



HAMPDEN TOWN COUNCIL  
HAMPDEN MUNICIPAL BUILDING  
AGENDA

MONDAY

MARCH 2, 2009

7:00 P.M.

• **5:45 pm – FINANCE COMMITTEE MEETING**

A. CONSENT AGENDA

1. SIGNATURES

a. Treasurer's Warrants

2. SECRETARY'S REPORTS

a. February 17, 2009

3. TREASURER'S REPORT

4. COMMUNICATIONS

a. MRC/Town – Quarterly Distribution – 4<sup>th</sup> Quarter 2008

b. HBA Meeting Agenda – 3/3/09

c. Commendation – Public Safety – 2/15/09

5. REPORTS

a. Ambulance Collection – 2/24/09

b. Host Community Benefit – January 2009

c. Bus Report – BAT through 12/31/08

d. Minutes – Infrastructure Committee – 2/24/09

e. Minutes – Planning & Development Committee – 2/18/09

f. General Assistance Review

B. PUBLIC COMMENTS

C. POLICY AGENDA

1. PUBLIC HEARINGS

2. NOMINATIONS – APPOINTMENTS – ELECTIONS

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

- 3. UNFINISHED BUSINESS
  - a. Water District Trustee Appointment – Infrastructure Committee Recommendation
- 4. NEW BUSINESS
  - a. AFLAC – Addition as Employee-funded Benefit – Infrastructure Committee Recommendation
  - b. Silver Star Banner Day – Proclamation Request
- D. COMMITTEE REPORTS
- E. MANAGER'S REPORT
- F. COUNCILORS' COMMENTS
- G. ADJOURNMENT

**TOWN COUNCIL MINUTES**

**FEBRUARY 17, 2009**

Due to the President's Day holiday, the regularly scheduled meeting of the Hampden Town Council was held on Tuesday, February 17, 2009. The meeting was held at the municipal building council chambers and was called to order by Mayor Arnett at 7:05 p.m.

**Attendance: Councilors:** Mayor Matthew Arnett, Shannon Cox, Andre Cushing, Thomas Brann, William Shakespeare, Jean Lawlis and Janet Hughes

**Town Manager:** Susan Lessard

**Town Counsel:** Thomas Russell

**Department Heads/Staff:** Public Works Director Chip Swan, Public Safety Director Joseph Rogers, Lieutenant Ray Pipes and Firefighter Jason Lundstrom

Mark Pierce of "Paper Talks", John Kenney of WBRC Architects/Engineers, and citizens

During the meeting, Mayor Arnett presented a plaque to long-time Economic Development Director Bion Foster in honor of his service and commitment to the Town of Hampden and its citizens. Representative Andre Cushing also presented Bion with a sentiment from the Maine Legislature.

**A. CONSENT AGENDA**

Treasurer's Warrants were reviewed and signed by the Finance Committee. Motion by Councilor Cushing, seconded by Councilor Brann to accept the balance of the Consent Agenda – unanimous vote in favor.

**B. PUBLIC COMMENTS**

There were none.

**C. POLICY AGENDA**

**1. PUBLIC HEARINGS**

There were none.

## 2. NOMINATIONS-APPOINTMENTS-ELECTIONS

### a. Applications for Reappointment:

1. Russell Lumley – Board of Assessment Review
2. David Barrett – Dyer Library Board of Trustees
3. Ruth “Judy” Beebe – Dyer Library Board of Trustees
4. Mark Russell – Dyer Library Board of Trustees
5. Mary An Bjorn – Dyer Library Board of Trustees
6. Yvonne Lambert – Dyer Library Board of Trustees
7. Walter Cupples – Economic Development Committee
8. Karen Brooks – Lura Hoit Pool Board of Trustees
9. Peter Weatherbee – Planning Board
10. Richard Armstrong – Board of Appeals

Mayor Arnett read the list of applicants for the record. Motion by Councilor Cox, seconded by Councilor Cushing to accept the full slate and reappoint all of the applicants – unanimous vote in favor.

## 3. UNFINISHED BUSINESS

### a. TRANSFER STATION DECAL ISSUANCE RULES – INFRASTRUCTURE COMMITTEE RECOMMENDATION

Manager Lessard explained that the purpose of the changes is to address some issues that have come up since implementation of the policy last April. There are instances where residents drive company-owned vehicles that are not registered in Hampden and under the current rules, a decal can not be issued because the vehicle was not registered in Hampden. The proposed change would allow that type of a vehicle to have a pass to enter the landfill for the same \$5.00 fee. Additionally, under the current rules a pickup truck registered for over 10,000 pounds is not eligible for a sticker. This created a problem for trucks which were registered for more than 10,000 pounds primarily for hauling trailers. Under the proposed change, pickup trucks with a regular bed of no more than 8 feet will be eligible for a sticker. This eliminates the weight issue, but still precludes dump-bodies and other trucks.

Motion by Councilor Brann, seconded by Councilor Cox to approve the amended rules as proposed.

During discussion, Councilor Shakespeare thought that Item #6 of the rules should state “...decals must be permanently affixed...” He moved to amend the motion to say “permanently affixed to the...windshield”. Councilor Lawlis seconded the motion and vote was unanimously in favor.

Vote on the original motion as amended was unanimously in favor.

### TRANSFER STATION DECAL ISSUANCE POLICY

The Hampden Transfer Station is for the use of Hampden residential property owners and renters who occupy single family residential units or a residence in a multi-unit development of less than four units.

1. The vehicle registration of the vehicle on which the decal will go must be presented at the time of sticker issuance.
2. To qualify for a residential decal, a vehicle must be registered in Hampden. Residents who otherwise qualify for a sticker but who have company-owned vehicles not registered in Hampden, without the company name or logo on the vehicle, may receive a paper pass for that vehicle for the year for the \$5 fee.
3. Seasonal Residents must own single family residential property not used for rental purposes and provide proof of vehicle registration.
4. No stickers will be issued for commercial construction/contractor vehicles with company name or logo on the vehicle, regardless of place of registration.
5. Stickers will not be issued to trucks other than pickups with a regular pick-up bed of no more than 8 feet.
6. Transfer station decals must be <sup>permanently</sup> affixed to the inside of the windshield in the lower left corner on the driver's side of the vehicle for which it was issued. Plate numbers on the decal must match the plate number on the vehicle.
7. Vehicles without a decal or appropriate paper pass will not be allowed access to the transfer station.

This policy was amended by the Hampden Town Council on 2/17/09

b. AMBULANCE BILLING ABATEMENTS – 2007 – FINANCE  
COMMITTEE RECOMMENDATION

Manager Lessard explained that two years ago the Finance Committee determined that it would annually review the oldest year of outstanding receivables and abate those that were no longer collectable. The auditors have advised that in order for the receivables to be true and accurate, they have to reflect only those bills that we actually have a chance of receiving. The total outstanding from 2007 is \$11,626.83 and the Finance Committee has recommended that the charges be abated.

Motion by Councilor Brann, seconded by Councilor Cox to approve abating the charges – unanimous vote in favor.

c. SCHOOL/TOWN – MEMORANDUM OF UNDERSTANDING –  
ROUTE 202 ACCESS

As directed by the Council, Manager Lessard and Attorney Russell have worked with the School Superintendent and their attorney to come up with language which meets the needs of both sides. The Council is being asked to ratify this latest proposal (copy attached) and the School Board will discuss it at their next meeting.

Attorney Russell highlighted some of the key points in the agreement, namely that it gives the Town three rights:

- The Town will have vehicular and pedestrian access from Western Avenue over the common drive on the DOT land and a portion of the drive on the existing school property;
- The Town will have a right to connect and extend any utilities that the school might have in the area for the benefit of the Town's land; and
- The right to construct a minor street off their access way and dead-ends at the property line of a private property owner.

He noted that it is limited to recreational use and expressly prohibits residential or commercial use. It is limited to the benefit of the Town's property. The easements will not be granted until the school has been completed and occupied.

Motion by Councilor Shakespeare, seconded by Councilor Cox to accept the agreement between SAD #22 and the Town.

During discussion, Councilor Brann stated that he is not going to oppose the agreement, but at the same time is not in favor of it so he would abstain from voting. Councilor Cushing stated that given his association with the abutting landowners, he would also abstain from voting.

Vote on the motion was 4 in favor (Shakespeare, Lawlis, Arnett and Cox); 1 opposed (Hughes) and 2 abstained (Brann and Cushing) – motion carried.

