

HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

JUNE 17, 2019

7:00 P.M.

A. PLEDGE OF ALLEGIANCE

B. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. May 22nd, 2019 Budget meeting minutes
- b. May 29th, 2019 Budget meeting minutes

3. COMMUNICATIONS

- a. Preliminary 2020 State Valuation report for Hampden
- b. Board of Assessment Review Findings of Fact for the appeal of the abatement denial for personal property taxes for White House Motel, Inc.
- c. MDOT Notice of award of contract to T Buck Construction, Inc., for the Highway Reconstruction and Bridge Replacement project

4. REPORTS

- a. Finance & Administration Committee Minutes – 05-06-2019
- b. Infrastructure Committee Minutes
- c. Planning & Development Committee Minutes
- d. Services Committee Minutes

C. PUBLIC COMMENTS

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

- a. Presentation to Council by Scott Alley regarding the status of Fiberight's operations

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

AGENDA

2. PUBLIC HEARINGS

- a. Proposed Town of Hampden FY20 Budget public hearing, including Sewer Budget and Capital Program

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. Appointment of Ladoiya Wells to the Planning Board as a full member, to serve out an unexpired term to Dec. 31, 2021 – *referral from Services Committee*
- b. Appointment of Ladoiya Wells to the Board of Appeals as a full member with a three-year term – *referral from Services Committee*
- c. Appointment of Brent Wells to the Planning Board as a full member to serve out an unexpired term, to Dec. 31, 2019 – *referral from Services Committee*
- d. Appointment of Brent Wells to the Historic Preservation Commission as a full member to serve out the remainder of an unexpired term, to Dec. 31, 2020 - *referral from Services Committee*
- e. Election results for the RSU 22 Budget Validation Referendum

4. UNFINISHED BUSINESS - None

5. NEW BUSINESS

- a. Request for authorization for the expenditure of \$389.95 from Recreation Conservation Reserve account (3-769-00) for purchase of new Outdoor Facility Ordinance signs at six park and recreation locations – *referral from Finance & Administration Committee*
- b. Request for authorization for the expenditure of up to \$2,800 from Recreation Conservation Reserve account (3-769-00) for reimbursement to the Hampden Children’s Day Committee for purchase of 2019 event insurance coverage and a contribution toward the 40th Anniversary/225th Town Anniversary fireworks display - *referral from Finance & Administration Committee*

AGENDA

- c. Authorization for the Town Manager to execute a Contractual Agreement with the City of Bangor for the provision of fixed route transit services to the Town – *requested by Manager Chandler*
- d. Approval of a request for a renewal liquor license for McLaughlin's-at-the-Marina

E. COMMITTEE REPORTS

F. MANAGER'S REPORT

G. COUNCILORS' COMMENTS

H. EXECUTIVE SESSION – Personnel Matters - *Pursuant to 1 MRSA § 405 (6)(A)*

I. ADJOURNMENT



**HAMPDEN TOWN COUNCIL
FY20 BUDGET WORK SESSION
HAMPDEN MUNICIPAL BUILDING
MINUTES**

.....
WEDNESDAY

May 22nd, 2019

6:00 P.M.

Attending:

Regan Nickels, Asst. Superintendent of RSU 22

1. **Call to Order** – *Mayor McPike called the meeting to order at 6:00 p.m.*

2. **Review of Town Manager FY20 Budget**
 - a. **Education** – *Regan Nickels of the RSU 22 answered questions by Councilors regarding their proposed budget, the increase, and their fund balance. After the discussion, this was referred as presented.*
 - b. **Utilities** – *Referred as presented.*
 - c. **Penobscot County Taxes** – *Referred as presented.*
 - d. **Sewer** – *Discussed the CCTV work and the interfund transfers. Item was referred as presented.*
 - e. **Capital Program/Reserves** – *At the request of Councilors, all reserve accounts and balances to be added to budget format. Discussion postponed until May 29th.*
 - f. **Debt Service** – *Referred as presented.*

3. **Adjourn** – *Meeting adjourned at 7:35 p.m.*

Respectfully Submitted,

Paula A. Scott

*Paula A. Scott, CCM
Town Clerk*

The next budget meeting will be held on Tuesday May 28th, at 6:00 p.m. at the Town Office Council Chambers.



HAMPDEN TOWN COUNCIL
FY20 BUDGET WORK SESSION
HAMPDEN MUNICIPAL BUILDING
MINUTES

WEDNESDAY May 29th, 2019 6:00 P.M.

Attending:
Myles Block, CEO
FF Chris Liepold
Sean Currier, DPW Director

- 1. Call to Order - Mayor McPike called the meeting to order at 6:00 p.m.
2. Review of Town Manager FY20 Budget
a. Police, Fire/EMS & Public Safety (05-01, 05-05 & 05-10) - Councilors requested reductions in benefits reflective of reduction in salaries line. Referred with amendment to the following: Add \$15,000 to EMS supplies, add \$3,000 to Safety
3. b. Reserves (Fund 3) - Add \$5,000 to Municipal Building reserves for dehumidifier, add \$10,000 for roof repair, add \$6,000 for boilers, add \$18,000 for siding, utilize FEMA funds to interior renovation, add \$5,000 in FEMA funds to Equipment Reserve. Add \$13,000 for the lift system, add \$10,000 for a plow truck and \$20,000 to ambulance.
c. Capital Program - Discussed in conjunction with discussion on reserves.
d. Follow-Up Items:
1) Community Connector - Saturday Service Follow-up
2) Health Insurance Costs
3) Workers Compensation Total Costs
Manager Chandler reported on above requests for information. Saturday bus service would cost the region an extra \$50,000, health insurance costs for all employees is \$891,984 and unaudited W/C costs for 2018 is \$84,456 and \$88,414 for 2019.
e. Other Departmental Requests / Changes - Councilor Jarvi made a motion, seconded by Councilor Marble to approve the recommendations of staff and the auditor for the elimination of identified reserve accounts. Unanimous, 7-0. Resolution 2019-058
f. Other Matters to be Addressed by Councilors - None

- g. **Summary of Budget for Referral to Council for June 3rd** – *Councilor Wright suggested the summary be discussed in Finance & Administration on June 3rd.*

4. Adjourn – *Motion to adjourn at 9:25 p.m.*

Respectfully Submitted,



Paula A. Scott, CCM
Town Clerk

B-3-a



JANET T. MILLS
GOVERNOR

STATE OF MAINE
MAINE REVENUE SERVICES
P.O. BOX 9106
AUGUSTA, MAINE
04332-9106

ADMINISTRATIVE & FINANCIAL SERVICES

KIRSTEN LC FIGUEROA
COMMISSIONER

MAINE REVENUE SERVICES

JEROME D. GERARD
EXECUTIVE DIRECTOR

June, 2019

RECEIVED

JUN 10 2019

Municipal Assessors and Chairman of the Board of Selectmen:

RE: Preliminary 2020 State Valuation

TOWN OF HAMPDEN ASSESSING DEPT.

Dear Municipal Official(s):

Enclosed you will find a copy of the preliminary 2020 State Valuation report for your municipality as prepared by a field representative of the Property Tax Division. This valuation represents the full equalized value of all taxable property in the municipality as of **April 1, 2018**. Please note that these figures are preliminary and are being forwarded to you at this time in order to provide for your review and allow time for any contribution of additional comments and/or pertinent data.

The State Valuation is compiled by determining, through field work and meetings with local officials, the approximate ratio of full value on which local assessments are made, and by then adjusting the local assessed values in accordance with the Rules of Procedure Used to Develop State Valuation (08-125 Chapter 201). State Valuation is a mass appraisal estimate of the 100% market value of all taxable property of a municipality and is established annually by the State Tax Assessor. The enclosed report is comprised of four (4) parts: the Sales Ratio Analysis; State Valuation Analysis (PTF303.4); Report of Assessment Review, a three (3) year comparison (PTF303); and Report of Assessment Review, informational review (PTF303.2).

If after reviewing this report you find any errors or inconsistencies, need clarification or simply wish to discuss the report, please call the Property Tax Division at 624-5600 or fax your concerns to us at 287-6396. Alternatively, you may contact your area field representative from Maine Revenue Service, Property Tax Division directly for the purpose of discussing any additional information pertinent to the preliminary state valuation.

The Proposed 2020 State Valuation Notice will be sent by certified mail on or before September 30, 2019.

