

HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

MARCH 18, 2013

7:00 P.M.

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

A. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. March 4, 2013
- b. March 9, 2013 – Goals & Objectives Meeting

3. COMMUNICATIONS

- a. Victualers License Renewals:
 - 1. Bangor Tennis & Recreation Club, Inc.
 - 2. Dysart's Travel Stop
 - 3. McK's Variety
 - 4. Pizza Gourmet
 - 5. R & K Variety
 - 6. Best Western White House Inn – Filibuster Lounge
- b. James Feverston - Application for Reappointment to Pool Board – Referral to Services Committee

4. REPORTS

- a. Services Committee Minutes – 3/11/2013
- b. Library Board Meeting Minutes – 1/9/2013
- c. Manager Lessard's Testimony re Governor's Budget Proposal
- d. Pool Board Meeting Minutes – 2/12-13

B. PUBLIC COMMENTS

C. POLICY AGENDA

1. PUBLIC HEARINGS

2. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. Warrant & Notice of Election – SAD #22 Referendum Election on 4/9/2013 – Council Signatures

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

3. UNFINISHED BUSINESS

- a. Report on Public Safety Survey Results – Sergeant Chris Bailey
- b. Disposition of Fire Department Jeep
- c. Councilor Ryder – Committee Assignments
- d. Recreation Department's Use of Skehan Center – Services Committee Recommendation
- e. Old Hampden Academy Phase II Environmental Review – Credere Associates Proposal – Recommendations of Planning & Development Committee and Finance & Administration Committee
- f. Old Hampden Academy Property – Proposal*

4. NEW BUSINESS

- a. Request for Sponsorship – National Disability Conference – Eric McVay
- b. Request from Bangor YMCA to hold 2013 Souadabscook Stream Canoe Race

D. COMMITTEE REPORTS

E. MANAGER'S REPORT

F. COUNCILORS' COMMENTS

G. ADJOURNMENT

* Due to the nature of this item, portions of the discussion may be conducted in Executive Session pursuant to 1 MRSA §405 (6)(C) (Real Estate)

A-2-a



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY

MARCH 4, 2013

5:30 P.M.

Attending:

*Deputy Mayor Tom Brann
Councilor Shelby Wright
Councilor Bill Shakespeare
Councilor Carol Duprey
Councilor David Ryder
Councilor Jean Lawlis*

*Town Attorney Thomas Russell
Town Manager Susan Lessard
Town Clerk Denise Hodsdon
Representatives from SAD #22
Members of Press
Citizens*

• **Swearing in of Councilor-Elect Ryder**

Deputy Mayor Brann called the meeting at order at 5:45 p.m. Councilor-Elect David Ryder was sworn into office by Town Attorney Thomas Russell.

A. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

a. February 19, 2013

3. COMMUNICATIONS

- a. Penobscot Valley Refuse Disposal District – Meeting Agenda & Minutes
- b. Maine DEP/New England Waste Services of ME – Air Emission License
- c. Sam Manhart – New Application for Pool Board of Trustees – Referral to Services Committee
- d. Benjamin Curtis – New Application for Pool Board of Trustees – Referral to Services Committee

4. REPORTS

- a. Time Warner Cable – 2012 Franchise Fee Worksheet
- b. Finance & Administration Committee Minutes – 2/19/2013
- c. Infrastructure Committee Minutes – 2/25/2013
- d. Infrastructure Committee Minutes of Meeting with Water District Trustees – 2/25/2013

The Consent Agenda was accepted by unanimous consent.

B. PUBLIC COMMENTS

SAD #22 Superintendent Rick Lyons, Assistant Superintendent Emil Genest and School Board Member Martha Harris addressed some of the rumors that Councilors have heard regarding problems at the new Hampden Academy. Councilors had heard that there were problems with ceiling tiles and with the heating/ventilation system. It was explained that the acoustical tiles in the performing arts center were delaminating and had not been installed properly according to specs so were removed as a safety precaution. There is an air infiltration problem in a couple of areas which has caused a heating/ventilation calibration problem. That problem is also being addressed. SAD #22 reached a severance agreement with the general contractor and is now dealing directly with the sub-contractors to correct the problems with these warranted items.

C. POLICY AGENDA

1. PUBLIC HEARINGS – *There were none.*

2. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. **Official Return of Votes – Special Election for District 4 Councilor – 2/26/2013** – *Town Clerk Denise Hodsdon reported the results of the Special Election held on February 26, 2013 to fill the vacancy for District 4 Councilor. This item was informational only.*

3. UNFINISHED BUSINESS

- a. **Meetings Regarding State Budget** – *Manager Lessard informed the Council that the purpose of the meeting this evening at Hampden Academy is for community and school leaders to share with area legislators information related to potential school system and municipal impacts from the Governor's proposed budget. There is a similar meeting scheduled for Thursday, March 6th at 6:30 pm at the Brewer Auditorium. The focus of that meeting is for area municipal officials and legislative representatives to have a dialog about not only the Governor's proposed budget, but the need to make sure that legislators understand the ramifications to the property taxpayers of radical shifts in funding in general from State to local responsibility.*

4. NEW BUSINESS

- a. **GIS/IT – Request for Use of Reserve Funds** – *Manager Lessard explained that GIS/IT Specialist Gretchen Heldmann is requesting use of up to \$750 in reserve funds to develop a jpeg2000 format for our 2006 orthophoto in order to make it available to more users. Motion by Councilor Shakespeare, seconded by Councilor Wright to authorize the use of up to \$750 from the GIS/IT reserve account as requested. Following brief discussion, vote was unanimously in favor.*

D. COMMITTEE REPORTS

Services Committee – Councilor Lawlis – the next meeting is at 6:00 pm on Monday, March 11th.

Planning & Development Committee – Councilor Brann – the committee will meet at 6:00 pm on Wednesday, March 6th and will discuss activities relative to the proposed use of the old Hampden Academy property and will enter executive session to consider a specific proposal.

Infrastructure Committee – Manager Lessard – the committee had a good meeting with the Hampden Water District Trustees last week. A lot of good information was shared. Councilor Brann added that one of the most significant pieces of information coming out of the meeting was that, at this time, the Water District does not anticipate an increase in water rates between now and 2014.

E. MANAGER’S REPORT – A copy of the Manager’s Report is attached and made a part of the minutes.

F. COUNCILORS’ COMMENTS

Councilor Shakespeare wished a Happy 97th Birthday to Burpee Calkins.

Councilor Ryder thanked the voters of District 4 for taking time out of their day to come out to vote and said he would do his best to serve them.

Councilor Lawlis offered congratulations to the Hampden Academy Boy’s basketball team on their State Championship.

Councilor Wright welcomed Councilor Ryder and congratulated the undefeated Boy’s basketball team on their championship.

Councilor Brann thanked SAD #22 officials for addressing some of the rumors that have been going around town about the new high school.

G. ADJOURNMENT – The meeting adjourned at 6:25 p.m.



Denise Hodsdon
Town Clerk

MANAGER'S REPORT
March 4, 2013

Sewer Lien Foreclosures – 9 Sewer accounts are receiving foreclosure notices this week for expiring sewer liens that were placed in October of 2011.

Elected Officials Workshop – There is an elected official's workshop scheduled by the Maine Municipal Association on Tuesday, June 4, 2013 at the Black Bear Inn in Orono from 4 p.m. until 8:30 p.m. I have attached the program information to this report. Any Councilors who are interested should let me know and I will take care of registration.

Council Internet Reimbursement – In order to update our files in the finance department, Councilors should submit a copy of your current internet bill. Those payments are made quarterly and we need to make sure that we are paying the appropriate amount for each Councilor.

Police Survey – Sergeant Chris Bailey will be attending the next Council meeting to provide more in depth information on the survey done by the police department.

