



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

MARCH 17, 2014

7:00 P.M.

- **5:30 pm – Finance & Administration Committee Meeting**

PLEDGE OF ALLEGIANCE

A. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

3. COMMUNICATIONS

- Letter from Governor LePage
- Thank you letter to Hampden Police

4. REPORTS

- Finance Committee Minutes – 3/3/2014
- Library Board of Trustees Minutes – 01/08/2014
- Services Committee Minutes – 2/10/2014
- Bangor Humane Society Stray Animal Statistics – February 2014
- Monthly Department Reports – February
- Edythe L. Dyer Community Library Trustees – 3-12-2014

B. PUBLIC COMMENTS

C. POLICY AGENDA

1. PUBLIC HEARINGS

- Ordinance re Town Charter Amendment – Section 807 District Boundaries

2. NOMINATIONS – APPOINTMENTS – ELECTIONS

- Nancy Fenders – Appointment to Recreation Committee – Services Committee Recommendation
- Jonathan Perry – Appointment to Recreation Committee – Services Committee Recommendation

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

- c. Jessica O'Neill – Appointment to Recreation Committee – Services Committee Recommendation
- d. Jason Sharpe – Appointment to Recreation Committee – Services Committee Recommendation

3. UNFINISHED BUSINESS

- a. Bangor Humane Society – Contract for 2014-2015
- b. Consideration of Videotaping RSU 22 School Board Meetings & RSU 22 Response
- c. Balance of Sewer Commitment – 10/1/2013-12/31/2013

4. NEW BUSINESS

- a. Zoning Ordinance Map Amendment – Western Avenue – Planning & Development Committee Recommendation to refer to Planning Board
- b. Zoning Ordinance Text Amendment – Business B District – Planning & Development Committee Recommendation to refer to Planning Board
- c. Making All Council/Committee Meetings ADA Compliant – Brian Duprey
- d. Transfer Station Decal Fee Increase from \$5 to \$20 – Infrastructure Committee Recommendation
- e. Proposed Council Rules Change – Adding Agenda Heading for “News, Presentations, & Awards” – Mayor Duprey
- f. Proposed Council Rules Change – Adding Call-in Ability for Questions During Council Meetings – Mayor Duprey
- g. Councilor Authority Outside of Council Meetings – Councilor Brann
- h. Questions regarding NESCOM filming of March 3, 2014 – Councilor Shakespeare
- i. Budget Concerns & School Budget Impact – Councilor Sirois
- j. Possible Violation of Code of Ethics by a Town Councilor (Executive Session pursuant to 1 MRS Sections 405(6)(A); 405(6)(E) and 405(6)(F)

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



STATE OF MAINE
OFFICE OF THE GOVERNOR
1 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0001

A-3-a

Paul R. LePage
GOVERNOR

February 24, 2014

Town of Hampden
106 Western Ave
Hampden, ME 04444-1428

Dear citizens of Hampden:

As a state, we have taken great strides over the course of the past years.

Growing our economy, decreasing our energy costs, and improving our educational system are the priorities of my administration. Maine needs to create a pro-growth environment that encourages our businesses to create jobs. It is critical that we focus on promoting policies which support and attract new investment. To achieve this, we need to keep taxes low on our families and businesses, and find ways to increase efficiency in government while protecting our most vulnerable citizens.

We have made great progress toward these endeavors. We passed **the largest tax cut in Maine's history**. Two-thirds of Maine taxpayers will get income tax relief, and 70,000 low-income Mainers will no longer pay income tax. My goal is to continue to drive down Maine's income tax.

We are striving to also cut the cost of electricity through our spearheading of a regional effort with Massachusetts, Connecticut and Rhode Island to expand the use of hydropower in Maine. Additionally, Maine is currently one of the fastest states in natural gas expansion.

We have passed legislation that will decrease the cost of health insurance for school districts, allowing more money to be spent in the classroom. Putting students first is important to me. Education is what saved my life, and I want every child in Maine to have the same opportunity I had. With the passage of charter school legislation, hundreds of families now have options for their children.

There's still a lot to do. The recent decision by the legislature to take money from our state's rainy day fund in order to pay revenue sharing in 2015 is fiscally irresponsible. We need government decision makers to act responsibly.

Maine has a great tradition of civic involvement and citizen participation in the decision making process. Thank you for taking the time to become informed and for working with your neighbors to hold government accountable.

It is a pleasure serving as your Governor. If ever I can be of assistance to you or you have any questions or suggestions, I encourage you to contact my office by calling 287-3531 or by visiting our website at www.maine.gov/governor.

Sincerely,

Paul R. LePage
Governor

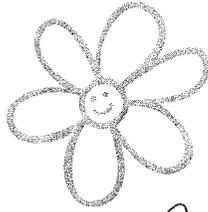


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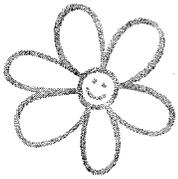
PHONE: (207) 287-3531 (Voice)

FAX: (207) 287-1034



Dear Hampden Police -

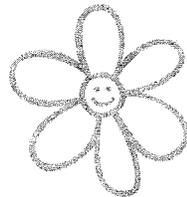
Just so you (all of you) know how much all your efforts are appreciated - THANK YOU!



Friday AM, Feb. 14, Joel Small stopped and helped me shovel that wet cement of a snow at the end of our driveway at 26 Main Rd. saying - "It's too heavy for you." - Thank you for your fellow feeling. It's reassuring to see how well you take care of our town.

Sincerely,
Sally

P.S. May I apologize for looking so pathetic.



FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES

Monday, March 3, 2014

Attending:

Mayor Carol Duprey

Councilor Greg Sirois

Councilor Tom Brann

Councilor Jean Lawlis

Councilor William Shakespeare

Councilor David Ryder

Town Manager Susan Lessard

Residents

The meeting was opened at 6:00 p.m. by Mayor Duprey.

1. Meeting Minutes
 - a. February 18, 2014 – Motion by Councilor Sirois, seconded by Councilor Ryder. Minutes accepted as written.
2. Review & Sign Warrants – Warrants were reviewed and signed by Committee members.
3. Old Business - None
4. New Business
 - a. Diesel Fuel Tank Replacement – Infrastructure Committee Referral – Motion by Councilor Sirois, seconded by Councilor Ryder to recommend to the Council to fund the replacement of the diesel tank at the garage from garage modification reserve in an amount not to exceed \$15,000. Unanimous vote in favor.
 - b. Snowblower Attachment for Sidewalk Trackless – Infrastructure Committee Referral – Motion by Councilor Shakespeare, seconded by Councilor Sirois to recommend to the Council that the snowblower attachment for the Trackless sidewalk plow be replaced as part of the 2014/15 budget. Unanimous vote in favor.
 - c. Home Composters – Infrastructure Committee Referral – Motion by Councilor Lawlis, seconded by Councilor Shakespeare to recommend to the Council that the Town participate in the State Composter program again this year with a 50% subsidy for composter purchase to be funded from the Transfer Station budget for solid waste disposal. Vote 4 – 2 (Brann, Duprey) Motion carried.
5. Public Comment - None
6. Committee Member Comments – Councilor Lawlis stated that Composting is a cost effective thing for the Town to support. Although Mayor Duprey supports composting as an activity, she does not think that the Town should subsidize the cost of them for residents.

Mayor Duprey asked the Committee for input regarding adding an item to the Council Agenda format called “News, Presentations & Awards”. The purpose of the item would be to have a designated space on the agenda for such items – rather than inserting them into new or old business or reorganizing the agenda. There was no negative feedback to this idea and it will be placed

on the next Council Agenda for consideration so that it may be considered for adding to Council Rules at the April 7th Council Meeting.

Motion by Councilor Lawlis, seconded by Councilor Sirois to adjourn at 6:15 p.m.

Respectfully submitted,

Susan Lessard
Town Manager

A-4-b

Edythe Dyer Community Library Board of Trustees' Meeting
January 8, 2014

A. Call to order: The meeting of the Board of Trustees of the Edythe Dyer Community Library, Hampden, Maine was called to order at 7:42 a.m.

