



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

SEPTEMBER 15, 2014

7:00 P.M.

- A. PLEDGE OF ALLEGIANCE
- B. CONSENT AGENDA
 - 1. SIGNATURES
 - 2. SECRETARY'S REPORTS
 - 3. COMMUNICATIONS
 - a. Capital Ambulance/Police Department – Recognition of Assistance at Medical Call
 - 4. REPORTS
 - a. Services Committee Minutes – 8/11/2014
 - b. Finance Committee Minutes – 8/18/2014
- C. PUBLIC COMMENTS
- D. POLICY AGENDA
 - 1. NEWS, PRESENTATIONS & AWARDS
 - 2. PUBLIC HEARINGS
 - 3. NOMINATIONS – APPOINTMENTS – ELECTIONS
 - a. Candidate Forum Information
 - 4. UNFINISHED BUSINESS
 - 5. NEW BUSINESS
 - a. Maine Municipal Association – Voting Credentials for Annual Business Meeting
 - b. Municipal Review Committee – Board of Directors Candidate Nomination

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

- c. Liquor License Application received from Armstrong Tennis Center at 60 Mecaw Road
- d. Liquor License Application received from Best Western Whitehouse Inn Filibuster Lounge at 155 Littlefield Avenue
- e. Parks/Trails Policy & Management – Councilors Shakespeare & Brann

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

B-3-a

Hampden Public Safety
Attn: Hampden Police Department
106 Western Avenue
Hampden, Maine 04444



www.capitalambulance.n

Capital Ambulance
931 Union Street
PO Box 940
Bangor, Maine 04402

August 31, 2014

Re: Medical Call

On August 31, 2014 around two o'clock in the afternoon, crews were dispatched to a medical call on the Monroe Road in Hampden. Hampden Ambulance was tied on another call, so Capital Ambulance was requested to respond to a residence for a male patient with a bee sting, patient is not alert. We were updated enroute by Hampden police on scene that the patient had also fell and hit his head. They gave us other important information about the patient condition that allowed us to have medications ready for the patient upon our arrival which allowed us to deliver quicker and more effective patient care. Once we arrived on scene we initiated patient care and treatments; one provider stayed at the patient's side, while the other provider was making an extrication plan and obtaining the stretcher. Officer ^{Justin Small} Mark Egan and Officer Ben Eyles were both extremely helpful in our efforts. One of them ran to the ambulance and obtained needed equipment and one officer assisted getting the stretcher up the stairs and into the residence. They really went above and beyond and helped us hand carry the patient, on the stretcher, down over the stairs outside to the ambulance. On top of assisting us, the officers also made it a point to console the family; which included the patient's young daughter. They offered her a stuffed animal and did their best to make the child feel assured that her father was going to be alright. Officer ^{Debra Smith} Mark Egan and Officer Ben Eyles assistance during this call was invaluable and we cannot thank them enough. Kudos to them on a job well done!

Respectfully,

Emily Mills, Capital Ambulance, AEMT

Crystal Bagley, Capital Ambulance, EMTP

SERVICES COMMITTEE MEETING
August 11, 2014

B-4-a

Attending:

Councilor Jean Lawlis	Councilor Shakespeare	Town Manager Sue Lessard
Councilor David Ryder	Councilor Greg Sirois	Resident Terry McAvoy
Councilor Brann	Councilor Ivan McPike	Traci Goldsmith, Assistant
Darcy Peakall, Pool Dir.		Public Health Director Bangor

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

1. MINUTES 5-12-2014 – No changes or corrections were made to the minutes of 5/12/14 and they were adopted as presented.
2. OLD BUSINESS
 - A. Papermill Park Update – Chairman Lawlis read an update on activities at Papermill Park submitted by volunteer park coordinator Jeremy Jones.
 - B. Pool Fees Increase – additional information – Pool Director Darcy Peakall presented an updated list of pool fees that makes the across the board increase for resident or non-resident fees approximately 5%. These changes were made as a result of suggestions received at the Finance Committee meeting of August 4th. Motion by Councilor Brann, seconded by Councilor Shakespeare to recommend to the Council that the pools fees be forwarded to the Council as presented. Vote 6-0.
 - C. Rural Active Living Assessment – The Committee reviewed and provided answers for the Rural Active Living Assessment questions with Traci Goldsmith from the City of Bangor. This information will be compiled and the Town will get a copy of the results. One additional step is needed which is the review of several areas of roadway in the Town. The Town Manager will request that Public Works Director Chip Swan meet with Traci to complete that portion of the survey.
 - D. Recreation
 1. Update – Skehan Center/Recreation Year End – The Town Manager presented information showing that with the use of Recreation Enterprise positive year end balances, the negative balance in the Skehan Center is covered and there is still approximately \$26,000 to add to the balance in the Recreation Enterprise account that is carried forward from year to year. There are differing opinions among committee members about whether or not tax dollars should be used to support the Skehan Center and also Committee members who do not believe that the Town should operate a before/after school program, which provides a large portion of the revenue used to fund recreation operations. No changes were proposed at this time to the current operation. The Manager will continue to provide quarterly updates on the Skehan Center operations.
3. NEW BUSINESS
4. PUBLIC COMMENTS – Terry McAvoy asked whether employees were now required to follow the same rules for accessing Kid's Korner as the general public in all respects. The Manager informed him that employees no longer received any benefit related to Kid's Korner.
5. COMMITTEE MEMBER COMMENTS – None.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Susan Lessard
Town Manager

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, August 18, 2014

Attending:

Mayor Carol Duprey	Councilor Tom Brann
Councilor Jean Lawlis	Councilor Ivan McPike
Councilor David Ryder	Town Manager Susan Lessard
Councilor William Shakespeare	Resident Terry McAvoy
Councilor Greg Sirois	

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

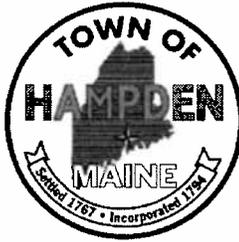
1. Meeting Minutes
 - a. August 4, 2014 – The minutes of the August 4, 2014 Finance Committee meeting were reviewed. No changes or corrections were made to the minutes.
2. Review & Sign Warrants – The warrants were reviewed and signed. Questions related to how the Town pays for inspection services were asked. The practice of paying for meals/mileage while on the job was questioned. The Manager informed the Committee that the Town's ordinances require a third party inspector for major construction projects and that the Town treats its own construction projects in the same manner. This policy will be referred to the Infrastructure Committee for review.
3. Old Business
 - a. Revision to Proposed Pool Fee Increases – Councilor Lawlis explained that the Pool Director had revised the proposed fee increases so that residents did not receive a higher % increase than non-residents. These changes were reviewed and recommended as part of the Services Committee meeting on August 11, 2014. Motion by Councilor Lawlis, seconded by Councilor McPike to recommend to the Town Council to hold a public hearing on the proposed new pool fee rates. Unanimous vote in favor. Resident Terry McAvoy stated that he believed that pool fee rates should be even higher than what was proposed.
4. New Business - None
5. Public Comment – Resident Terry McAvoy asked additional questions related to third party inspection of town construction projects. Continued discussion on the matter will take place when the Infrastructure Committee reviews the practice.
6. Committee Member Comments – None

The meeting was adjourned at 6:25 p.m.