TOWN COUNCIL GOALS & OBJECTIVES MEETING
Saturday, March 9, 2013

Attending:

Mayor Janet Hughes	Councilor William Shakespeare
Councilor Thomas Brann	Councilor Carol Duprey
Councilor David Ryder	Town Manager Susan Lessard
Councilor Jean Lawlis	

The meeting was opened at 8:45 a.m. by Town Manager Susan Lessard who acted as the facilitator for the meeting.

The Council first discussed ground rules for the day. The following were the consensus

1. Courtesy
2. All ideas have value
3. Stay on task
4. Do not interrupt each other

Each Councilor then did a brief introduction in which they explained a little of their respective backgrounds and the reasons that they had chosen to run for Town Council.

The Councilors made a list of possible topics for work during the 2013-2014 fiscal year. The list was as follows:

1. Zoning/Comprehensive Plan integration
 - 1.a Aquifer protection for wells identified behind the Water District.
2. Sign Ordinance Completion
3. Overall review of all ordinances and updating for consistency
4. Charter update
5. Hampden Academy sale/re-use
6. 20% wage reduction over the next 20 years
7. Benefit examination
8. Organizational structure review
9. Making pool self-sustaining
10. Skehan Center – retention as a community center
11. Making Recreation programs self-sustaining
12. Sharing Services with other communities
13. Review staffing levels
14. Construct parking lot at Turtlehead Park
15. Wellness items such as farmer's markets, the new health center, the Skehan Center
16. Fiscal Accountability – separation of duties, audit protocol
17. Solid waste costs – transfer station operation
18. Revamp ordinance pertaining to political signs to give CEO authority to remove
19. Bus Service

20. Discontinue laptop/internet program for Town Councilors
21. Only pay Councilors for assigned committee meetings that they attend/review
Committee structure
22. Freeze wages for three years – allow councilor choice not to receive pay
23. Review policy of allowing vacation to be cashed in
24. Review policy of banking vacation
25. Use outside moderator for next Goals/Objectives session
26. Parks/Trails program
27. Sell second half of Business Park
28. Budget review of department functions
29. Employee morale and retention
30. Sewer budget/rates/improvements
31. Storm water management – MS4 Costs
32. Improve business friendly community efforts

After developing the list of items that Councilors felt should be considered, each Councilor identified their top five of the list. Some items were combined since they related to the same topics. The following were the items each Councilor highlighted as their top five:

1. Item 1 - Zoning/Comprehensive Plan Integration – 5 Councilors identified this as a priority
2. Item 3 – Overall review of all ordinances and updating for consistency – 1 Councilor identified this as a priority
3. Item 5 – Hampden Academy sale/reuse – 4 Councilors identified this as a priority
4. Item 6,22,23,24,29 – 1 Councilor identified these related items as a priority
5. Item 9 – Make pool self-sustaining – 1 Councilor identified this as a priority
6. Item 10 – Skehan Center retention as a community center – 3 Councilors identified this as a priority
7. Item 11 – Make recreation programs self-sustaining – 2 Councilors identified this as a priority
8. Item 13 – Review Staffing levels – 2 Councilors identified this as a priority
9. Item 17 – Solid Waste Costs – transfer station operation – 4 Councilors identified this as a priority
10. Item 18 – Revamp ordinance pertaining to political signs to give CEO authority to remove – 1 Councilor identified this as a priority
11. Item 26 – Parks/Trails program – 2 Councilors identified this as a priority
12. Item 27 – Sell second half of business park – 1 Councilor identified this as a priority
13. Item 29 – Employee morale and retention – 2 Councilors identified this as a priority
14. Item 31 – Storm water management – 1 councilor identified this as a priority

Following the discussion about what topics should be part of the work plan for 2013-2014, the Council discussed goals for the budget for 2013-2014. It was the consensus of the Council to keep the mil rate effort for the Town portion of the budget as close to the same as possible.

There was considerable discussion of whether the Town should absorb all of the SAD #22 estimated increase, since to do so under the current budget proposal from the State would require a dramatic cut in Town Services. The consensus was that 57% of new valuation would be available to offset SAD #22 costs since that is the % of the Town's tax appropriation that they use, and that costs above that would possibly be passed along to the taxpayer in the form of a mil rate increase. It was also the consensus of the Council to ask for a meeting with the SAD #22 School Board to discuss budget impacts. The State anticipates having actual budget numbers available by the end of April which would allow the Town Council to know those numbers before they start reviewing the Town budget in May.

Individual Councilors summed up their goals for the budget as follows:

Councilor Shakespeare – Wants to retain services and to maintain the mil rate for those services as close as possible to what it is now.

Councilor Lawlis – Wants to keep the Town Budget mil rate as close as possible and pass on school increases over and above the amount that 57% of new valuation covers.

Councilor Ryder – Believes that the Council has developed a good list of goals and hopes to complete a high percentage of them this year. He would like to keep services and the Town mil rate as close as possible to the current mil rate.

Councilor Duprey – Wants to keep Hampden a community where people want to live and raise their families. There should be a focus on structuring services to be as efficient and cost effective as possible.

Councilor Hughes – Sees that Councilors have similar goals to continue good services but also wants it to be cost-effective and to structure service delivery efficiently. She looks forward to working productively with the Town Council.

Councilor Brañ – Does not want Town services to move backward and is reserving judgment on how much of new valuation should be available to SAD #22 based on what the Town's needs are. He has a wait and see attitude about the mil rate effort.

The meeting was adjourned at 12:20p.m.

Respectfully submitted –

Susan Lessard
Town Manager

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phon
Fax:
email

A-3-a-1

March 12, 2013

Dean Armstrong
Bangor Tennis
PO Box 175
Bangor, ME 04402

Dear Dean:

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

Please call if you have any questions.

Sincerely,

Denise Hodsdon, CMC
Town

Encl

VICTUALER'S LICENSE CERTIFICATE

No. 2

MUNICIPALITY OF HAMPDEN, MAINE

To all whom these presents may concern: Date: March 11, 2013

KNOW YE, that Bangor Tennis & Recreation Club, Inc.,

doing business as Bangor Tennis & Recreation Club, Inc.

has been duly licensed as a Victualer at 60 Mecaw Road

in the Municipality of Hampden by said Municipality until March 31, 2014,

and has paid to the Municipal Treasurer the fee of Fifty Dollars (\$50.00).

Authorized Municipal Officer

CODE ENFORCEMENT OFFICER

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phc
Fax
em:

A-3-a-2

March 12, 2013

Dysart's Service
d/b/a Dysart's Travel Stop
PO Box 1689
Bangor, ME 04402-1689

To Whom It May Concern:

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

Please call if you have any questions.

Sincerely,

Denise Hodsdon, CMC
Town Clerk

Encl

VICTUALER'S LICENSE CERTIFICATE

No. 4 **MUNICIPALITY OF HAMPDEN, MAINE**

To all whom these presents may concern: Date: March 11, 2013

KNOW YE, that Dysart's Service,
doing business as Dysart's Travel Stop
has been duly licensed as a Victualer at Coldbrook Road
in the Municipality of Hampden by said Municipality until March 31, 2014,
and has paid to the Municipal Treasurer the fee of Fifty Dollars (\$50.00).

Authorized Municipal Officer / CODE ENFORCEMENT OFFICER

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Ph:
Fa:
em

A-3-a-3

March 12, 2013

Ronald McKinnon
d/b/a McK's Variety
995 Western Avenue
Hampden, ME 04444

Dear Ron:

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

Please call if you have any questions.