Members present: Dave Barrett, Yvonne Lambert, Cheri Condon, John Skehan, Ruth Stearns

Members absent: Mark Russell, Richard Jenkins, Mary Ann Bjorn, Tony Mourkas

B. Approval of minutes: Cheri/Yvonne motion to accept minutes as amended—approved

C. Library reports

Fees and fines
Circulation
Director's

D. New business

1. **Public Value of Libraries Workshop**—Yvonne, Ruth and possibly Cheri will attend with Debbie at Bangor Public Library on Thursday January 16.

E Unfinished business

1. Policy work

Meeting room policy—Dave/Yvonne moved to accept the Meeting Room Policy—unanimously approved.

Internet Acceptable Use, Library Card and Bylaws will be reviewed at the March meeting.

The meeting was adjourned at 8:08 a.m.

The next meeting is scheduled for March 12, 2014

Debbie Lozito

Recording Secretary

Date of approval _____

A-4-C

SERVICES COMMITTEE MEETING
February 10, 2014

Attending:

Councilor Jean Lawlis	Councilor Ivan McPike
Councilor William Shakespeare	Councilor Tom Brann
Councilor David Ryder	Town Manager Susan Lessard
Councilor Greg Sirois	Jeremy Jones, Papermill Park Vol. Coordinator
Mayor Carol Duprey	Residents

The meeting was opened at 6:03 p.m. by Chairman Lawlis.

1. MINUTES 1-13-2014 – The minutes of 1-13-14 were reviewed and no changes or additions were made.
2. OLD BUSINESS
 - A. Papermill Park – vegetation management, including possible removal of nuisance poplar trees – Volunteer Coordinator Jeremy Jones presented an outline for vegetation management at Papermill Park. Committee members expressed appreciation for his efforts, but had concerns related to the limited volume of waste wood available for cutting, the difficulty for a contractor to harvest it, and confusion over actual park borders. It was the consensus of the Committee that a group comprised of interested volunteers, committee representatives, the Town's GIS/IT specialist, and a biologist should do a site visit to mark trees to be removed and after that the Committee would decide how best to have them removed.
 - B. Video Streaming/Taping of all 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.
 - C. Council Chambers Sound System – The Town is anticipating the receipt of funds from Time Warner in the coming year associated with a renewal of the franchise agreement that would provide the ability to improve the speaker and microphone system for the Council Chambers.
3. NEW BUSINESS
 - A. Farmer's Market – Request to use Town Office Parking Lot on Fridays May – October – Representatives of the Farmer's Market that operated in the parking lot of the old Hampden Academy attended to request permission to use the Town Office parking lot on Fridays since the office is currently closed on that

date. Due to discussions held at the Council planning session in February, the Town Office schedule may change in the coming year to be open on Fridays and closed on Mondays. Alternatives suggested were the Kiwanis Hall, the Church of the Open Door, and the Catholic Church. Representatives were asked to look into some of the alternatives suggested and come back to the next meeting to further discuss a location.

- All candidate applications were tabled until the next meeting so that they can be invited to attend and meet Committee members.
 - B. New Appointment – Johnathan Perry – Recreation Committee
 - C. New Appointment – Nancy Fenders – Recreation Committee
 - D. New Appointment – Nancy Foster – Recreation Committee
 - E. New Appointment – Jessica O’Neill – Recreation Committee
 - F. New Appointment – Jason Sharpe – Recreation Committee
 - G. New Appointment – Matt Collier – Recreation Committee
- 4. PUBLIC COMMENTS – Lisa Carter, Western Avenue stated that if anyone wanted to video record committee meetings they could do so.
- 5. COMMITTEE MEMBER COMMENTS – None.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Susan Lessard
Town Manager

A-4-d

Bangor Humane Society
 693 Mt. Hope Avenue
 Bangor ME 04401

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

Stray Animal Statistics, February 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	1	0	0	0	0	1
Puppy	0	0	0	0	0	0	0
Cat	0	0	3	2	0	0	1
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

February 2014

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

A-4-e

TO: Hampden Town Council
FROM: Sue Lessard, Town Manager
DATE: March 12, 2014
RE: Department Reports – February 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
Economic Development Director
Public Works
Public Safety
Edythe Dyer Library
Recreation Department

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

ADMINISTRATION MONTHLY REPORT – February 2014

VEHICLES REGISTERED	467
BOATS REGISTERED	0
ATV'S REGISTERED	03
SNOWMOBILES REGISTERED	49
DOGS LICENSED	49
TRANSFER STATION DECALS SOLD	580
VITAL RECORDS ISSUED	
BIRTH	10
MARRIAGE	7
DEATH	21
BURIAL PERMITS	2
MARRIAGE LICENSES ISSUED	1
HUNT/FISH LICENSES SOLD	34
GENERAL ASSISTANCE APPOINTMENTS	2
GENERAL ASSISTANCE GRANTED	\$269.00

Town Manager February 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
- Personnel management
- Submit paperwork for unclaimed property – Library and Police Department
- Assist residents with completion of Property Tax Fairness Credit applications (ME State Tax Form)
- Work with Economic Development Director on Business Park proposal
- Met with residents with questions surrounding transfer station use, property tax questions, road maintenance, and building permits.
- Work on upcoming 2014-2015 budget
- Sewer Billing – 4th quarter 2013
- Work with Councilors

Code Enforcement Office

Monthly Report for February 2014

During the month of February the Code Enforcement Office processed a total of 6 permit applications. Four plumbing permit applications (including both internal and subsurface) were submitted during the same time period.

A total of \$316.00 in fees were collected in the month of February. This compares to \$1,137.00 the previous year.

The Code Enforcement Officer performed a total of 9 inspections in the month of February.

The Code Enforcement Officer had at least 14 meetings with individuals at the office where guidance on both Town and State regulations was provided.

The Code Enforcement Officer began work on compiling a list of septic systems in the Sucker Brook watershed. This work is being done in order to comply with the Town's Stormwater Management Plan which is part of our MS4 permit through Maine DEP. Ultimately, we will have to inspect yearly all systems which are 20+ years old in this watershed. This is a new requirement of our MS4 permit beginning in 2013.

Respectfully Submitted,

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

Ben Johnson
Code Enforcement Officer
Local Plumbing Inspector

**ASSESSING REPORT
FEBRUARY 2014**

During the month of February the abatement request deadline passed. That date was the 20th. I have one abatement request from a residential owner. I have requested a home visit to remeasure and inspect the property, and to date the owner has not allowed me entrance. They have approximately 40 more days before their request will be denied.

When the taxes were committed the "overlay", which is a result of rounding and selection of the mil rate, was \$98,728.20. Typically this "overlay" is used for abatements and corrections in the commitment. Below is a listing of abatements and supplementals that have been issued to date.

Abatement Number	Reason	Dollar Amount
14-01	Buildout of Commercial Space not added	\$46,005.62 **
14-02	Veteran Exemption not processed	\$ 99.90
14-03	Veteran Exemption not processed	\$ 99.90
14-04	Veteran Exemption not processed	\$ 99.90
14-05	Veteran Exemption not processed	\$ 99.90
14-06	Veteran Exemption not processed	\$ 99.90
14-07	Homestead Exemption not processed	\$ 166.50
14-08	Homestead Exemption not processed	\$ 166.50
14-09	Homestead Exemption not processed	\$ 166.50
14-10	Homestead Exemption not processed	\$ 166.50
14-11	Homestead Exemption not processed	\$ 166.50
14-12	Mobile Home did not depreciate	\$ 218.11
14-13	Mobile Home Moved without notice	\$ 56.61
14-14	Furnace removed from home prior to 4/1	\$ 39.96
14-15	Tower Site Removed No Demo Permit	\$ 869.13
14-16	House measurement error corrected	\$ 487.85
14-17	Apartments original listing error corrected	\$ 825.84
14-18	Non conforming lot billed as conforming	\$ 441.23

Supplemental Number	Reason	Dollar Amount
14-01	Correction to abatement 14-01	\$51,948.00
14-02	Unreported Personal Property 12/13	\$ 806.13
14-03	Unreported Personal Property 11/12	\$ 806.13
14-04	Farmland Withdrawal Penalty	\$ 1,595.64
14-05	Failure to update Tree Growth Plan	\$ 500.00

Total Abatements	\$50,276.35
Less Supplementals	\$55,655.90
Net Addition to Overlay	\$ 5,379.55

I submitted additional requests for reimbursement on both the Veteran Exemptions and the Homestead Exemptions. Our personal property valuation qualified the town for an increased amount under the BETE program of \$3,408.51, which was also added to the "overlay", making the amended amount \$102,136.71 plus the above addition of \$5,379.55 making the **Final Total \$107,516.26..**

I do not anticipate any other abatements, provided the owner mentioned above continues to deny me access. There may be other supplementals.