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into by and between MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 22 (hereinafter "SAD") and the TOWN OF HAMPDEN (hereinafter "Town") as of this \_\_\_\_ day of \_\_\_\_\_, 2009.

### RECITALS

- A. SAD is pursuing the construction of a new high school and associated improvements (the "Project") on land of SAD situated off Western Avenue in the Town of Hampden (the "SAD Parcel"), the SAD Parcel being more particularly depicted on the concept plan of the Project attached hereto as Exhibit A (the "Concept Plan").
- B. SAD intends to acquire by purchase from the Maine Department of Transportation ("MDOT") the MDOT Land located between the SAD Parcel and Western Avenue depicted on the Concept Plan, or obtain a Sixty-Six (66) foot wide easement and right-of-way over the MDOT Land, for the purpose of providing access in connection with the Project, including vehicular and pedestrian ingress and egress and the installation, maintenance, repair and replacement of subsurface and above-ground utilities, between Western Avenue and the SAD Parcel.
- C. Town owns property located southerly of, but not adjacent to, the SAD Parcel designated as "Town of Hampden" on the Concept Plan (the "Town Property"), which Town Property is southerly of land depicted as "Private Property" on the Concept Plan (the "Private Property").
- D. Town desires to have access from Western Avenue over and across the "Common Access Drive" and "Minor Street" located on the MDOT Land and the SAD Parcel and more particularly depicted on the Concept Plan. It is the intention of the Town that such access is to continue over an extension of the Minor Street across the Private Property to the Town Property by virtue of an easement and right-of-way the Town will seek to obtain from the owner of the Private Land (the "Extension Easement"). Provided the terms of this Memorandum are satisfied, SAD has indicated its willingness to construct the Common Access Drive to meet or exceed the standards for minor streets as set forth in Section 552 of Town's Subdivision Ordinance (the "Design Standards") in accordance with the terms of this Agreement, a copy of which is attached hereto as Exhibit B.
- E. SAD has agreed to cooperate with Town to ensure the Town's access to Western Avenue over the MDOT Land and SAD Parcel pursuant to the terms and conditions of this Memorandum of Understanding, provided however, that such access will not unreasonably interfere with the Project and SAD's continued and future use of the SAD Parcel and the Project as finally constructed thereon.
- F. The SAD Board of Directors and the Town agree that use of any easement, right of way, street or access granted to the Town hereunder not endanger SAD students or staff.

NOW THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, the parties agree as follows:

1. Town and SAD agree to cooperate in negotiations with the MDOT concerning the possible acquisition of the MDOT Land by SAD, and to pursue ownership or easements that are beneficial to both parties.
2. SAD agrees to construct the access drive from Western Avenue to the proposed Minor Street location to meet or exceed the Design Standards.
3. SAD agrees to grant Town an easement and right-of-way to use for purposes of pedestrian and vehicular ingress and egress, in common with SAD, over the portion of the Common Access Drive from Western Avenue to where it connects with the proposed Minor Street as depicted on the Concept Plan, together with the right to connect to or extend any of SAD's utilities. In addition, SAD agrees to grant Town an easement to construct, maintain, and repair the Minor Street running from the location referenced above where the Common Access Drive connects with the proposed Minor Street to the northerly line of the Private Property, all for the purposes of providing public access and utilities to the Town Property, provided however, that Town shall, following any construction, maintenance or repairs relating to the Minor Street, promptly repair any damage to the SAD Parcel and regrade and restore the land around the Minor Street to substantially its condition prior thereto. SAD shall have no obligation to construct, maintain, repair or replace the Minor Street.
4. For the purposes hereof and for the purposes of the Town's easements, the term "Minor Street" shall mean a street that serves to provide access and utilities to the Town Property. The parties agree that the easements referenced in Paragraph 3 above granted to Town shall be appurtenant to the Town Property, and that, Town shall have no right to grant easements over and across the Common Access Drive or Minor Street, and no other property owner shall have the right to use the easements contemplated hereunder, except as expressly authorized pursuant to this Agreement. In addition, the Town easements shall not be used as a "collector street" (meaning a street which connects one or more streets with an arterial street) or an "arterial street" (meaning a street which serves heavy traffic flows and which is used as a route for traffic between communities and/or heavy traffic-generating areas), without the prior written approval of SAD. Town agrees that its use of the easements granted hereunder shall be solely for the purpose of accessing or providing utilities to the Town Property for recreational use and that such use shall not change or be increased without the prior, express and written consent of the SAD, which consent may be withheld by the SAD in its sole discretion. Town agrees that under no circumstances shall the Minor Street regardless of its location be connected to any right of way, easement, street or access that serves any parcel other than the Town Property unless such connection is approved in writing in advance by the SAD Board of Directors. Town further agrees that under no circumstances shall the Minor Street regardless of its location be connected to any right of way, easement, street, or access that is connected to any right of way, easement, street or access that serves any parcel other than the Town Property unless such connection is approved in writing in advance by the SAD Board of Directors. Town agrees that any use of the easement, right of way, street or access granted hereunder is solely for the purpose of

accessing and providing utilities to the Town Property for recreational use and that use of the easement, right of way, street or access granted hereunder for any other purpose including without limitation for access to residential or commercial property is not permitted.

5. The Town's easements over the Common Access Drive and the Minor Street shall not exceed Sixty-Six (66) feet wide, and the Minor Street shall be constructed in accordance with the Design Standards.
6. Town agrees to be responsible for any repairs or damage to SAD's improvements that are caused by Town, or members of the public that are using the easements for access to Town's property. In addition to the foregoing, Town further agrees to defend, indemnify and hold SAD, its directors, officers, employees, agents, successors and assigns, harmless for any death, personal injury, loss of property or damages (including reasonable court costs and the cost of defending against any such claims or enforcing this indemnity, including reasonable attorneys' fees) arising out of or relating to the exercise of the easements contemplated hereunder by Town, its directors, officers, agents, contractors, invitees, guests, successors and assigns. This indemnification and hold harmless covenant is in addition to any applicable immunities and limitations on damages SAD has under the Maine Tort Claims Act and shall not in any way be deemed a waiver thereof. Notwithstanding the foregoing obligation, Town also retains any applicable immunities and limitations on damages Town has under the Maine Tort Claims Act, and its obligation hereunder shall not in any way be deemed a waiver thereof, and shall not in any way be deemed "liability insurance" under the Act. In addition, Town shall be able to assert both the Town's and SAD's immunities and limitations on damages under the Act as a defense to any claim.
7. Provided the terms of this Agreement are satisfied, SAD agrees to grant the easements contemplated by this Memorandum of Understanding upon the completion of the Project and the occupancy of the same for school purposes. Notwithstanding anything contained in this Memorandum of Understanding to the contrary, the obligation of SAD to grant the easements to the Town as contemplated hereunder are contingent upon (a) the acquisition by SAD from MDOT of the MDOT Land, or SAD obtaining the easement and right-of-way from MDOT for access over the MDOT Land more particularly set forth in Recital B above, and the deed or easement provides that SAD is permitted to in turn grant the easement and right-of-way contemplated herein to the Town over the MDOT Land, and (b) the Common Access Drive and the Minor Street as depicted on the Concept Plan being approved by the SAD Board of Directors and by all necessary governmental agencies or departments or, if necessary, moved to an alternative location acceptable to SAD in its sole discretion. The parties agree to cooperate in good faith concerning the terms and conditions of the easement document(s), and agree that the easement document(s) shall contain provisions to the effect that Town shall not exercise its rights thereunder until such time as it has acquired the Extension Easement.
8. The parties agree that the location of the Minor Street may be relocated only upon mutual written consent of the parties, and that the approval by SAD of such relocation shall be in its sole discretion. In no event shall SAD be prohibited from undertaking and completing the Project due to anything contained in this Memorandum of Understanding.

