

# FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, April 1, 2013

5:30 p.m.

Hampden Town Office

1. Minutes of 3/18/2013 Meeting
2. Review & Sign Warrants
3. Old Business
4. New Business
  - a. Request for Letter of Support for LD 877, an Act to Establish the Geospatial Data Reserve Fund
  - b. Public Works Request for use of Recreation Enterprise Reserve Account Funds for Mower Purchase
  - c. 2013 Paving Bids
  - d. Personal Property Tax Abatements
    1. Blue Sky Enterprises, LLC 2012 \$ 71.61
    2. Robert & Linda Bryant 2006 \$ 93.52
    3. Robert & Linda Bryant 2007 \$ 94.20
    4. Robert & Linda Bryant 2008 \$ 97.34
    5. Dana's Grill at Dockside 2011 \$287.79
    6. Dana's Grill at Dockside 2012 \$305.28
    7. Qwik Stop Video 2011 \$325.95
5. Public Comment
6. Committee Member Comments

FINANCE & ADMINISTRATION COMMITTEE MEETING  
Monday, March 18, 2013

Attending:

<i>Mayor Janet Hughes</i>	<i>Councilor Shelby Wright</i>
<i>Councilor William Shakespeare</i>	<i>Councilor David Ryder</i>
<i>Councilor Tom Brann</i>	<i>Town Manager Sue Lessard</i>
<i>Councilor Jean Lawlis</i>	
<i>Councilor Carol Duprey</i>	

The meeting was opened at 5:40 p.m. by Mayor Hughes.

1. Minutes of 2/19/2013 Meeting – *Motion by Mayor Hughes, seconded by Councilor Brann to approve. Unanimous vote in favor.*
2. Financial Statements – February 2013 – *The Town Manager reviewed the financial statements with the Committee and answered questions regarding them.*
3. Review & Sign Warrants – *The Committee reviewed the warrants and asked questions in regard to expenditures, which were answered by the Town Manager. Follow up was requested for SAM's club memberships, which the Town Manager will research and provide to the Committee.*
4. Old Business
  - a. Lease Agreements: - *Motion by Councilor Lawlis, seconded by Councilor Duprey to recommend to the Town Council the creation of 10 year lease renewals for both entities. Vote 6 – 1 (Shakespeare). Motion carried.*
    1. Kiwanis Club
    2. Snowmobile Club
  - b. Snapshot of Skehan Center Operating Costs – *The Town Manager reviewed the revenues and expenditures for the use of the Skehan Center to date as well as the estimated revenues and expenses through June 30<sup>th</sup>. Quarterly reports will be provided to the Council and when the regular budget is done, the Council will see a budget presentation similar to what is currently used for the Recreation Enterprise account.*
  - c. Old Hampden Academy Phase II Environmental Review – Credere Associates Proposal – *Motion by Councilor Lawlis, seconded by Councilor Wright to recommend to the full council that Credere be authorized to move forward with the Phase II environmental work at a cost not to exceed \$23,950 to come from Host Community Benefits. Unanimous vote in favor.*
  - d. Maine People's Alliance – Resolution re Governor's Proposed Budget – *It was the consensus of the Committee to have the Manager prepare a resolution that could be considered at the next Council meeting.*
5. New Business - *None*
6. Public Comment - *None*

7. Committee Member comments – *None*

*The meeting was adjourned at 6:55 p.m.*

*Respectfully submitted,*

*Susan Lessard  
Town Manager*

Sue -  
So we need Council approval to send in  
a letter of support from the Town?

Thanks,

Dear Senator/Representative,



As a member of the geospatial community in the State of Maine, I write to ask your support for LD 877 (S.P. 302), an act to establish the geospatial data reserve fund.

