

FINANCE COMMITTEE

A G E N D A

MONDAY, MAY 18, 2009

5:45 P.M.

HAMPDEN TOWN OFFICE

1. Review Minutes of 5/4/09
2. Review and approve Warrants
3. Old Business
 - a. Tax Rebate Program – on hold pending budget
 - b. Social Services Request – Review of Hermon Policy and additions for requests made during the budget year
 - c. Committee review and reporting process – continued discussion
4. New Business
 - a. Hamlin Marine Project – funds for survey
 - b. Fees Ordinance Change Request – Town Clerk – Updated information
5. Public Comments
6. Committee Member Comments

BACKGROUND INFORMATION
FINANCE COMMITTEE

A G E N D A

MONDAY, MAY 18, 2009

5:45 P.M.

HAMPDEN TOWN OFFICE

1. Review Minutes of 5/4/09 – **Minutes of the 5/4/09 meeting are included with this packet**
2. Review and approve Warrants
3. Old Business
 - a. Tax Rebate Program – on hold pending budget – **The current budget does not include consideration of funding for any sort of rebate program. Although our budget is down, the school and county are up and our revenues are down slightly as well. The best time to determine whether there would be any funds available for any kind of a program is at the time we consider setting the mil rate. The reason for that is that that is the time when we will know exactly what the community valuation is for the 2009/2010 year.**
 - b. Social Services Request – Review of Hermon Policy and additions for requests made during the budget year – **I have attached an amended draft of the Hermon policy with some language included to cover how the Council would handle requests by groups outside the budget process during a fiscal year.**
 - c. Committee review and reporting process – continued discussion – **At the last Finance Committee meeting Councilor Brann began a discussion related to the current committee structure, financial consideration of items by other committees, and reporting to the full council of items that are not referred by Council. This discussion was not completed due to time constraints.**
4. New Business
 - a. Hamlin Marine Project – funds for survey **Planning and Development was asked to work with several councilors to formulate a memorandum of understanding related to the Hamlin Marine proposal prior to consideration of**

funding for the surveys necessary to support the project.

- b. Fees Ordinance Change Request – Town Clerk – Updated information – **At the last meeting there was discussion of whether or not a public hearing should be required for Victualer’s licenses due to the cost involved. The Town Clerk informed me that there is already a provision in the Victualer’s License ordinance that allows a business who has had a ‘clean’ victualer’s license for 5 years to request exemption from the public hearing requirement, which is the same rule that applies to Liquor License applications. This information seems to address the Committee members’ concern over whether or not a public hearing should be required of all applicants.**

5. Public Comments

6. Committee Member Comments

FINANCE COMMITTEE
Minutes
MONDAY, MAY 4, 2009

1. Review Minutes of 4/6/09

The minutes of the April 6, 2009 meeting were reviewed. No changes or corrections were made

2. Review and approve Warrants

Warrants were reviewed by the Committee and signed after member questions were answered by the Town Manager related to monies paid to former Public Works Director Greg Nash. He still does inspection work for the town on development projects.

3. Old Business

- a. Tax Rebate Program – on hold pending budget
- b. Social Services Request – Review of Hermon Policy – The Committee looked over the policy that Hermon uses for its annual budget preparation. It does not address the Council desire for a policy to cover during-the-year requests from school and other groups so the Town Manager was asked to look at additions or modifications to it that might address those concerns as well.

4. New Business

- a. Hamlin Marine Project – funds for survey – Committee members discussed their overall support for the idea of a significant green space in that area but also expressed the need for some kind of basic agreement that would cover shared responsibility between Hamlin Marine and the Town for costs of the necessary surveys, and also the 'ground rules' for the potential land exchange.

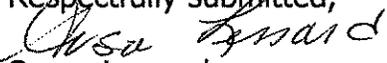
Councilors Cushing, Lawlis, Hughes and Brann were asked to work with the Economic Development Specialist to come up with a draft memorandum of understanding related to the land swap idea for review prior to dedicating funds for surveys.