Sincerely,

Steven J. Salley,
Supervisor, Municipal Services

Property Tax Division
REPORT OF ASSESSMENT REVIEW



Municipality	Hampden		County	Penobscot (s)
	2018	2019	2020	
1. State Valuation	654,500,000	665,150,000	694,650,000	
2. Amount of Change	24,000,000	10,650,000	29,500,000	
3. Percent of Change	3.81%	1.63%	4.44%	
4. Eff. Full Value Rate (line 6d/1)	0.01773	0.01759	0.01859	
5. Local Mill Rate 16-17-18	0.0182	0.0184	0.0196	
6a. Commitment 2016-17-18	11,430,790	11,607,798	12,703,566	
6b. Homestead Reimbursement	247,857	332,045	439,111	
6c. BETE Reimbursement	80,321	82,274	104,406	
6d. Total (6a, 6b & 6c)	11,758,968	12,022,117	13,247,082	
6e. % change from prior year (6d.)	5.66%	2.24%	10.19%	
	2017	2018		
A. Municipal Valuation	630,858,600	648,141,100		
Net Supplements / Abatements	(292,700)	(483,310)	Amount of Change	Percent of Change
Homestead (Exempt Valuation)	18,045,900	22,403,625		
BETE (Exempt Valuation)	4,471,403	5,326,828		
Adjusted Municipal Valuation	653,083,203	675,388,243	22,305,040	3.42%
B. Sales Information				
Sales Period Used	07/11 - 06/12	07/12 - 06/13		
State Valuation	2019	2020	Combined Sales Ratio	93%
# of Sales	119	142		
# of Appraisals				
Residential Study			Percent of Change	
Weighted Average	95%	94%		
Average Ratio	94%	93%	-1.06%	
Assessment Rating	11	10		
Waterfront Study				
Weighted Average				
Average Ratio				
Assessment Rating				
Condominium Study				
Weighted Average				
Average Ratio				
Assessment Rating				
Certified Ratio	100%	100%		

STATE VALUATION ANALYSIS

Municipality	Hampden			County	Penobscot (s)
Municipal Valuation - 2018	100%		Declared Certified Ratio		2020 State Valuation
LAND				Ratio	Source
Electrical Utilities (Trans & Dist)			7,308,300	100%	Declaration Value 7,308,285
Classified Tree Growth	1,021	ac	156,200	100%	State Rates 156,204
Classified Farm Land	333	ac	142,796	100%	Cert Ratio 142,796
Classified Farm Woodland	483	ac	79,660	100%	State Rates 79,659
Classified Open Space	28	ac	10,900	100%	Cert Ratio 10,900
Classified Working Waterfront		ac			
Commercial Lots			14,366,800	100%	Cert Ratio 14,366,800
Industrial Lots					
Residential Lots			130,774,914	93%	Combined Study 140,618,187
Waterfront & Water Influenced Lots			4,894,300	93%	Combined Study 5,262,688
Condominium Lots			1,049,200	93%	Combined Study 1,128,172
Working Forest Roads		ac			
Waste Acres	1,769	ac	447,530	253/ Mun Avg	115/ac SR 203,420
# Undeveloped Acres	13,013	ac	15,381,100	1182/ Mun Avg	910/ac SR 11,841,620
			174,611,700		TOTAL LAND 181,118,730
BUILDINGS					
		# accts			
Commercial			59,365,800	100%	Cert Ratio 59,365,800
Industrial					
Residential			360,005,000	93%	Combined Study 387,102,151
Waterfront & Water Influenced			13,014,100	93%	Combined Study 13,993,656
Condominiums			13,646,000	93%	Combined Study 14,673,118
			446,030,900		TOTAL BUILDINGS 475,134,725
PERSONAL PROPERTY					
		# accts			
Commercial			27,498,500	100%	Cert Ratio 27,498,500
Industrial					
Other					
			27,498,500		TOTAL PERSONAL 27,498,500
TOTALS			648,141,100		683,751,955
Adjustments (Net Abates/Supp)			(469,010)	93%	Combined Study (504,312)
Adjustments (Comm., Ind. & Pers.)			(14,300)	100%	Cert Ratio (14,300)
Homestead (Exempt Valuation)			22,403,625	93%	Combined Study 24,089,919
BETE (Exempt Valuation)			5,326,828	100%	Cert Ratio 5,326,828
ADJUSTED TOTAL			675,388,243		712,650,090
TIF ADJUSTMENTS					
NET w/ ADJUSTMENTS & TIF					694,662,488
STATE VALUATION					694,650,000

TIF Development Program Fund

352,557

(17,987,602)

STATE OF MAINE Sales Ratio Analysis - 2020 State Valuation

Municipality: **Hampden**

County: **Penobscot (s)**

Penobscot (s)

1 Year - COMBINED STUDY

Weighted Avg. =	94%	=	30,863,700	/	32,958,297
Average Ratio =	93%	=	93.47	/	100
Avg. Deviation =	9	=	1263	/	142
Quality Rating =	10	=	9	/	93%

Average Selling Price = \$232,101 2018

Item No.	Class	Date of Sale Month Year	Book	Page	Map	Lot	Name	Selling Price	Assessed Value	Ratio	Dev.
1	U	6 2018	14829	50	19	53		211,500	156,500	0.74	19
2	R	6 2018	14851	104	18	27		165,000	121,700	0.74	19
3	R	10 2017	14661	217	09	77		208,000	155,600	0.75	18
4	U	6 2018	14845	147	8	33		349,999	263,900	0.75	18
5	R	4 2018	14801	114	9	016		240,000	182,900	0.76	17
6	W	6 2018	14844	287	47	8		270,000	204,000	0.76	17
7	R	4 2018	14831	257	26	35		234,900	178,400	0.76	17
8	R	8 2017	14577	322	05A	021		190,400	144,400	0.76	17
9	R	11 2017	14671	148	04	19		267,000	206,300	0.77	16
10	R	6 2018	14840	74	20	49		197,000	153,600	0.78	15
11	R	8 2017	14591	237	05A	8		210,000	166,200	0.79	14
12	R	5 2018	14801	311	7	17		107,500	85,300	0.79	14
13	U	2 2018	14749	262	23	053		222,000	176,500	0.80	13
14	R	6 2018	14849	28	10	10		72,000	57,700	0.80	13
15	R	6 2018	14837	13	8	29		189,900	151,500	0.80	13
16	R	5 2018	14818	186	49	17		234,900	187,700	0.80	13
17	R	8 2017	14574	125	44	49		125,000	101,500	0.81	12
18	R	9 2017	14613	260	23	65		176,000	142,100	0.81	12
19	W	4 2018	14793	339	13	18		165,000	134,100	0.81	12
20	W	8 2017	14597	97	25	2		382,222	311,900	0.82	11
21	R	9 2017	14633	80	10	3		300,000	245,500	0.82	11
22	R	9 2017	14617	144	4	17		244,000	200,900	0.82	11
23	R	2 2018	14742	315	6A	13		228,500	188,800	0.83	10
24	R	8 2017	14588	10	7A	2A		391,000	322,700	0.83	10
25	R	8 2017	14588	180	32	30		159,900	132,200	0.83	10
26	R	12 2017	14693	130	10	3		269,900	223,500	0.83	10
27	R	8 2017	14582	79	6	19B		169,000	141,800	0.84	9
28	R	2 2018	14742	73	45	1		158,000	132,400	0.84	9
29	R	7 2017	14540	68	1	27		205,000	172,200	0.84	9
30	R	12 2017	14691	338	26	35		197,850	167,100	0.84	9
31	R	9 2017	14615	150	18	9B		195,000	165,200	0.85	8
32	U	2 2018	14739	247	32	6		137,500	116,500	0.85	8
33	R	5 2018	14812	161	9	16-2		195,000	166,500	0.85	8
34	R	9 2017	14619	119	36	2		240,000	202,900	0.85	8
35	R	9 2017	14621	6	30	29		131,000	111,700	0.85	8
36	R	7 2017	14560	118	9A	12		212,000	179,900	0.85	8
37	R	7 2017	14543	222	2	33-05		143,000	123,300	0.86	7
38	R	7 2017	14546	312	9C	14		220,000	189,800	0.86	7
39	R	8 2017	14594	54	3	30		421,000	360,500	0.86	7
40	R	6 2018	14832	1	08	010		460,000	399,000	0.87	6
41	R	3 2018	14762	63	8	20-24		441,361	383,900	0.87	6
42	R	9 2017	14629	204	7	69-3		327,000	287,400	0.88	5
43	R	11 2017	14675	167	41	16		239,000	211,400	0.88	5
44	R	3 2018	14767	49	26	16		130,000	114,600	0.88	5
45	R	3 2018	14761	141	47	11		110,000	97,200	0.88	5
46	R	8 2017	14569	43	10	3		270,000	236,300	0.88	5
47	R	5 2018	14807	299	9C	11		241,500	212,700	0.88	5
48	R	4 2018	14787	210	3	18		211,000	184,800	0.88	5
49	R	3 2018	14764	185	45	16-2		244,500	217,800	0.89	4
50	R	8 2017	14593	234	19	15		126,000	112,600	0.89	4
51	R	3 2018	14770	94	5	53		101,855	90,300	0.89	4
52	R	5 2018	14826	183	33	12		190,000	169,600	0.89	4

