the conditions of the private business tests or the private loan financing test to be met, then

the Town shall take timely remedial actions in accordance with the federal Treasury Regulations section 1.141-12 as necessary in order to preserve the tax-exempt status of the Bonds.

6. Record Retention: The Town shall maintain all records relating to the issuance of Bonds and the requirements of the Internal Revenue Code and the representations, certifications and covenants set forth in the Arbitrage and Use of Proceeds Certificate relating to the issuance of Bonds until the date six years after the last outstanding Bonds have been retired. If any of the Bonds are refunded by tax-exempt obligations, the Town shall maintain all records required to be retained by this section until the later of the date six years after the last outstanding Bonds have been retired or the date three years after the last refunding obligations have been retired. The records that must be retained include, but are not limited to:

- (a) basic records and documents relating to the Bonds (including any loan agreement, Arbitrage and Use of Proceeds Certificate and the opinion of Bond Counsel);
- (b) documentation evidencing the expenditure of Bond proceeds;
- (c) documentation evidencing the use of the project(s) financed by the Bonds by public and private sources (i.e., copies of management contracts, research agreements, leases, etc.);
- (d) documentation evidencing all sources of payment or security for the Bonds;
- (e) documentation pertaining to any investment of Bond proceeds (including the purchase and sale of securities, SLGS subscriptions, yield calculations for each class of investments, actual investment income received from the investment of proceeds, guaranteed investment contracts, and rebate calculations).

7. Annual Policy Review and Education: On an annual basis, or sooner if deemed necessary or appropriate by the Treasurer, the Treasurer shall review this policy and assess the Town's compliance with this Policy. The Treasurer shall make changes to this Policy as appropriate to ensure compliance with any covenants in the bond documents or the requirements of federal tax and securities law and any other applicable law. The Town will also implement a program, including appropriate instruction and education of personnel, for purposes of ensuring compliance with the terms of this Policy.

Policy adopted by Hampden Town Council on _____, 2014

TOWN COUNCIL

Town Councilor

Town Councilor