- b. Public Works Equipment – Infrastructure Committee request to consider reserve funding levels – The Committee determined that it would review Public Works reserve funding at the same time that it reviewed all reserve funds for the 2009/2010 budget. Motion by William Shakespeare, seconded by Janet Hughes to allow the Public Works Director to go out for bid for a public works truck this Spring so that the truck could be delivered prior to the winter season. Vote 5-0. This will prevent the need to expend further repair funds on the 1998 Sterling that the new truck will replace.

- c. Fees Ordinance Change Request – Town Clerk – The Committee discussed the request of the Clerk to raise fees for Victualer and Liquor licenses due to the increased cost of advertising for those licenses that require a public hearing. Motion by Janet Hughes, seconded by Andre Cushing to recommend an increase in fees for victualer and liquor licenses and to have Planning and Development review the current Fees ordinance for all departments. Vote 5-0.
 - d. Budget Hearing Schedule Review – The Committee reviewed the budget meeting schedule proposed by the Town Manager. There were no objections to the schedule presented, which will go to the full council for approval at the 5/4/09 meeting.
5. Public Comments - None
 6. Committee Member Comments – Councilor Shakespeare asked about the rate per hour for the Town Attorney and whether his presence was necessary at every Council meeting. The Town Manager provided information on the reduced fee charge by our attorney and the number of meetings a year in which the attorney has a direct role in providing information. It was the consensus of the Committee that it was working well but the Town Manager was asked to talk with the Town Attorney about whether he felt it was useful to be at each Council meeting.

Councilor Brann expressed concern over the current committee structure. He indicated that he felt that some committees were overstepping their authority by considering financial implications of proposals – that the Finance Committee should be the one doing that type of assessment. He also indicated that he felt that all proposals that are heard by a Committee, not just the ones referred to them by the Town Council, should be reported back to the full council. There was considerable discussion on this subject, but it was shortened by the need to end the meeting due to the start of the regular Council meeting. The subject will be discussed further at the next Finance Committee meeting.