Respectfully submitted,

Susan Lessard
Town Manager

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone:
Fax:
email:

D-3-a

TO: Candidates for November 4, 2014 Election

DATE: September 9, 2014

RE: Candidate Forum
Candidate Contact Information

Dear Candidates:

The Town Council's Services Committee will be hosting two Candidate Forums for all candidates for District Town Councilor and RSU #22 Board of Directors. Due to the large number of candidates, there will be two separate forums this year – one for **Town Council candidates on Tuesday, September 30th** and one for **School Board candidates on Thursday, October 2nd**. Both will be held in the Council Chambers at the municipal building and will begin at 6:00 pm.

Enclosed is a list of the questions that will be asked of each candidate at the forum. Both forums will be broadcast live over the Town's cable access Channel 7 and both will be taped for re-broadcast several times prior to the election on November 4th. Please contact Town Manager Susan Lessard by email at manager@hampdenmaine.gov and let her know whether you are able to participate in the forum.

After ballots are tallied on Election night, I will email final results to all candidates. I have also enclosed a form for you to provide your email address and cell phone number in the event we need to contact you prior to the Election. Please return the form to the Town Office as soon as possible. We do not give this information out to the public unless you give us permission to do so. The only candidate contact information provided to the public is your address and the phone number you provided for your nomination papers.

If you have any questions, please feel free to call me at 862-3034 or you can email me at clerk@hampdenmaine.gov.

Sincerely,

Denise R. Hodsdon
Denise Hodsdon, CMC
Town Clerk

Town Council Candidate Forum
Tuesday, September 30, 2014
6 p.m.
Hampden Town Office

The Council Candidate Forum provides an opportunity for the residents of the Town of Hampden to get to know those that are running for office. The forum is not a debate and it is not open to questions from the audience. Instead, the same questions are provided to all candidates in advance so that each has time to carefully consider them and can be prepared to answer within a limited time frame. We ask that Candidates present their views in a positive manner with a focus on their own strengths and ideas.

For this forum each candidate will be given the opportunity to introduce themselves, have a specified amount of time to answer the questions supplied and a specified time for a 'wrap up' after all questions are answered.

The forum will begin with an introduction by the Moderator and then each candidate will have an opportunity for a 2 minute introduction.

Following all introductions, the Moderator will ask the following series of questions. Each candidate will have 2 minutes to answer each question. The Moderator will call on each candidate in turn to answer the questions.

1. What is your platform/reason for seeking office and what can you bring to the council?
2. What do you see as your role as a town councilor?
3. What ideas do you have for coping with the loss of state funding dollars and do you believe the town should cut back on services or ask the taxpayers to pay more? If you believe that services should be cut back – what services would you want to see reduced or eliminated?
4. How much further should the Town go in sharing services and costs with other communities?
5. Do you agree with the Town's spending priorities? If so why? If not – why not?

Following the questions, each candidate will have two minutes as a wrap up of their candidacy.

The Moderator will close the Candidate Forum.

School Board Candidate Forum
Thursday, October 2, 2014
6 p.m.
Hampden Town Office

The School Board Candidate Forum provides an opportunity for the residents of the Town of Hampden to get to know those that are running for office. The forum is not a debate and it is not open to questions from the audience. Instead, the same questions are provided to all candidates in advance so that each has time to carefully consider them and can be prepared to answer within a limited time frame. We ask that Candidates present their views in a positive manner with a focus on their own strengths and ideas.

For this forum each candidate will be given the opportunity to introduce themselves, have a specified amount of time to answer the questions supplied and a specified time for a 'wrap up' after all questions are answered.

The forum will begin with an introduction by the Moderator and then each candidate will have an opportunity for a 2 minute introduction.

Following all introductions, the Moderator will ask the following series of questions. Each candidate will have 2 minutes to answer each question. The Moderator will call on each candidate in turn to answer the questions.

1. In your opinion, what is the biggest challenge facing RSU #22 over the next 5 years?
2. As a future board member – how do you see your role in meeting that challenge?
3. What are the top two reasons you chose to run for the school board?
4. If elected, what strength would you bring to the school board?
5. Do you agree with the school district's spending priorities? If so why – if not – why not?

Following the questions, each candidate will have two minutes as a wrap up of their candidacy.

The Moderator will close the Candidate Forum.

D-5-a



Maine Municipal
Association

60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org

MEMORANDUM

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: Christopher G. Lockwood, Executive Director

DATE: September 2, 2014

SUBJECT: Voting Credentials for MMA Annual Business Meeting

The Maine Municipal Association Annual Business Meeting is being held in conjunction with the MMA Annual Convention and will take place on **Wednesday, October 1, 2014, at 1:30 p.m. in the Cumberland Room at the Augusta Civic Center.** The MMA Bylaws entitle each member community to one (1) voting representative.

Enclosed please find the *MMA Voting Delegates Credential Form* on which the municipal officers may designate their municipality's voting representative and alternate. We have also attached the Proposed Agenda for the MMA Annual Business Meeting for your reference. The current MMA Bylaws as adopted in 2013 will be available at the MMA Annual Business Meeting or may be viewed on the MMA website at

<http://www.memun.org/public/MMA/Gov/bylaws.pdf>.

If you plan to be at the MMA Annual Convention and would like to have a Voting Delegate represent your municipality, please complete the MMA Voting Delegate Credential Form and return to our office by **Tuesday, September 30, 2014** or bring it with you to the MMA Annual Business Meeting. We have provided a self-addressed, self-stamped envelope for your convenience.

We look forward to seeing you at this year's MMA Annual Convention. If you have any questions on this information, please contact Theresa Chavarie at 1-800-452-8786 ext. 2211 or in the Augusta area at 623-8428.

**Maine Municipal Association
Annual Business Meeting
Wednesday, October 1, 2014
1:30 – 2:30 p.m.
Augusta Civic Center
Level 1 – Cumberland Room**

AGENDA

- 1. Introductions and Welcoming Remarks – MMA President Peter Nielsen
(Town Manager, Town of Oakland)**
- 2. Approval of 2013 MMA Annual Business Meeting Minutes – Peter Nielsen**
- 3. MMA President’s Report – Peter Nielsen**
- 4. Announcement of Election Results for MMA Executive Committee and
Introduction of New Executive Committee Members – Peter Nielsen**
- 5. Executive Director’s Report - Christopher Lockwood**
- 6. Other Business (*comments from the floor*)**
- 7. Adjournment**

MAINE MUNICIPAL ASSOCIATION
VOTING DELEGATE CREDENTIALS

_____ is hereby designated as the official Voting Delegate and
(name)

_____ as the alternate voting delegate for _____
(name) (municipality)

to the Maine Municipal Association Annual Business Meeting which is scheduled to be held,
Wednesday, October 1, 2014, 1:30 p.m., at the Augusta Civic Center, Augusta, Maine.