I conducted a number of field inspections and my "rough" valuation added total to date for this year is at \$4,166,900.00. I have not completed the field work, nor have the personal property accounts been updated. The average net increase over the last four years is \$14,689,025. I do anticipate a substantial decrease in personal property as Bangor Publishing has moved to Lewiston, but I have not received their personal property report yet.

I printed 420 pages of personal property reports and we mailed approximately 250 personal property requests this month. As a courtesy we include a listing of what is currently being assessed.

The Penobscot County Tax Survey was filed, I have received the updated Tree Growth Rates, and set up the 2014/2015 Commitment Book. The other normal office duties were also done (deeds, mortgages, phones, bill coding, etc.).

Respectfully Submitted,



Kelly 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. New phones and network equipment are now installed at Public Works, Rec Center, Pool, and Library. I replaced a computer at the Library, and worked on a variety of other computer issues and updates across departments. I came in on Friday the 7th, Monday 17th (a holiday for us), and Friday the 28th to work with my IT contractor on setting up the new town office server and migrating files to it. A slow process, but it has been going smoothly so far and should be wrapping up by early March. One of those Fridays I also installed a piece of new network equipment for Public Safety.

GIS update: I continued work on updates to the parcel layer and worked with the Water District to finish up their GIS data and get it submitted to the PUC (we had a long-standing – and overdue – agreement between the District and the Town where I was to help them with their GIS data in exchange for whatever was or will be negotiated by the Town Manager). I helped Denise finalize the redistricting map. I also worked on our stormwater infrastructure data layers and pulled data for the DIMS study (mentioned in previous reports).

Stormwater update: Just a heads up that the BASWG will be at the Bangor Garden Show in early April, as a required part of our stormwater permit to participate in public education and outreach about stormwater pollution. Also, the annual stream cleanup will be happening in early May, so keep an eye out for more info on that. I also had my first meeting this month with MDEP to go over the \$41,600 grant award I won, and to start the work plan for the grant. The grant is to develop a watershed based management plan for Sucker Brook, which is our priority impaired watershed under our stormwater permit. In addition to pulling GIS data calculations for the DIMS study as mentioned above, I also pulled together a lot of info on what we have been spending annually on stormwater-related issues in town – culvert replacements, staff time, implementing permit requirements, etc – and of what I could pinpoint, we are spending nearly \$100,000 each year on stormwater-related issues. It will be interesting to see the results of the DIMS study, as part of that study is analyzing deferred maintenance and associated costs.

Other: Kelly and I conducted interviews for a temporary part-time person to finish up this budget year and use the little money we have remaining, to continue to scan in Code Enforcement files into our online archive system.

Respectfully Submitted,



Gretchen Heldmann, GISP
GIS/IT Specialist

Department of Community and Economic Development
Activity Report: February 2014

Former Hampden Academy:

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

Hampden Business Park:

- Direct negotiations with Herb Sargent or Sargent Corporation to address outstanding issues.

Ammo Park/Coldbrook Road:

- Facilitating discussions with Peter Thornton on mutually beneficial initiatives.
 1. Plotting Plan for Ammo Park acknowledged by Planning Board.
 2. Researching status of Town and access from Route 202 with MDOT.
 2. Collaborating on Access Point from Route 202, resulting in a public parking Lot for L.L. Bean property Access.
- Continued to pursue long-term vision for development of the triangle connecting Ammo Park, Hampden Business Park and Coldbrook Road.

Marina Project:

- Full reimbursement of accounts held by Preti-Flairety must be achieved by August 28, 2014. Resources dedicated to parking lot construction must be spent by August 28th as well.
- All Federal, State and local permits have been obtained. The RFP is being drafted and awaiting Council action.

Natural Gas:

- Continue collaboration with Bangor Natural Gas on evaluation process to determine viability and location(s) within Hampden for potential natural gas installation.
- Natural gas connection through Ammo Park into Business Park being explored.

Business Advocacy:

- Proactively identifying zoning impediments to business expansion and retention.

- Assisting small businesses with location and re-location within Hampden.
- Discussion with businesses interested in locating in Hampden.

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.
- Preparing draft TIF documentation for required public hearing and submission to State of Maine for Bangor Hydro TIF approval.

Hampden Promotion:

- Promoting Hampden within State of Maine most recently in Discover Maine Magazine.
- Attendance at MEREDA and BRDA events representing Hampden.

Workforce Development

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

MONTHLY REPORT PUBLIC WORKS FEBRUARY 2014

Worked on plow trucks

Salted and sanded roads 12 days in February

Over time cost for January were \$19732.65

Used 173 Tons of Road Salt & 363 Cy of Salt Sand

Worked on water problems

Pushed snow back with Grader & Loader

Hauled snow

Changed cutting edges on 2 trucks

Responded to 2 sewer calls

Loaded transfer station 2 times after demo weekends

Loaded 37 TV's and 4 printers out of Transfer Station

Checked all buildings and removed trash



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 February
DATE: March 5, 2014

During the month of February, the Hampden Police Department responded to 304 calls for service, had 18 arrests/court violations; and issued 20 traffic citations and 127 written traffic warnings. The Fire Department responded to 19 calls for service and the ambulance responded to 40 calls.

On February 18th, Eastern Maine Medical Center gave a presentation to the fire department members. Some firefighters from area agencies also attended the presentation, which was held here. They conducted a case review, and went over changes that are taking place during the hospital expansion; as well as new equipment that will be put in place. Fire department members also did a review on out-of-hospital traumatic cardiac arrest protocol.

Sgt. Stewart conducted Active Shooter training for the Penobscot County Regional Communications Center dispatchers. He explained to them what their role would be and what officers would expect of them should such a situation occur.

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

Circulation: 3056 adult items; 2477 children's materials; 159 items were downloaded; 50 people used our public access computers (this does not include people who brought their own wireless devices).

The library was closed two days because of snow and ice. The weather kept some people away, even so, 1896 people used the library during February. EDL staff answered 243 reference questions for people in the library and 274 over the telephone (these include 60 that were people who thought they were calling the town office)

EDL loaned 614 items to other libraries and borrowed 757 through the statewide delivery service.

Children's programs: Play & Learn Programs: 9 children / 12 adults
 Preschool Storytimes: 28 children / 17 adults
 Toddler Storytimes: 57 toddlers / 46 adults
 Read 'em and eat book discussion: 9
 After school Lego Play: 12 children / 8 adults
 Game day: 30 children / 18 adults
 Hope Lewis storyteller: 22 children / 17 adults
 Stuffie sleepover: 4 children / 2 adults
 Happy pig day: 25 children / 18 adults
 Origami Yoda: 15 children / 9 adults

Adult programs: two book discussions: 19
 Three Creative Writing Workshops: 22

Trainings/professional development:
Debbie attended a Maine Library Association meeting

Hampden Recreation Department

Skehan Recreation Center

February Update 2014

Currently we are open 7 days per week. Current day time programming consists of walking, senior fitness, line dancing, men's noon-time basketball, yoga, home school open gym and pickleball. The Winter II evening programs include indoor soccer programs for age 3 through grade 6, after school field hockey and art, open gym, and rental times by Bangor Roller Derby. Weekend programs include line dance, indoor soccer, baseball clinics, special needs open gym, and adult pick up volleyball and basketball. Bangor Roller Derby continues to rent for a three hour block on Sundays.