Respectfully submitted,


Susan Lessard
Town Manager

Hampden
2:50 PM

Expense Detail Report

05/13/2009

ALL Accounts
ALL Months

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Desc---	Current Budget	Debits	Credits	Unexpended Balance
01 - GENERAL GOVT	1,190,133.00	0.00	0.00	1,190,133.00
01 - ADMIN	537,888.00	491,939.94	5,289.93	51,237.99
02 - GIS/IT	118,632.00	84,097.61	1,532.45	36,066.84
03 - COMMUNICATIONS	35,614.00	33,067.70	3,329.19	5,875.49
05 - TOWN COUNCIL	36,525.00	25,139.91	0.00	11,385.09
10 - MUNICIPAL BUILDING	119,857.00	88,490.57	0.00	31,366.43
15 - TAX COLLECTR	6,000.00	4,566.74	0.00	1,433.26
20 - ELECTIONS	12,963.00	7,063.25	663.69	6,563.44
25 - ASSESSOR/PLANNING/CEO	230,336.00	182,390.00	3,912.12	51,858.12
30 - ECONOMIC DEV	92,318.00	92,556.37	3,353.11	3,114.74
Department..	1,190,133.00	1,009,312.09	18,080.49	198,901.40
05 - PUBLIC SAFETY	2,007,265.00	0.00	0.00	2,007,265.00
01 - POLICE	968,423.00	790,246.39	23,763.01	201,939.62
05 - FIRE DEPT.	872,488.00	737,789.19	28,772.68	163,471.49
10 - PUBLIC SAFETY	166,354.00	143,409.64	289.17	23,233.53
Department..	2,007,265.00	1,671,445.22	52,824.86	388,644.64
06 - Non-Department Utilities	414,078.00	0.00	0.00	414,078.00
06 - Utilities	414,078.00	395,511.47	0.00	18,566.53
Department..	414,078.00	395,511.47	0.00	18,566.53
10 - PUBLIC WORKS	1,274,360.00	0.00	0.00	1,274,360.00
01 - HIGHWAY	1,236,520.00	1,058,688.29	38,748.08	216,579.79
05 - GARAGE	37,840.00	41,655.17	8,138.91	4,323.74
Department..	1,274,360.00	1,100,343.46	46,886.99	220,903.53
15 - SOLID WASTE	482,820.00	0.00	0.00	482,820.00
10 - SOLID WASTE	482,820.00	292,508.70	3,181.35	193,492.65
Department..	482,820.00	292,508.70	3,181.35	193,492.65
20 - RECREATION/CULTURE	716,133.00	0.00	0.00	716,133.00
01 - PARKS/REC	124,942.00	111,670.48	1,308.69	14,580.21
10 - DYER LIBRARY	230,163.00	200,558.31	2,358.91	31,963.60
20 - L HOIT MEMORIAL POOL	360,528.00	266,331.86	6,940.82	101,136.96
25 - MARINA	500.00	613.70	0.00	-113.70
Department..	716,133.00	742,462.24	184,031.24	157,702.00
25 - THE BUS	55,000.00	0.00	0.00	55,000.00
10 - THE BUS	55,000.00	89,891.84	45,541.00	10,649.16
Department..	55,000.00	89,891.84	45,541.00	10,649.16
30 - BUILDINGS/GROUNDS	86,800.00	0.00	0.00	86,800.00
10 - BLDG/GROUNDS	86,800.00	63,948.05	12,692.52	35,544.47
Department..	86,800.00	63,948.05	12,692.52	35,544.47
35 - DEVELOPERS ESCROW	0.00	0.00	0.00	0.00
10 - EXPENSES	0.00	0.00	255.00	255.00
Department..	0.00	0.00	255.00	255.00
38 - OUTSIDE AGENCIES				