9. This Memorandum of Understanding is subject to approval from the Maine Department of Education.
10. The Memorandum of Understanding shall be binding on the parties, their successor or assigns. Town shall not assign any of its rights hereunder without the prior written consent of SAD.
11. In the event of any breach of this Agreement by the Town including without limitation any use of the easement, right of way, street or access for the purpose of accessing residential or commercial property without prior approval of SAD, which approval may be withheld by the SAD at its sole discretion, the SAD may terminate this easement, right of way, street or access granted hereunder forthwith. Prior to any such termination, SAD shall provide Town with written notice of the alleged breach and a reasonable opportunity to cure the same, depending on the nature of the breach. The parties further agree that prior to termination for a breach, the Board shall have a joint meeting with the Hampden Town Council to explore, in good faith, a resolution of the reasons giving rise to the proposed termination. In the event that the joint meeting fails to lead to a resolution of the breach acceptable to both of the parties, the Board may proceed to terminate this Memorandum and to terminate the easement, right of way, street or access.
12. Town also agrees that if the SAD Board of Directors decides in its sole discretion that use of any easement, right of way, street or access granted hereunder creates an ongoing threat of imminent danger to or a serious impairment of the safety of the SAD students or staff, the SAD Board of Directors may terminate this Memorandum and terminate the easement, right of way, street or access. Provided, however, that prior to any such termination, the SAD Board of Directors shall provide Town with advance written notice of the proposed termination and the reasons for the proposed termination. The parties further agree that prior to termination, the Board shall have a joint meeting with the Hampden Town Council to explore, in good faith, a resolution of the reasons giving rise to the proposed termination. If such a resolution is not agreed upon by the parties, the parties agree to submit the matter to mediation. In the event that mediation fails to lead to a resolution acceptable to both of the parties, the Board may proceed to terminate this Memorandum and to terminate the easement, right of way, street or access.
13. If the Superintendent determines that the school students and staff are, or may be, in imminent danger or their safety seriously impaired, or there is some documented emergency, including but not limited to a bomb threat, intruder, fire, terrorism or weather, regardless of whether there is a breach of this Agreement by the Town, the Superintendent may take any steps considered necessary to alleviate the situation giving rise to the endangerment, impairment or emergency, including without limitation the temporary suspension of the Town's easement rights. The Superintendent shall provide notice of the suspension to the Town Manager as soon as practical, and the parties agree to cooperate in good faith to develop and implement a remediation plan to alleviate the imminent danger, serious safety impairment or emergency. If the parties cannot agree on a remediation plan and the SAD Board of Directors determines that termination of the easement is necessary,

the Board may, in its sole discretion, proceed to terminate the easement in accordance with the provisions of Paragraph 12.

14. SAD agrees to keep Town apprised of the plans for the Project through the Town's representatives on the Building Committee and Hampden Academy Reuse Committee.
15. Notwithstanding the provisions in this Memorandum of Understanding, the Town is permitted to formulate future requests to the District to allow use of the easement for broader purposes. The Town officials realize that the SAD #22 Board of Directors shall have the sole discretion to approve or deny such future requests by the Town.
16. THIS MEMORANDUM OF UNDERSTANDING SHALL NOT BE RECORDED IN THE REGISTRY OF DEEDS.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be duly executed by the authorized officials as of the \_\_\_\_\_ day of \_\_\_\_\_, 2009.

MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 22

\_\_\_\_\_  
By \_\_\_\_\_  
Richard A. Lyons  
Its Superintendent

TOWN OF HAMPDEN

\_\_\_\_\_  
By \_\_\_\_\_  
Susan M. Lessard  
Its Town Manager

RT. 202

WESTERN AVE. RT. 9

MIDDLE LAND

COMMON ACCESS DRIVE



CAR DROPOFF

BUS DROPOFF

MINOR STREET

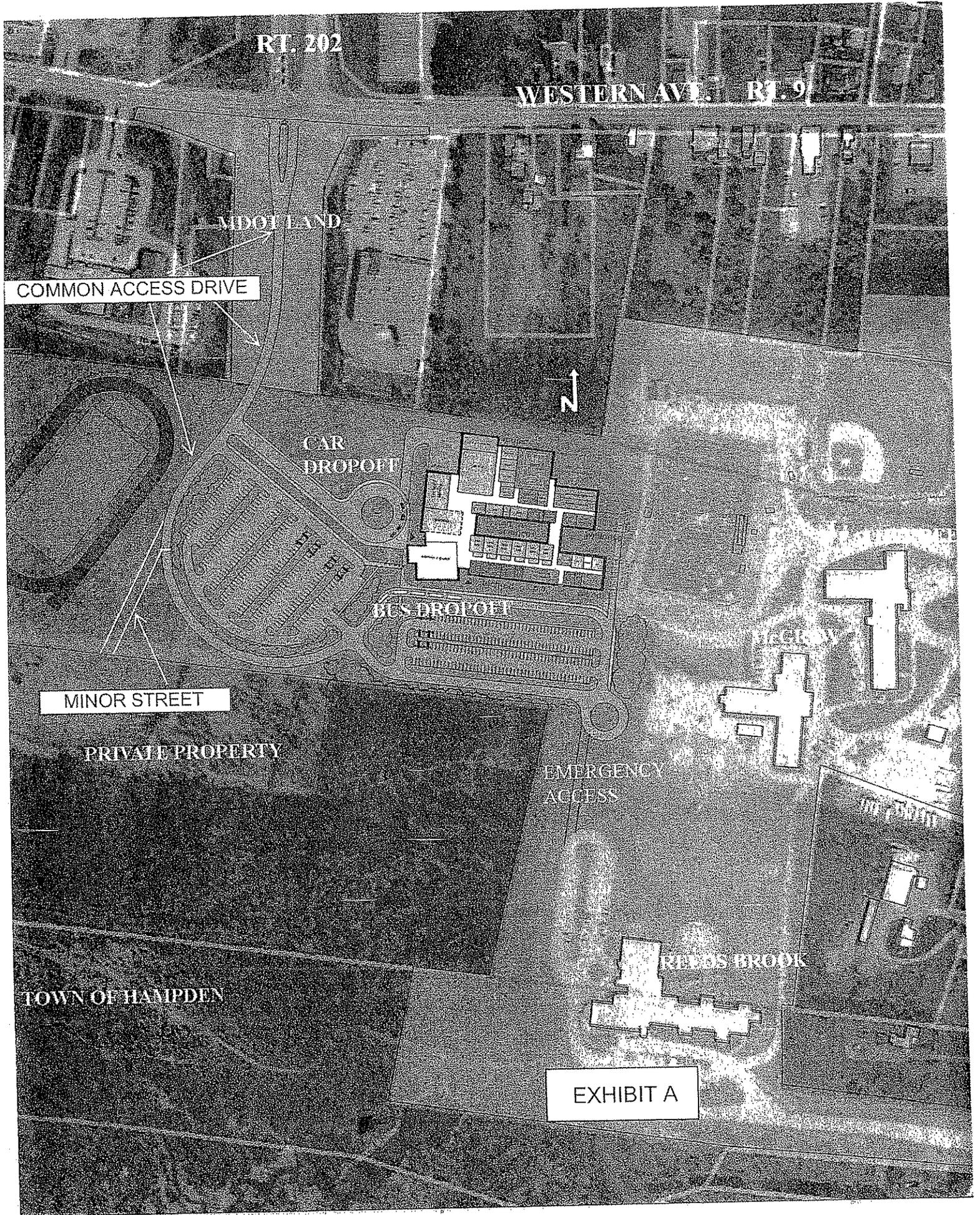
PRIVATE PROPERTY

EMERGENCY ACCESS

TOWN OF HAMPDEN

REEDS BROOK

EXHIBIT A



## EXHIBIT B

*Town of Hampden, Maine  
Subdivision Ordinance*

552. *Design and Construction Standards* - All streets in a subdivision shall be designed and constructed to meet the following standards for streets according to their classification as determined by the Planning Board.

### Design and Construction Standards for Streets

<u>Item</u>	<u>Collector</u>	<u>Minor</u>
1. Minimum right-of-way width	66 ft.	66 ft.
2. Minimum pavement width	24 ft.	20 ft.
3. Minimum grade	0.5%	1.0%
4. Maximum grade	8%	8%
5. Maximum grade at intersection 3% Within feet from intersection	75 ft.	50 ft.
6. Minimum centerline radii on curves	200 ft.	100 ft.
7. Minimum tangent length between reverse curves	200 ft.	100 ft.
8. Depth of subgrade grading	22 in.	22 in.
9. Sub base gravel depth	18 in.	18 in.
10. Upper base gravel	4 in.	4 in.
11. Pavement (see 552 item 2)		
A. Grade B	2-1/2 in.	2-1/2 in.
B. Grade C	1-1/2 in.	1-1/2 in.
C. Total thickness	4 in.	4 in.
12. Minimum road crown-centerline to edge of pavement.	3 in.	3 in.
13. Minimum shoulder width on each side of road.	2 ft.	2 ft.
14. Sidewalks		
A. Minimum width	5 ft.	4 ft.
B. Gravel base course	6 in.	6 in.
C. Surface pavement	2 in.	2 in.