We have completed the winter season basketball rental space with John Bapst, with the elimination of teams from playoffs in mid-February. The rental worked well time wise and financially for the recreation center. Feedback from John Bapst was favorable and they would like to be back again next winter. We are also looking at scheduling some indoor rental time in late March/early April for baseball and softball tryouts and practices, if the weather does not allowing outdoor field use.

The Skehan Center will be hosting three larger events in March. A dance/fun night for grades 3-5 to benefit the Hampden Children's Day 2014, the Maine State Powerlifting Championships (a program of the Maine Games), and the first of four scheduled bouts for the Bangor Roller Derby. Requests for rentals for birthday parties has also increased over the past couple of weeks. We expect to be able to accommodate more of these requests with basketball season ending, and working them around larger scheduled rentals and events.

Through the use of the department Facebook page and Constant Contact email blasts, we have successfully recruited several applicants for the Recreation Committee. We are excited to have the new members come onboard. When applicants have been appointed to their positions, we plan to host an orientation meeting at the Skehan Center, so the new members can see the facility, meet some staff, and hear about the programs we offer. Plans also include a question and answer time, and some information about the budget process. We welcome Town Councilors to join us for this special orientation being planned.

Hampden Recreation Department

Skehan Recreation Center

Acting Director Report

February 2014

- Completed monthly fire extinguisher inspections.
- Completed AED Monthly Test.
- Put together a supply pack for AED Users with the help of Hampden Public Safety (scissors, CPR mask, towels, razor).
- Managed concession stand purchases and sales. Completed concession sales at Saturday Recreation Basketball.
- Completed monthly billing for Bangor Roller Derby and received January payment.
- Completed monthly billing for Bronco Travel Basketball and received January payment.
- Received monthly billing for John Bapst Basketball for January.
- Completed rental use with John Bapst Basketball for the season and billed accordingly.
- Completed a proposal for combined Soccer Camp with Bronco Travel Soccer.
- Researched equipment/supply costs for Soccer Camp.
- Met Bronco Travel Soccer to finalize details of new camp program jointly being offered in June 2014.
- Created Program Registration Flyer and Form for Bronco Soccer Camp.
- Attended the Hampden Children's Day Committee meeting for the 2014 event.
- Finalized Hampden Children's Day Theme contest flyer, printed, and distributed to Hampden and Winterport schools.
- Made contact with various vendors for Hampden Children's Day as directed by the committee.
- Coordinated registrations for Winter II programs.
- Readied program materials for Winter II programs beginning.
- Offered two programs with RSU 22 Adult Education in the Skehan Center for adults.
- Provided assistance with Jill McLaughlin to Bronco Travel Basketball tournaments held at the Skehan Center February 15/16 and February 22/23.
- Assisted building staff with supervision coverage for February vacation programs offered.
- Established a yearly online training schedule for staff, and worked with part time staff to begin training.
- Designed and administered an online survey tool for Junior Hoops program feedback.
- 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

A-4-f

Edythe L. Dyer Community Library
Director's report for the months of January and February, 2014
Presented Meeting of the Trustees
March 12, 2014
At 7:30 am at the Library

The bitter cold has not stopped people from coming to the library, January is traditionally a slow time of year, but people have been using the Library for more than just checking out materials. They come to visit with friends, read the newspaper and use our public access computers.

I submitted the annual report that goes to the federal government, this is a statistical report of last year's library activities. I have also completed the Rudman Grant application; this year I requested funding for an adult creative writing workshop. We ran one this fall and it was well received, so I hope to continue it through the year. On January 6 I completed and mailed this year's E-Rate packet.

AARP tax preparers are here on Fridays and one Saturday per month helping folks with their taxes. They have been very busy.

I emailed two letters of intent to The Next Generation Foundation of Maine for grants. This year the Foundation is giving only large grants--\$100,000 and \$3,000,000 projects. Both proposals are for capital improvements, one was the expansion WBRC planned for us back in 2007, and the other is a smaller interior project that would increase visibility and improve lighting on the first floor and make a private staff space. We will be notified by May 1 if we are invited to make full grant proposals.

Last year the Maine Public Library Fund check off generated enough funds to be included again this year. I hope you will get the word out about this simple way to support Maine's Public Libraries and consider donating through the check-off when you do your taxes.

Respectfully submitted,


Debbie Lozito

The Town of Hampden hereby ordains that the following amendments to the Town Charter be enacted:

Deletions ~~stricken~~
Additions underlined

C-1-a

Sec. 807 DISTRICT BOUNDARIES

District boundaries are as follows:

~~*DISTRICT I:* Beginning on the shore of the Penobscot River at the Hampden/Bangor line; thence southwesterly by and along the shore of the Penobscot River to the Edythe Dyer Library; thence northwesterly by and along the centerline of the Library access road to the centerline of Route 1-A; thence northeasterly to the centerline of Daisy Lane; thence northwesterly by and along the centerline of Daisy Lane and a continuation thereof to Route 202; thence across Route 202 to a point on the northerly boundary thereof located 1200 feet northeasterly of the centerline of Coldbrook Road; thence northwesterly 1200 feet northeasterly of and parallel to the centerline of Coldbrook Road to the Hampden/Hermon town line; thence northeasterly and southeasterly by and along the Hampden town line to the point of beginning.~~

DISTRICT I: Beginning on the shore of the Penobscot River at the Hampden/Bangor town line; thence southwesterly by and along the shore of the Penobscot River to the centerline of the extension of Carver Road; thence northwesterly by and along the centerline of Carver Road to the centerline of Route 1A; thence southwesterly by and along the centerline of Route 1A to the centerline of Coldbrook Road; thence northwesterly by and along the centerline of Coldbrook Road to the centerline of Route 202; thence northeasterly by and along the centerline of Route 202 to the Hampden/Bangor town line; thence northeasterly and southeasterly by and along the Hampden town line to the point of beginning.

~~*DISTRICT II:* Beginning at the shore of the Penobscot River at Edythe Dyer Library; thence southwesterly by and along the shore of the Penobscot River to the Souadabseook Stream; thence northwesterly by and along the centerline of the Souadabseook Stream to the centerline of Route 1-A; thence southerly by and along the centerline of Route 1-A to the centerline of Reed's Brook; thence westerly by and along the centerline of Reed's Brook to the centerline of the railroad tracks; thence northerly by and along the centerline of the railroad tracks to the Hampden/Hermon town line; thence northeasterly by and along the town line to a point marking the northwesterly corner of District I; thence southeasterly by and along the westerly boundary of District I to the point of beginning.~~

DISTRICT II: Beginning at the shore of the Penobscot River at the extension of the centerline of Carver Road; thence southwesterly by and along the shore of the Penobscot River to the centerline of Reed's Brook; thence westerly by and along the centerline of Reed's Brook to the centerline of Route 1A; thence southerly by and along the centerline of Route 1A to the centerline of Kennebec Road; thence westerly by and along the centerline of Kennebec Road to the centerline of Mayo Road; thence northwesterly by and along the centerline of Mayo Road to the centerline of Route 9; thence westerly by and along the centerline of Route 9 to the railroad tracks; thence northerly by and along the centerline of the railroad tracks to the Hampden/Hermon town line; thence easterly by and along the Hampden/Hermon and Hampden/Bangor town line to the centerline of Route 202; thence southwesterly by and along the centerline of Route 202 to the centerline of Coldbrook Road; thence southeasterly by and along the centerline of Coldbrook Road to the centerline of Route 1A; thence northeasterly by and along the centerline of Route 1A to the centerline of Carver Road; thence southeasterly by and along the center line of Carver road to the point of beginning.