10 - OUTSIDE AGENCIES	25,416.00	35,430.56	0.00	-10,014.56
Department..	25,416.00	35,430.56	0.00	-10,014.56
40 - GENERAL ASSISTANCE	10,000.00	0.00	0.00	10,000.00
10 - GEN'L ASSIST	10,000.00	968.00	311.00	9,343.00
Department..	10,000.00	968.00	311.00	9,343.00
45 - COUNTY TAX	586,820.00	0.00	0.00	586,820.00
10 - COUNTY TAX	586,820.00	586,819.70	0.00	0.30
Department..	586,820.00	586,819.70	0.00	0.30
50 - DEBT SERVICE	467,793.00	0.00	0.00	467,793.00
10 - GENERAL	467,793.00	499,343.32	0.00	-31,550.32
Department..	467,793.00	499,343.32	0.00	-31,550.32
55 - RESERVE ACCT	243,970.00	0.00	0.00	243,970.00
02 - MUNICIPAL BUILDING	10,000.00	10,000.00	0.00	0.00
05 - UNEMPLOYMENT	0.00	0.00	0.00	0.00
06 - CONTINGENT	0.00	0.00	0.00	0.00
08 - CEMETERY	0.00	0.00	0.00	0.00
10 - CITY BUS	0.00	0.00	0.00	0.00
11 - COMPUTER	9,970.00	9,970.00	0.00	0.00
12 - CABLE TV	0.00	0.00	0.00	0.00
15 - COPIER	0.00	0.00	0.00	0.00
17 - PUBLIC WORKS EQUIP REPLACEMENT	100,000.00	100,000.00	0.00	0.00
19 - TOWN RECORDS	0.00	0.00	0.00	0.00
21 - PLANNING BOARD	0.00	0.00	0.00	0.00
23 - PLANNING BOARD DEVELOPMENT	0.00	0.00	0.00	0.00
25 - PLANNING/COMMISSIONS	0.00	0.00	0.00	0.00
27 - ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00
29 - TOWN PROPERTY SURVEY	0.00	0.00	0.00	0.00
31 - GIS MAPPING	10,000.00	10,000.00	0.00	0.00
33 - WAGE STUDY	0.00	0.00	0.00	0.00
35 - TOWN ACQUIRED PROPERTY	0.00	0.00	0.00	0.00
37 - AMBULANCE	20,000.00	20,000.00	0.00	0.00
39 - EMS/VACCINE	0.00	0.00	0.00	0.00
41 - FIRE TRUCK RESERVE	25,000.00	25,000.00	0.00	0.00
43 - FIRE TRUCK REFURBISHING	4,000.00	4,000.00	0.00	0.00
45 - FIRE STATION BUILDING	0.00	0.00	0.00	0.00
47 - FIRE DEPT THERMAL IMAG. CAMERA	0.00	0.00	0.00	0.00
49 - FIRE DEPARTMENT TRAINING	0.00	0.00	0.00	0.00
51 - FIRE DEPT BOAT	0.00	0.00	0.00	0.00
53 - POLICE CRUISER	0.00	0.00	0.00	0.00
59 - COMMUNICATIONS EQUIPMENT	0.00	0.00	0.00	0.00
61 - STREETS AND ROADS	45,000.00	45,000.00	0.00	0.00
63 - LIBRARY RESERVE	5,000.00	5,000.00	0.00	0.00
65 - LIBRARY RUDMAN GRANT	0.00	0.00	0.00	0.00
67 - RECREATION AREA	0.00	0.00	0.00	0.00
68 - PLAYGROUND	0.00	0.00	0.00	0.00
69 - RECREATION/CONSERVATION RES	0.00	0.00	0.00	0.00
71 - POOL FACILITY	15,000.00	15,000.00	0.00	0.00
73 - MARINA	0.00	0.00	0.00	0.00
75 - BUILDING AND GROUNDS	0.00	0.00	0.00	0.00
77 - SOLID WASTE/GARAGE	0.00	0.00	0.00	0.00
78 - Matching Grant Reserve	0.00	0.00	0.00	0.00
Department..	243,970.00	243,970.00	0.00	0.00
65 - ED GEN'L SVS	5,024,922.00	0.00	0.00	5,024,922.00
10 - EDUCATION GENERAL SERVICES	5,024,922.00	4,187,434.90	0.00	837,487.10
Department..	5,024,922.00	4,187,434.90	0.00	837,487.10

66 - OVERLAY	78,104.00	0.00	0.00	78,104.00
01 - OVERLAY	78,104.00	0.00	0.00	78,104.00
Department..	78,104.00	0.00	0.00	78,104.00
67 - TIF	50,000.00	0.00	0.00	50,000.00
01 - TIF REIMBURSEMENT	50,000.00	20,250.65	0.00	29,749.35
Department..	50,000.00	20,250.65	0.00	29,749.35
Final Totals	12,713,614.00	11,598,034.55	367,756.50	1,483,335.95