Sincerely,

Denise Hodsdon, CMC
Town

Encl

VICTUALER'S LICENSE CERTIFICATE

No. 5

MUNICIPALITY OF HAMPDEN, MAINE

To all whom these presents may concern: Date: March 11, 2013

KNOW YE, that Ronald and Barbara McKinnon,

doing business as McK's Variety

has been duly licensed as a Victualer at 995 Western Avenue

in the Municipality of Hampden by said Municipality until March 31, 2014,

and has paid to the Municipal Treasurer the fee of Fifty Dollars (\$50.00).

Authorized Municipal Officer / CODE ENFORCEMENT OFFICER

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Pho:
Fax:
ema

A-3-a-4

March 12, 2013

Brian Carlisle
d/b/a Pizza Gourmet
60 Main Road North, Suite A
Hampden, ME 04444

Dear Brian:

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

Please call if you have any questions.

Sincerely,

Denise Hodsdon, CMC
Town Clerk

Encl

VICTUALER'S LICENSE CERTIFICATE

No. 6

MUNICIPALITY OF HAMPDEN, MAINE

To all whom these presents may concern: Date: March 11, 2013

KNOW YE, that Brian and Cindy Carlisle,

doing business as Pizza Gourmet

has been duly licensed as a Victualer at 60 Main Road North Suite A

in the Municipality of Hampden by said Municipality until March 31, 2014,

and has paid to the Municipal Treasurer the fee of Fifty Dollars (\$50.00).

Authorized Municipal Officer

CODE ENFORCEMENT OFFICER

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phc
Fax
em:

A-3-a-5

March 12, 2013

Kathy Smith
d/b/a R & K Variety
573 Main Road North
Hampden, ME 04444

Dear Kathy:

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

Please call if you have any questions.

Sincerely,

Denise Hodsdon, CMC
Town

Encl:

VICTUALER'S LICENSE CERTIFICATE

No. 7

MUNICIPALITY OF HAMPDEN, MAINE

To all whom these presents may concern: Date: March 11, 2013

KNOW YE, that Kathy Smith,

doing business as R & K Variety

has been duly licensed as a Victualer at 573 Main Road North

in the Municipality of Hampden by said Municipality until March 31, 2014,

and has paid to the Municipal Treasurer the fee of Fifty Dollars (\$50.00).

Authorized Municipal Officer, CODE ENFORCEMENT OFFICER

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone:
Fax: (_____)_____
email: _____

A-3-a-6

March 12, 2013

Peggy Brown
Best Western White House Inn - Filibuster Lounge
155 Littlefield Ave.
Bangor, ME 04401

Dear Peggy:

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

Please call if you have any questions.

Sincerely,

Denise Hodsdon, CMC
Town

Encl:

VICTUALER'S LICENSE CERTIFICATE

No. 3

MUNICIPALITY OF HAMPDEN, MAINE

To all whom these presents may concern: Date: March 13, 2013

KNOW YE, that Best Western White House Inn,

doing business as Filibuster Lounge

has been duly licensed as a Victualer at 155 Littlefield Avenue

in the Municipality of Hampden by said Municipality until March 31, 2014,

and has paid to the Municipal Treasurer the fee of Fifty Dollars (\$50.00).

Authorized Municipal Officer

CODE ENFORCEMENT OFFICER



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

C-3-b

NAME: FEVERSTON JAMES
LAST FIRST MI

ADDRESS: 55 Dudley St Hampden, ME 04444
STREET TOWN ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: 207 862-4647 207.944.9952.
HOME WORK

EMAIL: Jfeverston@roadrunner.com

OCCUPATION: Consultant/Research & Development Specialist

BOARD OR COMMITTEE PREFERENCE:
FIRST CHOICE: Pool Board.

SECOND CHOICE (OPTIONAL): _____

How would your experience, education and/or occupation be a benefit to this board or committee? _____

Previous Leadership and Pool Board.
experience, Pool Board Projects leader.

Are there any issues you feel this board or committee should address, or should continue to address? Financial stability

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

3 YEAR

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

5 YEAR
PLANNING BOARD

FOR TOWN USE ONLY		Date Application Received: MAR 12 2013
COUNCIL COMMITTEE ACTION: _____	DATE: _____	
COUNCIL ACTION: _____	DATE: _____	
<input type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____

A-4-a

Minutes
Hampden Town Council
Services Committee
March 11, 2013

The meeting of the Hampden Town Council Services Committee was called to order at 6:00p.m. on Monday, April 09, 2012, at the Hampden Municipal Building by Chairperson Jean Lawlis.

Attendance:

Councilor Jean Lawlis, Chair
Councilor Janet Hughes
Matt Thomas, Hampden Public Safety
Councilor William Shakespeare

Councilor David Ryder
Kurt Mathies, Recreation Director
Councilor Tom Brann
Terry McAvoy

Approval of Minutes

Minutes from January 14, 2013 were approved without objection

New Business

Matt Thomas gave a short presentation about the findings on an investigation into streaming video of town council meetings. Matt indicated that for streaming of meetings, we can download the meeting to a computer and upload it to a server such as Youtube could be done without charge. Current bandwidth in the town office building would make that difficult. It was suggested that the library could be used. A discussion on other options to make the streaming live was decided should be looked at. Also, it was mentioned to look at what it would cost to do any of this in terms of staff time. Councilors asked Matt to discuss with Susan Lessard, Town Manager about the impact of staff and the other options.

Old Business

Kurt Mathies, Recreation Director gave an update on the state of the financials of the Skehan Center. Currently the department is showing \$24,722.44 deposited with expenses totaling \$25,547.07. Kurt also showed that expected revenues of \$25,235.00 and estimated expenses of \$18,325.00 will finish out the fiscal year.

Discussion was started about the direction of the facility moving forward. Councilors took turns describing their beliefs of the project. After a lengthy discussion, a motion was made to recommend the council to authorize the Recreation Director and the Recreation Department to continue operating, reporting on a quarterly basis, until further notice. Motion made by Councilor Hughes and seconded by Councilor Brann. Vote was unanimous.

Meeting adjourned at 7:45pm.

Respectfully submitted,
Kurt Mathies, Recreation Director

EDYTHE L. DYER COMMUNITY LIBRARY
BOARD OF TRUSTEES' MEETING
Minutes of January 9, 2013

A. Call to order: The meeting of the Board of Trustees of the Edythe L. Dyer Community Library was called to order at 7:39 a.m. at the Edythe L. Dyer Community Library, Hampden, Maine.

Members present: Cheri Condon, Ruth Stearns, Yvonne Lambert, Richard Jenkins, Tony Mourkas and Mark Russell

Members absent: Mary Ann Bjorn, John Skehan, Don Desmarais and Dave Barrett

B. Approval of minutes: Cheri/Yvonne approval of the minutes.

C. Library reports:

Fees and fines

Circulation

Director

D. New business:

1. Policy work—Cheri has created a policy tracking sheet to be used for revisions, a new schedule for reviewing policies and a new policy book of contents page. Bylaws and Internet Acceptable Use policies will be reviewed at the March meeting.

Yvonne/Tony moved acceptance of the Policy Tracking Sheet. **Motion passed unanimously.**

2. Library board reappointments. Richard Jenkins, Tony Mourkas and Cheri Condon have gotten letters for reappointment and all have responded affirmatively to Denise, Hampden Town Clerk.

Adjournment: The meeting was adjourned at 8:16 a.m.

The next meeting is scheduled for March 13, 2013.

Debbie Lozito

Recording Secretary

Date of approval

TESTIMONY IN RESPONSE TO THE BUDGET PROPOSAL OF GOVERNOR LEPAGE WITH REGARD TO MUNICIPAL REVENUE SHARING, BETE/BETR, LARGE TRUCK EXCISE TAX, HOMESTEAD EXEMPTION AND THE STATE TAX & RENT REFUND

GOOD AFTERNOON, MY NAME IS SUSAN LESSARD AND I AM THE TOWN MANAGER FOR THE TOWN OF HAMPDEN. I AM WRITING TODAY TO ADD MY VOICE TO THOSE OF MY PEERS AND ELECTED OFFICIALS CONCERNING THE IMPACTS OF THE GOVERNOR’S PROPOSED BUDGET.