53	R	7	2017	14539	242	26	19	171,000	151,600	0.89	4
54	R	10	2017	14637	259	07	35	565,000	500,900	0.89	4
55	R	11	2017	14666	242	10	03-026	277,000	249,300	0.90	3
56	R	6	2018	14828	18	24	47	270,000	244,200	0.90	3
57	R	11	2017	14667	24	44	71	148,000	133,500	0.90	3
58	R	12	2017	14702	244	9	16-08	250,000	225,700	0.90	3
59	U	5	2018	14817	60	30	30	203,000	184,800	0.91	2
60	M	7	2017	14549	183	03	18	179,000	163,100	0.91	2
61	R	4	2018	14786	267	8	50	106,000	96,300	0.91	2
62	U	1	2018	14718	50	3	45&49	335,000	305,700	0.91	2
63	R	10	2017	14646	119	36	40	247,500	225,800	0.91	2
64	R	4	2018	14805	82	44	16	172,000	157,200	0.91	2
65	R	4	2018	14782	347	4	7N	322,400	297,800	0.92	1
66	R	2	2018	14751	221	6A	47	365,000	337,300	0.92	1
67	R	8	2017	14577	27	7A	9	240,000	220,000	0.92	1
68	R	12	2017	14702	242	23A	76	225,000	208,400	0.93	
69	M	1	2018	14719	290	30	38	200,000	186,200	0.93	
70	R	8	2017	14570	136	5	47	380,000	353,600	0.93	
71	R	3	2018	14768	293	9A	4	187,500	176,300	0.94	1
72	R	9	2017	14610	269	10	03-007	279,900	263,100	0.94	1
73	R	7	2017	14554	180	33	022	186,250	174,300	0.94	1
74	R	9	2017	14611	137	23	50	164,000	156,000	0.95	2
75	R	5	2018	14817	139	19	44A	205,000	195,100	0.95	2
76	R	6	2018	14837	62	9B	1	215,000	204,700	0.95	2
77	U	1	2018	14731	282	32	47	194,000	185,100	0.95	2
78	W	1	2018	14712	119	24	028-A	445,000	428,000	0.96	3
79	R	6	2018	14857	91	4	22	371,400	357,600	0.96	3
80	R	6	2018	14839	40	24	24A	125,000	120,400	0.96	3
81	R	7	2017	14565	345	24	47	236,000	225,800	0.96	3
82	R	2	2018	14743	104	10	8	272,560	261,000	0.96	3
83	R	2	2018	14737	298	5	51	380,000	365,000	0.96	3
84	R	6	2018	14845	311	44	91	109,900	106,800	0.97	4
85	R	3	2018	14773	251	5	51	415,000	401,900	0.97	4
86	R	8	2017	14567	204	6A	48	316,000	306,000	0.97	4
87	R	6	2018	14853	53	44	15	200,000	193,000	0.97	4
88	R	8	2017	14595	246	4	17H	175,900	170,700	0.97	4
89	R	12	2017	14705	27	5	88A	130,500	126,400	0.97	4
90	R	10	2017	14645	55	4	11	102,500	100,500	0.98	5
91	R	10	2017	14630	142	2	33	207,000	203,500	0.98	5
92	R	7	2017	14547	264	3	30-1	835,000	822,000	0.98	5
93	R	6	2018	14844	89	9B	40	307,500	300,900	0.98	5
94	R	4	2018	14788	244	21	20	95,000	92,700	0.98	5
95	R	5	2018	14832	53	10	03-18	325,000	319,400	0.98	5
96	R	11	2017	14665	258	04	020-01	234,000	230,300	0.98	5
97	U	1	2018	14717	12	5	13F	285,000	278,600	0.98	5
98	R	7	2017	14543	134	3	30	400,000	397,700	0.99	6
99	R	7	2017	14547	290	24	53	169,900	168,300	0.99	6
100	R	10	2017	14654	133	8	10	555,000	549,900	0.99	6
101	R	12	2017	14690	270	9	8	300,000	297,500	0.99	6
102	R	12	2017	14706	272	20	4	100,100	100,100	1.00	7
103	R	8	2017	14595	262	9	24	154,000	154,700	1.00	7
104	R	10	2017	14655	299	4	6	245,000	245,100	1.00	7
105	R	9	2017	14629	183	2	46B	250,000	251,100	1.00	7
106	R	9	2017	14605	160	2	33	202,000	203,000	1.00	7
107	R	2	2018	14739	346	10	03-04	240,000	239,300	1.00	7
108	R	8	2017	14587	249	9	8	275,000	276,800	1.01	8
109	R	9	2017	14628	335	38	10	156,700	159,700	1.02	9
110	W	7	2017	14549	150	03	58	460,000	470,100	1.02	9
111	W	5	2018	14803	160	25	21	340,000	346,800	1.02	9
112	R	5	2018	14808	275	8	7K	315,000	319,800	1.02	9
113	R	6	2018	14838	292	7	35	123,500	127,100	1.03	10
114	R	4	2018	14787	193	33	5	134,000	137,600	1.03	10
115	R	8	2017	14571	237	8	9A	149,900	153,800	1.03	10
116	R	10	2017	14636	13	23	27	173,500	180,600	1.04	11
117	R	12	2017	14700	118	43	4	160,000	167,100	1.04	11

118	R	10	2017	14649	144	31	012	152,000	158,000	1.04	11
119	R	8	2017	14567	91	31	012-B	450,000	467,600	1.04	11
120	R	6	2018	14850	194	23A	20	233,000	244,200	1.05	12
121	R	10	2017	14628	289	06	009-A	245,000	256,400	1.05	12
122	M	10	2017	14648	315	6	37-2H	92,000	98,300	1.07	14
123	U	1	2018	14733	17	02	001-I	207,000	220,900	1.07	14
124	R	8	2017	14575	340	4	53E	185,000	197,600	1.07	14
125	R	7	2017	14556	53	10	3	295,000	320,800	1.09	16
126	R	11	2017	14673	131	9	34	252,800	276,100	1.09	16
127	R	5	2018	14803	285	35	4	125,000	135,700	1.09	16
128	R	1	2018	14717	195	21	19	165,000	179,400	1.09	16
129	R	2	2018	14736	274	38	6	153,000	167,600	1.10	17
130	U	1	2018	14733	15	01	057	130,000	142,500	1.10	17
131	R	7	2017	14550	261	1	28A	231,000	255,100	1.10	17
132	R	9	2017	14604	104	09B	021	272,000	298,600	1.10	17
133	R	9	2017	14621	59	7	89-1	175,000	194,400	1.11	18
134	R	8	2017	14581	68	43	023	110,000	122,000	1.11	18
135	R	5	2018	14827	267	18	18	110,000	122,900	1.12	19
136	R	7	2017	14559	4	45	19	115,000	130,500	1.13	20
137	R	4	2018	14804	202	7	33	235,000	266,100	1.13	20
138	R	7	2017	14554	289	9	73-1	174,900	199,500	1.14	21
139	R	8	2017	14579	27	1	34	210,000	248,000	1.18	25
140	U	2	2018	14755	195	33	11	168,000	200,700	1.19	26
141	W	8	2017	14585	41	25	21	185,000	219,900	1.19	26
142	R	10	2017	14652	204	3	33	200,000	245,500	1.23	30

Business Equipment Tax Exemption Audit

Municipality: Hampden

Date: 04/23/2019

County: Penobscot (s)

Municipal Official(s): Kelly Karter - C.M.A.

Municipal Valuation - 2018

2020 State Valuation

		<u>Yes</u>	<u>No</u>	<u>Comment(s)</u>
1. Are application(s) available for inspection?	48 of 48	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Are application(s) signed for/approved by the assessor?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Do the equipment date(s) of purchase and/or date(s) put in service meet BETE parameters?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Is the item description sufficient to reasonably determine eligibility under program guidelines?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Does the property qualify for BETE?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6. Are municipal depreciation schedules evident and uniformly employed?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
7. Is all BETE value incorporated in the tax commitment book, MVR and Tax Rate Calculation Form (including enhanced reimbursement forms when applicable)?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. Is all qualified property adjusted by the municipal assessment ratio?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Additional Comments:

Signature: Byron D. Tibbetts
Field Rep.

REPORT OF ASSESSMENT REVIEW

Municipality Hampden County Penobscot (s)

I. Valuation System

A. Land: Tax Maps by In House-Kyle Severance GIS Date: 7/2/2005
Undeveloped Acreage \$500-\$2,400 Undeveloped Lots \$15,000-\$55,000
Road Frontage _____ Water Frontage \$55,000-\$74,000
House lots \$12,500-\$74,000 Other _____

B. Buildings : Revaluation By: _____ Computerized Records TRIO

C: Personal Property: Assessed? Y/N Yes Method Used: RCNLD
Is Cert Ratio Applied? Y/N Yes

II. Assessment Records / Condition

Website w/VAL data Y/N Yes Web Address https://www.hampdenmaine.gov/

Valuation Book Good Tree Growth Forms Good
Property Record Cards Good Farm Land Forms Good
Veteran Exemption Forms Good Open Space Forms Good
Homestead Exemption Forms Good Working Waterfront Forms N/A

III. Supplements and Abatements

Supplements: Number Made 3 Value Supplemented 64,800
Abatements: Number granted 13 Value Abated (548,110)
(excluding current use penalties)

IV. Statistical Information

Number of Parcels 3,542 Land Area 24,249
Taxable Acres 21,646 Bog/Swamp 749
Population (2010) 7,257

V. Assessment Standards

Standards Ratio 101.61% = (2018 Municipal Valuation /2019 State Valuation)
Assessment Quality: Combined 10

Comments or Plans for Compliance: _____

VI. Audit Information

Municipal Official providing data: Kelly Karter - C.M.A.

Date(s) of Field Audit: 04/23/2019

VII. Office Review

Recommended by: Byron D. Tibbetts
Field Rep

Checked by: [Signature]

Approved by: [Signature] 6-3-19

Copies Mailed: (date) 6-4-19

**TOWN OF HAMPDEN
BOARD OF ASSESSMENT REVIEW**

FINDINGS AND DECISION

**In re: White House Motel Inc.'s Application
for Abatement of Property Taxes Pursuant to Title 36 M.R.S.A. § 843**

To: Peggy Brown
White House Motel, Inc.
155 Littlefield Ave.
Bangor, Maine 04401

Kelly Karter, Assessor
Town of Hampden
106 Western Ave.
Hampden, Maine 04444

Background and Procedural Matters

Pending before the Board of Assessment Review is an appeal filed by White House Motel, Inc. ("Taxpayer") from a) the Town of Hampden Tax Assessor's ("Assessor") denial of an abatement request regarding the assessed value of the personal property owned by the Taxpayer on April 1, 2018 and b) the Town Council's denial of a separate abatement request regarding the assessed value of the personal property owned by the Taxpayer on April 1, 2016 and April 1, 2017.

The Board convened for hearing on June 5, 2019 at 3:00 p.m. The following members were present: Chairperson Ted Sherwood, Aimee Smith, and Avery Caldwell. Assessor Kelly Karter was present and was represented by Attorney Kate Grossman. Peggy Brown appeared on behalf of Taxpayer. Both parties were afforded the opportunity to present written and oral testimony and to cross-examine witnesses. Oral testimony was given under oath.

The Board considered the appeal *de novo*.