Revenue Detail Report

ALL Accounts
ALL Months

Desc---	Current Budget	Debits	Credits	Uncollected Balance
01 - GENERAL GOVT				
03 - INT ON TAXES	16,000.00	1,851.51	20,278.36	-2,426.85
05 - INTEREST/COSTS ON TAX LIENS	11,000.00	665.74	13,387.11	-1,721.37
15 - MV EXCISE TX	1,500,000.00	1,852.78	1,233,199.06	268,653.72
17 - BOAT EXCISE	8,500.00	5.00	6,244.80	2,260.20
18 - AGENT FEES	19,000.00	4.00	16,916.00	2,088.00
19 - CLERK FEES	9,000.00	0.00	9,843.25	-843.25
23 - INTEREST EARNED ON ACCOUNTS	176,000.00	722.47	43,858.49	132,863.98
25 - RENTAL INCOME	2,000.00	2,000.00	6,000.00	-2,000.00
27 - PLUMBING FEE	8,000.00	431.00	3,035.25	5,395.75
29 - CODE ENFORCEMENT FEES	18,000.00	35.00	15,027.98	3,007.02
31 - PLANNING BOARD FEES	6,000.00	0.00	1,975.00	4,025.00
33 - Carried Balances PY	25,000.00	0.00	0.00	25,000.00
35 - CABLE TV FEE	33,000.00	0.00	36,643.83	-3,643.83
37 - FEE/PERMITS	1,200.00	0.00	1,600.00	-400.00
39 - COPIES/ORDINANCES	0.00	0.00	11.00	-11.00
45 - HOUSING FOUNDATION	6,300.00	0.00	5,916.00	384.00
47 - BUSINESS PARK REVENUE	100,000.00	0.00	191,250.00	-91,250.00
78 - SEWER INCOME	55,000.00	0.00	0.00	55,000.00
79 - MISC INCOME	5,000.00	0.00	134.80	4,865.20
80 - HOMESTEAD EX	183,472.00	0.00	183,754.00	-282.00
81 - TREE GROWTH	5,000.00	1,311.49	2,622.98	3,688.51
82 - VETERAN'S REMBURSEMENT	4,500.00	3,517.00	7,034.00	983.00
85 - Business Equip Tax Reimburse	111,263.00	0.00	111,263.00	0.00
86 - GENERAL ASSISTANCE REIMBURSEM	2,500.00	85.00	684.66	1,900.34
88 - REVENUE SHARING	800,000.00	0.00	635,637.04	164,362.96
99 - APPROPRIATION FROM FUND BALANC	300,000.00	0.00	0.00	300,000.00
Department..	3,405,735.00	12,480.99	2,546,316.61	871,899.38
05 - PUBLIC SAFETY				
01 - ANIMAL CONTROL FEES	2,000.00	0.00	2,610.00	-610.00
05 - AMBULANCE FEES	125,000.00	8,575.10	147,496.07	-13,920.97
08 - STREET SIGNS	0.00	138.00	138.00	0.00
15 - POLICE RECEIPTS	2,500.00	128.00	2,511.80	116.20
20 - POLICE WAGE REIMBURSEMENT	95,000.00	12,536.19	101,288.16	6,248.03
Department..	224,500.00	21,377.29	254,044.03	-8,166.74
10 - PUBLIC WORKS				
01 - CEMETERY FEES	5,000.00	0.00	3,700.00	1,300.00
05 - SALE OF CEMETERY LOTS	4,000.00	200.00	2,400.00	1,800.00
Department..	9,000.00	200.00	6,100.00	3,100.00
15 - SOLID WASTE				
01 - TRANSFER STATION PERMITS	15,000.00	0.00	14,100.00	900.00
05 - SOLID WASTE RECYCLING	24,000.00	12,848.66	28,373.69	8,474.97
10 - PERC REVENUE	60,000.00	4,550.45	64,364.60	185.85
Department..	99,000.00	17,399.11	106,838.29	9,560.82
20 - RECREATION/CULTURE				
01 - LIBRARY FEES	7,000.00	0.00	5,498.09	1,501.91
25 - L HOIT POOL FEES	145,000.00	808.00	132,202.14	13,605.86
Department..	152,000.00	808.00	137,700.23	15,107.77
	\$3,890,235.00	\$ 52,265.39	\$ 3,050,999.16	\$ 891,501.23