The Voting Delegate Credentials may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ Municipality: _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Name: _____ Position: _____

Or Signed by a Majority of Municipal Officers:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please return this form no later than **Tuesday, September 30, 2014** or bring it with you to the MMA Annual Business Meeting. If mailing, send to:

*MMA Annual Business Meeting
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: 207-626-3358*

■ 395 State Street
■ Ellsworth, ME 04605
■ www.mrcmaine.org



MRC
Municipal Review Committee, Inc.

D-5-b

Memorandum

To: MRC Member Communities
From: Greg Louder, MRC Clerk 
Date: September 5, 2014
Subject: **MRC Board of Directors Election – Candidate Nomination Form**

Please find enclosed a nomination form for candidates to serve on the MRC Board of Directors. Candidates receiving the three highest numbers of votes in the upcoming election will fill three seats whose terms expire on December 31, 2014. The three-year terms of office will run from January 1, 2015 through December 31, 2017. The MRC Bylaws limit the slate of candidates to the first nine nominations received. Nominees are placed on a slate of candidates for election by a vote of the MRC membership and Directors are elected to serve the membership at large. Current MRC Directors whose terms expire are eligible to be nominated.

Please complete and return the enclosed form if your municipality wishes to nominate an individual for consideration of placement on the slate of candidates. The Board of Directors is a highly active decision and policy-making body for the organization. **We highly encourage you to discuss, with potential nominees, the level of Board of Directors activity described below.**

The Board of Directors meets, at a minimum, six times annually. Regular board meetings are at least four hours long. In light of the substantial volume of work associated with the Post 2018 Planning process, there will be a number of additional duties and time commitments including special meetings, sub-committee assignments and general oversight of the organization's business.

Regular and Special board meetings are held in the greater Bangor area, with Regular meetings typically held on the 4th Wednesday in January, April, July and October from 10:00 AM to 2:00 PM. The Annual Meeting is usually held the second week of December. If potential candidates have questions concerning the Board of Directors' duties, please contact a current member of the MRC Board of Directors (contact list enclosed) or Greg Louder (866-254-3507 or 664-1700).

The deadline for submitting a nomination form is October 10, 2014. An annual election ballot with the final slate of candidates will be prepared and mailed to all MRC Members on or before October 24, 2014. The results of the election will be announced at the MRC Annual Meeting to be held in the second or third week of December of 2014.

Enclosures: Nomination Form
2014 Board of Directors List

MUNICIPAL REVIEW COMMITTEE, INC.
2014 Election – BOARD OF DIRECTORS
NOMINATION FORM

Submitted by MRC Member: _____
(Town/city/county/regional association)

Nominee Name: _____

Circle and list all that apply to Nominee for questions 1. through 3. below:

1. YES / NO - Legal Resident of MRC Member: _____

2. YES / NO - Elected or Appointed Official of MRC Member: _____

3. YES / NO – Employee of MRC Member: _____

Mailing Address: _____

Telephone: _____ FAX: _____ Email: _____

The below provided biographical information is to be provided by the nominee. The information, as provided, will accompany the voting ballot provided for the MRC membership's consideration.

Biography:

REMINDER: The final slate is limited to the first nine (9) nominations received

Please return this form by mail on or before October 10, 2014 to:
Municipal Review Committee, Inc.
395 State Street
Ellsworth, Maine 04605

Delivery via FAX is permitted at: (207) 667-2099 Attn: Greg Lounder or via email attachment to: glounder@mrcmaine.org

Municipal Review
Committee, Inc.
2014

Board of Directors

January 2012 to December 2014

Philip O. McCarthy

Town of Clinton
780 Hinckley Road
Clinton, Maine 04927

Voice: 426-2003

[no fax]

pemccarthy987@roadrunner.com

Joshua Reny

Town Manager
Town of Fairfield
19 Lawrence Ave
PO Box 149
Fairfield, Maine 04937-0149

Voice: 453-7911

FAX: 453-4280

jreny@fairfieldme.com

Sophia Wilson

Town Manager
Town of Orono
59 Main Street
Orono, Maine 04473

Voice: 889-6905

FAX: 866-5053

sophiew@orono.org

January 2013 to December 2015

Catherine Conlow

City Manager
City of Bangor
73 Harlow Street
Bangor, Maine 04401

Voice: 992-4200

FAX: 945-4449

cathy.conlow@bangormaine.gov

Karen Fussell

Finance Director
City of Brewer
80 North Main Street
Brewer, Maine 04412

Voice: 989-8440

FAX: 989-8435

kfussell@BrewerMaine.gov

Tony Smith

Director of Public Works
Town of Mount Desert
PO Box 248
Northeast Harbor, Maine
04662-0248

Voice: 276-5742

FAX: 276-5742

director@mtdesert.org

January 2014 to December 2016

Elery Keene

Executive Director,
KVCOC (retired)
3 Pat Street
Winslow, Maine 04901

Voice: 872-5231

[no fax]

wekeene@me.acadia.net

Jim Guerra

Manager
Mid Coast Solid Waste Corp
90 Union Street
P.O. Box 1016
Rockport, Maine 04856

Voice: 236-2467

FAX:

mcswc@roadrunner.com

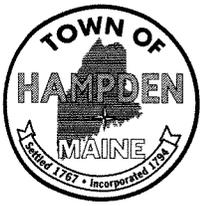
Chip Reeves

Director of Public Works
50 Public Works Way
Bar Harbor, Maine 04609

Voice: 288-1026

FAX: 288-0961

chip@barharbormaine.gov



D-5-c

TOWN OF HAMPDEN
TOWN CLERK'S OFFICE

COMMENTS ON:

Date of Council Action: 9/15/2014

Public Hearing: Yes No X

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

NAME: Armstrong Tennis Center Dean Armstrong
Business Name Individual

ADDRESS: 60 Mecaw Rd. PHONE: 942-4836

MAP/LOT: _____ DATE: 9/9/2014

DEPARTMENT REPORT:

no concerns

DATE: 09/09/14

BY: [Signature]
Title: Public Safety Director

BY: _____
Title: _____

9/10/14

Please waive the
public hearing fee

ARMSTRONG TENNIS
Center


Dawn ARMSTRONG

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
164 STATE HOUSE STATION
AUGUSTA, ME 04333-0164**



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

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

DEPARTMENT USE ONLY	
LICENSE NUMBER:	CLASS:
DEPOSIT DATE	
AMT. DEPOSITED:	BY:
CK/MO/CASH:	