<u>Item</u>	<u>Collector</u>	<u>Minor</u>
15. Dead-end or cul-de-sac streets		
A. Completely paved Raddi of turn around at enclosed end		
i. Right-of-way boundary minimum	60 ft.	50 ft.
ii. Outside pavement radius - min.	40 ft.	35 ft.
B. With island (see #26)		
i. Right-of-way boundary - min.	65 ft.	55 ft.
ii. Inside pavement radius	26 ft.	25 ft.
iii. Outside pavement radius	50 ft.	49 ft.
iv. Minimum pavement width	24 ft.	24 ft.
<i>(Amended: 10-03-05)</i>		
C. Temporary (See #27)		
i. Raddi at Right-of-way - min.	50 ft.	50 ft.
ii. Gravel turn around minimum	40 ft.	40 ft.
<i>(Amended: 12-04-95)</i>		
16. Minimum pavement curb raddi at intersections and where street meets cul-de-sac 20 ft. <i>(Amended: 10-03-05)</i>		
17. Grade of streets should conform as closely as possible to the original relief of the land.		
18. All changes in grade shall be connected by vertical curves such as will provide clear visibility for a distance of two hundred (200') feet.		
19. Side slopes shall not be steeper than three (3') feet horizontal and one foot vertical, graded, loamed (six [6] inches compacted) and seeded. If the side slope extends outside the required right-of-way, the subdivider shall expand the right-of-way to include the entire side slope area.		
20. All streets shall be provided with adequate drainage facilities to provide for the removal of storm water. Driveway culverts shall be adequate to pass the design flow of the contiguous ditches.		
21. In construction of roads, the paved area, sidewalk, and shoulder shall be cleared of all stumps, roots, brush, perishable material, and all trees not intended for preservation. All loam, loamy material, clay, and other yielding material shall be removed from the roadway to at least subgrade depth, or as directed by the Town Manager.		
22. The roadway area shall be brought to the grade shown on the plan, profile and cross-section, by suitable gravel. The subbase gravel shall meet the specifications for aggregate subbase courses as contained in the current edition of "The Standard Specifications for Highways and Bridges of the State of Maine Department of Transportation". The upper base gravel shall meet the specifications for aggregate base courses in the same standards.		
23. After the upper base gravel has been thoroughly rolled, the surface of the roadway shall be paved. The pavement material and the manner of application of such shall conform to the requirements of the current edition of "The Standard Specifications for Highways and Bridges of the State of Maine Department of Transportation".		
24. The Planning Board may require curbing of roads.		

Motion by Councilor Cushing, seconded by Councilor Brann to authorize the Town Manager to sign the Memorandum of Understanding on behalf of the Town of Hampden – unanimous vote in favor.

d. SCBA GRANT ACCEPTANCE/WAIVER OF BID PROCEDURE/  
AWARD BID

Manager Lessard reported that thanks to the efforts of Firefighter Jason Lundstrom, the Fire Department has received a grant from FEMA in the amount of \$59,850 for the purchase of SCBA units. The Infrastructure Committee has discussed the request from Public Safety to waive the bid procedure for the purchase of the units. Manager Lessard explained that the Council also has to formally accept the grant.

Motion by Councilor Brann, seconded by Councilor Hughes to accept the grant and authorize the purchase of 14 units – unanimous vote in favor.

Public Safety Director Joe Rogers informed the Council that the grant is item and manufacturer specific and there are only two vendors in the region that can provide these specific SCBA units. The Fire Department has obtained price quotes from both vendors. Joe requested that the Council waive the bid procedure and recommended acceptance of the quoted price of \$76,437.00 for 14 units from Industrial Protection Services, LLC. The balance of the purchase would come from the line-item in the current Fire Department budget.

Motion by Councilor Brann, seconded by Councilor Cushing to waive the bid process – unanimous vote in favor.

Motion by Councilor Brann, seconded by Councilor Hughes to approve the purchase as recommended by the Public Safety Director – unanimous vote in favor.

#### 4. NEW BUSINESS

a. "PAPER TALKS" – AD REQUEST 2009

Last year the Council authorized an advertisement in the "*Paper Talks*" magazine in honor of veterans from the Town of Hampden. Manager Lessard informed the Council that this year's edition will feature World War II veterans and will place special emphasis on families that sent more than one son/daughter into the war and asked if the Council would like to purchase an ad again this year. Mark Pierce of 159 Main Road North, a representative of the magazine gave a brief explanation of the history and nature of the magazine.

Motion by Councilor Brann, seconded by Councilor Cox to participate at the quarter-page level with 125 copies at a cost of \$790.00 to be paid from the Council's general expense account – unanimous vote in favor.

#### **D. COMMITTEE REPORTS**

Councilor Cox reported that the Services Committee met on February 9<sup>th</sup> and one of the items discussed was the MSAD #22 wetland mitigation. This item had been referred to the Committee by the Council. John Kenney of WBRC presented information about how the proposed school project will impact between 2-3 acres of wetland and the requirement for mitigation at a ratio of 15:1. This would require an area of 30 to 45 acres, which must consist of wetlands and uplands, to be set aside for conservation. One of the potential options is a portion of the LL Bean parcel and Councilor Cox reported that what came out of the Committee is the idea that this makes the most sense in terms of acreage. The Environmental Protection Agency and Army Corps of Engineers are looking for contiguous acres and there are limited areas within Hampden where there is that much acreage. The Committee voted to bring this to the Council at tonight's meeting. MSAD #22 needs to file an application by the end of the month and is looking for an opinion from the Council that they can begin to go in this direction.

Motion by Councilor Brann, seconded by Councilor Cushing to set aside the rules in order to add an item to the agenda – unanimous vote in favor.

Motion by Councilor Brann, seconded by Councilor Cushing to amend the agenda to include discussion about the proposal of land in mitigation from MSAD #22 – unanimous vote in favor.

John Kenney from WBRC recapped the issue and the steps that have been taken as well as what needs to be done. He said it does not have to be a completed deal at this time, but they are looking for a direction in which to go. As part of the application process, they will discuss with the Army Corp of Engineers that this is the primary approach they would like to take with the mitigation, provided that the Town is interested in going in this direction. He noted that the conservation easement would not have to be in place until occupancy of the new school. Mr. Kenney then answered questions from the Council.

Following further discussion, Councilor Brann moved and Councilor Cushing seconded to send a letter to the appropriate entity indicating that the Town of Hampden is willing to dedicate the land for a conservation easement pending details of the agreement, which is in support of the developing Comprehensive Plan – unanimous vote in favor.

Councilor Cox further reported that the Services Committee heard reports on the work relating to Dorothea Dix Park and the Tree Board. The Recreation Committee has asked for formal recognition of contributions made to the moving of the gazebo. She asked that this be agendaed for the next meeting. She said there was some discussion about the Communications Committee and the idea of forming a citizens committee to pursue that work. The next Committee meeting will be at 6:00 pm on March 9<sup>th</sup>.

Councilor Cushing reported that the Planning & Development Committee will meet at 6:00 pm on Wednesday, February 18<sup>th</sup>. Councilor Cushing also reported that in order to continue smoothly with the duties of communication, a citizen level committee will be formed to handle the activity. He invited members of the public who have an interest in

assisting with the newsletter or development of the website and cable station to join. A date has not yet been set, but information will be available on the website when a date has been set.

Councilor Arnett reported that the Finance Committee did not meet this evening due to the reception for Bion Foster, but the next regular meeting will be at 5:45 pm on March 2<sup>nd</sup> prior to the Council meeting.

#### **E. MANAGER'S REPORT**

Manager Lessard reported that information about the home composters and related items is available on the website and Channel 7.

Unpaid property taxes for 2007 are now in foreclosure and she is happy to report that there are no new foreclosures other than those that have been in foreclosure for a number of years but are in regular monthly payment arrangements.

#### **F. COUNCILOR'S COMMENTS**

Councilor Shakespeare commented that the Council received an email from a citizen regarding issues at the transfer station. He expressed concern about the operations at the transfer station because he has heard from other residents who are unhappy about it. He pointed out that in April the Council will once again be addressing the transfer station and he requested that it be added to the agenda for the next meeting of Infrastructure Committee on February 23<sup>rd</sup>. He asked Manager Lessard for information on how other communities operate.

Councilor Shakespeare also reminded the Finance Committee and Manager Lessard that they need to discuss the senior citizen property tax rebate program at the next meeting.