~~DISTRICT III: Beginning at the centerline of the Souadabseook Stream at the Penobscot River; thence northwesterly along the centerline of the Souadabseook Stream to the centerline of Route 1-A; thence southerly by and along the centerline of Route 1-A to the centerline of Reed's Brook; thence westerly by and along the centerline of Reed's Brook to the centerline of the railroad tracks; thence southerly by and along the centerline of the railroad tracks to the centerline of Kennebec Road; thence westerly by and along the centerline of Kennebec Road to the Hampden/Newburgh town line; thence southerly by and along the Hampden/Newburgh town line to the Hampden/Winterport town line; thence easterly by and along the Hampden/Winterport town line to the shore of the Penobscot River; thence northerly by and along the shore of the Penobscot River to the point of beginning.~~

DISTRICT III: Beginning on the shore of the Penobscot River at the centerline of Reed's Brook; thence southerly by and along the shore of the Penobscot River to the Hampden/Winterport town line; thence southwesterly by and along the Hampden/Winterport town line to the centerline of Route 69; thence northwesterly by and along the centerline of Route 69 to the centerline of Kennebec Road; thence easterly by and along the centerline of Kennebec Road to the centerline of Meadow Road; thence northwesterly by and along the centerline of Meadow Road to the centerline of Patterson Road; thence northeasterly by and along the centerline of Patterson Road to the centerline of Route 9; thence easterly by and along the centerline of Route 9 to the centerline of Mayo Road; thence southeasterly by and along the centerline of Mayo Road to the centerline of Kennebec Road; thence easterly by and along the centerline of Kennebec Road to the centerline of Route 1A; thence northerly by and along the centerline of Route

1A to the centerline of Reed's Brook; thence easterly by and along the centerline of Reed's Brook to the point of beginning.

~~DISTRICT IV: Beginning at the intersection of the centerline of the railroad tracks and the centerline of the Kennebec Road; thence westerly by and along the centerline of the Kennebec Road to the Hampden/Newburgh town line; thence northerly by and along the Hampden/Newburgh town line to the intersection of the Hampden/Newburgh/Carmel/Hermon town lines; thence northeasterly, northerly, southeasterly, and northeasterly by and along the Hampden/Hermon town line to the centerline of the railroad tracks; thence southerly by and along the centerline of the railroad tracks to the point of beginning.~~

DISTRICT IV: Beginning at the intersection of the centerline of the railroad tracks and the centerline of Route 9; thence westerly by and along the centerline of Western Avenue to the centerline of Patterson Road; thence southwesterly by and along the centerline of Patterson Road to the centerline of Meadow Road; thence southeasterly by and along the centerline of Meadow Road to the centerline of Kennebec Road; thence westerly by and along the centerline of Kennebec Road to the centerline of Route 69; thence southeasterly by and along the centerline of Route 69 to the Hampden/Winterport town line; thence southwesterly by and along the Hampden/Winterport town line to the Hampden/Newburgh town line; thence northerly by and along the Hampden/Newburgh town line to the intersection of the Hampden/Newburgh/Carmel/Hermon town lines; thence northeasterly, northerly, southeasterly, and northeasterly by and along the Hampden/Hermon town line to the centerline of the railroad tracks; thence southerly by and along the centerline of the railroad tracks to the point of beginning.

Effective Date: These Charter Amendments shall take effect upon adoption by the voters, and shall apply to the District elections commencing on November 4, 2014.

Summary: Title 30-A M.R.S. § 2503 requires that each district for the election of municipal officers must contain as nearly as possible the same number of inhabitants according to the latest Federal Decennial Census. The 2010 Census revealed that the number of inhabitants in the Districts varied significantly, and that the Districts as established in 2001 do not comply with the requirements of § 2503. The proposed re-districting will bring Hampden's Districts into compliance with § 2503. If these Charter Amendments are not enacted, § 2503(2) provides that the four District councilor seats slated for election on November 4, 2014 must be elected at large and the councilors so elected shall serve until their terms expire.

TOWN OF HAMPDEN
PUBLIC NOTICE
PROPOSED AMENDMENT TO TOWN CHARTER

Please be advised that the Town Council of the Town of Hampden, Maine will hold a public hearing on March 17, 2014 at 7:00 P.M. at the Municipal Office Building located at 106 Western Avenue, Hampden, Maine on a proposed Ordinance to amend Section 807 of the Town Charter. The proposed amendment would amend the boundaries of the four Town Council Districts to equalize the number of inhabitants in each District as nearly as possible according to the 2010 Census, as required by Title 30-A M.R.S. §2503.

If these Charter Amendments are not enacted, § 2503(2) provides that the four District councilor seats slated for election on November 4, 2014 must be elected at large and the councilors so elected shall serve until their terms expire.

This Notice and the public hearing will also constitute the notice and hearing required for charter amendments by Title 30-A M.R.S. § 2104.

If, after the public hearing, the Town Council votes to adopt the proposed amendment, the proposed amendment will be placed on the ballot for a special election to be held on June 10, 2014.

Denise Hodsdon
Town Clerk



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: Fenders LAST Nancy FIRST A MI

ADDRESS: 407 Old County Rd, Hampden STREET TOWN 04444 ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: 944-2806 HOME 941-7153 WORK

EMAIL: NFenders@gmail.com

OCCUPATION: University Registrar (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? Educational planning, space allocation, course registrations and record keeping are some of my professional skills, children have been using Rec services for 5 years and I have volunteered as a coach
Are there any issues you feel this board or committee should address, or should continue to address? _____

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

FOR TOWN USE ONLY		Date Application Received: <u>JAN 27 2014</u>
COUNCIL COMMITTEE ACTION: _____	DATE: _____	
COUNCIL ACTION: _____	DATE: _____	
<input type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: O'Neill Jessica L
LAST FIRST MI
ADDRESS: 2629 Western Ave. Newburgh 04444
STREET TOWN ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: 207-234-7374 207-989-8354
HOME WORK

EMAIL: joneill@machiasavings.com

OCCUPATION: Cash Management Solutions Advisor

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 believe I will bring an energetic approach with new ideas to the Committee. I have been with

the bank for five years in a sales role currently. I like building relationships and have great customer service!

Are there any issues you feel this board or committee should address, or should continue to address? I would like to see more programs offered or extended.

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

FOR TOWN USE ONLY		Date Application Received: <u>JAN 27 2014</u>
COUNCIL COMMITTEE ACTION: _____	DATE: _____	
COUNCIL ACTION: _____	DATE: _____	
<input type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____

Consent Agenda 2/3/14

G-2-d



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: Sharpe Jason F
LAST FIRST MI

ADDRESS: 29 Deer Hill Lane Hampden 04444
STREET TOWN ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: 207 862 6189 207 323 2704 (work cell)
HOME WORK

EMAIL: jasonfsharpe@aol.com

OCCUPATION: Senior Operations Project Manager; Bank of America

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 think the combination of my years of experience

as a Youth Coach and my experience as a leader/manager,

over the last ten years at Bank of America, would make me a valuable member of the Board. I am also a life long resident of Hampden and have extensive

Are there any issues you feel this board or committee should address, or should continue to address? I think the main focus should be on continuing to at the Rec + Town

build up our current Rec offerings and maximizing the Council.