PRESENT LICENSE EXPIRES 10/10/14

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

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

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

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) –(Sole Proprietor, Corporation, Limited Liability Co, etc.) <u>ARMSTRONG TENNIS CENTER</u> DOB: _____	2. Business Name (D/B/A) <u>Same</u>
DOB: _____	
Address <u>60 MPOW ROAD</u>	Location (Street Address) <u>60 MPOW ROAD</u>
City/Town <u>Hampden</u> State <u>Me</u> Zip Code <u>04444</u>	City/Town <u>Hampden</u> State <u>Me</u> Zip Code <u>04444</u>
	Mailing Address <u>Same</u>
City/Town <u>Hampden</u> State <u>Me</u> Zip Code <u>04444</u>	City/Town _____ State _____ Zip Code _____
Telephone Number <u>207 942 4836</u> Fax Number _____	Business Telephone Number <u>207 942 4836</u> Fax Number _____
Federal I.D. # <u>01-0376232</u>	Seller Certificate # <u>186516</u>

3. If premises is a hotel, indicate number of rooms available for transient guests: 5000¹⁰
4. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ 5000¹⁰ LIQUOR \$ 2500¹⁰ BAKERY ONLY
5. Is applicant a corporation, limited liability company or limited partnership? YES NO

If YES, complete Supplementary Questionnaire

6. Do you permit dancing or entertainment on the licensed premises? YES NO
7. If manager is to be employed, give name: DEAN ARMSTRONG
8. If business is NEW or under new ownership, indicate starting date: _____
Requested inspection date: _____ Business hours: _____
9. Business records are located at: 60 MPOW Rd, Hampden, Me 04444

10. Is/are applicants(s) citizens of the United States? YES NO

11. Is/are applicant(s) residents of the State of Maine? YES NO

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

Name in Full (Print Clearly)	DOB	Place of Birth
Dean Armstrong	10/23/35	Waterville, Me.

Residence address on all of the above for previous 5 years (Limit answer to city & state)
91 CENTRAL ST,
BANGOR, ME 04401

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

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

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

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

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) STEEL BUILDING WITH
4 TENNIS COURTS, LOCKER ROOMS WITH SHOWERS, LUNGEON, AND PRO SHOP

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

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

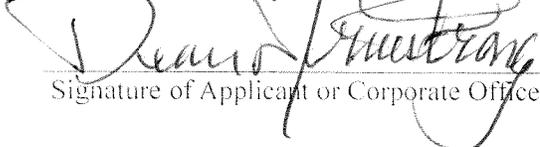
20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: MORTGAGE THROUGH MACHIAS SAVINGS BANK

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

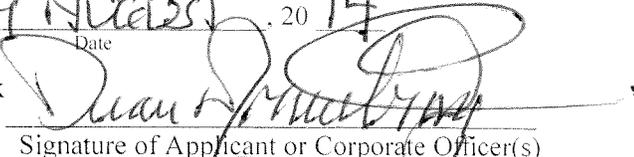
NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Hampden Maine on 29 August, 2014


Signature of Applicant or Corporate Officer(s)

Print Name

Please sign in blue ink


Signature of Applicant or Corporate Officer(s)

DEAN ARMSTRONG

Print Name

Date 9/15/2014

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

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

THIS APPROVAL EXPIRES IN 60 DAYS

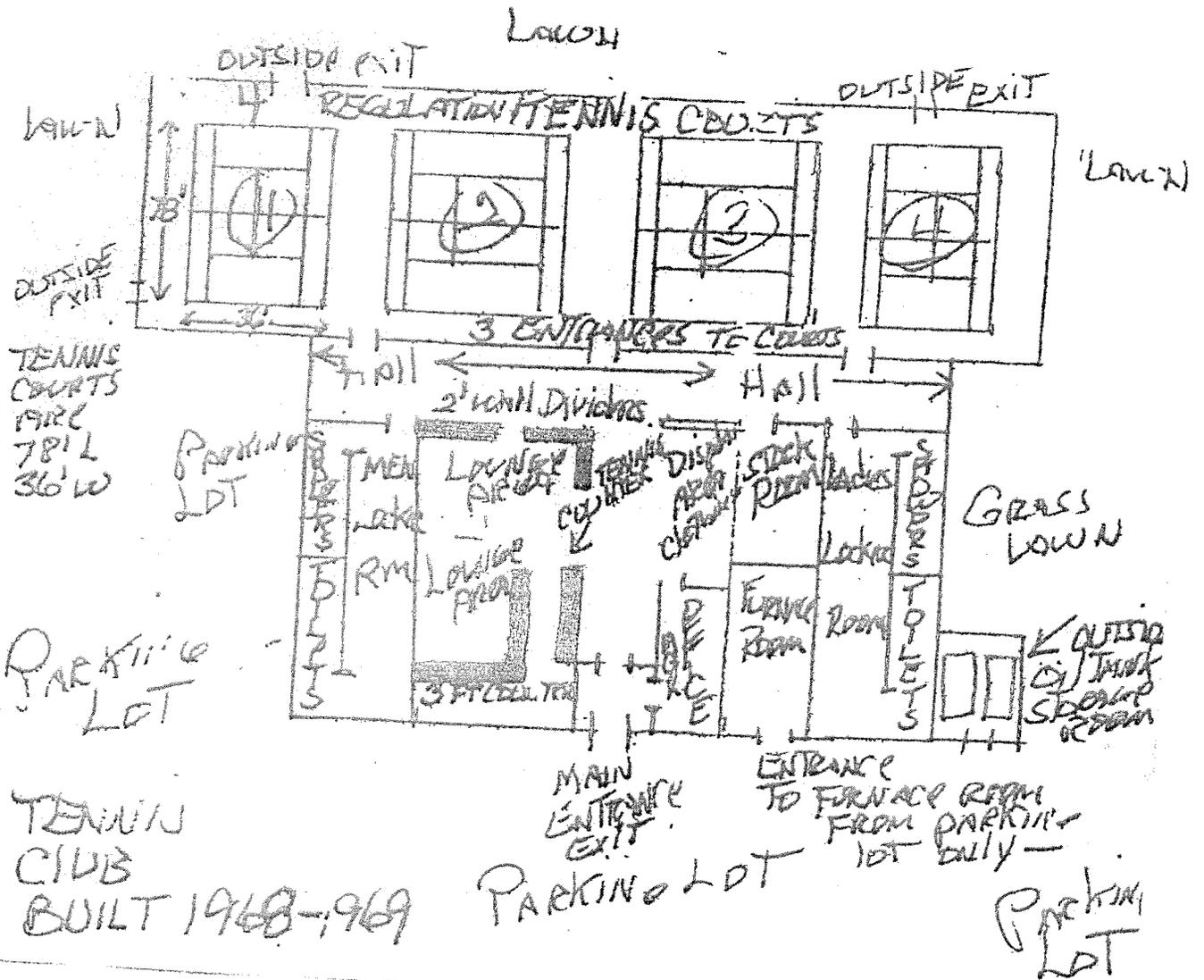
NOTICE – SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

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

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

PREMISE DIAGRAM





White House Inn

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

For Reservations Call
1-800-780-7234

September 9, 2014

Town of Hampden
106 Western Avenue
Hampden, Maine 04444

To Whom It May Concern:

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

Any questions I can be reached at 862-3737.

