FINANCE & ADMINISTRATION COMMITTEE MEETING

Tuesday, January 22, 2013

5:30 p.m.

Hampden Town Office

1. Review & Sign Warrants
2. Financial Statements – December 2012
3. Old Business
    a. Ordinance Exempting Eligible Active Duty Military Pesonnel from Vehicle Excise Tax
    b. Credere Proposal – Old Hampden Academy
    c. Old Hampden Academy Expenditures
    d. Marina Project – Status of Grant Funds
    e. Charter School Discussion
    f. Review of Town Charter – Town Council Section
4. New Business
5. Public Comment
6. Committee Member comments

CASH POSITION
All Accounts 12/31/2012

Maine Savings Accounts	Balance 12/31/2012	Earning Rate	Ladder
General Fund	$2,273,370.78	1%	ongoing
Sewer Fund	$5,312.59	1%	ongoing
Reserve Fund	$216,463.10	1%	ongoing
Susan G. Abraham Schol.	$28,642.61	1%	
(5 year CD - 1 years remaining)			
Maine Savings Total	**$2,523,789.08**		
Morgan Stanley - CD Investments	**$2,026.52**	$0.00	6 mth.
Bangor Savings			
	Balance 12/31/2012		
Reserves	$546,273.73	avg 3.06%	2010-2015
Sewer	$109,615.14	avg 3.06%	2010-2015
Cemetery	$97,103.73	avg 3.06%	2010-2015
Lura Hoit Pool	$7,713.72	avg 3.06%	2010-2015
Hampden Environmental Trust - Principal	$3,057,451.53	3.08%(avg)	2010 -2016
Hampden Environmental Trust - Interest	$894,410.60	2.40% (avg)	2010-2016
Bangor Savings Bank Total	**$4,712,568.45**		
Total Funds	**$7,238,384.05**		

Sewer Collections
12/31/2012

	To be Collected Total	Amount Collected 12/31/2012	% Collected
Sewer Bills	$299,958.37	$280,303.11	93.45
Sewer Liens	$33,910.40	$16,714.02	49.29
TOTALS	$333,868.77	$297,017.13	88.96

Tax Collection
12/31/2012

		To Be Collected 7/1/2012		Collected as of 12/31/2012	% Collected
2012-2013 Property Taxes	$	8,881,971.26	$	4,586,646.07	51.64%
2011-2012 Tax Liens	$	133,952.10	$	25,656.51	19.15%
2010-2011 Tax Liens	$	94,559.85	$	54,536.93	57.67%
2009-2010 Tax Liens		$3,221.36		$1,948.12	60.48%
2008-2009 Tax Liens		729.41		729.41	100.00%
2007/2008 Tax Liens		$80.69		$80.69	100.00%
Sub-total		$9,114,514.67		$4,669,597.73	51.23
12-13 Personal Property Tax		$377,456.62		$195,938.31	51.91%
11-12 Personal Property Tax		$8,399.23		$701.28	8.35%
10-11 Personal Property Tax		$2,388.18		$0.00	0.00%
09-10 Personal Property Tax		$1,455.17		$0.00	0.00%
08-09 Personal Property		$1,216.35		$0.00	0.00%
07-08 Personal Property		$1,383.17		$0.00	0.00%
06-07 Personal Property		$1,295.13		$0.00	0.00%
Sub-total		$393,593.85		$196,639.59	49.96
TOTAL ALL TAXES		$9,508,108.52		$4,866,237.32	