Account Number	Description	Balance 4/1/09	% Total	Invest Int	FMV +/-	Checking Int.	Total Int/FMV	Revenue	Expense	Balance
Reserves April of 2009										
702	Municipal Building	\$ 440.01	0.04520%	\$ 0.99	-\$601.29	\$ 354.94	\$ 1,933.37			\$ 440.88
706	Contingency	\$ 579.10	0.05948%	\$ 1.30	\$ (0.36)	\$ 0.21	\$ 0.87			\$ 580.25
708	Cemetery	\$ 19,642.58	2.01783%	\$ 43.98	\$ (12.13)	\$ 7.16	\$ 39.01	\$ 100.00		\$ 19,781.60
710	City Bus Purchase Reserve	\$ 15,368.19	1.57873%	\$ 34.41	\$ (9.49)	\$ 5.60	\$ 30.52			\$ 15,398.72
711	Computer	\$ 23,386.55	2.40243%	\$ 52.37	\$ (14.45)	\$ 8.53	\$ 46.45	\$ 157.40	\$ (65.15)	\$ 23,525.25
715	Copier Reserve	\$ 227.41	0.02336%	\$ 0.51	\$ (0.14)	\$ 0.08	\$ 0.45			\$ 227.86
717	Publ.Wrks.Equip.Replace.	\$ (46,364.09)	-4.76285%	\$ (103.82)	\$ 28.64	\$ (16.91)	\$ (92.08)			\$ (46,456.17)
719	Town Records Restoration	\$ 4,928.95	0.50634%	\$ 11.04	\$ (3.04)	\$ 1.80	\$ 9.79			\$ 4,938.74
721	Planning Board Development	\$ 2,998.73	0.30805%	\$ 6.71	\$ (1.85)	\$ 1.09	\$ 5.96			\$ 3,004.69
723	Planning Board Reserve	\$ 2,339.20	0.24030%	\$ 5.24	\$ (1.44)	\$ 0.85	\$ 4.65			\$ 2,343.84
725	Planning and Commissions	\$ 4,933.23	0.50678%	\$ 11.05	\$ (3.05)	\$ 1.80	\$ 9.80			\$ 4,943.03
727	Economic Development Reserve	\$ 27,884.22	2.86466%	\$ 62.44	\$ (17.22)	\$ 10.17	\$ 55.38			\$ 27,939.60
729	Town Properties Reserve	\$ 12,216.49	1.29496%	\$ 27.35	\$ (7.55)	\$ 4.45	\$ 24.26			\$ 12,240.76
731	GIS Mapping Reserve	\$ 20,434.95	2.09922%	\$ 45.76	\$ (12.62)	\$ 7.45	\$ 40.59			\$ 20,475.54
733	Wage Study	\$ 31,373.71	3.22293%	\$ 70.25	\$ (19.38)	\$ 11.44	\$ 62.31			\$ 31,436.02
737	Ambulance	\$ 65,959.61	6.77584%	\$ 147.69	\$ (40.74)	\$ 24.05	\$ 131.00	\$ 20,426.42		\$ 86,517.03
739	Vaccine/Radio (EMS)	\$ 973.15	0.09997%	\$ 2.18	\$ (0.60)	\$ 0.35	\$ 1.93			\$ 975.08
741	Fire Truck	\$ 192,356.38	19.76021%	\$ 430.72	\$ (118.82)	\$ 70.14	\$ 382.04			\$ 192,738.42
743	Fire Truck Refurbishing	\$ 11,806.00	1.21280%	\$ 26.44	\$ (7.29)	\$ 4.30	\$ 23.45			\$ 11,829.45
745	Fire Dept. Building Reserve	\$ 8,403.63	0.86328%	\$ 18.82	\$ (5.19)	\$ 3.06	\$ 16.69			\$ 8,420.32
747	Visual Aid-Fire Dept	\$ 5,341.77	0.54874%	\$ 11.96	\$ (3.30)	\$ 1.95	\$ 10.61			\$ 5,352.38
749	Fire Dept. Training Reserve	\$ 2,203.76	0.22639%	\$ 4.93	\$ (1.36)	\$ 0.80	\$ 4.38			\$ 2,208.14
751	Boat Reserve	\$ 1,385.16	0.14229%	\$ 3.10	\$ (0.86)	\$ 0.51	\$ 2.75			\$ 1,387.92
753	Police Cruiser/Comm.	\$ 15,824.52	1.62561%	\$ 35.43	\$ (9.77)	\$ 5.77	\$ 31.43			\$ 15,855.95
759	Communications Reserve	\$ 3,670.55	0.37707%	\$ 8.22	\$ (2.27)	\$ 1.34	\$ 7.29			\$ 3,677.84
761	Streets and Roads	\$ 301,625.58	30.98511%	\$ 675.39	\$ (186.31)	\$ 109.98	\$ 599.06			\$ 302,224.64
763	Library	\$ 15,381.25	1.58007%	\$ 34.44	\$ (9.50)	\$ 5.61	\$ 30.55			\$ 15,411.80
765	Library Grant	\$ 242.41	0.02490%	\$ 0.54	\$ (0.15)	\$ 0.09	\$ 0.48			\$ 242.89
767	Recreation Area Reserve	\$ -	0.00000%	\$ -	\$ -	\$ -	\$ -			\$ -
768	Playground	\$ 0.00	0.00000%	\$ 0.00	\$ (0.00)	\$ 0.00	\$ 0.00			\$ 0.00
769	Recreation/Conservation	\$ 66,553.97	6.85689%	\$ 149.03	\$ (41.11)	\$ 24.27	\$ 132.18			\$ 66,686.15
771	Pool Facility Reserve	\$ 41,248.25	4.23731%	\$ 92.36	\$ (25.48)	\$ 15.04	\$ 81.92		\$ (148.50)	\$ 41,161.67
773	Marina Improvements	\$ 15,003.19	1.54123%	\$ 33.59	\$ (9.27)	\$ 5.47	\$ 29.80			\$ 15,032.98
775	Buildings/Grounds Reserve	\$ 3,471.55	0.35662%	\$ 7.77	\$ (2.14)	\$ 1.27	\$ 6.89			\$ 3,478.45
777	Solid Waste/Municipal Garage	\$ 16,973.65	1.74365%	\$ 38.01	\$ (10.48)	\$ 6.19	\$ 33.71			\$ 17,007.36
778	Garage Modifications	\$ 46,838.49	4.81158%	\$ 104.88	\$ (28.93)	\$ 17.08	\$ 93.03			\$ 46,931.52
780	Matching Grants	\$ 37,801.22	3.88321%	\$ 84.64	\$ (23.35)	\$ 13.78	\$ 75.08		\$ (2,500.00)	\$ 35,376.30
		\$ 973,453.32	100.00000%	\$ 2,179.72	\$ (601.29)	\$ 354.94	\$ 1,933.37	\$ 20,683.82	\$ (2,713.65)	\$ 993,356.86