Resources we have available a 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

FOR TOWN USE ONLY		Date Application Received: <u>JAN 28 2014</u>
COUNCIL COMMITTEE ACTION: _____	DATE: _____	
COUNCIL ACTION: _____	DATE: _____	
<input type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____



The animal place

C-3-a

March 1, 2014

Susan Lessard
Town of Hampden
106 Western Ave.
Hampden, ME 04444

Dear Ms. Lessard:

The time has come again to renew agreements and update our contact information for your municipality. The contract rate per capita is being raised 1% for 2014/2015. We used the Maine Municipal Association's latest population figures to determine your annual contract amount. We are enclosing for your convenience the following information:

1. **2014/2015 Contract Renewal Addendum** – *Please sign and return to the Bangor Humane Society by April 1st, 2014.*
2. **Municipal Stray Contract information Sheet** - Your municipality is responsible for setting the impound fee structure. This fee will be charged to the owner when reclaiming their stray pet. The charges for impound fees that you select will be returned to you each month along with a report detailing the strays received and returned from your municipality. *Please complete and return along with the renewal addendum.*

We would like to remind you that the current stray contract does not include:

- **Owner Surrenders:** We may accommodate owner-surrenders by prior arrangement if we have space. The ACO must have proper paperwork signed by the owner legally releasing the pet to the ACO.
- **Seized Animals:** Prior arrangements must be made to bring in seized pets.
- **Quarantined Pets:** BHS is licensed to quarantine a maximum of 2 dogs and two cats at a time. Prior arrangements must be made to bring in a quarantined pet. Additional fees will be charged the municipality.

We encourage you or your ACO to call us if you have any questions or need assistance with sheltering pets who are owner released, seized or in need of quarantine. Depending upon kennel availability, BHS will make every effort to assist you.

Thank you for choosing to contract with the Bangor Humane Society. We look forward to providing this important service for your town residents for many years to come. You are most welcome to stop by and tour our facility. And of course please do not hesitate to contact us if you have any questions.

Best Wishes,

Suzan L. Bell
Executive Director
942-8902 ext. 105
sbell@bangorhuman.org



RENEWAL ADDENDUM

THIS RENEWAL ADDENDUM is made and executed in duplicate as of this 1st day of March, 2014 by and between the Town of Hampden and Bangor Humane Society ("BHS").

RECITALS:

A. The parties entered into an Agreement on 6/15/2011 concerning the provision of shelter and care of strayed and lost dogs, cats, and rabbits.

B. The term (or renewal term, as the case may be) of said Agreement expires on **June 30, 2014**, and the parties are desirous of renewing said Agreement for an additional one year period.

NOW, THEREFORE, in consideration of the foregoing recitals and the benefits and obligations in the original Agreement, the parties hereby agree as follows:

1. The term of the Agreement (or the most recent renewal term thereof, as the case may be) shall be extended for an additional one year period, commencing on **July 1, 2014**, and expiring on **June 30, 2015**.

2. For the services to be provided by BHS during the renewal term, the Town of Hampden agrees to pay BHS the total annual sum of 8656.20, which is based on 1.35 per capita of the Town of Hampden's population as of the most recent Maine Municipal Association census, payable in advance in 11 equal monthly installments of 723.85 and a final installment of \$723.85, the first installment being due and payable on the date of commencement of this renewal term set forth in Paragraph 1.

3. Other terms:

4. Except as expressly modified hereby, the parties agree that the terms and conditions of the original Agreement shall be applicable to and binding on the parties for the one year renewal term set forth in Paragraph 1.

IN WITNESS WHEREOF, the parties have caused this Renewal Addendum to be duly executed and sealed on their behalf, in duplicate counterparts, as of the date first above written.

BANGOR HUMANE SOCIETY

Witness

By: _____

Printed Name: Suzan Bell

Its: Executive Director

Witness

MUNICIPALITY OF _____

By: _____

Printed Name: _____

Its: _____



Stray Municipal Contract Information 2014—2015

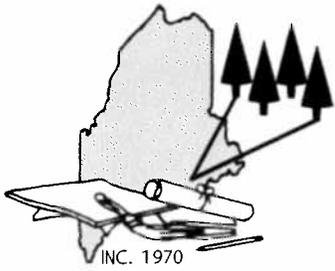
Municipality	_____
Address for billing/reporting	_____

Telephone:	_____
Hours:	_____
Contact Person:	_____

Animal Control Officer (s):	Telephone / Pager #:	
1) _____	1) _____	
2) _____	2) _____	
Impound Fees:		
1st Offense	2nd Offense	3rd Offense
Cat: _____	_____	_____
Dog: _____	_____	_____

Emergency Veterinary Care:
Contact Person or Veterinary Clinic: _____
Phone Number: _____

Billing Preference for contract:	
Monthly _____	Semi-Annual _____
Quarterly _____	Annual _____



Maine Regional School Unit #22

Hampden, Newburgh, Winterport, Frankfort

24 Main Road North • Hampden, ME 04444 • Phone (207) 862-3255 • Fax (207) 862-2789

RICHARD A. LYONS
Superintendent of Schools
rlyons@rsu22.us

EMIL P. GENEST
Assistant Superintendent for Business
egenest@rsu22.us

March 7, 2014

C-3-b

Sue Lessard, Manager
Town of Hampden
106 Western Avenue
Hampden, ME 04444

Dear Sue,

I am writing in response to your email of February 10, 2014.

The Board of Directors discussed the invitation of the council to broadcast our school board meetings. While there is great appreciation for this offer, after careful and thoughtful dialogue the decision was made to stay with current practice.

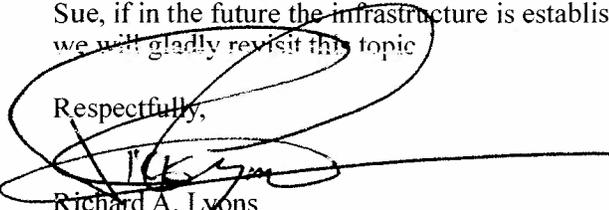
The primary reasons for the decision were:

- Our Regional School Unit serves four communities and there is not consistent infrastructure within each community to ensure access for all citizens.
- Our meetings are held in different communities and the various host schools would not have equal access to cable television to broadcast the meetings.
- Our school board and subcommittee meetings are open to the public. Agendas and complete minutes are posted in a timely fashion on the school district web site.

The Board of Directors within their strategic plan sets forth a goal to communicate with residents. We have numerous measures in place to successfully attain this goal.

Sue, if in the future the infrastructure is established that gives equal community access in all four towns, we will gladly revisit this topic

Respectfully,



Richard A. Lyons
Superintendent of Schools

RAL/ga



Susan Lessard <manager@hampdenmaine.gov>

School Board Meetings

2 messages

Susan Lessard <manager@hampdenmaine.gov>

Mon, Feb 10, 2014 at 3:52 PM

To: Lyons Richard <rlyons@rsu22.us>

Good afternoon,

At their goals/objectives meeting on Saturday the Council discussed ways to make local government/school stuff more transparent for the general public. In addition to the consideration of adding all our Town Committee meetings to what is aired, it was suggested that we should show School Board Meetings on Cable Channel 7 the same way that we show Planning Board and Town Council meetings. I know that you do not have video capability anywhere other than possibly the new high school, however, the Town has a video camera and could tape your meetings and air them on Cable Channel 7 the week after the meetings in the same way we do our own. The cost of this would be absorbed by the Town's Communications Budget which is funded with franchise fees paid by Time Warner customers.

Since your meetings are open to the public anyway, I am assuming that there would be no issue with the idea. However, I am happy to come to a School Board meeting and discuss the idea with the Board in advance if you think that is the best way to move forward.

Please let me know what might work best.

Thank you -

Susan

Lyons Richard <rlyons@rsu22.us>

Mon, Feb 10, 2014 at 5:03 PM

To: Susan Lessard <manager@hampdenmaine.gov>

I will get to our chair and vice-chair and get back to you.

[Quoted text hidden]

--

Richard A. Lyons
Superintendent of Schools
Maine Regional School Unit #22
Hampden, Maine 04444
207-862-3255

*Please note that as of July 2013 the email address for this sender has changed from sad22.us to rsu22.us
Please ensure to use the rsu22.us address.*

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-
Fax: (207) 862-50
email: hampden@

C-3-c

CERTIFICATE OF COMMITMENT OF SEWER USER RATES

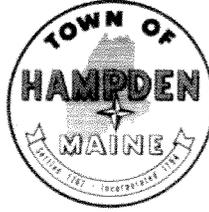
To: Susan M. Lessard, the treasurer of the municipality of Hampden, Maine.