Revenue Detail Report

ALL Accounts

July to December

Account---------- Date	Jrnl	Desc---	Current Budget	Debits	Credits	Uncollected Balance
01 - GENERAL GOVT						
01 - PROPERTY TAX REVENUE			**$9,232,402.00**	**$0.00**	**$9,250,424.43**	**-$18,022.43**
03 - INT ON TAXES			**$9,000.00**	**$768.65**	**$4,301.67**	**$5,466.98**
05 - INTEREST/COSTS ON TAX LIENS			**$25,000.00**	**$385.95**	**$15,011.72**	**$10,374.23**
15 - MV EXCISE TX			**$1,500,000.00**	**$1,139.89**	**$769,176.57**	**$731,963.32**
17 - BOAT EXCISE			**$8,500.00**	**$4.00**	**$1,291.60**	**$7,212.40**
18 - AGENT FEES			**$21,000.00**	**$0.00**	**$9,186.00**	**$11,814.00**
19 - CLERK FEES			**$12,500.00**	**$0.00**	**$4,883.95**	**$7,616.05**
23 - INTEREST EARNED ON ACCOUNTS			**$25,000.00**	**$0.00**	**$11,661.29**	**$13,338.71**
25 - RENTAL INCOME			**$2,000.00**	**$0.00**	**$450.00**	**$1,550.00**
27 - PLUMBING FEE			**$6,000.00**	**$160.00**	**$4,290.00**	**$1,870.00**
29 - CODE ENFORCEMENT FEES			**$15,000.00**	**$19.00**	**$7,888.20**	**$7,130.80**
31 - PLANNING BOARD FEES			**$3,000.00**	**$5.00**	**$955.00**	**$2,050.00**
33 - Carried Balances			**$126,138.00**	**$0.00**	**$0.00**	**$126,138.00**
35 - CABLE TV FEE			**$39,500.00**	**$0.00**	**$21,133.45**	**$18,366.55**
37 - FEE/PERMITS			**$1,000.00**	**$0.00**	**$600.00**	**$400.00**
41 - HCB REVENUE			**$120,000.00**	**$0.00**	**$0.00**	**$120,000.00**
45 - SERVICE FEE- PAYMENT IN LIEU			**$18,000.00**	**$0.00**	**$6,557.00**	**$11,443.00**
47 - BUSINESS PARK REVENUE			**$50,000.00**	**$0.00**	**$0.00**	**$50,000.00**
78 - SEWER INCOME			**$60,000.00**	**$0.00**	**$0.00**	**$60,000.00**
79 - MISC INCOME			**$2,000.00**	**$35.00**	**$255.00**	**$1,780.00**
80 - HOMESTEAD EX			**$157,562.00**	**$0.00**	**$155,457.00**	**$2,105.00**
81 - TREE GROWTH			**$2,000.00**	**$0.00**	**$2,252.50**	**-$252.50**
82 - VETERAN'S REMIBURSEMENT			**$6,400.00**	**$0.00**	**$6,954.00**	**-$554.00**
85 - Business Equip Tax Reimburse			**$86,052.00**	**$0.00**	**$86,053.00**	**-$1.00**
86 - GENERAL ASSISTANCE REIMBURSEMT			**$3,750.00**	**$0.00**	**$308.01**	**$3,441.99**
88 - REVENUE SHARING			**$600,000.00**	**$0.00**	**$272,311.32**	**$327,688.68**
99 - APPROPRIATION FROM FUND BALANC			**$535,212.00**	**$0.00**	**$0.00**	**$535,212.00**
		Department..	**$12,667,016.00**	**$2,517.49**	**$10,631,401.71**	**$2,038,131.78**
05 - PUBLIC SAFETY						
01 - ANIMAL CONTROL FEES			**$1,000.00**	**$0.00**	**$175.00**	**$825.00**
05 - AMBULANCE FEES			**$200,000.00**	**$3,022.01**	**$84,725.46**	**$118,296.55**
15 - POLICE RECEIPTS			**$2,500.00**	**$0.00**	**$680.50**	**$1,819.50**
20 - POLICE WAGE REIMBURSEMENT			**$120,000.00**	**$0.00**	**$32,467.15**	**$87,532.85**
		Department..	**$323,500.00**	**$3,043.01**	**$118,057.11**	**$208,485.90**
10 - PUBLIC WORKS						
01 - CEMETERY FEES			**$5,000.00**	**$0.00**	**$2,425.00**	**$2,575.00**
05 - SALE OF CEMETERY LOTS			**$4,000.00**	**$0.00**	**$900.00**	**$3,100.00**
07 - CEMETERY RES. USE			**$5,000.00**	**$0.00**	**$0.00**	**$5,000.00**
		Department..	**$14,000.00**	**$0.00**	**$3,325.00**	**$10,675.00**
15 - SOLID WASTE						
01 - TRANSFER STATION PERMITS			**$15,500.00**	**$15.00**	**$3,645.00**	**$11,870.00**
05 - SOLID WASTE RECYCLING			**$23,000.00**	**$0.00**	**$7,479.24**	**$15,520.76**
10 - PERC REVENUE			**$95,000.00**	**$1,037.38**	**$42,418.37**	**$53,619.01**
		Department..	**$133,500.00**	**$1,052.38**	**$53,542.61**	**$81,009.77**
20 - RECREATION/CULTURE						
01 - LIBRARY FEES			**$7,000.00**	**$0.00**	**$3,190.15**	**$3,809.85**
		Department..	**$7,000.00**	**$0.00**	**$3,190.15**	**$3,809.85**
25 - THE BUS						
01 - BUS GRANT FUNDS			**$5,000.00**	**$0.00**	**$0.00**	**$5,000.00**
02 - Transit Bonus			**$10,000.00**	**$0.00**	**$0.00**	**$10,000.00**
		Department..	**$15,000.00**	**$0.00**	**$0.00**	**$15,000.00**
Final Totals			**$13,160,016.00**	**$6,612.88**	**$10,809,516.58**	**$2,357,112.30**