Record

The following constitute the record on appeal:

1. 2018 Personal Property Tax Return (Section 706-A request);
2. White House Motel submission received by Town October 4, 2018;
3. White House Motel submission received by Town October 25, 2018;
appeal request;
4. Letter from Assessor to White House Motel dated October 29, 2018;
5. December 20, 2018 Abatement Request Application from White House Motel to Assessor;
6. December 20, 2018 Abatement Request Application from White House Motel to Council;
7. January 8, 2019 Letter from Kate Grossman to Assessor;

8. February 12, 2019 Letter to White House Motel (C-Mail tracking attached);
9. February 19, 2019 Memo to Council from Assessor re: 706-A compliance for Lafayette Hotels with other Maine communities;
10. February 19, 2019 Memo from White House Motel to Council (packet);
11. February 19, 2019 Town Council Meeting Minutes;
12. Transcript of relevant portion of February 19, 2019 Finance Committee Meeting;
13. April 11, 2019 Appeal from White House Motel to the Board of Assessment Review;
14. Assessor's notes from Personal Property File Jacket;
15. Title 36 § 706-A: Maine Revenue Services Bulleting No. 2 "True and Perfect Lists": Laws Relating to Property Taxation Volume 1 (Updated May 2018);
16. Letter from Kate Grossman to Board of Assessment Review dated May 30, 2019;
17. Sworn testimony of Assessor Kelly Karter;
18. Sworn testimony of Peggy Brown.

Findings of Fact

1. During the respective month of March of the years 2016, 2017, and 2018, Assessor gave reasonable notice in writing, by mail, to Taxpayer at its last known address requesting, among other things, a true and perfect list of all Taxpayer's estates of which it was possessed on April 1 of that year pursuant to Title 36 M.R.S.A. § 706-A.¹
2. Taxpayer received each of Assessor's Section 706-A requests.
3. The deadline for Taxpayer to respond to Assessor's Section 706-A request was May 15 of the years 2016, 2017, and 2018, respectively.
4. Taxpayer did not respond to Assessor's Section 706-A request *on or before* the stated deadline.
5. Taxpayer did not respond to Assessor's 2016 or 2017 Section 706-A requests *after* the stated deadline.
6. Taxpayer did not respond to Assessor's 2018 Section 706-A request until October 4, 2018.
7. Taxpayer timely requested abatement of 2016, 2017, and 2018 personal property taxes on December 20, 2018.
8. Taxpayer's December 20, 2018 abatement requests were deemed denied on February 28, 2019.

¹ 36 M.R.S. § 706 was repealed and replaced by 36 M.R.S. § 706-A, effective August 1, 2018. See Public Law Chapter 367. For purposes of this appeal and decision, § 706 and §706-A are materially identical. For clarity, the provision will be referred to as "Section 706-A" throughout this decision.

9. Taxpayer timely filed its Appeals Application for Abatement of Property Taxes with the Board of Assessment Review on April 11, 2019.

Decision

1. Taxpayer filed a timely and written appeal to the Board of Assessment Review from the denials of its requests for abatement to both the Assessor and the Town Council.
2. Taxpayer and Assessor are the proper parties to this appeal.
3. Taxpayer failed to timely file a true and perfect list of all its estates of which it was possessed on April 1 2016, 2017, or 2018, despite Assessor having sent timely and seasonable notice in writing, by mail, directed to Taxpayer's last known address, requesting that it do so.
4. Taxpayer failed to demonstrate that it was *unable* to furnish the § 706-A information at the time appointed in the § 706-A notice sent by Assessor.

Dwight Caldwell moved to deny Taxpayer's appeal for lack of jurisdiction due to Taxpayer's failure to file a timely true and perfect list of all its estates of which it was possessed on the first day of April, 2016, 2017, or 2018, pursuant to 36 M.R.S.A. § 706-A, as timely and seasonably requested by Assessor. The motion was seconded by Dwight Smith. During deliberations, the Board members were unanimous in their view that the Section 706-A notice was received by the Taxpayer and that Taxpayer failed to timely file a response. The Board members were also unanimous in their view that Taxpayer failed to demonstrate that it was unable to furnish the Section 706-A information at the time appointed in the Section 706-A notice sent by Assessor or at any time thereafter, including at the time of filing this appeal.

VOTED: Taxpayer failed to file a true and perfect list in response to Assessor's properly filed request under Title 36 M.R.S.A. § 706-A and Taxpayer failed to demonstrate that it was unable to provide the list at the time appointed.

(VOTE: 3 - d)

VOTED: Based upon the evidence in the record on appeal, the Board of Assessment Review does not have jurisdiction to entertain this abatement appeal as a matter of law because Taxpayer failed to respond to Assessor's Section 706-A request.

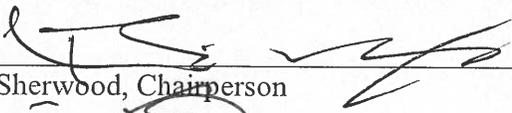
(VOTE: 3 - 0)

Right of Appeal

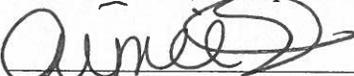
Any party may take an appeal of the Board's decision, within 30 days of the date of the vote on the original decision, to Superior Court in accordance with the Maine Rules of Civil Procedure, except as otherwise provided by statute.

Date: June 5, 2019

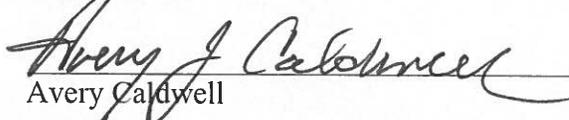
HAMPDEN BOARD OF ASSESSMENT REVIEW



Ted Sherwood, Chairperson



Aimee Smith



Avery Caldwell

B-3-c



Janet T. Mills
GOVERNOR

STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

Bruce A. Van Note
COMMISSIONER

**Town of Hampden
RECEIVED**

JUN 13 2019

**Office of the
Town Manager**

June 11th, 2019

Town of Hampden
Attn: Jim Chandler – Town Manager
106 Western Avenue
Hampden, Maine 04444

Re: Resident Town Assignment Letter – Highway Reconstruction and Bridge Replacement
City/Towns: Hampden
Wins: 011577.00 & 021692.00
Projects: STP-01157(700)X & STP-2169(200)

This is to advise you that the Maine Department of Transportation awarded a contract for the above referenced project. The Contractor on this project is T Buck Construction, Inc., 302B Auburn Road, Turner, Maine 04282.

The Resident representing the State of Maine, Department of Transportation is Harvey Smith; he can be reached by cell at 207-592-0634 or by via email: Harvey.Smith@maine.gov. There will be an on-site office trailer.

Residents and property owners adjacent to this project may contact Harvey Smith regarding construction activities, or for obtaining information in connection with this project.

In the event that our Resident cannot be contacted at the project site, you may contact me, Steve Groves at 207-248-7774.

Sincerely,

A handwritten signature in black ink that reads "S Groves".

Steve Groves
Project Manager I
Highway Program

cc: Harvey Smith - Resident

Town of Hampden**FINANCE & ADMINISTRATION COMMITTEE MEETING**

Monday, May 6th, 2019

6:00 P.M.

Hampden Town Office

MINUTES*Attending:*

Councilor Wright, Chair

Mayor McPike

Councilor Wilde

Councilor Marble

Councilor Jarvi

Councilor McAvoy

Absent: Councilor Ryder

Town Manager Jim Chandler

Town Clerk Paula Scott

DPW Director Sean Currier

Public Safety Dir., Chris Bailey

GIS/IT Specialist Kyle Severance

Councilor Wright called the meeting to order at 6:00 p.m.

1. Approval of Minutes

- a. **April 16th, 2019** – *Councilor Marble made a motion, seconded by Mayor McPike, to approve the minutes. Unanimous, 7-0.*

2. Review & Sign Warrants – *Committee members reviewed and signed the disbursement warrants.***3. Unfinished Business**

- a. **Council's Budget Meetings final schedule – informational only** – *Manager Chandler reported that the schedule is in the budget binder and will be posted on the website.*

4. New Business

- a. **Recommend authorization for the expenditure of \$10,000 from Equipment Reserve account (3-717-00) for a down payment on the public works 6-yard truck – referral from Infrastructure Committee** – *Councilor Marble made a motion, seconded by Councilor McAvoy, to recommend authorization for the expenditure of \$10,000 from Equipment Reserve for a down payment of the public works 6-yard truck. Unanimous, 7-0.*
- b. **Recommend authorization for bid process waiver and permission to complete the purchase of the public works 6-yard truck on July 1st, 2019 - referral from Infrastructure Committee** – *Councilor Jarvi made a motion to recommend waiving the bid process and authorizing an amount*

TOWN OF HAMPDEN
Finance & Administration Committee Meeting Minutes
05-06-2019

not to exceed \$126,800 to complete the purchase of the 6-yard public works truck. Unanimous, 7-0.

- c. Recommend authorization for the expenditure of an amount up to \$30,000 from Equipment Reserve account (3-717-00) for the purchase of a public works pick-up truck - referral from Infrastructure Committee** – Director Currier confirmed that this included the plow and lift gate. Councilor Marble made a motion, seconded by Councilor McAvoy, to recommend authorization for the expenditure of an amount up to \$30,000 from Equipment Reserve for the purchase of a public works pick-up truck. Unanimous, 7-0.
- d. Recommend authorization for the expenditure of an amount up to \$46,000 from Fire Truck Reserve account (3-741-00) for the purchase of a public safety utility truck - referral from Infrastructure Committee** The Committee had questions of the Public Safety Director regarding specifications. Councilor Marble made a motion, **seconded by Councilor McAvoy** to recommend authorization for the expenditure of an amount up to \$46,000 from **Police Cruiser Reserve (3-753-00)** for the purchase of a public safety utility truck. Councilor Jarvi made a motion to table this item. The motion to table did not receive a second. The original motion was brought to vote. Councilor Wright voted in favor of the motion, Councilors McAvoy, Jarvi, Marble and Mayor McPike voted in opposition and Councilor Wilde abstained. Motion fails, 1-5-0. **Corrected 05/20/2019.**
- e. Discussion and recommendation regarding A/V recording of Council budget meetings for public transparency – requested by Manager Chandler** – Committee consensus is to audio/video the budget meetings.