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 10/1/2013 and ending 12/31/2013. This list is comprised of the pages numbered 1 to 4 inclusive which are attached to this certificate. The date(s) on which the rates included in this list are due and payable is (are) 4-14-2014. 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 \$ 6,222.69. You are hereby required to charge interest at a rate of 7% per annum on any unpaid account balance beginning 4-15-2014. 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 6/30/2014 you shall complete and make an account of your collections of the whole sum herein committed to you.

Given under our hands this 17th day of March, 2014.

Municipal Officers of the Town of Hampden, Maine

C-4-a



TO: Hampden Town Council
FROM: Robert Osborne, Town Planner
SUBJECT: Draft Zoning Ordinance Map Amendment, Western Avenue
DATE: March 10, 2014

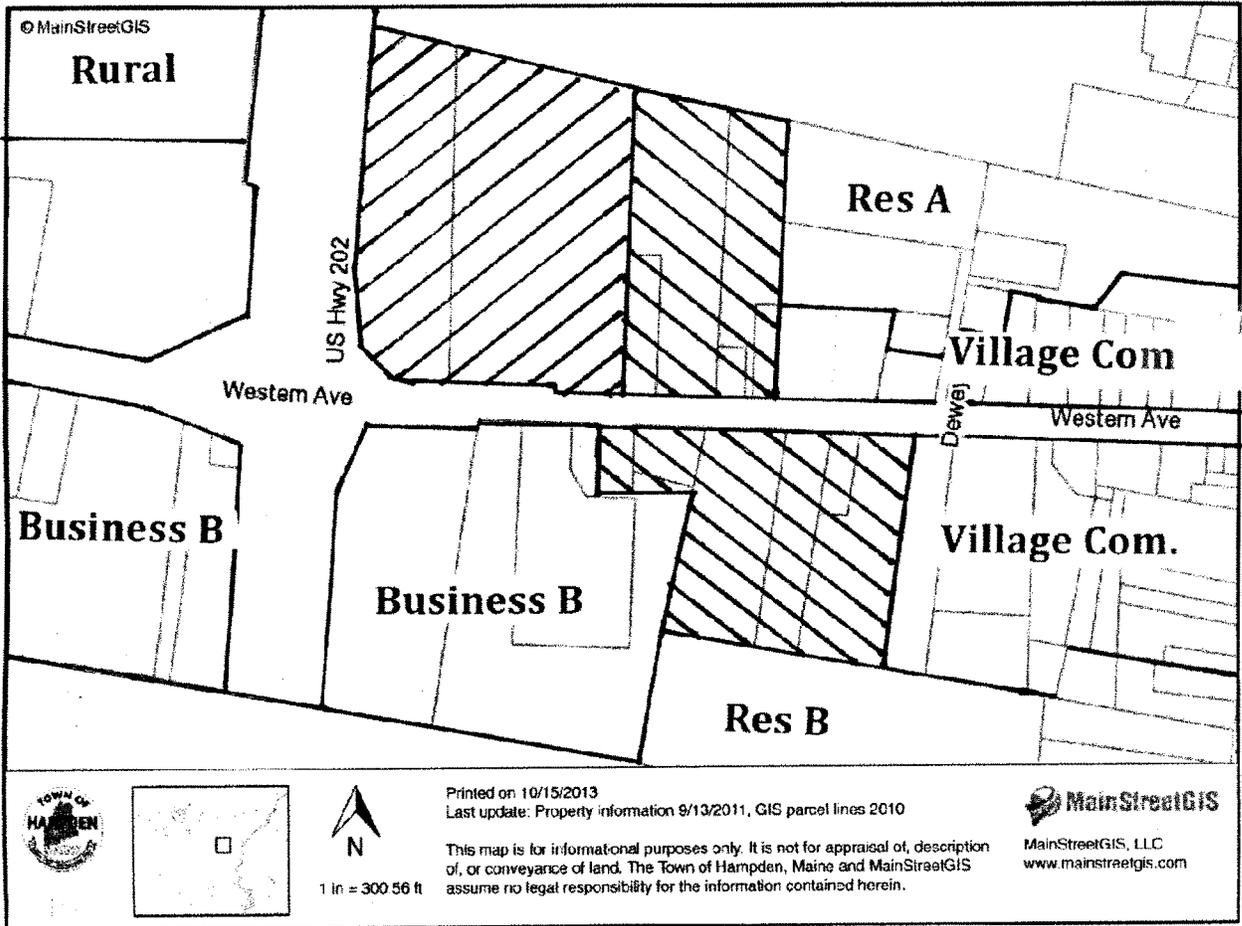
The Planning and Development Committee has recommended that this Zoning Ordinance Map Amendment be referred to the Planning Board for public hearing and recommendation.

The land parcels involved include the following: Starting on the north side of Western Avenue, east of Route 202 are Map 31, Lots 14 and 15 (Catholic Church and parsonage), Map 32, Lots 1 (Pellerin), Map 32, Lots 2, 3 and 3A (all owned by Frost) and Map 32, Lot 4 (owned by McCue). On the south side of Western Avenue, starting with the front corner of the Katahdin Trust Bank, Map 36, Lots 30, 29 and 28 (Gilpatrick), and Map 36, Lots 27 and 27A (TDS).

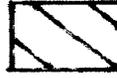
The total land area to be rezoned on the north side of the street is 13.25 acres (10 acres from Res. A to Business B District and the remaining 3.25 acres from Village Commercial to Business B District. The land area to be rezoned on the south side of the street is 6 acres all from Village Commercial to Business B District.

TOWN OF HAMPDEN
Draft

The Town of Hampden Hereby Ordains
 Proposed Amendments to the Zoning Ordinance Map



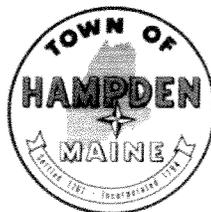
Residential A to Business B



Village Com. to Business B

10/15/2013

C-4-b



TO: Hampden Town Council
FROM: Robert Osborne, Town Planner
SUBJECT: Draft Zoning Ordinance Text Amendment, Business B District
DATE: March 10, 2014

The Planning and Development Committee has recommended that this Zoning Ordinance text Amendment be referred to the Planning Board for public hearing and recommendation.

One of the goals was to make certain that existing uses did not become non-conforming uses after the map amendment is approved. Thus, added to the permitted uses is single family dwellings (and home occupations). Added to the conditional uses are: automobile and truck sales and service, storage facility, church and funeral home.

Additionally, the conditional uses do not contain a number of uses that seem likely to be useful to the district including: mixed residential/commercial uses, day care facility and child care center, preschool, commercial school, place of assembly, nursing home, community facility, community building, hotel and motel and buildings for essential services.

A second goal is the following: The Business B District's yard requirements are significantly larger than the now in effect Village Commercial's and looking out for those single family residences that are to become part of the Business B District staff suggests borrowing the concept from the Residential B District that provides relief for the existing smaller lots with regard to yard setbacks.

Finally, there may be need of buildings in the district in excess of 35 feet in height. With that in mind staff has added language that would allow taller buildings with an additional setback consistent with the concept that was previously developed for other commercial districts.

TOWN OF HAMPDEN
Draft

The Town of Hampden Hereby Ordains
Proposed Amendments to the Zoning Ordinance

Additions are Double Underlined

Deletions are ~~Strikethrough~~

3.13. Business B District

3.13.1. Purpose - This district is intended to provide a location for larger commercial developments (in excess of 10,000 sq. ft. of floor area) in central locations of Hampden.

3.13.2. Permitted Uses (Subject to Site Plan Review) - Business and professional offices, retail and service businesses, take-out restaurant, small restaurant, single family dwelling, home occupation (subject to Article 4.10), accessory uses or structures and essential service.