Expense Detail Report

ALL Accounts

July to December

Account---------- Date	Jrnl	Desc---	Current Budget	Debits	Credits	Unexpended Balance
01 - GENERAL GOVT						
01 - ADMIN			**589,630.00**	**309,228.56**	**3,420.21**	**283,821.65**
02 - GIS/IT			**118,084.00**	**54,792.76**	**502.53**	**63,793.77**
03 - COMMUNICATIONS			**30,371.00**	**10,844.23**	**111.16**	**19,637.93**
05 - TOWN COUNCIL			**35,290.00**	**11,680.10**	**0.00**	**23,609.90**
10 - MUNICIPAL BUILDING			**94,343.00**	**41,114.01**	**74.28**	**53,303.27**
15 - TAX COLLECTR			**6,000.00**	**4,536.33**	**0.00**	**1,463.67**
20 - ELECTIONS			**6,997.00**	**5,103.53**	**175.35**	**2,068.82**
25 - ASSESSOR/PLANNING/CEO			**252,855.00**	**128,375.03**	**15.96**	**124,495.93**
30 - ECONOMIC DEV			**115,833.00**	**59,575.44**	**0.00**	**56,257.56**
		Department..	**1,249,403.00**	**625,249.99**	**4,299.49**	**628,452.50**
05 - PUBLIC SAFETY						
01 - POLICE			**1,028,233.00**	**477,507.29**	**1,154.64**	**551,880.35**
05 - FIRE DEPT.			**972,981.00**	**435,739.12**	**2,415.14**	**539,657.02**
10 - PUBLIC SAFETY			**187,011.00**	**86,405.18**	**624.32**	**101,230.14**
		Department..	**2,188,225.00**	**999,651.59**	**4,194.10**	**1,192,767.51**
06 - Non-Department Utilities						
06 - Utilities			**469,150.00**	**226,999.89**	**0.00**	**242,150.11**
		Department..	**469,150.00**	**226,999.89**	**0.00**	**242,150.11**
10 - PUBLIC WORKS						
01 - HIGHWAY			**1,377,403.00**	**566,345.31**	**8,459.91**	**819,517.60**
05 - GARAGE			**30,340.00**	**12,163.64**	**0.00**	**18,176.36**
		Department..	**1,407,743.00**	**578,508.95**	**8,459.91**	**837,693.96**
15 - SOLID WASTE						
10 - SOLID WASTE			**393,636.00**	**180,359.85**	**0.00**	**213,276.15**
		Department..	**393,636.00**	**180,359.85**	**0.00**	**213,276.15**
20 - RECREATION/CULTURE						
01 - PARKS/REC			**136,570.00**	**69,150.66**	**199.69**	**67,619.03**
10 - DYER LIBRARY			**238,415.00**	**120,012.57**	**1,275.63**	**119,678.06**
20 - L HOIT MEMORIAL POOL			**224,917.00**	**102,197.05**	**0.00**	**78,792.65**
		Department..	**599,902.00**	**291,360.28**	**1,475.32**	**266,089.74**
25 - THE BUS						
10 - THE BUS			**73,000.00**	**27,748.07**	**0.00**	**45,251.93**
		Department..	**73,000.00**	**27,748.07**	**0.00**	**45,251.93**
30 - BUILDINGS/GROUNDS						
10 - BLDG/GROUNDS			**94,872.00**	**52,761.20**	**7.40**	**42,118.20**
		Department..	**94,872.00**	**52,761.20**	**7.40**	**42,118.20**
38 - OUTSIDE AGENCIES						
10 - OUTSIDE AGENCIES			**12,735.00**	**0.00**	**0.00**	**12,735.00**
		Department..	**12,735.00**	**0.00**	**0.00**	**12,735.00**
40 - GENERAL ASSISTANCE						
10 - GEN'L ASSIST			**15,000.00**	**1,991.64**	**0.00**	**13,008.36**