5. Manager's Items - None

6. Public Comment - None

7. Committee Member Comments – Mayor McPike stated that he is hoping that the DPW truck we purchase is the Western Star with the Fairfield equipment.

8. Adjournment – With no further business to conduct, the meeting adjourned at 6:45 p.m.

Respectfully Submitted,



Paula A. Scott, CCM
Town Clerk



Fiscal Year – 2020 Advertised Budget Message

TO: Town Council
FROM: Jim Chandler, Town Manager *JMC*
DATE: June 17, 2019
RE: Presentation of the FY20 Advertised General Fund, Sewer Fund & Reserves-Capital Programs for Public Hearing

This memo presents for consideration the various Fiscal Year 2020 budget documents for Public Hearing.

As presented two weeks ago for referral, this budget continues to propose funding the resources needed to successfully implement work programs that proactively address the desires expressed by thousands of our residents who support community growth and development of the critically important infrastructure needed to sustain a superior quality-of-life, and address the Town's growth, development and revitalization goals that will continue to diversify our tax base.

It further supports the recent and proposed Organization changes, as efforts to reorganize and develop additional resources focused on making Hampden "More Business Friendly." Our goal with these changes continues to be improved customer services and better access to professional staff capable of supporting the community's desire for a vibrant, safe and sustainable environment for their families and neighbors.

Adopting a funding plan that deliberately rebuilds our infrastructure, sustains our terrific workforce, and empowers the future – will make the difference our residents and corporate citizens expect. As Council reviews the Advertised Budget documents, please focus on the theme: "**Building the Future of Hampden**" as staff embrace the strong messages received to improve efficiencies across the organization.

The Advertised Budgets continue to focus resources on Building the Future of Hampden, which requires two critical resources, 1) a competent and professional workforce, and 2) a firm foundation of safe, adequate and reliable public facilities and infrastructure. Building Hampden's future depends upon building and sustaining a strong professional team of dedicated staff. Staff are encouraged that Council has embraced the proposed programs, as summarized below:

- Endorsement for creating a Community & Economic Development (CED) Department
- Endorsement of a new Community & Economic Development Director
- Endorsement of a new Capital Projects Manager to support both this new department and DPW as more than \$16 million dollars in capital projects begin in the next three years and beyond
- Support for the need to address several major maintenance and renovation projects at the Municipal Building
- Support for a new approach to needed upgrades to computer technology assets at the front counter and across the organization

- Continued analysis and opportunities to make improvements to providing consistently better and more responsive customer services for Code Enforcement and Building Permits/Inspections and Land Use Planning processes for citizens and prospective business developers
- Support for an important study of Public Works and Transfer Station operations
- Investigations and solicitation of professional services related to health insurance options

The revised funding plan supports many solutions that will enhance the Town’s community and economic development efforts in the coming years and will continue to make Hampden ‘more business friendly’ as our staff focuses on all the ways we may continue to provide excellent customer service.

As the budgeting process ends, and the FY20 Funding Plan is presented for Public Hearing, staff appreciates your partnership in achieving a responsible and affordable work program. A summary of changes to-date is provided below and reflects cuts that reduced the proposed overall increase of Municipal Expenses to an amount below the proposed Municipal Revenues by about 4.5%.

Funding Plan Items (As Currently Revised)	FY20 Amounts	FY19 Amounts*	% Delta
<u>Proposed Municipal Budget</u>	<u>\$ 10,184,683</u>	<u>\$ 9,656,562</u>	<u>5.19%</u>
• Proposed (Adjusted) Municipal Revenues	\$ 5,141,052	\$ 4,928,384	4.14%
• Municipal Budget from Taxes	\$ 5,043,631	\$ 5,271,695	-4.52%
• RSU22 Hampden Demand from Taxes	\$ 7,260,669	\$ 6,941,926	4.39%
• Penobscot County Taxes	\$ 963,358	\$ 911,927	5.34%

FY20 Estimated Total Taxation Requirement \$ 13,267,658

FY19 Total Taxation Requirement \$ 13,125,548

Proposed Total Tax Amount over FY19 \$ 142,110 or 1.07% overall for all entities

Lastly, the importance of State reimbursements being restored; combined with the estimated increase in municipal revenues (presented conservatively) would result in a total amount required from taxation being reduced to an amount equal to, or less than, last year’s required amount, thus it’s nearly certain that no tax increase will be required to fully fund this program.



TOWN OF HAMPDEN

Summary of Town Council Approved Budgets for FY18, FY19 & Proposed FY20 - with Limited Analysis

EXPENSE ACCOUNTS		APPROVED BUDGET FY18	APPROVED BUDGET FY19	ADVERTISED BUDGET FY20	Analysis & Trends	
Number	Name	JUNE 19, 2017	JUNE 18, 2018	FOR JUNE 17, 2019	Changes in Amounts	Percent Change
					Changes from FY19 to FY20	
01-01	ADMINISTRATION	585,659	691,354	744,299	52,945	7%
01-02	GIS/IT - (FY20 - IT Only)	116,195	118,184	58,025	(60,159)	-104%
01-03	COMMUNICATIONS	22,342	22,325	Moved to Admin	N/A	N/A
01-05	TOWN COUNCIL	30,308	30,308	36,242	5,934	16%
01-10	MUNICIPAL BUILDING	103,579	119,403	156,840	37,437	24%
01-15	TAX COLLECTOR	7,932	8,350	Moved to Admin	N/A	N/A
01-20	ELECTIONS	11,484	10,244	12,090	1,846	15%
01-25	PLANNING/ASSESSING	285,487	298,988	Moved to CED	N/A	N/A
01-30	COMMUNITY & ECONOMIC DEV	3,500	-	517,951	517,951	100%
05-01	POLICE DEPARTMENT	1,093,054	1,126,571	1,239,838	113,267	9%
05-05	FIRE DEPARTMENT	1,147,215	1,191,099	1,362,791	171,691	13%
05-10	PUBLIC SAFETY & CODE ENFORCE	202,783	206,241	293,381	87,140	30%
06-06	NON-DEPARTMENT UTILITIES	558,272	649,432	692,425	42,993	6%
10-01	PUBLIC WORKS HIGHWAY	1,645,626	2,032,309	2,003,204	(29,105)	-1%
10-05	MUNICIPAL GARAGE	50,085	54,410	48,685	(5,725)	-12%
10-10	STORMWATER MANAGEMENT	72,345	43,860	31,720	(12,140)	-38%
15-10	SOLID WASTE	376,514	377,666	389,082	11,416	3%
20-01	RECREATION ADMINISTRATION	192,761	197,998	217,948	19,950	9%
20-05	RECREATION - PROGRAMS	192,459	221,884	156,113	(65,771)	-42%
20-07	RECREATION - SKEHAN CENTER	123,234	134,329	142,819	8,490	6%
20-10	DYER LIBRARY	249,267	267,724	280,618	12,894	5%
20-20	LURA HOIT POOL	325,892	346,589	376,357	29,768	8%
20-25	MARINA	350	850	850	0	0%
25-10	THE BUS	89,911	106,352	82,535	(23,817)	-29%
30-10	BUILDINGS & GROUNDS	233,092	236,221	251,624	15,403	6%
38-10	OUTSIDE AGENCIES	-	9,500	11,500	2,000	17%
40-10	GENERAL ASSISTANCE	7,000	6,000	6,000	0	0%
50-10	DEBT SERVICE	314,398	331,545	291,881	(39,664)	-14%
67-10	TIF* Budget Error in FY19	319,573	323,085	352,547	29,462	8%
3-00-00	RESERVES	451,941	493,742	427,318	(66,424)	-16%
GROSS	MUNICIPAL EXPENDITURES	\$ 8,812,257	\$ 9,656,562	\$ 10,184,683	528,120	5.19%
LESS	MUNICIPAL REVENUES	\$ 4,272,749	\$ 4,928,384	\$ 5,141,052	212,668	4.14%

Total Net Expenses of Different Services	FY 2018	FY 2019	FY 2020	Changes from FY19 to FY20	
RSU #22 LOCAL TAXES REQUIRED	\$ 6,370,594	\$ 6,941,926	\$ 7,260,669	318,743	4.39%
MUNICIPAL BUDGET AMOUNT	\$ 4,539,508	\$ 4,728,178	\$ 5,043,631	315,452	6.25%
COUNTY TAXATION AMOUNT	\$ 834,723	\$ 911,927	\$ 963,358	51,431	5.34%
TOTAL TAXATION REQUIREMENT	\$ 11,744,826	\$ 12,582,031	\$ 13,267,658	685,627	5.17%

OVERALL TOTAL EXPENSES - ANALYSIS WITH RSU-22 & OTHER COST CENTERS INCLUDED			
TOTAL EXPENSES	\$ 16,017,575	\$ 17,510,415	\$ 18,408,710
TOTAL REVENUES	\$ 4,272,749	\$ 4,928,384	\$ 5,141,052
TOTAL TAXATION REQUIREMENT	\$ 11,744,826	\$ 12,582,031	\$ 13,267,658