I HAVE ATTACHED A SHEET THAT OUTLINES THE LOCAL IMPACT OF THESE FUNDING REDUCTIONS FOR THE COMMUNITY I REPRESENT. SUFFICE IT TO SAY – IT IS AN OVERNIGHT REDUCTION OF 28% OF NON PROPERTY TAX REVENUE TO THE COMMUNITY THAT COULD NOT BE ACCOMODATED WITHOUT A DRAMATIC INCREASE IN THE PROPERTY TAX MIL RATE – OR SERVICE REDUCTIONS THAT WOULD RESULT IN THE LAYOFF OF MANY MUNICIPAL EMPLOYEES.

IF THE PROSPECT OF REVENUE REDUCTION TO COMMUNITIES WAS NOT SERIOUS ENOUGH – THE BUDGET ALSO GUTS TWO STATE PROPERTY TAX RELIEF PROGRAMS - THE MAINE PROPERTY TAX AND RENT REFUND – KNOWN AS THE CIRCUIT BREAKER - AND THE HOMESTEAD EXEMPTION. LAST YEAR, MORE THAN 65% OF RESIDENTIAL PROPERTY OWNERS IN HAMDPEN HAD THE 10,000 HOMESTEAD EXEMPTIONS ON THEIR PROPERTY. THE BUDGET CHANGE WOULD INCREASE PROPERTY TAXES BY \$159 ON 44% OF PROPERTY TAXPAYERS IN THE COMING YEAR. TO MAKE MATTERS WORSE THAN THAT – APPROXIMATELY 11% OF OUR RESIDENTIAL TAXPAYERS ALSO PARTICIPATED IN THE CIRCUIT BREAKER PROGRAM FOR AN AVERAGE BENFIT OF \$417. THE COMBINATION OF LOSS OF THE HOMESTEAD EXEMPTION AND THE LOSS OF THE CIRCUIT BREAKER PROGRAM WOULD MEAN AN AVERAGE \$576 INCREASE TO THOSE LEAST ABLE TO MEET THEIR PROPERTY TAX OBLIGATIONS NOW – BEFORE ANY MIL RATE INCREASE WAS ESTABLISHED TO OFFSET THE REVENUE LOSSES TO MUNICIPAL GOVERNMENT AND SCHOOLS FROM THE GOVERNOR’S BUDGET.

COMMUNITIES HAVE ALREADY BEEN ‘SHARING’ THE PAIN OF THE STATE’S BUDGET DIFFICULTIES TO THE TUNE OF A 30% REDUCTION IN REVENUE SHARING FOR THE PAST SEVERAL YEARS. WE HAVE BEEN RESPONSIBLE FOR MEETING THE TERMS OF LD1 - AND YET THE STATE HAS NEVER MET ITS OBLIGATION UNDER THAT SAME LEGISLATION IN TERMS OF EDUCATIONAL FUNDING. AND AT NO

TESTIMONY IN RESPONSE TO THE BUDGET PROPOSAL OF GOVERNOR LEPAGE WITH REGARD TO MUNICIPAL REVENUE SHARING, BETE/BETR, LARGE TRUCK EXCISE TAX, HOMESTEAD EXEMPTION AND THE STATE TAX & RENT REFUND
TIME HAVE WE HAD A REDUCTION IN THE TEN+ PAGES OF STATE AND FEDERAL REGULATIONS THAT WE ARE TAXED WITH MEETING AT THE LOCAL LEVEL.

BUT -I AM NOT JUST WRITING TO WHINE. I AM HERE WITH SUGGESTIONS. I UNDERSTAND THAT THE STATE IS IN A FINANCIAL MESS – AND THAT IT HAS BEEN IN ONE FOR A NUMBER OF YEARS – BUT, RESPECTFULLY - THIS PROPOSAL IS NOT A REMEDY FOR ANYTHING OTHER THAN DISASTER.

FIRST, WE ARE NOT THE ENEMY. A STARTING POINT FOR A BETTER IDEA WOULD BE TO ACTUALLY TREAT MUNICIPALITIES LIKE THE PARTNERS THAT WE ARE WITH STATE GOVERNMENT. WE PLOW STATE ROADS, WE COST SHARE FOR STATE ROAD RECONSTRUCTION, WE PERFORM STATE FUNCTIONS FROM CAR REGISTRATIONS, SNOWMOBILE REGISTRATIONS, ATV REGISTRATIONS, BOAT REGISTRATIONS , HUNTING & FISHING LICENSE ISSUANCE TO CONCEALED WEAPON PERMITS, AND PLUMBING PERMITS AND MORE.

NEXT, WE COULD DEVELOP A PLAN – ONE THAT RECOGNIZES THE CHALLENGES THAT BOTH THE STATE AND MUNICIPALITIES FACE IN PROGRAM FUNDING – AND WORK TOWARD IMPLEMENTATION OF THAT PLAN OVER, SAY, 5 YEARS. WITH THE VALUE OF THE MOST RECENT INCOME TAX CUT CLOSELY APPROXIMATING THE VALUE OF REVENUE BEING REMOVED FROM MUNICIPALITIES – IT APPEARS THAT MUCH OF THE CRISIS WE ARE FACING IS SELF-INDUCED. PHASING THAT TAX CUT IN WHILE WORKING ON RESTRUCTURING STATE/MUNICIPAL FUNDING RELATIONSHIPS WOULD ALLOW FOR A MORE SURGICAL APPROACH TO THESE VERY COMPLEX ISSUES – INSTEAD OF THE CHAINSAW APPROACH CURRENTLY UNDER DISCUSSION.

FINALLY – IF THERE IS A DESIRE ON THE PART OF THE STATE FOR COMMUNITIES TO CONSIDER FURTHER CONSOLIDATION OF SERVICES – USE A CARROT INSTEAD OF A STICK – AND ALLOW COMMUNITIES AND THEIR CONSTITUENTS TO DETERMINE WHAT WORKS BEST FOR THEM. PLEASE, DO NOT USE A BUDGET TO TRY AND CREATE THAT DYNAMIC – THE SCHOOL CONSOLIDATION BUDGET EFFORT IS A SHINING EXAMPLE OF THAT NOT-SO- POSITIVE RESULT.

TESTIMONY IN RESPONSE TO THE BUDGET PROPOSAL OF GOVERNOR LEPAGE WITH REGARD TO
MUNICIPAL REVENUE SHARING, BETE/BETR, LARGE TRUCK EXCISE TAX, HOMESTEAD
EXEMPTION AND THE STATE TAX & RENT REFUND
THANK YOU FOR LISTENING. I LOOK FORWARD TO THE DEBATE AS THE
BUDGET MOVES FORWARD.

RESPECTFULLY SUBMITTED,

SUSAN LESSARD
TOWN MANAGER
HAMPDEN

Impacts of Proposed State Budget

Town of Hampden

Lost Revenue to Town

Revenue Sharing

Budget Loss

\$ 553,404

Tax Rate Impact

+ 0.95

TESTIMONY IN RESPONSE TO THE BUDGET PROPOSAL OF GOVERNOR LEPAGE WITH REGARD TO
MUNICIPAL REVENUE SHARING, BETE/BETR, LARGE TRUCK EXCISE TAX, HOMESTEAD
EXEMPTION AND THE STATE TAX & RENT REFUND

Truck Excise	143,839	+ 0.25		
BETR Program	79,996	+ 0.14		
Teacher Retirement	214,200	+ 0.37		
Homestead Exemption	<u>(37,604)</u>	<u>- (0.06)</u>	Current	
	\$ 953,835	+ \$1.65	Tax Rate	% Incr
			\$15.90	10.4%

Tax Increase to Real Hampden Residents

	<u>Owner of \$200,000 Home</u>	<u>Owner of \$100,000 Home</u>	<u>Owner of \$60,000 Home</u>
Tax Rate Increase	\$330	\$165	\$ 99
Loss of Homestead Exemption*	159	159	159
Loss of Circuit Breaker Refund**	<u>417</u>	<u>417</u>	<u>417</u>
\$ Increase Over FY13 with CB	\$906	\$741	\$675
% Increase Over FY13 taxes	30%	52%	85%

* Approximately 1,419 Hampden property owners will lose their homestead exemption.