Department..	**15,000.00**	**1,991.64**	**0.00**	**13,008.36**
45 - COUNTY TAX				
10 - COUNTY TAX	**695,306.00**	**695,505.91**	**0.00**	**-199.91**
Department..	**695,306.00**	**695,505.91**	**0.00**	**-199.91**
50 - DEBT SERVICE				
10 - GENERAL	**380,268.00**	**339,326.72**	**0.00**	**40,941.28**
Department..	**380,268.00**	**339,326.72**	**0.00**	**40,941.28**
55 - RESERVE ACCT				
11 - COMPUTER	**20,000.00**	**20,000.00**	**0.00**	**0.00**
17 - PUBLIC WORKS EQUIP REPLACEMENT	**100,000.00**	**100,000.00**	**0.00**	**0.00**
61 - STREETS AND ROADS	**100,000.00**	**100,000.00**	**0.00**	**0.00**
63 - LIBRARY RESERVE	**5,000.00**	**5,000.00**	**0.00**	**0.00**
Department..	**225,000.00**	**225,000.00**	**0.00**	**0.00**
65 - ED GEN'L SVS				
10 - EDUCATION GENERAL SERVICES	**5,299,962.00**	**2,649,981.21**	**0.00**	**2,649,980.79**
Department..	**5,299,962.00**	**2,649,981.21**	**0.00**	**2,649,980.79**
66 - OVERLAY				
01 - OVERLAY	**38,704.00**	**0.00**	**0.00**	**38,704.00**
Department..	**38,704.00**	**0.00**	**0.00**	**38,704.00**
67 - TIF				
01 - TIF REIMBURSEMENT	**17,110.00**	**8,555.00**	**0.00**	**8,555.00**
Department..	**17,110.00**	**8,555.00**	**0.00**	**8,555.00**
Final Totals	**13,160,016.00**	**6,903,000.30**	**18,436.22**	**6,231,524.62**