MUNICIPAL REVENUES				TAX MIL RATE INFORMATION
Sources for Non-Tax Revenues:	FY18 APPROVED	FY19 APPROVED	FY20 PROPOSED	Annual Budgets, once approved by Council result in fixed amounts of expenses requiring the setting of a mil rate, to be determined in August once any new valuation has been considered.
Dept: 01 GENERAL GOVT	\$ 3,219,825	\$ 3,896,622	\$ 4,188,665	
Dept: 05 PUBLIC SAFETY	\$ 326,665	\$ 360,490	\$ 362,700	
Dept: 10 PUBLIC WORKS	\$ 74,416	\$ 76,104	\$ 74,604	
Dept: 15 SOLID WASTE	\$ 149,625	\$ 60,300	\$ 60,800	
Dept: 20 RECREATION/CULTURE	\$ 502,218	\$ 534,868	\$ 454,283	
	\$ 4,272,749	\$ 4,928,384	\$ 5,141,052	
Percent Increase Annually		13.30%	4.14%	

NOTE: Significant FY20 Municipal Rev % decrease due to changes in Rev Forecasting from prior years

% Total Taxation of Different Fund Allocations:	FY 2018	FY 2019	FY 2020
RSU #22 LOCAL TAXES REQUIRED	54.24%	55.17%	54.72%
MUNICIPAL BUDGET AMOUNT	38.65%	37.58%	38.01%
COUNTY TAXATION AMOUNT	7.11%	7.25%	7.26%
	100%	100%	100%

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 01-01 GENERAL GOVT / ADMINISTRATION								
COMPENSATION								
01-01 SALARIES	354,498	348,706	413,110	368,005	89.1%	441,192	28,082	MGR NOTE: Administrative salaries are increased slightly to reflect a reclassified Assistant Town Manager in FY19. Also includes select merit increases, a 2.8% Equity COLA proposed to match Union employees for equity across the organization.
01-05 WAGES Part-Time/Seasonal Staff						4,000	4,000	Moved from GIS (Scanner that supported IT). MGR ADJ to cover cost of part-time paid interns in Finance/HR
01-XX OVERTIME						6,500	6,500	New Cost Center to improve Actual OT costs by Department
INSURANCE								
05-01 FICA/MEDI	27,119	27,486	31,803	28,701	90.2%	34,249	2,446	Federal Payroll Contributions for Social Security & Medicare
05-05 MSRS/ICMA-ER	31,622	31,910	37,321	32,892	88.1%	42,715	5,394	Town contributions to Employee Retirement Programs
05-10 WORKER'S COMPENSATION	1,122	989	1,206	736	61.0%	870	(336)	Federally Required Insurance Premium (Carrier is MMA)
05-15 HEALTH	51,589	66,512	79,677	57,933	72.7%	90,204	10,527	Employee Health Insurance (Town Share) - 10% increase estimated by MEHT
05-20 LIFE	675	669	675	716	106.1%	798	123	Town contribution averages \$9.50 / employee / month
05-25 DENTAL	618	538	600	475	79.2%	900	300	Town contribution is 150 / employee / year
05-45 PROPERTY/CASUALTY	53,560	50,738	54,899	52,428	95.5%	54,001	(898)	Required Insurance MMA Premium - (Town-wide, move to Non-Department Utilities in FY21)
SUPPLIES								
10-01 OFFICE	6,200	6,313	6,200	7,279	117.4%	6,200	-	Cost Center overspent in FY19 due to one-time new employee equipment for new employees. Manager Adjusted for CED capture of some expenses - but level funding from FY19 for new staffing and office setup
10-01 VITAL RECORDS RESTORATION			3,628			4,405	777	Cost Center Moved from Dissolved Reserve Account for Vital Records and Amount Adj by Town Clerk, at Council Workshop on 5-29-19
10-05 POSTAGE/SHIPPING	6,000	5,070	6,000	5,398	90.0%	8,000	2,000	Increase due to deleting tax coll cost center 2,600 postage machine rental
10-10 GENERAL EXP	220	53	225	-	0.0%	225	-	Annual report costs
10-22 MANAGERS EXPENSE	300	279	300	375	125.0%	300	-	No Change
UTILITIES								
15-01 TELEPHONE	2,772	3,075	2,775	2,991	107.8%	-	(2,775)	Moved to Utilities
MAINTENANCE/REPAIRS								
20-01 EQUIPMENT REPLACEMENT	500	580	500	536	107.2%	1,000	500	MGR NOTE: Office furniture and equipment for new employees (Cost Center now overspent in FY19)
20-05 EQUIPMENT MAINTENANCE	600	709	600	456	76.0%	600	-	Shredding on site monthly fee
PROFESSIONAL SERVICES								
30-01 ADVERTISING	3,700	4,507	3,900	2,125	54.5%	4,000	100	Newspaper cost increase for Legal Notices
30-10 AUDIT	12,000	12,000	12,000	8,563	71.4%	12,000	-	Intend to retain current Auditor - James W. Wadman
30-15 COMPUTER SERVICE	9,264	9,217	9,264	9,264			(9,264)	Moved to Information Technology - to consolidate all IT Asset and Expenses
30-30 EXTERNAL PRINTING	-	-	-	-		1,440	1,440	Tax billing moved from tax collector department
30-40 LIENS/TRANSFERS	-	-	-	-		4,500	4,500	Moved from tax collector department
30-60 DUES	2,100	948	2,100	1,689	80.4%	2,200	100	Memberships/dues to ICMA, subscriptions, Affiliate group memberships, adding 4 new membership dues
30-80 TRAINING/TRAVEL	4,200	4,089	4,200	5,912	140.8%	6,000	1,800	Increased due to new staff needing training & increased travel expenses / Additional \$1,800 Request for Admin Total per Request of Asst Town Mgr at Council Work Session
LEGAL								
35-01 LEGAL	17,000	18,990	24,000	9,466	39.4%	18,000	(6,000)	Maintaining increased funding (relative to FY18) until pending Dolan litigation is resolved
TOTAL ADMINISTRATION	585,659	593,377	694,983	595,940	85.7%	744,299	49,316	Increase results from combining more functions into Administration and small adjustments necessary for select merit increases and Equity COLA for Non-Union staff

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 01-02 GENERAL GOVT / INFORMATION TECHNOLOGY - GIS MOVED TO C.E.D.							Town Employee Direct Costs Eliminated	
COMPENSATION								
01-05 WAGES	53,846	53,324	54,329	49,616	91.3%	-	(54,329)	Contracted support captured below.
INSURANCE								
05-01 FICA/MEDI	4,119	3,920	4,156	3,772	90.8%	-	(4,156)	
05-05 MSRS/ICMA-ER	4,419	4,333	4,377	3,959	90.5%	-	(4,377)	
05-10 WORKER'S COMPENSATION	204	180	219	134	61.2%	-	(219)	
05-15 HEALTH	8,788	10,522	9,253	7,601	82.1%	-	(9,253)	
05-20 LIFE	114	113	-	104		-	-	
05-25 DENTAL	155	150	150	125	83.3%	-	(150)	
SUPPLIES								
10-01 OFFICE	1,000	994	1,000	976	97.6%	1,000	-	
OPERATIONS / MAINTENANCE & REPAIRS								
20-01 EQUIPMENT REPLACEMENT	13,500	13,670	13,500	10,889	80.7%	11,500	(2,000)	Replacement peripherals, workstations, servers and related hardware
20-05 EQUIPMENT MAINTENANCE/SOFTWARE	13,500	12,371	15,000	14,088	93.9%	16,000	1,000	MS Office 365 Licenses & Subscription Software Packages for General Government (not Trio, captured below) (Adobe, Arc GIS, Misc Open Source programs)
20-10 EQUIP SERVICE CONTRACTS/LICENSES	15,000	16,190	15,000	14,785	98.6%	17,525	2,525	Lease Program for Copiers, certain computers, and service/supplies for leased items in Town Office, Public Safety, Library and Public Works
PROFESSIONAL SERVICES								
30-15 COMPUTER SERVICE			-	-		-	-	Moved from Administration - Harris - Trio Software Licensing - Moved to Non-Dept Utilities for Town-wide cost capture
30-20 CONTRACTED SUPPORT SERVICES						12,000	12,000	MGR NOTE: Contracted support for Workstations, Servers, Network Security and Service Calls (Oak Leaf Consultant Estimate, and basis of initial contractual Agreement, with eventual formal RFQ process to occur in FY21)
30-60 DUES	300	0	300	199	66.3%	-	(300)	Moved to CED
30-80 TRAINING/TRAVEL	1,250	261	900	577	64.1%	-	(900)	Moved to CED
TOTAL INFORMATION TECH - GIS MOVED to CED	116,195	116,028	118,184	106,825	90.4%	58,025	(60,159)	Contracted Services and moving Software costs to Town-wide Utilities Cost Center - Reduces Overall Costs

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 01-03 GENERAL GOVT / COMMUNICATIONS - MOVED (Cost Center Eliminated)							Town Employee Direct Costs Eliminated	
COMPENSATION								
01-05 WAGES	6,749	6,437	6,800	773	11.4%	-	(6,800)	Part-time Video support moved to Town Council
INSURANCE								
05-01 FICA/MEDI	372	113	520	59	11.3%	-	(520)	Moved to Town Council
05-10 WORKER'S COMPENSATION	51	45	55	34	61.8%	-	(55)	Moved to Town Council
SUPPLIES								
10-01 OFFICE	500	355	500	205	41.0%	-	(500)	Moved to Town Council
UTILITIES								
15-01 TELEPHONE	9,755	9,635	7,200	5,342	74.2%	-	(7,200)	Moved to Utilities
SPECIAL EVENTS								
16-01 SPECIAL EVENTS	500	15	250	236	94.4%	-	(250)	Moved to C.E.D.
PROFESSIONAL SERVICES								
30-30 EXTERNAL PRINTING	6,304	7,599	7,000	6,599	94.3%	-	(7,000)	Moved to C.E.D.
TOTAL COMMUNICATIONS	24,231	24,200	22,325	13,248	59.3%	-	(22,325)	Expenses Captured in Other Departments, primarily Community & Economic Development