Councilor Lawlis wanted everyone to know that Reed's Brook Middle School is accepting donations on behalf of Larry Hoyt who works at the school and is battling cancer. She expressed appreciation to those who have already contributed.

Councilor Brann commented that as the Council discusses the land in mitigation for SAD #22, we need to keep in mind that the intent was to make sure the land would also be available for mitigation in the development along Coldbrook Road. He feels that there is enough land there, but we are giving up a significant opportunity for other economic development within the town and we need to be cautious how we use that resource.

Additionally, Councilor Brann commented that part of the purpose of reorganizing the Council committees was to have things organized in a more advance-notice fashion. He noted that although it was appropriate tonight to set aside the rules to add an item to the agenda and as we settle into the way the new committees are going to function, he cautioned against doing that on a regular basis.

Councilor Cushing thanked the Town Manager and staff for putting together a wonderful celebration to honor Bion and his efforts to the Town.

Councilor Hughes agreed with Councilor Brann's comments and said that when items are added last-minute it is important to have the information before us so we can make good decisions. She commented that what was discussed today was based on past Councilors' decisions, which she supports, but she would like the opportunity as a present Councilor to understand the same information. She said she does support any development related to the school, but she would like to see a map of the property we are talking about.

Councilor Cox commented that there was very little notice for her and the Committee in the way that work was to get done. She said if we are going to get into these kinds of discussions, then anything coming from SAD #22 should not go through Committee, but should go straight to the Council.

Mayor Arnett commented that there are always exigencies that have to be handled last moment and we need to work with SAD #22 toward a better, faster and more creative relationship. Mayor Arnett said he and Manager Lessard will have conversations with SAD #22 and make them aware of these concerns, but we also need to be aware of their concerns as well.

Mayor Arnett reported that he will be out of town until March 9<sup>th</sup> and asked Councilor Cushing to chair the next Council meeting. He asked to be excused from that meeting.

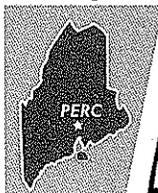
#### **G. ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:05 p.m.



Denise Hodsdon  
Town Clerk

■ 40 Harlow Street  
■ Bangor, ME 04401-5102



# MRC

**Municipal Review Committee, Inc.**

800-339-6389  
207-942-6389    ☒ Voice  
207-942-3548    ☒ Fax  
glounder@emdc.org    ☒ E-mail

February 11, 2009

Dear MRC Member Community:

The MRC Board of Directors is pleased to provide the enclosed check for the quarterly cash distribution return to Amending Charter Municipalities and new Charter Municipalities for the First Quarter of 2009. The payment is based on tipping fees, plant performance and asset activity in the Fourth Quarter of 2008.

Consistent with MRC Board-approved policies and Transaction Guidelines, a total distribution amount of \$941,038.56 to the Amending Charter Municipalities was approved to meet the system-wide target value of \$45.00 per ton, which is tipping fees less cash distributions. The tipping fee for the Fourth Quarter was \$67.00 per ton. Therefore, on average as a group, the Amending Charter Municipalities need a cash distribution of \$941,038.56 in order to achieve the \$45.00 per ton target value. This total amount is the product of \$22.00 per ton and 42,774.48 tons of solid waste delivered by all Amending Charter Municipalities in the Fourth Quarter of 2008. New Charter Municipalities also received funds from Performance Credits for Fourth Quarter equal to tons delivered multiplied by the difference between the tipping fee of \$67.00 and the new Charter Municipality target value of \$54.00 per ton.

This cash distribution to Amending Charter Municipalities was generated from Performance Credits in the amount of \$702,113.64 and \$238,924.92 in Net Cash Flow received as a result of PERC ownership interests. Funds from Performance Credits in the amount of \$60,358.61 were distributed to new Charter Municipalities.

The MRC Board of Directors thanks all MRC members for their efforts and contributions in support of the MRC mission of an environmentally safe, long-term solid waste disposal solution at a reasonable and affordable cost.

Sincerely yours,

Gregory A. Lounder  
Executive Director



TRUST & INVESTMENT SERVICES  
 99 FRANKLIN STREET  
 BANGOR, MAINE 04401

NEW ADDRESS OR NAME

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TOWN OF HAMPDEN  
 106 WESTERN AVE  
 HAMPDEN ME 04444

ACCOUNT NUMBER: 72-0018-01-9  
 MUNICIPAL REVIEW COMMITTEE CUSTODY

PLEASE INDICATE ADDRESS OR NAME CHANGES AND RETURN



TRUST & INVESTMENT SERVICES  
 99 FRANKLIN STREET  
 BANGOR, MAINE 04401

CHECK NO. 0030667

DATE 02/12/09      CHECK NO.0030667  
 09021112124  
 TOWN OF HAMPDEN  
 QUARTERLY MRC DISTRIBUTION  
 CHECK NUMBER: 0030667

72-0018-01-9  
 MUNICIPAL REVIEW COMMITTEE CUSTODY  
 BLV  
 INC:                    \$0.00  
 PRIN:                 \$19,459.04  
 TOTAL:                \$19,459.04

A-4-b

# H B A

## Hampden Business Association

### *Luncheon* Meeting Announcement !!

**WHERE:** Fresh Ginger Restaurant (upstairs)  
64 Main Rd North  
Hampden  
862-6208

**WHEN:** Tuesday, March 3, 2009  
Noon – 1 p.m.

**GUEST:** Dean Bennett – Economic Development Specialist  
Town of Hampden

**TOPIC:** “Comprehensive Plan Update”

#### **HBA Updates:**

- Annual Awards Dinner
- Officer Nominations – Vote 4-7-09
- School News
- Town News

The HBA wishes to thank the folks at Fresh Ginger for the use of the facility. Please direct questions or comments to Perry Speaker, President of HBA @ 862-9225 or @ [perry.speaker@tdstelecom.com](mailto:perry.speaker@tdstelecom.com). Please visit our website @ [www.hampdenbusinessassociation.com](http://www.hampdenbusinessassociation.com).

## **Hampden Public Safety**

**Lt. Frank Coombs    EMS Supervisor**

**Dan Pugsley    FF/P Medic**

**Brittany Whittlesey    FF/ EMT-I**

**Aaron Thompson    FF/EMT-I**

**Corp. Chris Bailey**

**Officer Shaun Devine**

**Officer Joshua Gunn**

**On the evening of February 15<sup>th</sup> Hampden Public Safety was dispatched to 20 Old Coldbrook Road for a 17 year old male that was found hanging from an electrical cord. Hampden Police Officers were on the scene before the arrival of EMS and were performing CPR on the male patient as well as attempting to comfort the distraught mother. The responding team immediately took action in performing CPR, administering 2 rounds of cardiac drugs, making the board and stretcher ready for transport and then assisting the patient to the ambulance. The patient was then transported to EMMC Emergency Department and turned over to their care. The patient did respond and was responding to treatment by the ED team but to no avail and was later pronounced deceased.**

**All members of Hampden Public Safety did an outstanding job in trying to save the life of a young male. The team work was smooth and flawless as well as quick and efficient. The Emergency Department Triage Nurse was very impressed with the care and made comment to the crew of a job well done. The**

responding team did everything in their skill and knowledge to prevent a tragedy but the outcome was not to be what the team wanted.

I personally want to acknowledge and commend the responding members of Hampden Public Safety for their care, determination and dedication to the effort that was put forth that evening. All involved went above and beyond in their efforts to save this young man's life. I am proud to be the EMS Supervisor for the Town of Hampden in knowing the level of care and compassion that the Hampden Public Safety members provide on a daily basis.

Respectfully,

A handwritten signature in black ink that reads "Lt. Frank Coombs". The signature is written in a cursive style with a prominent flourish at the beginning.