	Reserves 2012-2013	Balance	% of Total	Checking Interest	FMV Change	Invest Interest	Total FMV/Inv	Revenue	Expense	Balance
	31-Dec-12									
Account #	Description									
				$ 33.01	$ (1,438.43)	$ 112.68				
702	Municipal Building	$ 11,463.85	1.4481%	$ 0.48	$ (20.83)	$ 1.63	$ (19.20)			$ 11,445.13
706	Contingency	$ 611.91	0.0773%	$ 0.03	$ (1.11)	$ 0.09	$ (1.02)			$ 610.91
708	Cemetery	$ 22,854.38	2.8870%	$ 0.95	$ (41.53)	$ 3.25	$ (38.27)			$ 22,817.06
710	City Bus Purchase Reserve	$ 1,243.29	0.1571%	$ 0.05	$ (2.26)	$ 0.18	$ (2.08)			$ 1,241.26
711	Computer	$ 87,963.19	11.1115%	$ 3.67	$ (159.83)	$ 12.52	$ (147.31)	$ 125.75		$ 87,945.30
715	Copier Reserve	$ 240.27	0.0304%	$ 0.01	$ (0.44)	$ 0.03	$ (0.40)			$ 239.88
717	Publ.Wrks.Equip.Replace.	$ 60,274.13	7.6138%	$ 2.51	$ (109.52)	$ 8.58	$ (100.94)			$ 60,175.70
719	Town Records Restoration	$ 5,208.17	0.6579%	$ 0.22	$ (9.46)	$ 0.74	$ (8.72)			$ 5,199.66
721	Planning Board Development	$ 3,168.60	0.4003%	$ 0.13	$ (5.76)	$ 0.45	$ (5.31)			$ 3,163.43
723	Planning Board reserve	$ 2,471.71	0.3122%	$ 0.10	$ (4.49)	$ 0.35	$ (4.14)			$ 2,467.68
725	Planning and Commissions	$ 5,212.67	0.6585%	$ 0.22	$ (9.47)	$ 0.74	$ (8.73)			$ 5,204.16
727	Economic Development Reserve	$ 1,544.08	0.1950%	$ 0.06	$ (2.81)	$ 0.22	$ (2.59)			$ 1,541.56
729	Town Properties Reserve	$ 12,323.26	1.5567%	$ 0.51	$ (22.39)	$ 1.75	$ (20.64)			$ 12,303.13
731	GIS Mapping Reserve	$ 35,974.64	4.5443%	$ 1.50	$ (65.37)	$ 5.12	$ (60.25)			$ 35,915.90
733	Wage Study	$ 21,262.79	2.6859%	$ 0.89	$ (38.64)	$ 3.03	$ (35.61)			$ 21,228.07
737	Ambulance	$ 106,625.77	13.4690%	$ 4.45	$ (193.74)	$ 15.18	$ (178.57)			$ 106,451.65
739	Vaccine/Radio (EMS)	$ 1,028.26	0.1299%	$ 0.04	$ (1.87)	$ 0.15	$ (1.72)			$ 1,026.58
741	Fire Truck	$ 36,149.14	4.5664%	$ 1.51	$ (65.68)	$ 5.15	$ (60.54)			$ 36,090.11
743	Fire Truck Refurbishing	$ 20,763.37	2.6228%	$ 0.87	$ (37.73)	$ 2.96	$ (34.77)			$ 20,729.46
745	Fire Dept. Building Reserve	$ 7,091.30	0.8958%	$ 0.30	$ (12.89)	$ 1.01	$ (11.88)			$ 7,079.72
747	Visual Aid-Fire Dept	$ 56.96	0.0072%	$ 0.00	$ (0.10)	$ 0.01	$ (0.10)			$ 56.86
749	Fire Dept.Training Reserve	$ 2,328.58	0.2941%	$ 0.10	$ (4.23)	$ 0.33	$ (3.90)			$ 2,324.78
751	Boat Reserve	$ 1,463.61	0.1849%	$ 0.06	$ (2.66)	$ 0.21	$ (2.45)			$ 1,461.22
753	Police Cruiser/Comm.	$ 8,394.79	1.0604%	$ 0.35	$ (15.25)	$ 1.19	$ (14.06)			$ 8,381.08
759	Communications Reserve	$ 797.89	0.1008%	$ 0.03	$ (1.45)	$ 0.11	$ (1.34)			$ 796.59
761	Streets and Roads	$ 143,786.10	18.1631%	$ 6.00	$ (261.26)	$ 20.47	$ (240.80)			$ 143,551.30
763	Library	$ 18,881.21	2.3851%	$ 0.79	$ (34.31)	$ 2.69	$ (31.62)			$ 18,850.38
765	Library Grant	$ 256.15	0.0324%	$ 0.01	$ (0.47)	$ 0.04	$ (0.43)			$ 255.74
767	Recreation Area Reserve	$ -	0.0000%	$ -	$ -	$ -	$ -			$ -
768	Playground	$ 0.00	0.0000%	$ 0.00	$ (0.00)	$ 0.00	$ (0.00)			$ 0.00
769	Recreation/Conservation	$ 68,959.00	8.7109%	$ 2.88	$ (125.30)	$ 9.82	$ (115.48)			$ 68,846.39
771	Pool Facility Reserve	$ 10,529.96	1.3301%	$ 0.44	$ (19.13)	$ 1.50	$ (17.63)			$ 10,512.76
773	Marina Improvements	$ 15,853.08	2.0026%	$ 0.66	$ (28.81)	$ 2.26	$ (26.55)			$ 15,827.19
775	Buildings/Grounds Reserve	$ 3,770.62	0.4763%	$ 0.16	$ (6.85)	$ 0.54	$ (6.31)			$ 3,764.46
777	Solid Waste/Municipal Garage	$ 17,935.12	2.2656%	$ 0.75	$ (32.59)	$ 2.55	$ (30.04)			$ 17,905.83
778	Garage Modifications	$ 29,433.03	3.7180%	$ 1.23	$ (53.48)	$ 4.19	$ (49.29)			$ 29,384.97
780	Matching Grants	$ 25,717.92	3.2487%	$ 1.07	$ (46.73)	$ 3.66	$ (43.07)			$ 25,675.92
		$ 791,638.82	100.0000%	$ 33.01	$ (1,438.43)	$ 112.68	$ (1,325.75)	$ 125.75	$ -	$ 790,471.83