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1		
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$		
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes	
Dept/Div: 01-05 GENERAL GOVT / TOWN COUNCIL									
COMPENSATION									
01-05 WAGES	18,060	8,310	18,060	10,560	58.5%	23,570	5,510		
INSURANCE									
05-01 FICA/MEDI	1,382	981	1,382	808	58.5%	1,804	422	Federal Payroll Contributions for Social Security & Medicare	
05-10 WORKER'S COMPENSATION	66	58	71	43	60.6%	168	97	Required Insurance Premium Per MMA	
SUPPLIES									
10-10 GENERAL EXP	2,600	1,734	2,395	1,842	76.9%	2,000	(395)	Reduced due to IT and Admin support coverage	
PROFESSIONAL SERVICES									
30-60 DUES	8,200	8,306	8,400	8,472	100.9%	8,700	300	MMA and BACTS	
TOTAL TOWN COUNCIL	30,308	19,389	30,308	21,725	71.7%	36,242	5,934	Increase primarily results from staff support for Audio/Visual Support of meetings now captured in this Cost Center	

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 01-10 GENERAL GOVT / MUNICIPAL BUILDING								
SUPPLIES						YTD Reconciled to May 2019		
10-01 OFFICE	1,400	849	1,400	1,450	103.6%	1,650	250	Paper towels, bath tissue, soap, cleaning supplies, pens, paper, hardware supplies, batteries, pails, LEDs, conduit, Misc smalls for maintenance and normal use
UTILITIES								
15-01 TELEPHONE	840	752	840	750	89.3%	840	-	Dedicated phone line - OSHA Requirement for the elevator
15-05 ELECTRICITY	51,451	52,769	51,451	36,184	70.3%	51,451	-	Avg. 3,800.00 month unitl an 11.4% increase from Emera takes effect
15-10 FUEL	15,575	17,332	23,603	27,256	115.5%	28,466	4,863	Avg. of 12,000 gallons a year, at 2.8466 per gallon plus 15% increase (market)
15-15 WATER	3,900	3,896	4,797	5,173	107.8%	6,200	1,403	Avg. 517.00 month
15-20 SEWER	1,686	1,049	1,400	1,392	99.4%	1,900	500	Adjusted for Current Use Increase + Rate Increase - but will likely need to adjust again mid-year
MAINTENANCE/REPAIRS								
20-10 EQUIPMENT SERVICE CONTRACTS	5,713	3,997	7,152	2,439	34.1%	31,975	24,823	Stanley Elevator, National Elevator, postage meter, Maine Fire Protection inspection, pest control, cleaning services, sprinkler inspection, office renovation plans (NOTE, increased \$125.00 on 5-15-19, with notice from Stanley about increased inspection fee, effective 6-1-2019)
20-35 BUILDING MAINTENANCE	23,014	23,869	28,760	29,557	102.8%	34,358	5,598	Flush PD catch basin, ceiling tile, floor tile repair, lighting, electrical, HVAC service calls, boiler repair, condenser, office patching and painting, electrical lighting over doors, new area rugs, etc..... Also includes funding for exterior signs, electrical lighting for exterior signs. Includes generator maint., garage overhead door maint., and elevator repair (\$18K for Vinyl Siding Moved by Council to Reserves on 5-29-19)
TOTAL MUNI BUILDING	103,579	104,512	119,403	104,201	87.3%	156,840	37,437	Changes reflect Council Changes at various workshops

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 01-15 GENERAL GOVT / TAX COLLECTOR - MOVED TO ADMINISTRATION								
PROFESSIONAL SERVICES								
30-15 COMPUTER SERVICE	3,432	3,376	3,850	3,526	91.6%		(3,850)	MGR NOTE: Prior Expenses moved to the above Administration Cost Center
30-40 LIENS/TRANSFERS	4,500	3,711	4,500	3,953	87.8%		(4,500)	MGR NOTE: Prior Expenses moved to the above Administration Cost Center
TOTAL TAX COLLECTOR	7,932	7,087	8,350	7,479	89.6%	-	(8,350)	Moved to Administration

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 01-20 GENERAL GOVT / ELECTIONS								
COMPENSATION YTD Reconciled to May 2019								
01-05 WAGES	3,200	2,017	3,375	2,468	73.1%	4,000	625	Avg. last 3 election wages plus State-mandated Increase to Minimum Wage
SUPPLIES								
10-01 OFFICE	250	228	300	333	111.0%	350	50	Voter reg cards, absentee ballot envelopes, misc.
10-05 POSTAGE/SHIPPING	200	200	600	314	52.3%	600	-	Based on the increased amount of absentee ballots being mailed
10-10 GENERAL EXP	2,079	2,085	2,079	1,974	94.9%	400	(1,679)	Food for election workers, two elections, two meals, water, etc. Tabulator lease was paid off.
10-20 SUPPLIES/MATERIALS	5,375	5,400	3,240	2,427	74.9%	5,940	2,700	Coding 5 tabulators, ballot layout, design & printing, thumb drives, shipping. Possible referendum
MAINTENANCE/REPAIRS								
20-01 EQUIPMENT REPLACEMENT	-	-	350	205	58.6%	500	150	Ink/toner/supplies for elections printer
PROFESSIONAL SERVICES								
30-01 ADVERTISING	380	318	300	310	103.3%	300	-	Election ads
TOTAL ELECTIONS	11,484	10,249	10,244	8,031	78.4%	12,090	1,846	Increased to cover the coding of tabulators & supplies/equipment

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 01-25 GEN GOVT / ASSESSOR/PLANNING/CODE ENFORCEMENT --- Moved CEO Admin to Public Safety. Moved Assessing & Planning to CED (Cost Center Elim)								
COMPENSATION								
01-01 SALARIES	190,680	185,166	197,867	172,450	87.2%	-	(197,867)	Distributed all Staff and related expenses to other departments as noted.
01-25 VEHICLE EXPENSES	2,250	1,075	2,250	561	24.9%	-	(2,250)	
INSURANCE								
05-01 FICA/MEDI	14,587	13,602	15,137	12,798	84.5%	-	(15,137)	
05-05 MSRS/ICMA-ER	16,970	16,041	17,610	15,088	85.7%	-	(17,610)	
05-10 WORKER'S COMPENSATION	1,740	1,534	1,870	1,142	61.1%	-	(1,870)	
05-15 HEALTH	34,012	33,302	35,812	26,478	73.9%	-	(35,812)	
05-20 LIFE	342	311	342	311	90.9%	-	(342)	
05-25 DENTAL	464	478	450	350	77.8%	-	(450)	
SUPPLIES								
10-01 OFFICE	2,750	2,793	3,000	2,214	73.8%	-	(3,000)	
10-05 POSTAGE/SHIPPING	1,850	1,426	1,850	531	28.7%	-	(1,850)	
10-15 BOOKS/PUBLICATIONS	1,600	1,014	1,600	794	49.6%	-	(1,600)	
UTILITIES								
15-01 TELEPHONE	1,200	1,200	1,200	800	66.7%	-	(1,200)	
MAINTENANCE/REPAIRS								
20-01 EQUIPMENT REPLACEMENT	5,699	5,394	6,200	5,587	90.1%	-	(6,200)	
PROFESSIONAL SERVICES								
30-60 DUES	1,273	883	1,500	1,382	92.1%	-	(1,500)	
30-80 TRAINING/TRAVEL	3,370	2,632	3,600	932	25.9%	-	(3,600)	
30-85 ZONING	3,200	2,291	3,200	119	3.7%	-	(3,200)	
LEGAL								
35-01 LEGAL	3,500	3,500	5,500	3,132	56.9%	-	(5,500)	
TOTAL ASSESSING/PLANNING/CEO	285,487	272,642	298,988	244,669	81.8%	(298,988)	N/A	All Staff and Expenses Captured in Other Departments, primarily Community & Economic Development