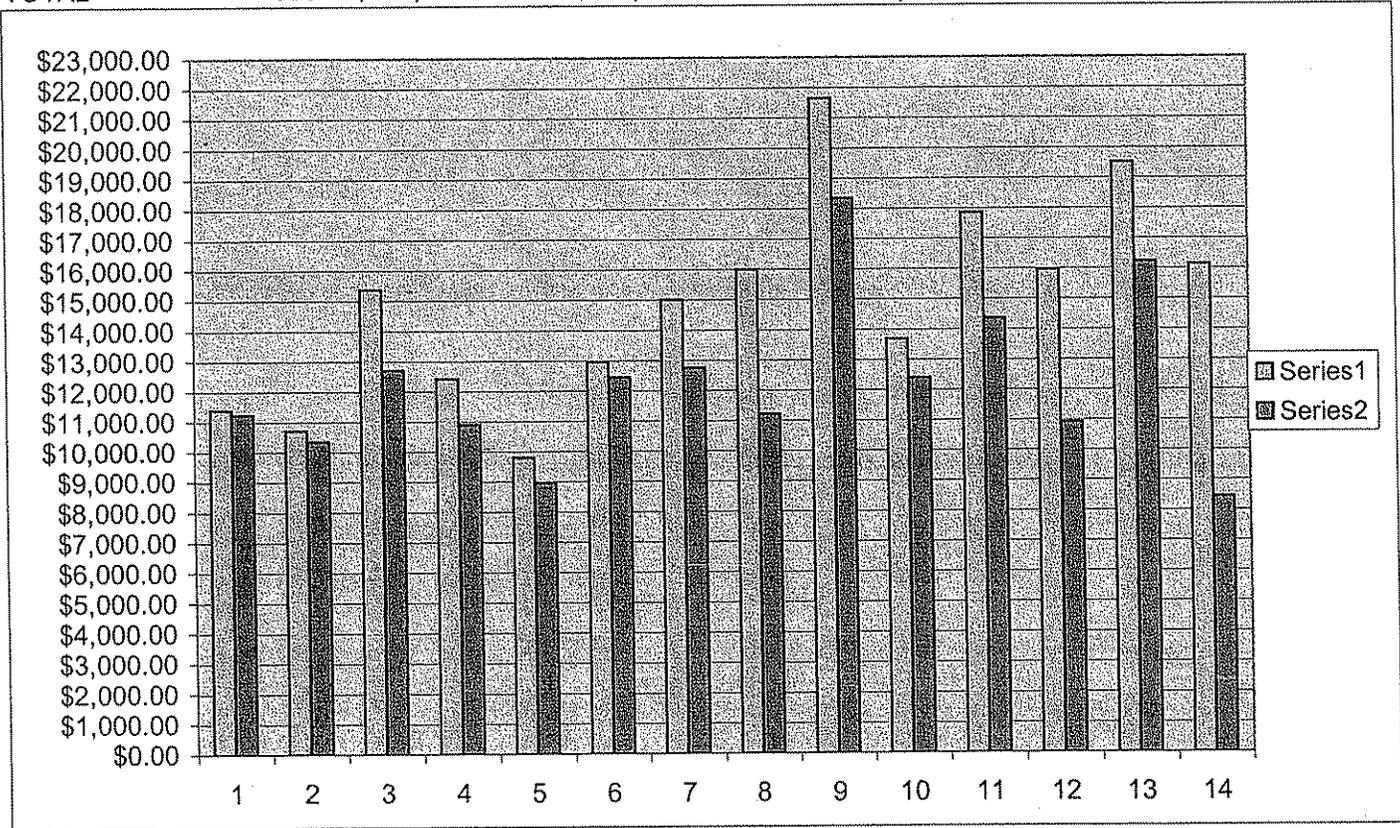
Lt. Frank Coombs

EMS Supervisor

February 24, 2009

AMBULANCE COLLECTION WORKSHEET

MONTH 2007	#RUNS	AMOUNT BILLED	AMOUNT ALLOWED	AMOUNT COLLECTED	AMOUNT OUTSTANDING	PERCENT COLLECTED
MAY	33	\$17,165.00	\$11,390.94	\$11,231.09	\$159.85	98.60
SEPTEMBER	30	\$14,965.00	\$10,713.21	\$10,343.21	\$370.00	96.55
JANUARY '08	25	\$21,090.00	\$15,369.44	\$12,703.62	\$2,665.82	82.66
FEBRUARY '08	36	\$14,685.00	\$12,412.26	\$10,907.26	\$1,505.00	87.87
MARCH '08	30	\$12,360.00	\$9,795.87	\$8,965.87	\$830.00	91.53
APRIL '08	36	\$17,015.00	\$12,945.00	\$12,444.64	\$500.36	96.13
MAY '08	46	\$23,860.00	\$14,999.55	\$12,752.55	\$2,247.00	85.02
JUNE '08	36	\$23,519.00	\$15,995.79	\$11,208.46	\$4,787.33	70.07
JULY '08	51	\$31,591.00	\$21,651.26	\$18,339.64	\$3,311.62	84.70
AUG '08	41	\$23,728.00	\$13,676.41	\$12,389.09	\$1,287.32	90.59
SEPT '08	39	\$23,053.00	\$17,854.40	\$14,352.49	\$3,501.91	80.39
OCT '08	38	\$21,814.00	\$15,954.80	\$10,913.63	\$5,041.17	68.40
NOV '08	45	\$28,158.00	\$19,501.78	\$16,224.78	\$3,277.00	83.20
DEC '08	40	\$23,412.00	\$16,134.53	\$8,428.71	\$7,705.82	52.24
JAN '09	29	\$18,942.00	\$16,754.80	\$3,875.64	\$12,879.16	23.13
<b>TOTAL</b>	<b>555</b>	<b>\$315,357.00</b>	<b>\$225,150.04</b>	<b>\$175,080.68</b>	<b>\$50,069.36</b>	<b>77.76</b>



February 23, 2009

Susan Lessard  
Town Manager  
Municipal Building  
106 Western Avenue  
Hampden, ME 04444

Dear Susan:

The enclosed host fee payment of \$34,297.48 represents the period January 2009, during which 18,539 tons were disposed at PTL.

As always, please give me a call if you have any questions about the landfill.

Sincerely,



Donald Meagher

Enc: Host community benefit check

BUS RIDERSHIP  
TOWN OF HAMPDEN.

	January	February	March	April	May	June	July	August	September	October	November	December	Total
1999	796	778	1030	896	801	787	776	838	821	874	873	770	10040
2000	592	732	806	723	708	673	675	709	732	748	662	668	8428
2001	661	485	608	646	730	637	529	543	482	677	588	610	7196
2002	626	599	675	691	669	586	610	662	706	826	670	699	8019
2003	717	618	708	713	754	553	837	787	849	1508	1614	1738	11396
2004	1487	1577	1926	1877	1623	1926	1930	2096	2010	1805	1795	1981	22033
2005	1884	1942	2425	2303	2292	2294	2048	2353	2360	2375	2255	2179	26710
2006	2367	2092	2594	2213	2412	2571	2384	2555	2302	2337	2603	2443	28873
2007	2366	2253	2952	2313	2612	2649	2554	2830	2167	2844	2737	2700	30977
2008	3064	3053	2932	3177	3238	3128	3586	3224	3031	3269	2528	2916	37146

INFRASTRUCTURE COMMITTEE MEETING  
MINUTES  
Tuesday, February 24, 1009

Attending:

Councilor William Shakespeare  
Councilor Jean Lawlis  
Councilor Janet Hughes  
Chairman Thomas Brann  
Sue Lessard, Town Manager  
Galen 'Chip' Swan, Public Works Director  
Cameron Torrey, Water District Superintendent  
Councilor Andre Cushing  
AFLAC Representatives  
Water District Trustee Candidates

The meeting was opened at 6 p.m. by Councilor William Shakespeare since Chairman Tom Brann had not yet arrived.

1. The first order of business was the approval of the minutes of 2/3/09. Motion by Jean Lawlis, seconded by Janet Hughes to approve on a unanimous vote.
2. Interviews – Don Darling, and Doug Poulin – Water District Trustee Vacancy

Water District Superintendent did an overview of the roles and responsibilities of Water District Trustees at the beginning of each interview. Following that, each candidate was asked questions as to interest in the position and any relevant background information. Mr. Darling is a long-time state employee of the Department of Environmental Protection and Mr. Poulin is a retired social worker who currently works with special needs students in MSAD #22. The Town Manager explained the process for selection to each candidate during his interview. The Committee will interview, and later in the meeting vote, on a recommendation for appointment that will be forwarded to the full council for consideration at their 3/2/09 meeting. Both candidates indicated that they had no 'agenda' in seeking the office, that they wanted to give back to their community in some way, and that they had an interest in the topic of water in general. Mr. Darling had considerable board and committee experience from his work on the Children's Day Committee. Mr. Poulin had not served on formal boards prior to this application.

After interviewing both candidates, the Committee indicated that they would deliberate and make a recommendation at the end of the meeting agenda.

### 3. AFLAC – Maggie Saucier

AFLAC representative Maggie Saucier passed out ducks to those in attendance and then gave an overview of the programs that AFLAC had available for employees if the Town authorized participation in the program. There is no employer contribution required, the billing is done on-line, and premiums are paid through payroll deductions. AFLAC is responsible for sign up, problem resolution, and claims. The program has been added in several area communities including Bangor and Brewer. The Committee thanked Ms. Saucier for the presentation and indicated that it would deliberate on the topic at the end of the meeting.