	Reserves 2012 - 2013	GL Balance	% of Total	Checking Inte	FMV Change	Invest Interest	Total FMV/In	Revenue	Expense	Balance
	7/1/2012-12/31/2012									
Account #	Description									
702	Municipal Building	11,389.83	1.5726%	$ 6.50	$ (12.85)	$ 61.66	$ 48.81	$ -	$ -	$ 11,445.13
706	Contingency	607.96	0.0839%	$ 0.35	$ (0.69)	$ 3.29	$ 2.61	$ -	$ -	$ 610.91
708	Cemetery	21,810.65	3.0113%	$ 12.57	$ (26.03)	$ 119.87	$ 93.84	$ 900.00	$ -	$ 22,817.06
710	City Bus Purchase Reserve	1,235.26	0.1705%	$ 0.70	$ (1.39)	$ 6.69	$ 5.29	$ -	$ -	$ 1,241.26
711	Computer	71,406.50	9.8589%	$ 41.40	$ (35.15)	$ 378.55	$ 343.40	$ 20,742.00	$ (4,588.00)	$ 87,945.30
715	Copier Reserve	238.72	0.0330%	$ 0.14	$ (0.27)	$ 1.29	$ 1.02	$ -	$ -	$ 239.88
717	Publ.Wrks.Equip.Replace.	83,040.70	11.4652%	$ 45.41	$ (129.85)	$ 435.93	$ 306.08	$ 100,450.00	$ (123,666.49)	$ 60,175.70
719	Town Records Restoration	5,174.53	0.7144%	$ 2.95	$ (5.84)	$ 28.01	$ 22.18	$ -	$ -	$ 5,199.66
721	Planning Board Development	3,148.14	0.4347%	$ 1.80	$ (3.55)	$ 17.04	$ 13.49	$ -	$ -	$ 3,163.43
723	Planning Board reserve	2,455.75	0.3391%	$ 1.40	$ (2.77)	$ 13.30	$ 10.52	$ -	$ -	$ 2,467.68
725	Planning and Commissions	5,179.01	0.7151%	$ 2.95	$ (5.84)	$ 28.04	$ 22.19	$ -	$ -	$ 5,204.16
727	Economic Development Reserve	1,534.11	0.2118%	$ 0.88	$ (1.73)	$ 8.31	$ 6.57	$ -	$ -	$ 1,541.56
729	Town Properties Reserve	12,243.68	1.6904%	$ 6.98	$ (13.82)	$ 66.29	$ 52.47	$ -	$ -	$ 12,303.13
731	GIS Mapping Reserve	35,742.34	4.9348%	$ 20.39	$ (40.33)	$ 193.50	$ 153.17	$ -	$ -	$ 35,915.90
733	Wage Study	26,107.76	3.6046%	$ 13.70	$ (12.08)	$ 118.68	$ 106.60	$ -	$ (5,000.00)	$ 21,228.07
737	Ambulance	105,937.23	14.6264%	$ 60.42	$ (119.53)	$ 573.53	$ 454.00	$ -	$ -	$ 106,451.65
739	Vaccine/Radio (EMS)	1,021.62	0.1411%	$ 0.58	$ (1.15)	$ 5.53	$ 4.38	$ -	$ -	$ 1,026.58
741	Fire Truck	35,915.71	4.9588%	$ 20.49	$ (40.53)	$ 194.44	$ 153.92	$ -	$ -	$ 36,090.11
743	Fire Truck Refurbishing	20,629.29	2.8482%	$ 11.77	$ (23.28)	$ 111.68	$ 88.41	$ -	$ -	$ 20,729.46
745	Fire Dept. Building Reserve	7,045.51	0.9728%	$ 4.02	$ (7.95)	$ 38.14	$ 30.19	$ -	$ -	$ 7,079.72
747	Visual Aid-Fire Dept	56.59	0.0078%	$ 0.03	$ (0.06)	$ 0.31	$ 0.24	$ -	$ -	$ 56.86
749	Fire Dept.Training Reserve	2,313.54	0.3194%	$ 1.32	$ (2.61)	$ 12.53	$ 9.91	$ -	$ -	$ 2,324.78
751	Boat Reserve	1,454.16	0.2008%	$ 0.83	$ (1.64)	$ 7.87	$ 6.23	$ -	$ -	$ 1,461.22
753	Police Cruiser/Comm.	8,340.58	1.1516%	$ 4.76	$ (9.41)	$ 45.15	$ 35.74	$ -	$ -	$ 8,381.08
759	Communications Reserve	792.74	0.1095%	$ 0.45	$ (0.89)	$ 4.29	$ 3.40	$ -	$ -	$ 796.59
761	Streets and Roads	2,563.03	0.3539%	$ 15.51	$ 40.90	$ 165.85	$ 206.75	$ 140,766.00	$ -	$ 143,551.30
763	Library	15,807.45	2.1825%	$ 8.91	$ (9.06)	$ 81.87	$ 72.81	$ 5,000.00	$ (2,038.79)	$ 18,850.38
765	Library Grant	254.50	0.0351%	$ 0.15	$ (0.29)	$ 1.38	$ 1.09	$ -	$ -	$ 255.74
767	Recreation Area Reserve	0.00	0.0000%	$ -	$ -	$ -	$ -	$ -	$ -	$ -
768	Playground	0.00	0.0000%	$ 0.00	$ (0.00)	$ 0.00	$ 0.00	$ -	$ -	$ 0.00
769	Recreation/Conservation	68,513.69	9.4595%	$ 39.08	$ (77.31)	$ 370.92	$ 293.62	$ -	$ -	$ 68,846.39
771	Pool Facility Reserve	60,284.77	8.3233%	$ 22.45	$ 105.81	$ 99.74	$ 205.54	$ -	$ (50,000.00)	$ 10,512.76
773	Marina Improvements	15,750.71	2.1747%	$ 8.98	$ (17.77)	$ 85.27	$ 67.50	$ -	$ -	$ 15,827.19
775	Buildings/Grounds Reserve	3,746.27	0.5172%	$ 2.14	$ (4.23)	$ 20.28	$ 16.05	$ -	$ -	$ 3,764.46
777	Solid Waste/Municipal Garage	17,819.30	2.4603%	$ 10.16	$ (20.11)	$ 96.47	$ 76.37	$ -	$ -	$ 17,905.83
778	Garage Modifications	49,172.09	6.7890%	$ 23.27	$ 14.05	$ 175.56	$ 189.61	$ -	$ (20,000.00)	$ 29,384.97
780	Matching Grants	25,551.85	3.5279%	$ 14.57	$ (28.83)	$ 138.33	$ 320.54	$ -	$ -	$ 25,675.92
		724,285.57	100.0000%	$ 408.01	$ (496.08)	$ 3,709.61	$ 3,424.57	$ 267,858.00	$ (205,293.28)	$ 790,471.83