** Approximately 348 Hampden adults younger than 65 will lose their circuit breaker refund.

Examples of Cuts Being Considered to Avoid Tax Rate Increase

Recreation and Leisure
The elimination of all recreation programs—library, pool, and recreation—would not free sufficient property tax dollars to offset the expected \$953,835 loss of revenue.
Public Works
Excise tax loss could impact the Town’s paving and road maintenance budget by reducing by more than 95% what is budgeted from operations for road paving.
Vehicle replacement schedules could change. Staffing could change.
Public Safety
Equipment replacement schedules, staffing could change.

- Governor’s budget would remove 26% of the non-property tax revenues that fund municipal services.
- Since the Town only uses \$3.4 million dollars of property tax dollars to fund local government – having to offset the lost non property tax revenues would require either a 28% increase in property tax dollars – or a 28% reduction in services/expenditures.
- This number is so significant that without some sort of tax increase, all departments of the Town would be impacted in staff loss and service reductions.
- The immediacy of the change – literally from June 30th of 2013 to July 1st of 2013 – leaves no way to plan responsibly for these impacts.
- In addition to the items listed – other changes in funding for schools including the curtailment carried forward from 2013, and flat funding for 2014 will have additional budget impacts to schools that may be passed along to municipalities.

TESTIMONY IN RESPONSE TO THE BUDGET PROPOSAL OF GOVERNOR LEPAGE WITH REGARD TO
MUNICIPAL REVENUE SHARING, BETE/BETR, LARGE TRUCK EXCISE TAX, HOMESTEAD
EXEMPTION AND THE STATE TAX & RENT REFUND

**The Hampden Town Council meets on Saturday, March 9th
to discuss the potential impacts of the State Budget as presented by the Governor.**

Lura Hoit Pool ~ Board Meeting Minutes ~ 2-12-13

Cedena McAvoy brought the meeting to order at 7:00 pm.

Those present: Cedena McAvoy, Karen Brooks, Mary Ellen Conner, Vickie Levesque, Mike Jellison, Pat Foley, Sarah McVeigh, Greg Hawkins, Josh Sargent, Jim Feverston, Darcey Peakall and Julie Macleod.
Not present: all here

The secretary's minutes were accepted as presented.

The Director's Report:

- ~ The number of participants in January was up 981 people. Darcey believes there was a calculation error.
- ~ Daily receipts were up \$17 compared to last year and the pool rental income in January was down \$721 compared to last year.
- ~ The monthly fuel usage was down 312 gallons compared to last year.

The secretary's minutes were accepted as presented.

Darcey reviewed an attendance audit and reminded members of the attendance policy. All members need to attend eight out of twelve meetings.

Darcey reminded Jim that he is due to renew his pool board application. Jim stated he would renew at the town office tomorrow 2/13/13.

Vickie passed around a copy of the Bangor Daily News thank you advertisement that was in the paper on January 15th.

Darcey emailed Susan Lessard, per pool board request at January 8, 2013 meeting, to clarify the town's investment policy and the ordinance adopted 1/7/2002 with regard to current money invested. Susan replied "The council ratified actions already taken so the money that is invested can stay there. Future money invested needs to meet the policy." The board would like John Dudley from Means Investments to present two or three investment options for diversifying current investment funds at April 9, 2013 meeting.

Darcey presented two bills that need to be reimbursed. A motion was made to have Mary Ellen pay \$97.50 for the banner from Maine Signs from Maine Savings account and \$165.00 for session II swim lesson scholarships from Susan Abraham scholarship account. The motion passed 10-0.

Josh, Greg and Sarah volunteered to draft a letter for the corporate memberships program. The letter will include the following:

- ~ one-year trial program
- ~ 15% discount on annual memberships only
- ~ Resident and Non-Residents price differential
- ~ must pay in full

They will bring the draft to the March meeting.

Cedena brought up a parent request that the pool look into starting a swim club. After much discussion, it was left that the parent needed to come up with an interest list and proposal to present to Darcey.

Meeting adjourned at 8:15pm.

Respectfully submitted,

Julie A. Macleod

C-2-a

**WARRANT AND NOTICE OF ELECTION
TO CALL MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 22 REFERENDUM
(20-A M.R.S. §§1501-04)**

TO: David Greenier, a resident of Maine School Administrative District No. 22, composed of the Towns of the Towns of Hampden, Newburgh and Winterport, State of Maine.

In the name of the State of Maine, you are hereby ordered to serve upon the municipal clerks of each of the municipalities within the Maine School Administrative District No. 22, namely, the Towns of the Towns of Hampden, Newburgh and Winterport, an attested copy of this warrant and notice of election. Service shall be in hand within three (3) days of the date of this warrant and notice of election. The municipal clerks of the above municipalities shall immediately notify the respective municipal officers. The municipal officers shall meet forthwith and countersign this warrant and notice of election. The municipal officers shall provide below for the respective municipal clerks to post or have posted this warrant and notice of election.

**TOWN OF HAMPDEN
MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 22 REFERENDUM
WARRANT AND NOTICE OF ELECTION**

Penobscot ss.

State of Maine

TO: Devon Patterson, Resident of Hampden: you are hereby required in the name of the State of Maine to notify the voters of this municipality of the election described in this warrant and notice of election.

TO THE VOTERS OF HAMPDEN:

You are hereby notified that a Maine School Administrative District No. 22 referendum election will be held at Hampden Municipal Building, 106 Western Avenue in the Town of Hampden at 8:00 A.M. on April 9, 2013 for the purpose of determining the following articles:

Article 1A: To choose a moderator to preside at said meeting.

Article 1: Do you favor approving the school reorganization plan prepared by the Town of Frankfort and Maine School Administrative District No. 22 Reorganization Planning Committee for the Town of Frankfort School Department to join Maine School Administrative District No. 22, with an effective date of July 1, 2013?

The voting on Article 1 shall be by secret ballot referendum. The polls will be opened immediately after the election of the Moderator following commencement of the meeting at 8:00 A.M. and closed at 8:00 P.M.

The Registrar of Voters will hold office hours while the polls are open to correct any error in or change a name or address on the voting list; to accept the registration of any person eligible to vote and to accept new enrollments.

A person who is not registered as a voter may not vote in any election.

Given under our hand this day, February 27, 2013 at Hampden, Maine.

Robbie Oja
Kellen

John P. Gagnon

Jayne L. Perre

Mark A. H.

[Signature]

[Signature]

[Signature]

Amy Janclo

Loree McJj

Martha J. Harris

Kelly Braum

A majority of the School Board of Maine School Administrative District No. 22

A true copy of the Warrant and Notice of Election, attest:

David Greenier

David Greenier
Resident of
Maine School Administrative
District No. 22

Countersigned this _____ day of _____, 2013 at Hampden, Maine.