### 4. Old Business

#### a. Transfer Station Discussion –

Committee members and others in attendance had a healthy discussion regarding the operation of the transfer station with the idea that a full review will be completed by an April time-frame in order to assess the success of changes made in April of 2008.

The Town Manager and Public Works Director presented information on what other communities in our area do for disposal of all types of wastes and what the costs are to their residents. It was the consensus of those in attendance that Hampden residents were getting a good deal in comparison to other communities.

Councilor Shakespeare presented three proposals for Councilors to think about as the review process of the Transfer Station continues:

1. \$20 charge per household for transfer station sticker, good for up to four stickers
2. Reduce Transfer Station Operating Days to Friday – Sunday.
3. Allow wood and construction and demolition debris to be accepted at any time the transfer station is open

This subject will be on the next Infrastructure Committee meeting Agenda to allow for further discussion and consideration prior to the April review deadline with the full-council.

#### b. Mayo Road Update – no information to report.

#### c. Sewer Route 1A Project – Our information has been submitted for consideration for the State Revolving Loan fund and stimulus money.

### 5. New Business

#### a. Composting –

Councilor Lawlis explained that she had been doing research into the idea of composting leaves and grass clippings instead of disposing of them in the compacters at the Transfer Station. She contacted DEP on the subject and a staff member offered to come and discuss composting with the Committee. It was the consensus of the Committee to authorize the Town Manager to contact DEP and arrange for a representative to come to address the committee.

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It was noted that the current Transfer Station footprint would not allow for a municipal composting facility but that possibilities exist for cooperation with neighboring communities such as Bangor and Brewer who both have composting operations.

Councilor Lawlis informed the Committee that she would be writing an article on the importance of recycling for the next edition of the Hampden Highlights newsletter.

The merits of the Town sponsoring composting workshops was also discussed. It was the consensus of the Committee that the Town Manager should contact MOFGA and/or the Garden Club to locate a speaker for such a workshop(s).

6. Public Comment – None

7. Committee Member Comments - none

The Committee deliberated on the decision regarding the Water District Trustee applicants. Candidate Poulin was nominated by Councilor Shakespeare and Candidate Darling was nominated by Councilor Lawlis. There were four votes for Candidate Darling and one for Candidate Poulin. The Committee directed the Town Manager to prepare the recommendation for the full council and to thank both candidates for applying and to encourage candidate Poulin to consider serving on another Town Board.

AFLAC – Motion by Tom Brann, seconded by Janet Hughes to recommend to the full Council that AFLAC be allowed as an employee-paid payroll deduction available for employees. Vote 5-0.

The meeting was adjourned at 8:35 p.m.  
Respectfully submitted,  
Susan Lessard  
Town Manager

Planning and Development Committee  
Minutes of February 18, 2009  
6:00 PM  
Town Office

---

Committee: Matt Arnett – Mayor  
Andre Cushing- Councilor  
Tom Brann – Councilor  
Janet Hughes – Councilor  
William Shakespeare – Councilor  
Jean Lawlis – Councilor

Staff: Bob Osborne- Town Planner  
Dean Bennett – Economic Development Specialist

Public: Dan Higgins - Hamlin Marine

1. Approval of Minutes

NA

2. Old Business

a. *Outdoor Wood Boiler Ordinance Effective Date*

Background:

Town Planner explained this item is in response to a citizen request for amendment to the 2006 Wood Boiler Ordinance seeking a greater timeframe for operation of wood boilers.

Committee Action:

Motion made by Councilor Hughes, seconded by Councilor Arnett to table item until such time the committee has had a chance to review state standards relating to boiler operation. Follow-up: Town Planner to provide copies of state regulations pertaining to wood boiler operation to committee. Item moved to March agenda.

b. *Shoreland Zoning Updates*

Background:

Town Planner explained that the updated ordinance had been sent to DEP for review and comment. Comments received from DEP primarily pertained to clarification related issues rather than substantive changes.

Committee Action:

Committee requested copy of Shore-land Zoning Ordinance and related Map prior to next meeting. Item moved to March agenda.

Follow-up: Town Planner to provide copies of ordinance text and associated map to committee prior to March meeting.

- c. *Definition of Institutional Use Relative to Residential B District*
- d. *Building Height in Waterfront Zone*

Background:

Town Planner explained both of these items are similar involving language change amendment. The issue is: Institutional Use definition within Residential B District so as not to be too general to include uses not intended for the district; Implication of building height allowances for water-dependent uses within Waterfront Zone.

Committee Action:

Primary concern is that issue be addressed prior to submission of school project. Issue moved to item bank for July action.

Follow-up:

Town Planner will draft language for presentation to committee for discussion prior to July action date.

- e. *Customary Rural Business Size Limits*

Background:

Town Planner explained this issue relates to size (sq ft) limitation on businesses within the Rural District which can effectively limit growth and expansion opportunity on existing and proposed businesses that meet the purpose and intent of the district.

Committee Action:

Due to committee concern for this limitation, issue is moved to the April agenda for action.

Follow-up:

Town Planner will provide committee with suggested amendment language prior to April meeting.

f. *Building Permits Section of Zoning Ordinance*

Background:

Councilor Cushing and Councilor Brann explained to committee the history of this issue as it pertains to road acceptance, occupancy permit issuance and plumbing code requirements. Town Planner had provided the former committee with a packet of material on this subject matter.

Committee Action:

Committee requests a copy of the packet for future consideration. The committee will consider the issue pertaining to plumbing requirements in April and the road aspects in August.

Follow-up:

Town Planner will provide committee with previously distributed packet of information pertaining to this issue prior to April/August discussion dates.

g. *Post Construction Storm-water Ordinance*

Background:

Town Planner presented an overview of the history of this issue and resulting draft ordinance. Town Planner reported that Attorney Russell is working on the draft proposal for Council in dealing with this requirement of storm-water management and inspection.

Committee Action:

Committee requests of Attorney Russell and Manager Lessard to provide them with a copy of the proposal within the next two weeks.

Follow-up:

Staff to advise Town Manager of Committee request.

h. *Memorandum of Understanding – Route 202 Access – SAD #22*

Consensus of the committee is to disregard as the issue has been addressed at February 17<sup>th</sup> Council Meeting.

New Business:

a. *Dan Higgins/Hamlin Marine Proposal Discussion*

Issue:

Economic Dev Specialist and Dan Higgins of Hamlin Marine provided committee with history of working relationship pertaining to a land conversion at the marina location. Hamlin Marine requests consideration of a land swap of the marina property for an adjacent parcel of land. Hamlin marine desires to own the land on which their business is located thereby allowing greater opportunity for expansion and redesign of their business. Benefit to town would be a parcel of land on which would contain the existing public access and opportunity for a park and recreation area which would increase access to the river. This mutually beneficial project will necessitate a conceptual and financial commitment from the community.

Committee Response:

Committee consensus was supportive of the concept and requested an itemized descriptive plan of steps and costs associated with the proposal. Committee felt that some of the upfront costs would normally be the town's responsibility and requested within the proposal how additional costs such as the appraisal were to be paid and by whom.

Follow-up:

Economic Dev Specialist and Dan Higgins to prepare an outline of steps and projected costs associated with proposed concept for committee consideration in March.

b. *Councilor Brann/Park Development Concept as forwarded by Finance Committee.*

Issue:

Councilor Brann suggested an additional tool for marketing of the park might be the refunding of the purchase price of the property at time of occupancy permit issuance. Discussion expanded to the history of park development and the suggestion that the committee should give thought to the future of the park and the options for its development and/or ownership.

Committee Response:

Committee requested a packet of marketing material on the park and the community structure illustration as prepared by the former Committee on Committee. Item moved to July agenda for continued discussion.

Follow-up:

Economic Dev Specialist will provide committee members with marketing material on the park and associated documents as requested.

c. *BEAR Program Development (Eaton/Peabody)*

Issue:

Economic Dev Specialist presented a request for conceptual and financial support of a BEAR (Business Expansion and Retention) initiative. Dean reflected on his observation and survey indicators that expressed a sentiment of local businesses being underserved by the historic economic development interests. Whereas much effort and attention has been devoted to a very successful and beneficial park creation and development, some business feel it was at their expense. Dean offered that the funding of a third party for the purposes of developing the foundation of a BEAR program would be viewed as a meaningful commitment to the existing businesses in the community. This program would also be of value in establishing an ongoing mission of the newly created Economic Development Department. Dean stated the single greatest thing the town could do for the local businesses is to invest in their expansion and retention. He asked for the financial and conceptual support to move forward.