TOWN OF HAMPDEN, MAINE

ORDINANCE
EXEMPTING ELIGIBLE ACTIVE DUTY MILITARY PERSONNEL FROM VEHICLE EXCISE TAX

Section I. Authority.

This Ordinance is enacted pursuant to 36 M.R.S. §1483-A, which expressly authorizes such ordinances.

Section 2. Excise Tax Exemption For One Vehicle: Qualifications.

One vehicle owned by a resident of this municipality who is on active duty serving in the United States Armed Forces and who is either permanently stationed at a military or naval post, station or base outside this State or deployed for military service for a period of more than 180 days and who desires to register that resident's vehicle in this State is hereby exempted from the annual excise tax imposed pursuant to 36 M.R.S. §1482. If a qualifying resident owns more than one vehicle, the resident shall designate the one vehicle that is to be exempt from excise tax under this Ordinance.

To apply for this exemption, the resident must present to the municipal excise tax collector certification from the commander of the resident's post, station or base, or from the commander's designated agent, that the resident is permanently stationed at that post, station or base or is deployed for military service for a period of more than 180 days.

For the purposes of this section, "United States Armed Forces" includes the National Guard and the Reserves of the United States Armed Forces.

For purposes of this section, "deployed for military service" has the same meaning as in 26 M.R.S. §814(1) (A).

For purposes of this section, "vehicle" has the same meaning as in 36 M.R.S. §1481(5) and does not include any snowmobiles as defined in 12 M.R.S. §13001.

Section 3. Effective Date: Duration.

Pursuant to Section 213(c) of the Town Charter, this Ordinance shall become effective at the expiration of 30 days after its adoption by the Town Council, and shall remain in effect unless and until it or 36 M.R.S. §1483-A is repealed.

3b

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:

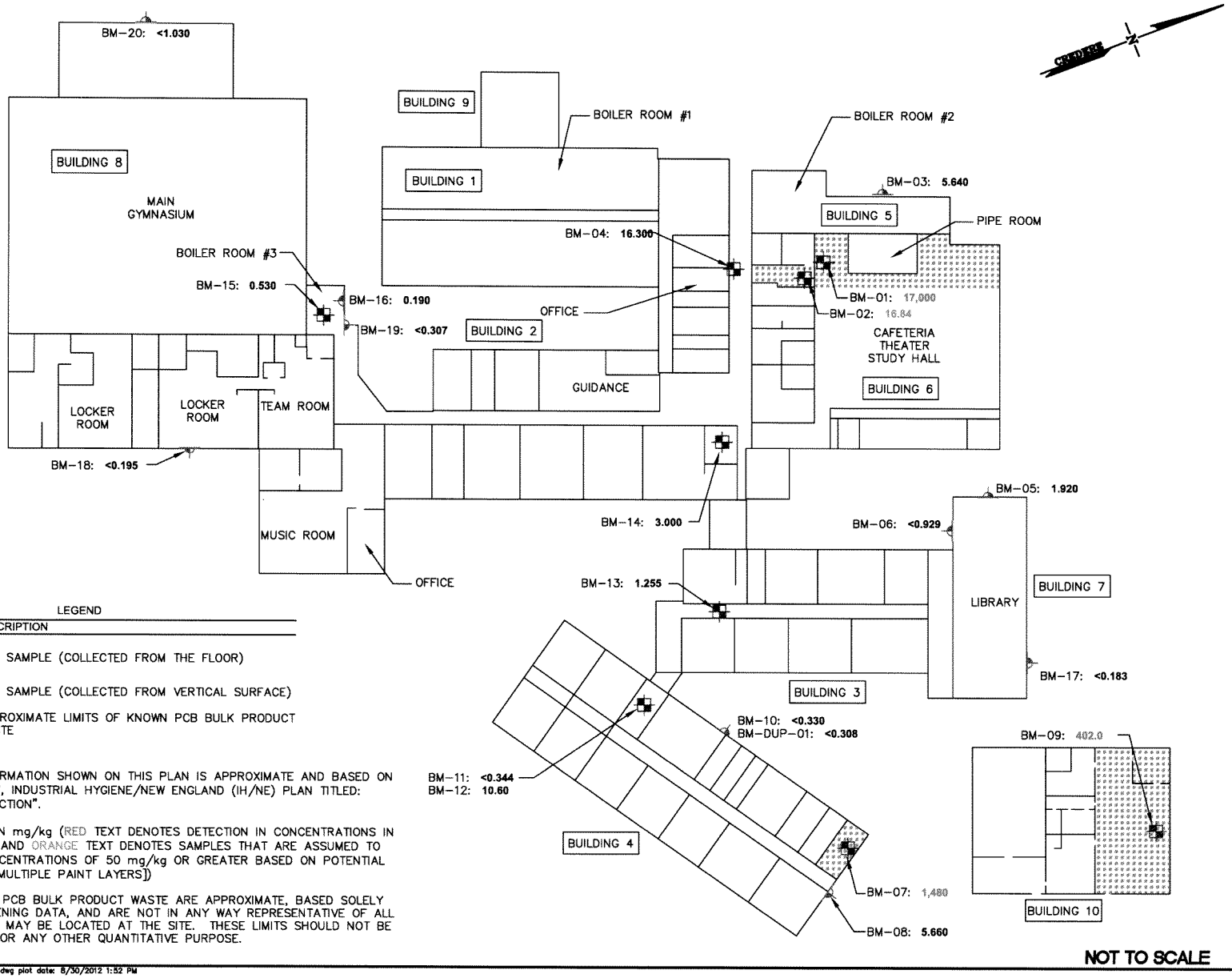
Susan Lessard
Town Manager
Town of Hampden, Maine

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**



LEGEND

SYMBOL	DESCRIPTION
	PCB SAMPLE (COLLECTED FROM THE FLOOR)
	PCB SAMPLE (COLLECTED FROM VERTICAL SURFACE)
	APPROXIMATE LIMITS OF KNOWN PCB BULK PRODUCT WASTE

NOTES:

1. BUILDING OUTLINE INFORMATION SHOWN ON THIS PLAN IS APPROXIMATE AND BASED ON THE DECEMBER 1, 1997, INDUSTRIAL HYGIENE/NEW ENGLAND (IH/NE) PLAN TITLED: "AHERA 3-YEAR INSPECTION".
2. PCB CONCENTRATION IN mg/kg (RED TEXT DENOTES DETECTION IN CONCENTRATIONS IN EXCESS OF 50 mg/kg AND ORANGE TEXT DENOTES SAMPLES THAT ARE ASSUMED TO CONTAIN PCBs AT CONCENTRATIONS OF 50 mg/kg OR GREATER BASED ON POTENTIAL DILUTION OF SAMPLE [MULTIPLE PAINT LAYERS])
3. THE LIMITS OF KNOWN PCB BULK PRODUCT WASTE ARE APPROXIMATE, BASED SOLELY ON PRELIMINARY SCREENING DATA, AND ARE NOT IN ANY WAY REPRESENTATIVE OF ALL REGULATED PCBs THAT MAY BE LOCATED AT THE SITE. THESE LIMITS SHOULD NOT BE USED FOR ESTIMATING OR ANY OTHER QUANTITATIVE PURPOSE.

FIGURE 1
APPROXIMATE KNOWN LOCATIONS OF PCB BULK PRODUCT WASTE

HAMPDEN ACADEMY PROPERTY
1 MAIN ROAD NORTH
HAMPDEN, MAINE

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

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