A majority of the municipal officers of the Town of Hampden

A true copy of the Warrant and Notice of Election, attest:

Denise Hodsdon
Denise Hodsdon, Town Clerk
Town of Hampden

INFRASTRUCTURE COMMITTEE MEETING MINUTES
MONDAY, FEBRUARY 25, 2013

Attending:

Councilor Shelby Wright	Town Manager Sue Lessard
Councilor Jean Lawlis	Resident Shane Sargeant
Councilor Tom Brann	Resident Terry McAvoy
Councilor William Shakespeare	

The meeting was opened at 5:40 P.M. by Chairman Wright.

1. MINUTES OF 1/28/2013 – Motion by Councilor Shakespeare, seconded by Councilor Brann to approve the minutes. Unanimous vote in favor
2. OLD BUSINESS
 - A. DISPOSITION OF FIRE DEPARTMENT OLD BRUSH TRUCK (JEEP) – The Town Manager reviewed the history of this item. It had first been voted by the Council to put the Jeep out for bid. At the request of Councilor Brann that vote was amended and the item was referred to Infrastructure for further discussion. After additional research, it was determined that the Jeep in question was not a year or model that is highly sought by collectors. Infrastructure had instructed the Manager to ask the Fire Department whether they wanted to keep it as a parade/show piece. The response of the Fire Department was that they preferred to put it out for bid. Motion by Councilor Lawlis, seconded by Councilor Wright to recommend to the full Council that the old Jeep brush truck be put out to bid. Unanimous vote in favor.
3. NEW BUSINESS
 - A. POLICY REGARDING PURCHASE OF POLICE VEHICLES – COUNCILOR BRANN - Councilor Brann explained that since for the past several years the Council has approved the purchase of a 4 wheel drive SUV for the police department, and that the rationale for that in terms of safety, and room for the officer(s) and equipment remain unchanged, that it would save bidders time if the bid requests were only for SUV type vehicles instead of sedan-style cruisers as well. Motion by Councilor Brann, seconded by Councilor Shakespeare to recommend to the full Council that the annual police cruiser bidding be limited to 4 wheel drive/SUV style vehicles. Unanimous vote in favor.
4. PUBLIC COMMENTS - None
5. COMMITTEE MEMBER COMMENTS – None

Motion by Councilor Lawlis, seconded by Councilor Shakespeare to adjourn at 5:55 p.m.
Unanimous vote in favor.

Respectfully submitted,

Susan Lessard
Town Manager



Susan Lessard <manager@hampdenmaine.gov>

Fire Department Jeep.

1 message

Ed Murphy <eddiemurphy@hughes.net>

Mon, Mar 4, 2013 at 11:07 AM

To: manager@hampdenmaine.gov

Dear Sue,

My recollection concerning the disposition of the Fire Department Jeep is very vivid. I , along with Ray Lord , picked up the jeep from US surplus for the cash price of \$1.00. This was funded thru the Hampden Civil Defence Department , and was the property of that department. It was essentially "on loan" to the Fire department for conversion and use as a brush fire fighting tool.

Ray and Chief Bailey had many meetings relating to the final conversion. It was made clear to the Chief that at any time the vehicle became obsolete and no longer a viable tool to the department, said vehicle would have to be turned back to the Federal government, and could no be sold. Ray showed these documents to the fire department members at one of our meetings and stressed the importance of maintaining the vehicle in "top condition".

If the original paperwork supports these comments , I propose the following. I would be willing to garage the vehicle as a parade piece and maintain as a "museum" piece for the department. There is a lot of history involving this vehicle and it would be a disgrace to all of us that put so much into this vehicle to allow it to disappear.

I am hoping that the Town Council would be in favor of my proposal.

Thank you,

Edward Murphy
Hampden Fire 1972-1998

C-3-C

**HAMPDEN TOWN COUNCIL
COMMITTEE ASSIGNMENTS
2013**

FINANCE & ADMINISTRATION:

Mayor Janet Hughes, Chair
Tom Brann
Carol Duprey

PLANNING & DEVELOPMENT:

Tom Brann, Chair
Bill Shakespeare
Jean Lawlis
*Mayor Janet Hughes

SERVICES:

Jean Lawlis, Chair
Shelby Wright
Janet Hughes

INFRASTRUCTURE:

Shelby Wright, Chair
Bill Shakespeare
Carol Duprey
*Mayor Janet Hughes

*Ex Officio Member

COMMITTEE SCHEDULE

Finance & Administration	Before every Regular Council Meeting at 5:30 pm
Planning & Development	1 st Wednesday at 6:00 pm 3 rd Wednesday at 6:00 pm
Services	2 nd Monday at 6:00 pm
Infrastructure	4 th Monday at 6:00 pm

C-3-e



CREDERE ASSOCIATES, LLC

776 Main Street
Westbrook, Maine 04092
Phone: 207-828-1272
Fax: 207-887-1051

December 19, 2012

Via E-mail: economicdevelopment@hampdenmaine.gov

Mr. Dean Bennett
Director of Community and Economic Development
Town of Hampden
106 Western Avenue
Hampden, Maine 04444

**Subject: Assessment Summary and Proposal for PCB Site Characterization
Hampden Academy, 1 Main Road North, Hampden, Maine**

Dear Mr. Bennett:

Credere Associates, LLC (Credere) completed initial environmental assessment activities at the above-referenced property (the Site). These activities have culminated in the delivery of a May 15, 2012, Phase I Environmental Site Assessment (ESA) and a Phase II ESA dated September 20, 2012.

In order to support the decision making process associated with a future potential transfer of Site ownership and subsequent redevelopment, this proposal includes three components:

1. A summary of supplemental environmental activities that are necessary to support the redevelopment and/or re-use of the Site.
2. A summary of select findings of the Phase I ESA that were not investigated during the completed Phase II ESA activities. These activities were intentionally excluded from Credere's scope. It is Credere's understanding that these tasks will either be completed at a later date or, in the opinion of the Town of Hampden, do not warrant further investigation.
3. A detailed description, schedule, and cost estimate for Site characterization sampling, which is required to define the nature and extent of polychlorinated biphenyls (PCBs) in building materials located at the Site.

1. Activities That Are Warranted Prior to Redevelopment

- a. Lead was identified in groundwater associated with the septic system located east of Building 10 (technical education, math, and art building). Credere recommends that this issue be submitted to the Maine DEP Voluntary Response Action Program (VRAP). Because the Site is in an area where public drinking water is provided, this issue may potentially be resolved by recording a deed restriction that would prevent the on-Site use of groundwater for drinking purposes and would likely not require remediation.

- b. Regulated asbestos containing materials must be properly managed and/or abated prior to or during any future activity that could disturb these materials (i.e. renovation or demolition).
- c. A lead-based paint survey should be completed to confirm or dismiss the presence, and/or delineate the extent of lead-based paint on or within the Site buildings. This survey should be completed prior to any future activity that could disturb potential lead-based painted surfaces (i.e. renovation or demolition).
- d. If future redevelopment plans incorporate the demolition or significant renovation of the Site buildings, a universal and hazardous waste inventory should be performed and all identified waste materials should be properly disposed prior to or concurrent with redevelopment.
- e. Product contained in aboveground storage tanks (ASTs) that are not in service should be removed and properly disposed to prevent future potential releases of oil at the Site.

2. Phase I Findings That Were Not Investigated During the Phase II ESA

- a. Multiple former No. 2 fuel oil and diesel underground storage tanks (USTs) are located on properties adjacent to and potentially upgradient of the Site. Based on the lack of information regarding the tanks, potential undocumented releases may have occurred. These potential off-Site releases may have impacted the environmental conditions of the Site.
- b. Floor drains are located in several boiler rooms at the Site. Undocumented releases of oil and/or hazardous substances to the septic system or to potentially undocumented drywells may have occurred via these drains. These potential releases may have impacted the environmental conditions of the Site.
- c. Discarded automobiles, an automobile gasoline tank, and building debris were observed on the Site. Oil and/or hazardous substances may have been released from the discarded items and may have impacted the environmental conditions of the Site.