Sincerely,

A handwritten signature in cursive script that reads "Peggy Brown".

Peggy Brown
Manager
Best Western White House Inn

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
164 STATE HOUSE STATION
AUGUSTA, ME 04333-0164**



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

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

DEPARTMENT USE ONLY	
LICENSE NUMBER:	CLASS:
DEPOSIT DATE	
AMT. DEPOSITED:	BY:
CK/MO/CASH:	

PRESENT LICENSE EXPIRES 11.3.11

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

- | | |
|--|---|
| <input type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) |
| <input checked="" type="checkbox"/> HOTEL-OPTINONAL FOOD (Class I-A) | <input type="checkbox"/> HOTEL (Class I,II,III,IV) |
| <input type="checkbox"/> CLASS A LOUNGE (Class X) | <input type="checkbox"/> CLUB-ON PREMISE CATERING (Class I) |
| <input type="checkbox"/> CLUB (Class V) | <input type="checkbox"/> GOLF CLUB (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) —(Sole Proprietor, Corporation, Limited Liability Co., etc.) John D. Lafayette, III DOB: 9/7/55			2. Business Name (D/B/A) White House Motel, Inc.		
Cora J. Lafayette DOB: 2/8/56			F. I. Bunker Lounge		
DOB:			Location (Street Address) 155 Littlefield Avenue		
Address 155 Littlefield Avenue			City/Town Bangor, ME		State Zip Code ME 04401
City/Town State Zip Code Bangor, ME 04401			Mailing Address Same as above		
City/Town State Zip Code Bangor, ME 04401			City/Town State Zip Code		
Telephone Number 207-862-3737		Fax Number 207-862-3737		Business Telephone Number 207-862-3737	
Federal I.D.# 01-0381910			Seller Certificate # 200081		

3. If premises is a hotel, indicate number of rooms available for transient guests: 77 \$ 32,900
4. State amount of gross income from period of last license: ROOMS \$ 1.6 mil FOOD \$ _____ LIQUOR \$ _____
5. Is applicant a corporation, limited liability company or limited partnership? YES NO

If YES, complete Supplementary Questionnaire

6. Do you permit dancing or entertainment on the licensed premises? YES NO
7. If manager is to be employed, give name: Peggy Brown
8. If business is NEW or under new ownership, indicate starting date: _____
- Requested inspection date: _____ Business hours: _____
9. Business records are located at: 155 Littlefield Avenue, Bangor, ME 04401

10. Is/are applicants(s) citizens of the United States? YES NO

11. Is/are applicant(s) residents of the State of Maine? YES NO

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

Name in Full (Print Clearly)	DOB	Place of Birth
John D. Lafayette, III	9-17-55	Bangor, ME
Carla T. Lafayette	2-8-56	Bangor, ME
Margaret A. Brown	3-22-67	Bangor, ME

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

Hampden, ME

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

Name: Eilidbuster Lounge Date of Conviction: 11-2-96

Offense: possession of alcohol after hours Location: lounge

Disposition: fined

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?

Yes No If Yes, give name: _____

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

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

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) 97 room hotel, white, 3 stories, w/full basement

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES NO Applied for: _____

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

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

If YES, give details: _____

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

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

Dated at: Hampden, ME on 9-9, 20 14
Town/City, State Date

Please sign in blue ink

C.J. Lafayette
Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

CT Lafayette
Print Name

Print Name

Date

9/15/2014

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

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer of location of existing on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.
 - A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
 - B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c.140, §4 (amd).]
 - C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal with 120 days of the filing of the application. [1999, c589, §1 (amd).]
 2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:
 - A. Conviction of the applicant of any Class A, Class B or Class c crime: [1987, c45, Pt.A§4 (new).]
 - B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
 - C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
 - D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592, §3 (amd).]
 - E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
 - F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).]
- [1993, c730, §27 (amd).]
3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.
 - A. [1993, c.730, §27 (rp).]
 4. **No license to person who moved to obtain a license. (REPEALED)**
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An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.



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

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

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

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

- Exact legal name:
White Horse Motel
- Other business name for your entity (DBA), if any:
Fil: Buster Lounge
- Date of filing with the Secretary of State: 5.27.1982
- State in which you are formed: Maine
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attached additional sheets as needed)

Name	Address for Previous 5 years	Date of Birth	Ownership %
John D. LaFayette, III	155 WHELFIELD AVE BANGOR, ME 04401	9/11/55	50%
Carla J. LaFayette	same	10/2/56	50%
George Eaton	54 HERTON ST. BANGOR, ME 04401		clerk
Jackie Racette	P.O. Box 59 Hampden, ME 04444	7/23/63	director

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

Yes No

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

Name: _____ Agency: _____

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

Yes No

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

Name: Filibuster Lounge

Date of Conviction: 11.2.96

Offense: possession of alcohol after hours

Location of Conviction: lounge

Disposition: fined

Signature:

CJ Lafayette
Signature of Duly Authorized Person

9.9.14
Date

CJ Lafayette
Print Name of Duly Authorized Person

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

Submit Completed Forms To: Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
164 State House Station
Augusta, Me 04333-0101
Telephone Inquiries: (207) 624-7220
Fax: (207) 287-3424
Email Inquiries: MaineLiquor@Maine.gov

D-5-e

TO: Hampden Town Council
FROM: Sue Lessard, Town Manager
DATE: September 10, 2014
RE: Porta Potties & Other Information

The purpose of this memo is to provide the Council with information about porta potties rented by the Town. Councilor Shakespeare had asked that this information be made available to all Councilors for the Council meeting on 9/15/14. As also requested by Councilor Shakespeare, I have included a copy of a memo I distributed to the Council on 8/18/14 regarding the parks and recreation areas in Hampden.

At the present time, the Town contracts with Frost Septic Service for porta potties at the following locations:

Papermill Park	\$75/Mth
Softball Field on Ballfield Road	\$75/Mth
Rec Area next to the Lura Hoyt Pool	\$80/Mth
*Dorothea Dix Park (as of 9/12/14)	\$80/Mth
Behind Rec Center – for football program	\$75/mth

The porta potty at Dorothea Dix for the bulk of the summer was provided by Lincoln Rental Services. This unit was provided to work off a credit that the Town had with the provider from last year for which they refused to issue a check. In order not to lose the credit, the agreement was for them to provide and maintain the porta potty at Dorothea Dix. Obviously that did not work out well. I have included an email from Rec Director Shelley Abbott on the Porta Potty Credit issue. On Tuesday, September 9th I asked the Recreation Director to contact Lincoln Rentals and have it removed and to have Frost Septic put one in that location for the remainder of the season. That transfer should be complete by Friday, September 12th. I have also asked that a porta potty be put at Marina Park for the remainder of this season.