HOST COMMUNITY BENEFIT MONIES
05/10/09

YEAR	RECEIVED	RESERVES	BUSINESS PK.	CONSULTANT	OTHER EXPENSES*
2001/2002	\$184,348.03	\$0.00	\$275,003.00	\$0.00	\$5,000.00
2002/2003	\$687,538.82	\$160,000.00	\$275,000.00	\$11,459.40	\$5,000.00
2003/2004	\$749,478.92	\$160,000.00	\$138,987.00	\$31,925.80	\$5,000.00
2004/2005	\$625,027.29	\$160,000.00	\$152,050.00	\$7,297.91	\$5,000.00
2005/2006	\$727,173.08	\$160,000.00	\$205,304.55	\$45,821.92	\$15,000.00
2006/2007	\$625,987.90	\$160,000.00	\$280,000.00	\$20,959.87	\$259,599.99
	\$700,000.00	\$0.00	\$0.00	\$0.00	
2007/2008	\$896,958.97	\$160,000.00	\$0.00	\$21,239.74	\$20,171.17
	\$500,000.00				
2008/2009	\$518,903.04	\$0.00	\$120,000.00	\$22,584.05	\$136,268.23
	\$6,215,416.05	\$960,000.00	\$1,446,344.55	\$161,288.69	\$451,039.39