3. PCB Site Characterization Scope and Cost Estimate

Based on the results of the completed assessment work as presented in a September 20, 2012, Phase II Environmental Site Assessment Report, total PCBs were identified in certain building materials at concentrations that are in excess of 50 mg/kg. Building materials that have been analyzed to contain concentrations of total PCBs equal to or in excess of 50 mg/kg are defined as PCB bulk product wastes in accordance with 40 CFR 761.3. These materials are regulated for disposal under 40 CFR 761.62. At this time, PCB bulk product waste has been positively identified in gray floor paint located in three areas of the Site (see attached figure).

In addition to the disposal requirements that are applicable for the identified PCB bulk product waste, there is a potential for concentrations of PCBs to leach from these manufactured products into the porous bulk materials to which they have been applied (i.e. underlying concrete floor). Bulk materials, such as concrete, which have been analyzed to contain total PCB concentrations equal to or in excess of 1 mg/kg as a result of contact with a PCB bulk product waste may be addressed in two ways. The first is to consider the bulk materials to represent PCB Remediation



Waste and dispose of them under a special approval which meets the requirements of 40 CFR 761.79(h). The second option is to dispose of the dried applied PCB paint and the impacted concrete as one waste stream. This method could allow this waste stream to be disposed of as PCB Bulk Product Waste in accordance with an October 24, 2012, PCB Bulk Product Waste Reinterpretation memo prepared by the EPA. This method of disposal may increase the number receiving facility options. Regardless of the disposal method selected, it is very important to properly and adequately characterize any potential PCB Bulk Product Waste and/or Remediation Waste prior to the initiation of renovation or demolition activities, as the improper disposal of regulated PCB waste could represent a significant liability to the owner of the Site.

In accordance with the conditions described above, additional characterization is required in order to define the limits of regulated PCB containing materials and develop an appropriate PCB cleanup and disposal strategy. Once the limits of regulated materials are known and an appropriate remedy is developed, potential costs associated with the removal and disposal of PCBs can be generated. A summary of the recommended additional investigation work is presented below:

Task 1: Additional Bulk Product Sampling and Analysis

The completed initial assessment was designed to identify select potential PCB containing building materials in order to determine if there was a significant risk of regulated PCB bulk product waste at the Site. However, as this risk has now been confirmed, additional samples should be obtained from other potential PCB bulk product wastes to ensure that all regulated materials have been identified and quantified prior to a potential ownership transfer and the initiation of redevelopment efforts. This additional sampling will be required to provide an adequate characterization of the Site and obtain the proper cleanup approvals from the U.S. EPA. This task will include the collection and analysis of up to 21 bulk product samples (20 characterization samples and 1 QA/QC duplicate sample).

Task 2: Bulk Material Sampling and Analysis

Consistent with the results of the additional sampling described above, representative bulk samples should be collected from porous materials located below the identified PCB bulk product waste (i.e. concrete flooring) to determine if PCB remediation waste is present at the Site. This task will include the collection and analysis of up to 11 bulk material samples (10 characterization samples and 1 QA/QC duplicate sample).

Task 3: Vertical Delineation Sampling and Analysis

Bulk material samples will be collected from multiple discrete depths to define the vertical extent of regulated PCB concentrations. This task will include the collection and analysis of up to 12 bulk material samples. Samples will be collected to a maximum depth of 4 inches at three representative locations using a sample interval of 1-inch. Though not ideal, this task will be completed concurrently with Task 2 to increase time efficiency.



Task 4: Additional Sampling and Analysis Contingency (If Needed)

As PCBs cannot be identified except through laboratory analysis, collecting all the samples that may be required for a complete Site characterization in one mobilization is not cost effective. As such, the level of effort anticipated to complete the tasks above is meant to be as comprehensive and efficient as possible based on known Site conditions. However, if the proposed sampling identifies additional regulated materials or an unanticipated level of contamination, additional assessment work may be required. As such, this task includes a contingency for additional sampling that may be required following the review of initial sample data. At this time, this contingency includes the collection and analysis of 21 additional samples (20 characterization samples and 1 QA/QC duplicate sample). These may include samples to assess bulk product, bulk material, vertical extent, or a combination thereof. *If adequate Site characterization data is obtained through the performance of Tasks 1 through 3, Task 4 will not be warranted.*

It is important to understand that the characterization of PCBs can be unpredictable regardless of the amount of past experience. Therefore, Credere cannot guarantee that the level of effort included in Tasks 1 through 4 will be sufficient to complete the Site characterization. However, our efforts will always be focused on maximizing cost and time efficiency while delivering the highest quality data available.

Task 5: Data Analysis and Development of Remedial Options

Credere will analyze the collected data with respect to 40 CFR 761. Credere will then prepare a summary of available remedial options, which may be available to properly remove and dispose and/or manage the identified PCBs and achieve regulatory closure at the Site. This summary will be presented to the Town of Hampden via email. Following review, Credere will attend one meeting with interested stakeholders to discuss the findings and select the best remedial option.

Task 6: Remediation Cost Estimating

Following the definition of the extent of regulated PCBs located at the Site and the collaborative identification of the selected remedial option, Credere will work with a preferred qualified contractor to generate budgetary remediation estimates that will include cleanup of PCBs, abatement of asbestos, and demolition of onsite buildings. In addition, potential remediation funding options will be presented. This task will include one Site visit and the results of the cost estimating effort will be presented to the Town of Hampden via email.

Task 7: Meetings

This task includes one pre-assessment meeting in Hampden to discuss the scope of the proposed work. If additional meetings outside of those specified in Tasks 5 and 6 are requested, they will be billed on a time and materials basis as described below.



Project Schedule

An estimated schedule for Tasks 1 through 6 is presented below. This schedule assumes that notice to proceed is presented on January 2, 2013 and that standard laboratory turn-around is specified.

Task	Start Date	End Date
Task 1: Additional Bulk Product Sampling and Analysis	1/4/13	1/14/13
Task 2: Bulk Material Sampling and Analysis	1/16/13	1/25/13
Task 3: Vertical Delineation Sampling and Analysis	1/29/13	2/7/13
Task 4: Additional Sampling and Analysis Contingency (If Needed)	2/13/13	2/22/13
Task 5: Data Analysis and Development of Remedial Options	2/25/13	3/1/13
Task 6: Cost Estimating	3/11/13	3/15/13

Project Budget

The estimated labor costs required to complete the above tasks are summarized in the attached **Table 1** and a breakdown of other direct charges / subcontracted expenses is presented in the attached **Table 2**. Though presented as estimates, the costs for the proposed scope of work will be treated as not-to-exceed amounts. These tasks will be billed on a time and materials basis in accordance with Credere's 2012 standard labor rates and General Provisions, which were previously presented. Additional tasks completed outside of the proposed scope of work will be billed on a time and materials basis. Credere will notify the Town of Hampden if a requested task falls outside of the original scope of work prior to completing the task.

If determined to add value for the Town of Hampden, Credere has included applicable rush laboratory analytical surcharges as separate line items for each applicable task in **Table 2**. Rush analysis would reduce laboratory turn-around from 5 business days (plus 1 day transit) to 48 hours (plus 1 day transit).

Tasks Not Included in Proposed Scope of Work

As the extent of regulated PCB containing materials is not yet known and the best regulatory pathway to properly dispose of PCB waste has yet to be developed, Credere has not included costs to complete PCB Cleanup Plan development and delivery to the U.S. EPA. In addition, Credere has not included costs to prepare a Maine DEP VRAP Application and VRAP Work Plan, which is recommended prior to the initiation of cleanup activities at the Site. For rough estimating purposes, the Town of Hampden may use a budgetary cost of \$8,000 for PCB Cleanup Plan development and approval management, and \$3,500 for Maine DEP VRAP Application and Work Plan preparation and submittal.