This act is sponsored by Senator Saviello and Representative Keschl and is important to my organization, and many others throughout the state, because it supports the efficient delivery of state services and partnerships with other GIS stakeholders, conserving expenditures incurred by municipalities and the state. The resulting up-to-date geospatial data supports a wealth of programs and projects for cities, counties and organizations across the state, including:

- Elevation data updates
- Urban modeling
- Flood mapping analysis
- Mitigation/contingency planning for disasters
- Coastal restoration
- Land cover and environmental classification
- Corridor mapping and rights-of-way
- Homeland security and emergency response support

This data facilitates better, timelier decision-making and reduces, or even eliminates, unwanted costs for municipalities.

Once again, I urge your support of LD 877 (S.P. 302), the act to establish the geospatial data reserve fund. If you have any questions, don't hesitate to contact me directly.

Sincerely,

1 **Be it enacted by the People of the State of Maine as follows:**

2 **Sec. 1. 5 MRSA §2006** is enacted to read:

3 **§2006. Geospatial Data Reserve Fund**

4 **1. Fund established.** There is established the Geospatial Data Reserve Fund,  
5 referred to in this section as "the fund," to be administered by the geographic information  
6 board.

7 **2. Sources of funding.** The following must be paid into the fund:

8 A. All money appropriated for inclusion in the fund;

9 B. All interest earned from investments of the fund;

10 C. Any money allocated from Other Special Revenue Funds accounts for the purpose  
11 of the fund;

12 D. Proceeds from any bonds issued for the purpose of the fund; and

13 E. Matching funds received from the Federal Government or other legal entity for  
14 geospatial data acquisition expenditures made from the fund pursuant to subsection 4.

15 **3. Use of fund.** The purpose of the fund is to continue projects developed by the  
16 geographic information board. The fund must be used to provide and maintain to the  
17 extent practicable statewide GIS data sets necessary for the efficient delivery of state  
18 services and to conserve state expenditures through partnerships with other GIS  
19 stakeholders interested in acquiring the same data sets. The fund may be used at the  
20 discretion of the geographic information board for acquiring geospatial data primarily  
21 including but not limited to the following data sets:

22 A. An orthoimagery program. Imagery collected through this program must be from  
23 all areas of the State and be 4-band images that include the red, green, blue and near  
24 infrared bands; and

25 B. An elevation data set. A consistent statewide elevation data set must be collected  
26 using light detection and ranging technology or an equivalent method.

27 **4. Matching funds.** Money in the fund used to purchase geospatial data must be  
28 matched by funding from other sources at at least a one-to-one ratio.

29 **5. Annual report.** The Chief Information Officer shall submit a written report by  
30 January 15, 2014 and annually thereafter to the Governor and the Legislature on the  
31 fund's balance and expenditures.

32 **SUMMARY**

33 This bill establishes the Geospatial Data Reserve Fund. The fund will be used to  
34 continue projects established by the Maine Library of Geographic Information Board.



**TOWN OF HAMPDEN**  
**DEPARTMENT OF PUBLIC WORKS**

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HAMPDEN, ME 04444

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March 28, 2013

To: Sue Lessard  
From: Chip Swan  
Subject: Finance Committee Request

Public Works needs to replace a 2008 John Deere Z850A Zero Steer mower. This mower has approx. 1500 Hrs and needs to be replaced.

The mower is used to mow recreation ball fields 95% of the time. I would like to propose using up to \$8000.00 from the Recreation Enterprise Reserve account funds to purchase a new 2013 Zero steer mower.

This would save \$8000.00 from the Building and Grounds Budget for 2013.2014

I have spoken with Kurt Mathis on this subject and he is on board with this proposal.

Yours truly,

Chip Swan, PWD

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87	P	BLUE SKY ENTERPRISES, LLC	2012	143.10	71.49	71.61
57	P	BRYANT, ROBERT & LINDA	2006	93.52	0.00	93.52
57	P	BRYANT, ROBERT & LINDA	2007	94.20	0.00	94.20
57	P	BRYANT, ROBERT & LINDA	2008	97.34	0.00	97.34
84	P	DANA'S GRILL AT DOCKSIDE	2011	287.79	0.00	287.79
84	P	DANA'S GRILL AT DOCKSIDE	2012	305.28	0.00	305.28
151	P	QWIK STOP VIDEO	2011	325.95	0.00	325.95