3.13.3. Conditional Uses (Subject to Site Plan Review) - Sit-down restaurant, fast-food restaurant, outdoor dining restaurant, tavern, drive-thru business, automobile and truck sales and service, church, mixed residential/commercial uses, limited to a maximum of four (4) dwelling units, day care facilities and child care center (subject to Article 4.19), preschool, commercial school, place of assembly, nursing home, funeral home, community building, community facility, hotel and motel, storage facility and buildings for essential services.

3.13.4. Lot Dimensions

Minimum Lot Area	-	1 acre
Minimum Road Frontage	-	125 feet*
Minimum Setbacks:		
Street Yard	-	35 feet*
Other Yards	-	30 feet*
Maximum Lot Cover	-	20 percent
Maximum Building Height	-	35 feet

*Any lawfully existing lot of record situated in a Business B District containing road frontage of 100' or less as of November 1, 2013 served by public sewer with existing single family dwellings and accessory structures with minimum street yard and other yards of not less than 10 feet each. Any such lots containing between 100' and 124' of road frontage may be developed for single family dwellings and accessory structures with minimum street and other yards of 10 feet each, plus 0.5 feet per side yard for each foot of road frontage in excess of 100'.

3.13.5. Special District Regulations

1. Along any boundary line adjacent to a residential district a Class III landscaped buffer strip shall be provided.
2. Shopping centers shall provide accommodations for pedestrians, bicyclists, handicap accessibility and public transportation. *(Adopted: 11-8-83) (Amended: 8-8-94)*
3. Buildings with the exception of one and two unit dwellings constructed, reconstructed, moved or structurally altered, shall comply with the following standards:

- a. Buildings shall have a pitched roof with a minimum pitch of six (6) in twelve (12), or have a roof form and pitch consistent with adjacent structures within 300 feet or if in the development of structures in excess of 10,000 square feet, has an appearance similar to that of a pitched roof.
 - b. Buildings shall have exterior siding that is compatible with those of the adjacent buildings, such as brick or masonry veneers, wood siding, wood shingles, aluminum or vinyl siding simulating a clapboard pattern, or hardboard siding. Inconsistent architectural elements created by illumination, form or color shall be discouraged.
 - c. Buildings in excess of 10,000 square feet shall treat the predominately visible street facade(s) within the guidelines of the above materials to provide a consistent architectural appearance.
4. In order to evaluate consistency with Special District Regulation 3, the site plan submission shall include elevation drawings with details as to how the above standards are met. *(Amended: 07-19-00)*
 5. Fast-food restaurant use shall be located on a lot having a minimum lot size of 1.5 acres, minimum frontage of 200 and no part of the vehicle queue shall be located within 100 feet of a residential structure. *(Amended: 12-6-04)*
 6. Sale or consumption of alcoholic beverages is prohibited for outdoor dining restaurant uses in conjunction with take-out restaurants and fast-food restaurants. *(Amended: 12-6-04)*
 7. Outdoor dining areas proposed for outdoor dining restaurant uses shall be clearly delineated on a site plan including barriers required under M.R.S.A. Title 28-A. Outdoor dining restaurant uses proposing outdoor consumption of alcoholic beverages shall comply with M.R.S.A. Title 28-A: LIQUORS §1051. Licenses generally which requires that outside areas be controlled by barriers and by signs prohibiting consumption beyond the barriers. *(Amended: 12-6-04)*
 8. Notwithstanding the maximum building height regulation herein building height for institutional uses may be up to 60 feet maximum height under the following condition: Buildings in excess of 35 feet in height shall provide additional setbacks on all yards as herein stipulated: Subtract 35 feet from the proposed building height and add that difference to each base yard setback requirement.

EXAMPLE: A 60 foot tall building is proposed. By subtracting the base district building height from the proposed height the following is the result $60 - 35 = 25$ which is added to the minimum yard requirement.

		Minimum Setbacks: Modified Setback	
Street Yard	-	35 feet	60 feet
Other Yard	-	30 feet	55 feet

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MEMORANDUM

March 10, 2014

To: Susan Lessard
From: Tom Russell
Re: Code of Ethics

Section 2 of the Code of Ethics defines “confidential information” as follows:

“Confidential Information: Any information, whether oral, written, digital or electronic, which comes to the attention of, or is available to, a Town Official only because of his or her position with the Town and which is not a matter of public record. Information received or discussed during an executive session called pursuant to 1 M.R.S. §405 shall be considered confidential information, and shall not be disclosed to any third party unless permitted by affirmative vote of the body which held the executive session.”

Section 3.2 of the Code provides as follows:

“3.2 Disclosure of Confidential Information: No Town Councilor or Council Appointee shall, without proper legal authorization, disclose confidential information concerning the property, employees or applicants for employment, government or affairs of the Town, nor shall he or she use such information to advance the financial or private interest of him or herself or others. Information received and discussed during an executive session of the Hampden Town Council or any Town Board, Committee, or Commission pursuant to 1 M.R.S. §405 shall be considered within the constraints of this subsection, and shall not be disclosed to any third party unless permitted by affirmative vote of such body.”

Section 6 of the Code creates the mechanism to deal with alleged violations of the Code by a councilor, and provides as follows:

“Sec 6. Violations of Ethical Standards by Councilors.

When any Councilor believes there has been a breach of the ethical standards set forth herein by another Town Councilor, he or she may ask to enter into executive session pursuant to 1 M.R.S. §405 for purposes of informal discussion of and resolution of an ethical issue. During such session, the Councilor shall specify which area(s) of this

Ordinance he or she feels have been breached and by whom. After discussion among all Councilors, the Town Council shall leave executive session, and may proceed with formal action only by majority vote of the Councilors not alleged to have breached the ethical standards.

- A. Based on information provided in said executive session, the Town Attorney shall provide the Council with an opinion on whether the cited matter(s) constitute a violation of this Ordinance.
- B. All procedures under this section shall be in accord with due process requirements, including, but not limited to, a right to notice and hearing.
- C. The Council may elect to give written warning in lieu of any other remedy or civil penalty available under this Ordinance or any other law or ordinance.”

In my opinion, if a councilor has reason to believe that another councilor has breached the ethical standards of the Code, the councilor who has that belief can request that an item be placed on the agenda for consideration in executive session at a council meeting. The matter could be entitled “Consideration of possible breach of ethical standards of the Code of Ethics by a councilor”, with the notation that it will be considered in an executive session pursuant to 1 M.R.S. Section 405(6)(A). During the executive session, the councilor requesting the executive session must specify which area(s) of the Code have been breached and by whom. The councilors can informally resolve the issue during its informal discussion of the matter in executive session.

After leaving the executive session, the Town Council may proceed with formal action upon a majority vote of the councilors not alleged to have breached the ethical standards. If such a vote occurs, notice of the alleged violation(s) must be given to the councilor(s) in question, and the notice must contain an explanation of the alleged breach of the ethical standard(s) of the Code. The hearing would also be in executive session, unless the councilor(s) alleged to have breached the standards requests that the hearing be conducted in public.

Section 6.A provides that the Town Attorney is, based on the information provided in the executive session, to provide the Council with an opinion on whether the cited matter(s) constitute a violation of the Code of Ethics. Given the requirements of due process, we must be cautious in implementing that provision. First, the provision calls for an opinion based on the information gained in the informal executive session, which information is gained before the alleged violator has been afforded a notice of the alleged violation(s) and an opportunity to develop a response thereto. Second, the Town Attorney’s opinion should be privileged and confidential, as it is only the final disciplinary decision of the body or person vested with disciplinary authority that becomes part of the “public record”. Given those concerns, it is my recommendation that if during the informal executive session a consensus develops amongst the councilors that formal action is warranted, the Town Attorney should develop a “probable cause” opinion for consideration at a continuation of the informal executive session. Once that is presented and discussed, the Town Council would then leave the executive session, and have the opportunity to vote to pursue formal action on the matter.

Section 8 of the Code provides for a civil penalty for a violation, or for a censure by the Town Council after notice and hearing. In addition, Section 6.C gives the Council the option to give a written warning in lieu of the remedies in Section 8.

If you have any questions or comments, please contact me.