Also included in this packet are copies of the inspection forms for the parks that were part of the program set up earlier this year for Public Works to take over oversight of the parks as well as a memo from Recreation Director Shelley Abbott about the status of the parks as of this Spring. Clearly this program was not followed this season and I have talked with the Public Works Director about the need to insure that the plan that was set up is followed going forward. However, this plan does not address the policy issues raised by Councilors Shakespeare and Brann at the Services Committee meeting on 9/8/14.

Once the Council determines, beyond regular maintenance, mowing, porta potty placement, trash removal, etc., what level of effort it wants in terms of signage, trail construction, tree removal, etc. I will be happy to research and provide information on costs based on the policy suggested.



Susan Lessard <manager@hampdenmaine.gov>

The Story of the Porta Potty Credit

Hampden Recreation Dept. <recreation@hampdenmaine.gov>

Wed, Sep 10, 2014 at 5:24 PM

To: Susan Lessard <manager@hampdenmaine.gov>

Hi Sue,

The Porta Potty at Dorothea Dix is the only unit rented from Lincoln Rentals. The credit was a result of 5 months of charges during the November 2011-March 2012 which the unit was onsite in the park, closed for the winter and was not serviced. I caught this last fall after Kurt's departure and contact them. After many back and forths, what was settled on was a \$300 credit to be used up this season and the remaining covered damage to the unit door that was our responsibility. The unit was installed early in May by Lincoln and the credit was used up in July or August. (Tammy would have exact month)

The handicap units have a very small tank. If there was any type of large event, the unit would fill in one day. Speaking to Charlie Nash today, he said he believes there was a large event this past weekend as there was an immense amount of trash pulled from the cans. I am not sure when the report was made about the condition but Charlie believes that it has not been all summer that they have not been serviced. They are used ALOT!

Currently I have units rented (regular and handicap) at Ballfield Road (regular) Papermill Road (handicap I think) Pool Field (handicap) and for Bronco Football behind Rec Center (regular). I am using Frost Septic as they bought out Clark's in Ellsworth and honored our awesome price Clark's had given to get our business. I am not sure that this price will continue next season but here's to hoping.

I plan to have all units pulled by early November. I don't think it's worth keeping them in place, less risk for vandalism, and it insures we get a fully clean unit each spring. The decision we will need to make going forward is on the use of regular vs handicap units. Cost is only slightly higher but capacity is hugely different. Also, in some locations like DD Park, we have it, but I am not certain someone in a wheelchair could get into the unit due to its placement near to the tree roots.

I have all the emails if you ever want to reread them!

Shelley

[Quoted text hidden]

--

Hampden Recreation Department
Town of Hampden
106 Western Avenue (mailing)
1 Main Road North (physical)
Hampden, ME 04444

ph. 207-862-6451

fx. 207-862-5067

www.hampdenmaine.gov

TO: Hampden Town Council
FROM: Sue Lessard, Town Manager
DATE: August 18, 2014
RE: Town Parks & Recreation Areas

Councilor Shakespeare has requested this item to be on the agenda for 8-18-2014 and the purpose of this memo is to outline the current method of operations related to Town Parks and Recreation Areas and to discuss how future planning might be handled.

Current Use:

Programming:

Recreation programming that utilizes and town parks and recreation areas is coordinated by the Hampden Recreation Department through its Director Shelley Abbott. This includes both activities that are handled by the Town of Hampden and those activities that are performed by affiliate programs such as Little League, Children's Day, and the travel programs for sports including football, soccer, and basketball. The Recreation Department has a Council-appointed Recreation Committee that reviews programming and makes suggestions for improvements to both physical programming and physical plant needs (such as additional playground equipment in parks, etc.) Prior to the addition of the management and operation of the Skehan Center to the responsibilities of the Recreation Director, annual evaluation of parks and fields facilities were also his/her responsibility. Earlier this year, that responsibility was transferred to Buildings & Grounds under the supervision of the Public Works director.

Maintenance & Upkeep

The maintenance and upkeep of Town Parks and Recreation Areas is primarily performed by the crew that works in Buildings and Grounds. This includes mowing of all ball fields, Dorothea Dix Park, the fields and playground adjacent to the Lura Hoyt Pool, the fields around the Skehan Center, and areas in Papermill Park as needed. With the addition of Marina Park and the parking lot/trails on Town land on the former LL Bean parcel, necessary maintenance will be performed at those parcels as well. The work done on properties is coordinated with the Recreation Director and the Director contacts public works for any issues that are identified as needing correction.

Part of the work of Buildings and Grounds is to do periodic inspection of fields and recreation areas. In the Spring, this evaluation includes work necessary to be done to 'get them ready' for use. Additional checks are done during the user season and final checks are done in the fall prior to the winter season.

Papermill Park and Dorothea Dix Park also have volunteer 'support groups' who assist with park work in clearing trails and developing future uses for those facilities. The Town has two new areas – Marina Park and the trails system on the former LL Bean parcel that are now in

use also. The first phase of Marina Park has been completed and includes the parking lot and two trails. The whole plan for development of the park has already been done and completion of that plan including the kayak/canoe launch and signage, etc. is dependent on additional grant funding opportunities or tax dollars being raised to complete it. In the interim, Public works has been working on eradicating a serious poison ivy issue at the site. The parking lot to serve the trails located on the former LL Bean parcel is being constructed as a donation by Peter Thornton as part of consideration for the access off Route 202 for the Church project and the future use of the remainder of that parcel for recreation or development rests with the Town Council to determine since the parcel was funded with voter-approved bond issue money that identified its use as being for business/industrial development.

Financing

General maintenance and upkeep of town park and recreation areas is funded through the building and grounds budget for the Town. However, other funding sources have augmented work in obtaining equipment, building trails, and securing property. These include the grant received to plant trees and landscape the area in front of the Lura Hoit Pool, the Chevron grant to secure Marina Park and provide the parking lot and some trails, and the donation of a parking lot by Peter Thornton for the trails on the former LL Bean site. Funds from the Recreation Enterprise account have been used to add playground equipment to the site next to the Lura Hoit Pool, and to repair tennis courts and the basketball courts at the VFW field. Volunteers have donated time to do trails and some maintenance work in Papermill and Dorothea Dix Park.

Future Facilities/Use

The Town Council Services Committee has traditionally been the committee that has reviewed items related to recreation and parks. It was the one that worked on the comprehensive policy to cover public use of town park and recreation areas and the one to work with Recreation on the expansion of the playground adjacent to the Lura Hoit Pool. The Committee also provided information to staff from the City of Bangor related to the Rural Active Living Assessment that was focused primarily on the number biking/walking/recreational opportunities in the community.