Committee Response:

Committee was supportive of the concept and asked for a proposal presentation at the next meeting which detailed costs, process and timeframe for such an initiative.

Follow-up:

Economic Dev Specialist will contact John Holden of Eaton Peabody, with whom he has discussed this process and will present specific actions steps and costs at the March meeting.

d. *Development Review Coordination Process Update*

Issue:

Economic Dev Specialist explained that he and staff have been working on the development of a review process which seeks to expedite development reviews in order to clearly establish the requirements and expectations of doing business in Hampden. The intent is design a site plan and subdivision review process that clearly, fairly, consistently and equitably outlines the steps and process to a successful development review in Hampden. He will keep the committee updated as staff moves forward.

Committee Response:

Indicated positive support and acknowledgment of the value in such a development tool.

Follow-up:  
Economic Dev Specialist will update committee as appropriate.

e. *Committee Mission Statement Development*

Issue:  
Councilor Cushing explained the need for a mission statement for the Council committees.

Committee Response:  
Discussion questioned whether the committee or Council should be developing that statement. Some opinions were that ideally a mission or defined purpose should be established prior to a committee. Committee decided it was late and will contemplate a mission statement moving forward.

Follow-up:  
Committee will discuss at a future meeting.

4. Public Comments:

NONE

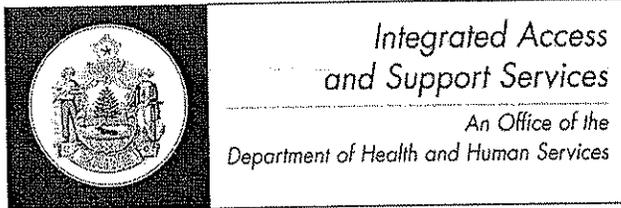
5. Committee Member Comments:

Committee asked that the last minutes of the Charter and Ordinance Committee be available for ratification at the next meeting. The consensus was a good meeting with much covered and addressed. Committee decided it will not take action on anything without appropriate and timely supportive documentation, preferably in digital form.

Respectfully Submitted,

Dean L. Bennett  
Economic Development Specialist

A-5-f



John E. Baldacci, Governor

Brenda M. Harvey, Commissioner

Department of Health and Human Services  
Integrated Access and Support Services  
268 Whitten Road  
# 11 State House Station  
Augusta, Maine 04333-0011  
Tel: (207) 287-2826; Toll-Free: 1-800-442-6003  
Fax: (207) 287-5096; TTY: 1-800-606-0215

February 25, 2009

Cheryl Johnson  
Town of Hampden  
106 Western Avenue  
Hampden, ME 04444

Dear Cheryl Johnson:

This is to acknowledge receipt of the mail-in review from the Town of Hampden and to advise you that your municipality is in compliance with General Assistance Statutes and the Department of Health and Human Services' General Assistance policy.

If this office can be of any assistance, please feel free to call 287-2415.

Sincerely,



Ellen D. Heath  
Field Examiner II  
General Assistance Program

C-3-a

TO: Hampden Town Council  
FROM: Sue Lessard, Town Manager  
DATE: February 26, 2009  
RE: Water District Appointment –  
Infrastructure Committee Recommendation

The purpose of this memo is to notify the Town Council that the Infrastructure Committee is recommending the appointment of Don Darling to the vacant Water District Trustee position. The Committee interviewed two highly qualified candidates at their meeting on 2/24/09. Although Doug Poulin was not recommended for this appointment, I was asked to contact him with a list of other vacant committee positions to see if he had interest in any of them.

TO: Hampden Town Council  
FROM: Sue Lessard, Town Manager  
DATE: February 26, 2009  
RE: AFLAC Employee Funded Benefit  
Infrastructure Committee Recommendation

Although the decision to allow AFLAC representatives to present an informational session was decided by the Finance Committee, the Infrastructure committee actually heard the presentation due to the fact that the Finance Committee on 2/17/09 was not held due to a conflict with the Thank You reception for Bion Foster.

The Infrastructure Committee recommendation to the full Council is authorization for AFLAC representatives to market their products to Town Employees, with all costs of any purchased polices to be borne by the employee through weekly payroll deductions. A minimum of three participants is required by AFLAC to constitute a group.

[Message List](#) | [Delete](#)

[Previous](#) | [Next](#)

[Forward](#) | [Forward as Attachment](#) | [Reply](#) | [Reply All](#)

**Subject:** Silver Star Day City/Town Proclamation  
**From:** "Nancy" <cocobear710@comcast.net>  
**Date:** Sat, February 21, 2009 1:57 am  
**To:** deannamhcclerk@hallowellmaine.org ([more](#))  
**Priority:** Normal  
**Options:** [View Full Header](#) | [View Printable Version](#) | [Download this as a file](#)

Dear city or town representative,

On May 1, 2009, Silver Star Families of America wants to honor our wounded military veterans by showing appreciation for their sacrifices. Over the last couple of years this was done on a small scale as a day remembering the wounded and ill of our Armed Forces also. We have just over 2 months left to receive the proclamations from the cities, towns, counties, and states to unite in a way of thanking and honoring them. We have received hundreds of them already, many permanent. These veterans should be recognized through their towns, local organizations, and the media that we have not forgotten that they have made personal sacrifices on our behalf.

There are tens of thousands veterans that have returned home wounded in one manner or another. That count only includes the current wars in Iraq and Afghanistan, we want them all recognized, including all those injured or ill from previous wars. There are visible wounds and invisible wounds and illnesses directly related to their wartime service. We need to let them know they are not forgotten.

The not for profit 501c3 organization: [www.silverstarfamilies.org](http://www.silverstarfamilies.org) supports and recognizes the wounded and ill veterans. Following May 1st, the proclamations will be donated to the Stars and Stripes Museum where the original Silver Star Flag is on display for all to see.

A [sample](#) of the proclamation is following this letter. You may make changes to fit your own situation for your town or city. To see the cities and towns of your state or more information on Silver Star Day go to: <http://www.silverstarfamilies.org/SilverStarBannerDay2009.html>

The United States Conference of Mayors, the League of Cities, and the National Association of Counties, along with many organizations are supporting this effort.

If you choose to sign, which we hope you do, please send your proclamation to either the organization's founder:

Steve Newton, Founder SSFOA, 525 Cave Hollow Rd, Clever, MO. 65631

or myself:

Nancy Spoerke, 88 Francine Drive, Brockton MA 02302

If you have already signed a proclamation, but have not sent us a copy please send one as we have no way of knowing it is signed and your city or town is not listed with the hundreds of others showing your city or town supports the heroes, the ill and wounded veterans.

We, as an organization, thank you. I personally wish to thank you.

Nancy Spoerke

member of Silver Star Families of America

## Silver Star Banner Day CITY Proclamation or Resolution 2009

WHEREAS, the City of \_\_\_\_\_ has always honored the sacrifice of the men and women in the Armed Forces and

WHEREAS, The Silver Star Families of America was formed to make sure we remember the blood sacrifice of our wounded and ill by designing and manufacturing a Silver Star Banner and Flag and

WHEREAS, to date The Silver Star Families of America has freely given thousands of Silver Star Banners to the wounded and their families, and

WHEREAS, the members of The Silver Star Families of America have worked tirelessly to provide the wounded of this City and Country with Silver Star Banners, Flags and care packages, and

WHEREAS, The Silver Star Families of America's sole mission is that every time someone sees a Silver Star Banner in a window or a Silver Star Flag flying, that people remember the sacrificed for this City, State and Nation and

WHEREAS, the people and Mayor of \_\_\_\_\_ wish that the sacrifice of so many in our Armed Forces never be forgotten

NOW THEREFORE, I, \_\_\_\_\_, MAYOR OF THE CITY OF \_\_\_\_\_ do hereby proclaim

My appreciation of The Silver Star Families of America and honor their commitment to our wounded Armed Forces members. I hereby declare May 1st "SILVER STAR BANNER DAY" the permanent and official day to honor the wounded and ill Soldiers of the City of \_\_\_\_\_.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be

affixed the Great Seal of the City of \_\_\_\_\_ in the State of \_\_\_\_\_ this day \_\_\_\_\_ year. \_\_\_\_\_

### Attachments:

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