Your signature below constitutes approval of the above scope of work (**Task 1** through **Task 7**) and the attached cost summary, rates, and General Provisions, and represents our notice to proceed.

We look forward to working with you on this project. Please contact the undersigned at any time with questions or to further discuss the proposed scope.

Sincerely,
CREDERE ASSOCIATES, LLC


Robert I. Patten, PE
Vice President

ACCEPTED:

Susan Lessard
Town Manager
Town of Hampden, Maine

Date

Attached: Figure 1 - Approximate Known PCB Bulk Product Waste Locations
 Table 1 - Estimated Cost Summary
 Table 2 - Labor and Expense Cost Breakdown



Table 1: Estimated Cost Summary: Credere Labor PCB Site Characterization, Hampden Academy, Hampden, Maine	
Task	Credere Labor
Task 1: Additional Bulk Product Sampling and Analysis	\$1,950
Task 2: Bulk Material Sampling and Analysis	\$990
Task 3: Vertical Delineation Sampling and Analysis	\$1,560
Task 4: Additional Sampling and Analysis Contingency (If Needed)	\$1,620
Task 5: Data Analysis and Development of Remedial Options	\$1,635
Task 6: Cost Estimating	\$1,200
Task 7: Meetings	\$960
Total Credere Labor	\$9,975

Table 2: Estimated Cost Summary: Subcontracted Expenses PCB Site Characterization, Hampden Academy, Hampden, Maine			
Task	Estimated Base Cost	Number of Samples	Optional Rush Surcharge
Task 1: Additional Bulk Product Sampling and Analysis	\$3,550	21	\$500
Task 2: Bulk Material Sampling and Analysis	\$2,025	11	\$250
Task 3: Vertical Delineation Sampling and Analysis	\$2,025	12	\$275
Task 4: Additional Sampling and Analysis Contingency (If Needed)	\$3,580	21	\$500
Task 5: Data Analysis and Development of Remedial Options	\$50	0	\$0
Task 6: Cost Estimating	\$1,040	0	\$0
Task 7: Meetings	\$180	0	\$0
Total Subcontracted Costs	\$12,450	65	\$1,525



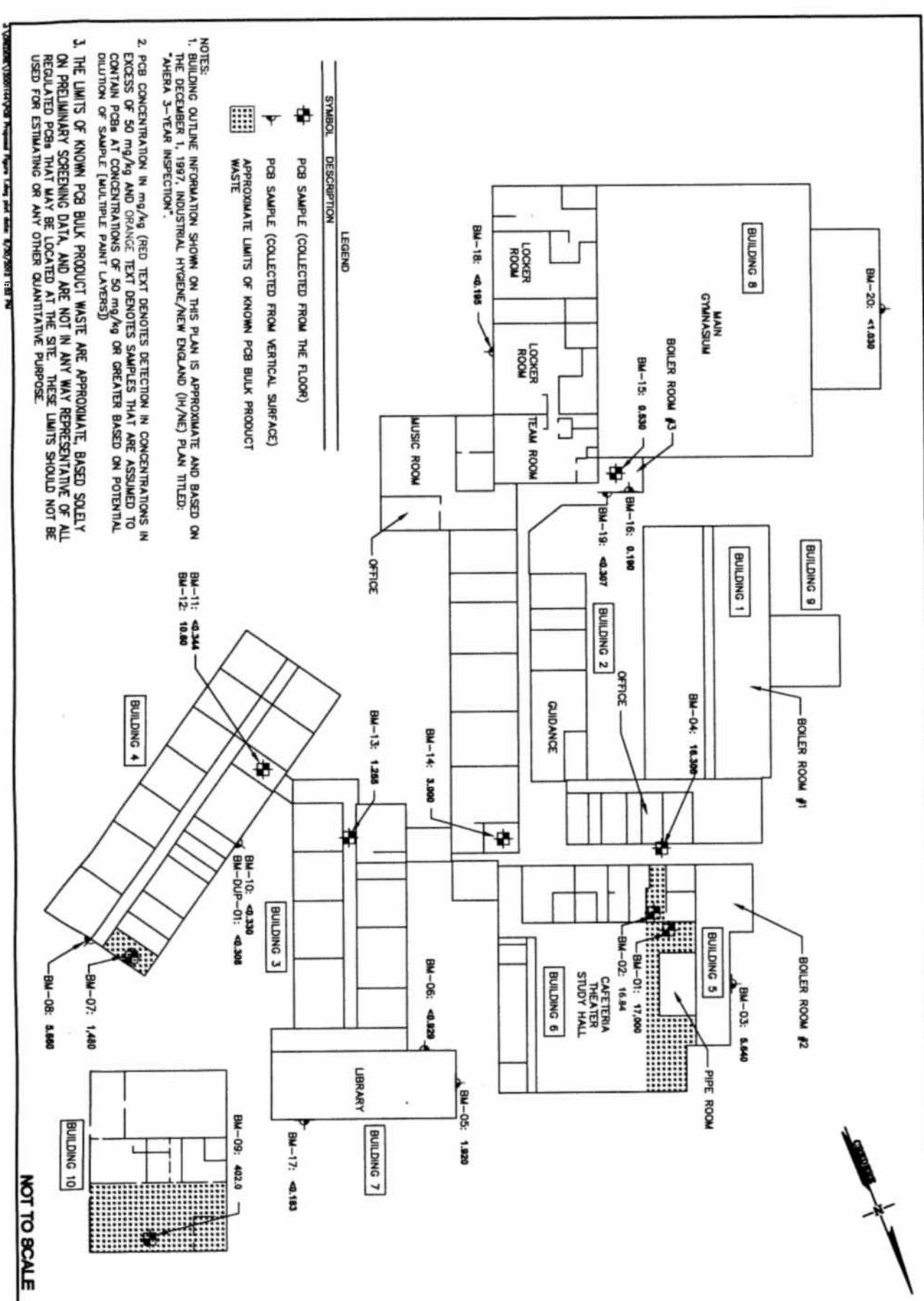


FIGURE 1
APPROXIMATE KNOWN LOCATIONS OF PCB BULK PRODUCT WASTE

DRAWN BY: WTE DATE: 08/30/2012
 CHECKED BY: JSS/RSV PROJECT: 12001144



CREDERE ASSOCIATES, LLC
 778 MAIN STREET
 WESTBROOK, MAINE 04092
 TEL: 207.838.1272
 FAX: 207.867.1051
 WWW.CREDERELLC.COM

HAMPDEN ACADEMY PROPERTY
 1 MAIN ROAD NORTH
 HAMPDEN, MAINE

NOT TO SCALE



C-4-b

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Dear Denise,

My name is Jeremy Robichaud, I am that Adventure recreation Director for the Bangor YMCA Wilderness Center at Camp Jordan. The purpose of this letter is to request inclusion on your March 18, 2013 town council agenda as the Bangor YMCA has taken over management of the Souadabscook Stream Canoe Race.

The Souadabscook Stream canoe race and sprints course start and finish in the Town of Hampden. The race directors for this event are Eric Taylor and myself. We can be reached at (207)941-2808. The events are scheduled for Saturday April 13, 2013. Our organization gets liability coverage for our events through the American Canoe Association(A.C.A) which covers paddle sport events like this throughout the United States. We also communicate with the Town of Hampden Police Department regarding the event and any concerns they may have.

If you need more information regarding the event or liability coverage please feel free to contact me. My phone number is (207)974-6681, or email jrobichaud@bangory.org. If approved the letter of permission can be sent by mail to me at Bangor YMCA, 17 Second Street, Bangor, ME 04401

Best Regards,

Jeremy Robichaud