Recently, the Planning & Development Committee has taken on some of these tasks through its discussion with a developer (Peter Thornton) who was interested in obtaining access off Route 202 for a construction project on his property, and the agreement by the developer to provide a parking lot to access trails on town-owned property. In addition, I believe that Planning & Development has added the Marina Park development to its agendas also.

If the Council wishes to develop a more comprehensive way of dealing with management and development of its active and passive recreational properties, I would suggest that this be directed to the Services Committee for work in discussing what they believe needs to be changed in the current management of these resources and how the Council wishes to pursue additional parks, trails, and recreational fields, how they wish to fund such additions.

Ballfield Road Softball Field
Inspection Checklist

Date: _____ Time: _____

Name of Inspector: _____

Signature of Inspector: _____

	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Field free of debris and obstructions						
Dugouts clean and in good working order						
Concession Stand building doors secured						
Concession Stand and Dugout Roofs leaking						
Concession Stand appliances working properly						
Concession still on blocks						

	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Base sleeves not broken or with sharp edges						
Fences in good repair and without sharp edges						
Score board in good working order with no hazards						
Portable toilet clean and working properly						
Parking areas and driveways free of potholes or exposed hazards						
Trash cans placed throughout and not over flowing or destroyed						
Lights all working and safety shields not broken						
Light poles have no dangling wires or are broken						
Bleachers are in good repair with no broken, cracked or missing wood						

Dorothea Dix Park
Inspection Checklist

Date: _____ Time: _____

Name of Inspector: _____

Signature of Inspector: _____

Playground Area	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Playground Area Free of liter and debris						
Equipment not damaged or vandalized						
Adequate depth of surface under and around Equipment (12 inches of wood chips and sand						
Surface not compacted or deteriorating						
Equipment free of sharp points, corners or edges						
Protective caps or plugs not missing or damaged						

	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Playground containment area no exposed nails or screws and without splinters or major cracks						
Equipment free of rust or cracks						
Chips level under swings adequate						
Sand free of debris and hazards and has adequate amount of sand						
Porta-potti building without graffiti and no broken or cracked wood						
Trails						
Trail free of fallen trees						
No debris, trash or vandalism						
No exposed roots or hazards from under the surface						
Tree branches or dead trees hanging over trail						

	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Vegetation not impeding on the trail						
Vegetation along trail should not include poison ivy, prickly bushes or and other potentially harmful plants						
Signs of moderate to severe erosion						
Picnic Area						
Picnic Tables without rotten boards, broken boards or loose hardware						
Covered picnic area structures without broken or rotten wood, rough posts or missing/broken hardware						
Covered picnic area structure roofs not missing shingles or having signs of leaks						
Trash cans placed throughout and not over flowing or destroyed						
Grass lawn areas free of debris and hazards						
Hibachis secured to posted, cleaned and with all working parts						

Driveway and General Areas	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Flag pole, flag and light all in good working order						
Driveway free of debris, obstacles and obstructions						
Parking areas and driveways free of potholes or exposed hazards						
Rock wall in good repair and without loose or dangerous stones						
Signboards without broken or cracked wood, graffiti or broken glass						

Dorothea Dix Park

There is a committee of area residents that meet and have done 1-2 work days on clean up and trail reconstruction.

Garden Club takes care of the flower plantings along the rock wall, they have access to the water at a small shell built by Maurice Cyr and delivered a few years ago

Rec replaced the roofs of the cover picnic area in the last few year...I think the covered sign board still needs to be re-roofed with cedar...we have the cedar shakes in the pool shed.

Playground needs sand, plug for the sand play unit, and cedar playground grade chips

Porta-Potty was delivered by Lincoln Rentals on May 5. I ordered it. There is a credit of \$300 towards the unit for the season, due to over charge winter of 12/13. I believe the bill should be \$75 per month...so the credit will last the majority of the summer season. I don't believe the unit needs to be left there once the park closes...vandalism is I guess our issue to cover if it happens.

Public Works covered the new water fountain last fall and it will need to be turned on and water tested by Water District before it can be a public drinking supply this spring, in the fall it needs to be recovered and lines blown out...I think last fall Public works and Water District did this together when they did the cemeteries.

The picnic tables and grills probably need attention or replacement. Grills were rusting out, and tables often need board replacement or repair, and painting/staining.

There is often wash out in the driveway circle each year which should be leveled.

\$1500 in tree work was completed in the summer of 2013 by Larry Bruen's Tree Service.

Papermill Road Rec Area

There are a few abutting neighbors who volunteer maintain the park along with Boy Scout use on 1-2 x per year.

Last year Kurt installed a porta-potty at the barrier gate area. The neighbors wanted a porta-potty unit that is green in color to blend with the natural elements. After speaking with Jeremy Jones this winter, a project goal of this spring was to level of a gravel area for the unit this year before the unit is installed. I contacted Mr. Jones on May 1st via email to ask for his assistance

with staking out the area for the gravel delivery. I have not heard back from Mr. Jones, and I visited the site on 5/6/14 and nothing was marked out at the area around the parking gate.

The park has an extensive issue with Poison Ivy. It was sprayed last year by Natural Lawn to "kill" it. After speaking with Mr. Jones this winter, he felt that the efforts to eradicate were unsuccessful due to the misidentification of what was actually trying to be eradicated. This was the second application by Natural Lawn in the last probably 5 years...The first application seemed to alleviate the intense growth for about 3 years. I am not sure if there is any guarantee with the product applied or not.

Some work was done last year by summer rec. staff and Mr. Jones to cut back some overgrowth, and I believe lay down some wood chips in "trail" areas. I really do not have a handle on the amount accomplished or location of the work. Mr. Jones and Matt Madore would be good resources.

There is often a lot of cutting work that needs to be done in the spring due to the large pine growth and winter damage to limbs.

Other Areas

Ballfield Road

I think the second dugout roof was completed last summer...(it may not have been though)

Concession/Storage Building has fallen off its block footings into the ground and damaged at least one side of the building siding. It also has tightened the electrical feed line to the building significantly.

Steps to the shed (back storage portion) are in bad disrepair. They are to the point of sponginess. I have budget \$250 for their repair this summer if Little League does not take care of it on their own.

Public Works dismantled the bleachers this spring for us and hauled them away for dispose. The set had become a safety concern after being hit by the plow for the Water District clearing the hydrant out. Little League asked for financial assistance in purchasing a new set. I didn't feel we had the funds and so I offered up the set we had at the Pool Field location for their use. They are fairly portable, can be moved to a better location for winter storage. Public works transferred them between locations.

Fencing around the fields and dugouts needs to be monitored for safety issues.

Lights need to be monitored for outage and or vandal damage.

Little League uses the field extensively from late April through the end of June.