Endowment \$3,107,708.02
 IOU Bus. Pk. -\$1,446,344.55
 Payoff Bus.Pk -\$1,200,000.00
 Prin. Balance **\$451,363.47**
 Other Half \$3,107,708.02
 Reserves, other, consultants -\$1,582,328.08
 Other Half Bal. **\$1,525,379.94**

Accumulated Interest \$206,853.93

Total HCB 4/30/09 \$2,193,597.34

TOWN OF HAMPDEN
OUTSIDE AGENCY BUDGET REQUEST & MID-YEAR FUNDING REQUEST POLICY

The Hampden Town Council adopts the following policy for requests for support from the Town of Hampden both as part of the annual budget process and mid-year requests.

Section 1: Purpose

The purpose of this policy is to standardize the process of considering requests for financial support from the Town of Hampden by groups and organizations that are not departments of the municipal government. Exempted from this policy are tax assessments for SAD #22 and Penobscot County, which are statutory responsibilities of the community.

Section 2: Definitions

Outside Agency: Shall include any non-profit organization requesting financial assistance for a service provided to or for the benefit of the residents of the Town of Hampden.

Eligible Group: Shall include School academic groups, clubs, and sports teams that are affiliated with SAD #22.

Section 3. Administrative Procedures

1. Annual Budget

- a. Funding requests by Outside Agencies shall be made annually only as part of the Hampden Municipal Budget Process.
- b. Funding requests must be submitted in writing to the Town Manager no later than March 1st of each year and shall include information documenting services provided to Hampden residents.
- c. All requests received shall be included in the budget prepared by the Town Manager for Council Review.
- d. All Outside Agencies submitting requests shall be notified by the Town Manager of the date and time of the Budget Review Hearing where their request will be considered.
- e. The Town of Hampden reserves the right to accept or reject any request. Submission of a request is not a guarantee of funding. Decisions related to funding requests will be made by the Town Council as part of their annual budget review.

2. Mid-fiscal year Funding Requests

- a. Funding for Eligible Group requests is limited to funds available from the Town Council General Expense line item budget.
- b. Funding requests from Eligible Groups may be made at any time during the fiscal year, however, if the budget line item used to fund such requests has been exhausted, the Town Manager shall notify the Group that funding is not available in the current fiscal year.
- c. Requests shall be submitted in writing to the Town Manager for inclusion on a Finance Committee Agenda. The Finance Committee shall review the request of the Eligible Group at a regular meeting at which Group representative(s) shall be present for Committee questions.
- d. The Finance Committee shall make a funding recommendation on the request to the full Council at a regularly scheduled Council meeting.
- e. The maximum award for any Eligible Group request shall be \$200.
- f. Application by an Eligible Group is not a guarantee of funding.

Section 4. Effective Date

This policy shall be effective upon approval by the Hampden Town Council.

TOWN OF HERMON

SOCIAL SERVICES FUNDING
REQUEST POLICY

The Hermon Town Council adopts the following policy for requests for support from Social Services. This policy is for requests only and does not assure funding.

Section 1: Purpose

The purpose of this policy is to standardize the process of reviewing requests for financial support from social services.

Section 2: Definitions

Social Service: Shall include any organization, individual, or entity requesting financial assistance for a service provided to or for the benefit of residents of Hermon. This shall not include any contracted service or service that is deemed a function of the Town or provided directly by the Town.

Section 3: Administrative Procedures

1. The Town Clerk shall keep a record of all requests submitted.
2. All requests are due not later than March 1st.
3. Any request that does not increase the previous years funding will be reviewed by the Town to determine if a requesting party needs to attend a Council Meeting.
4. New requests or requests for additional funding will be required to attend the first Council Meeting in April.
5. Failure to make a written request or attend a meeting will result in no funding for that fiscal year.
6. The Town reserves the right to accept or reject any request. The ability to fund requests is the desire of the Town, however, any or all requests may be rejected at anytime.
7. The Town reserves the right to request additional information.