Recreation uses the field from July through early October for summer softball and rentals.

VFW Recreation Area

Little League Fields (2), Outdoor Basketball Courts (3), Tennis Courts (2), former hockey rink swamp

Little League Fields

Both sets of dugouts had roofs replaced 2 summers ago.

Fencing around the fields and dugouts needs to be monitored for safety issues.

Little League takes care of opening and closing concession building yearly and utilities with it.

Little League uses the fields extensively from late April through the end of June.

Additional pressbox built probably 4 years ago. There is a desire to bring water into that building from the area of the old hockey rink. Cost is the deterrent from moving forward at the present time.

Two sets of wooden bleachers between the fields are in good shape. Metal bleachers on outsides of both fields need attention.

Fencing on dugout nearest to Canoe Club needs attention.

Began work on 5/5/14 to look at possibility of moving the batting cages from the side of the road at VFW Drive to a strip of land next to the old hockey rink. Meeting set up with Bob, Ben, and Little League on 5/13 to discuss in person.

Tennis Courts

Crack repair needs...cost estimate in hand to make needed filler repair. Financially there is no money available to make the repairs.

Net need to be monitored for condition (and replaced periodically) and tightness. Nets should be taken down seasonally to prevent unnecessary weight on the standards from the snow/ice load. I forgot to do this this past winter...

Fencing around the courts needs to be monitored for safety issues.

Lights need to be monitored for outage and or vandal damage.

Bench seating needs to be monitored for condition and safety.

User group approached me in late April about installation of a back board at the VFW courts. I have explored options, costs, and received feedback from others about this type of project. It is of value and would increase individual use. I applied for a review by the USTA to be considered for an application of a grant to help with 50% of this cost. I should hear something from them if the project is eligible for the application within 30 days.

Outdoor Basketball Courts

Replace nets as needed

Crack filler or resurface and reline cracks. The courts have significant crack issues, which continue to be a problem, and may be due to the ground underneath.

Monitor for graffiti, or wood debris from skateboarders

Additional barriers were installed in summer of 2013 to prevent cars from driving on the courts

Ground is leveled at where it meets land around court to prevent injuries by those using when leaving ball or retrieving playable ball

Straighten poles to backboards as needed

Western Avenue Recreation Area

Volleyball nets up and sand free of weeds

Playground chips are at satisfactory level for fall protection

Porta Potty is ordered and removed seasonally. I ordered this year's from Clark's Portable Toilets which have since been sold out to Frost Septic. I have budgeted for the in the recreation budget.

Gazebo building, roof and ramp is in good repair.

Monitor for graffiti.

Storage building and roofs in good repair.

Trails to town office are free from fallen trees, and chipped paths are maintained and added to as needed.

Trail Bridge is in place after spring runoff. Bridge is repositioned if needed.

Monitor grub damage yearly and address as needed.

Handicap bridges are splinter free, in good repair, and slip resistant material is in place. Replace board materials and restrain as needed.

VFW Recreation Area
Inspection Checklist

Date: _____ Time: _____

Name of Inspector: _____

Signature of Inspector: _____

	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Little League Fields						
Fields free of debris and obstructions						
Dugouts clean and in good working order						
Concession Stand building doors secured						
Concession Stand Roof leaking						
Concession Stand appliances working properly						
Bathroom Clean						

	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Bleachers are in good repair with no broken, cracked or missing wood						
Bathroom Fixtures in good working order						
Water and Electric turned on/off						
Picnic Tables without rotten boards, broken boards or loose hardware						
Score board in good working order with no hazards						
Base sleeves not broken or with sharp edges						
Common area structures such as flag pole, VFW monument, etc... are free of vandalism are not in disrepair						
Batting cage poles and netting are in good working order with no hazards apparent and no debris						
Basketball Courts						
Edges level with pavement						
No obstructions within 5 feet of the edge of pavement						

	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Surface free of debris and obstructions						
Graffiti on courts						
Hoops, backboards, nets and poles						
Surface has no uneven cracks or cracks larger then 1 inch						
Light poles have no dangling wires or are broken						
Barriers are in place and keeping automobiles in the parking areas						
Tennis Courts						
Surface free of debris and obstructions						
Fences maintained						
Benches not broken, free of splinters and rot						
Lights all working and safety shields not broken						

	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Tennis nets are tight and in good condition						
General Areas						
Lawn area free of hazards such as debris, glass or any dangerous items						
Surface has no uneven cracks or cracks larger than 1 inch						
Parking Lots free of debris and obstructions. Is in good working order						
Trash cans placed throughout and not overflowing or destroyed						
Bridge between basketball parking and little league fields painted and without hazards						
Parking areas and driveways free of potholes or exposed hazards						

Western Ave. Recreation Area
Inspection Checklist

Date: _____ Time: _____

Name of Inspector: _____

Signature of Inspector: _____

Park Area	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Volleyball area free of debris and vegetation						
Volleyball standards and nets in good working order						
Gazebo roof, railings ramp, steps and floor without damage or in need of repair						
Gazebo area free of wasp, bees and other insect nests						
Gutters clean and working properly						

	Pass	Fail	Problem	Solution	Resolution Date	
Lights over volleyball pit and playground in good working order						
Picnic Tables without rotten boards, loose hardware or broken boards						
Any tree branches hanging or broken within the park						
Signboards without broken or cracked wood, graffiti or broken glass						
Gazebo garden free of debris and weeds						
Sheds secured, undamaged, no graffiti						
Shed roofs without loose shingles or signs of leaks						
Volleyball standards and nets properly installed (part year)						
Volleyball standard sleeves properly capped (part year)						
Porta-potti building without graffiti and no broken or cracked wood						

	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Drainage catch basins level with ground and not damaged						
Electric junction box covered and undamaged						
Trash cans placed throughout and not overflowing or destroyed						
Benches at Volleyball courts with no broken or split wood, no missing hardware and apparent hazards						
Handicap bridges to multi purpose field in good repair with no missing or damaged wood or hardware						
Goal nets properly fastened and anchored						
Playground Area						
Playground Area Free of liter and debris						
Equipment not damaged or vandalized						

	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
Surface not compacted or deteriorating						
Equipment free of sharp points, corners or edges						
Adequate depth of surface under and around Equipment (12 inches of wood chips and sand						
Chips level under slide adequate						
Protective caps or plugs not missing or damaged						
Equipment free of rust or cracks						
Playground containment area no exposed nails or screws and without splinters or major cracks						
Trails						
Trail free of fallen trees						

	Pass	Fail	Problem	Solution	Resolution Date	Need Immediate Attention
No exposed roots or hazards from under the surface						
Tree branches or dead trees hanging over trail						
Bridge secure with smooth transitions between ground and bridge						
Parking Areas						
Parking lots clear of obstructions and debris						
Lines clearly marking parking spaces and handicap spaces along with signs						
Bike rack in good working order and proper location with sign clearly visible						