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 01-30 GENERAL GOVT / COMMUNITY & ECONOMIC DEVELOPMENT (CED) [Restoring this Cost Center]								
COMPENSATION								
01-01 SALARIES Full-time Professional Staff						321,680	321,680	Proposed new full-time Community & Economic Development Director and all former L&BS Division staff: Assessor, Planner, GIS Tech, Admin Asst salaries are included in this line.
01-05 WAGES Pro-Rated Professional Staff						-	-	20% Participation of TIF-Eligible TM and Cap Proj Mgr Eliminated per direction of Council - 5/9/19
01-XX OVERTIME								New Cost Center to improve Actual OT costs by Department (Oversight and not budgeted for new CED in FY20, so costs will be monitored and accounted for mid-year from Reserves)
01-25 VEHICLE EXPENSES						5,500	5,500	Economic Development Travel/Training, plus Assessing (2,000) Field Analysis
INSURANCE								
05-01 FICA/MEDI						24,609	24,609	Federal Payroll Contributions for Social Security & Medicare
05-05 MSRS/ICMA-ER						29,324	29,324	Town contributions to Employee Retirement Programs
05-10 WORKER'S COMPENSATION						1,512	1,512	Federally Required Insurance Premium (Carrier is MMA)
05-15 HEALTH						66,737	66,737	Employee Health Insurance (Town Share) - 10% increase estimated by MEHT
05-20 LIFE						524	524	Town contribution averages \$9.50 / employee / month
05-25 DENTAL						450	450	Town contribution is 150 / employee / year
SUPPLIES								
10-01 OFFICE						4,000	4,000	2000 for Assessing, 1000 for GIS, 1000 for Planning and ED
10-05 POSTAGE/SHIPPING						1,850	1,850	800 for Assessing, 1000 for Planning and ED, 50 for GIS
10-15 BOOKS/PUBLICATIONS						3,000	3,000	1600 for Assessing, 500 Planning, 900 for CED
UTILITIES - MOVED TO NON-DEPT UTILITIES								
SPECIAL EVENTS								
16-01 SPECIAL EVENTS						2,500	2,500	Moved from Communications to provide additional funds for business and community development events - Reduced by Council on 5-7-19
MAINTENANCE/REPAIRS								
20-01 EQUIPMENT REPLACEMENT						6,440	6,440	200 Assessing, 2900 CAI, 850 Pathfinder Office, 590 TerraSync GPS, 1900 ESRI
20-05 EQUIPMENT MAINTENANCE/SOFTWARE						6,800	6,800	AutoCAD Software & Hardware Setup for Capital Project Development (Reduced \$1,000 by Mgr)
PROFESSIONAL SERVICES								
30-01 ADVERTISING & MARKETING						15,000	15,000	Increased by Council for Marketing Campaign
30-30 EXTERNAL PRINTING						9,000	9,000	Moved from Communications and increased to publish quarterly Hampden Highlights
30-60 DUES						2,025	2,025	700 for Assessing, 525 for Planning, 300 for GIS, 500 for CED Director
30-80 TRAINING/TRAVEL						7,500	7,500	3950 for Assessing 300 Jess, 633 for Planning, 1200 for GIS, 834 for ED K255
30-85 ZONING						2,000	2,000	Planning - 3 Sets of Legal Notifications
LEGAL								
35-01 LEGAL						7,500	7,500	Includes the Legal line from Assessing, Planning, Code and adds funds for CED TIF Counsel (reimbursed from TIF Districts)
TOTAL COMMUNITY & ECONOMIC DEVELOPMENT	-	-	-	-	N/A	517,951	517,951	Includes full funding of 2 new positions, including a new Director (and the FY19 Administrative position to replace Danielle - when the Admin position was moved to Public Safety); plus Planner, Assessor, GIS Tech at 100%.
TOTAL GENERAL GOVERNMENT	1,164,875	1,147,484	1,302,785	1,102,118	84.6%	1,525,447	222,662	Increases due to two new positions, merit increases, Equity COLA, new equipment and software, and new Economic Development Program Activities associated with proactive commercial/community development

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 05-01 PUBLIC SAFETY / POLICE								
COMPENSATION								
01-01 SALARIES FTE Exempt	724,635	693,383	749,991	676,929	90.3%	735,660	N/A	CHANGE FROM PRIOR DRAFT - Former PSD Req Incorrectly Entered & Overall cumulative salaries increase for Reclassification of positions, Raises per contract, and increase in Overtime/Part-time wages. Other Adj Made due to Promotions and Selection of Certified Officer to replace retiring PSD - Reduced from \$824,010 with removal of new police officer
01-05 WAGES Part-Time/Seasonal Staff						30,000	30,000	Separation of PT & OT from previously aggregated compensation totals AND, REDUCED this line by 4,400 after discussions with PSD and review of current trends
01-XX OVERTIME FTE OT						58,350	58,350	Based upon current FY19 costs of more than \$ 60K, MGR doesn't recommend a change
01-15 CLOTHING ALLOWANCE	5,000	3,255	5,000	3,187	63.7%	4,000	(1,000)	Reduced \$ 1,000 by Council
INSURANCE								
05-01 FICA/MEDI	55,435	52,408	57,374	50,440	87.9%	63,037	5,663	Federal Payroll Contributions for Social Security & Medicare
05-05 MSRS/ICMA-ER	87,833	91,918	86,793	87,057	100.3%	95,373	8,580	Town contributions to Employee Retirement Programs
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT						20,264	20,264	Not properly budgeted for in FY18 or FY19 - Post Retirement Benefit for Longevity Employees
05-10 WORKER'S COMPENSATION	14,281	12,586	15,344	9,369	61.1%	15,920	576	Federally Required Insurance Premium (Carrier is MMA)
05-15 HEALTH	133,783	130,028	141,528	114,110	80.6%	136,594	(4,934)	Employee Health Insurance (Town Share) - 10% increase estimated by MEHT
05-20 LIFE	1,140	1,112	1,140	1,036	90.9%	1,140	-	Town contribution averages \$9.50 / employee / month
05-25 DENTAL	1,082	900	900	750	83.3%	900	-	Town contribution is 150 / employee / year
Gross Salary & Benefits Information - Sub-total included in Departmental Totals:	1,018,189	982,333	1,053,070			1,157,238	104,168	Gross Wages Illustrate Differences Year-to-Year
SUPPLIES								
10-20 SUPPLIES/MATERIALS	8,000	4,691	8,000	4,655	58.2%	5,000	(3,000)	Reduced \$ 3,000 by Council
10-25 FUEL/GAS/OIL/LUBE	18,000	17,978	18,000	15,851	88.1%	20,000	2,000	Fuel Cost Increases
UTILITIES								
15-01 TELEPHONE	4,000	3,238	4,000	3,657	91.4%	-	(4,000)	Moved to Utilities
MAINTENANCE/REPAIRS								
20-01 EQUIP.REPLAC.	1,365	1,190	-	(996)		600	600	PSD requested \$ 2,400 for 3 new radios and 1 rifle sight / MGR ADJ - deleted Radios pending a grant request
20-05 EQUIP.MAINT.	1,000	413	1,000		0.0%	500	(500)	Reduced \$ 500 by Council
20-20 COMM.MAINT.	1,500	312	1,500	42	2.8%	500	(1,000)	Reduced \$ 500 by Council
20-25 VEHICLE MAINTENANCE	16,000	19,724	16,000	12,009	75.1%	16,000	-	Reduced \$ 2,000 by MGR - due to 2 Newer Vehicles in Fleet going into FY20
PROFESSIONAL SERVICES								
30-50 ANIMAL CONTROL	12,000	11,443	12,000	7,016	58.5%	12,000	-	Contract Services for Shelter - Pet Care
30-XX PURCHASE CERTIFIED OFFICER						16,000	16,000	ADDED ON 5-31-19 - Purchase of a Certified Police Officer from another Town/City typically costs as much as \$40,000; however, we have the opportunity to fill Chief Rogers vacancy with a Cert Res Ofc already working in Hampden for \$16,000
30-80 TRAINING/TRAVEL	8,000	4,209	8,000	6,420	80.3%	8,000	-	No Change Recommended
TOTAL POLICE	1,093,054	1,048,786	1,126,570	991,532	88.0%	1,239,838	113,268	Final Dept Increase reflects the additional staff for Code Enforcement Administration; and the additional RHSA amount not correctly budgeted in prior years - Dept Req for additional sworn police officer removed by Manager

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 05-05 PUBLIC SAFETY / FIRE DEPT.								
COMPENSATION								
01-01 SALARIES FTE Exempt	706,496	660,513	740,156	695,197	93.9%	759,629	N/A	Increase for Reclassification of positions, per contract & New Deputy Chief to be Added - Reduced from \$802,124 with removal of new FF/Paramedic
01-XX OVERTIME FTE OT						65,130	65,130	Overtime broken-out to illustrate costs & based upon current FY19 costs of more than \$100K, MGR doesn't recommend a change
01-10 CALL WAGES	12,000	19,258	12,000	12,732	106.1%	20,000	8,000	MGR ADJ RESTORED Call Wages (\$5k) following a meeting with new PSD
01-15 CLOTHING ALLOWANCE	4,000	4,259	7,200	2,848	39.6%	7,200	-	Increased Per Union Contract Approved by Council in 2018
INSURANCE								
05-01 FICA/MEDI	54,047	49,770	56,622	51,096	90.2%	64,625	8,003	Federal Payroll Contributions for Social Security & Medicare
05-05 MSRS/ICMA-ER	92,760	86,488	89,163	88,456	99.2%	104,009	14,846	Town contributions to Employee Retirement Programs
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT						7,788	7,788	Not properly budgeted for in FY18 or FY19 - Post Retirement Benefit for Longevity Employees
05-10 WORKER'S COMPENSATION	32,643	28,767	35,072	21,415	61.1%	36,249	1,177	Federally Required Insurance Premium (Carrier is MMA)
05-15 HEALTH	157,852	159,966	158,152	146,883	92.9%	195,071	36,919	Employee Health Insurance (Town Share) - 10% increase estimated by MEHT [Additional Cost increased due to 3 moves from Single to Family coverages]
05-20 LIFE	1,140	1,225	1,140	1,140	100.0%	1,140	-	Town contribution averages \$9.50 / employee / month
05-25 DENTAL	927	825	900	688	76.4%	900	-	Town contribution is 150 / employee / year
Gross Salary & Benefits Information - Sub-total included in Departmental Totals:	1,057,865	1,006,811	1,093,205			1,254,541	161,336	Gross Wages Illustrate Differences Year-to-Year
SUPPLIES								
10-15 BOOKS/PUBLICATIONS	2,000	1,460	800	-	0.0%	800	-	Level funding
10-20 SUPPLIES/MATERIALS	4,000	4,035	4,000	3,392	84.8%	4,000	-	Level funding
10-25 FUEL/GAS/OIL/LUBE	9,000	8,227	9,000	8,225	91.4%	9,000	-	Level funding
10-30 EMS SUPPLIES	13,000	14,357	13,000	13,593	104.6%	15,000	2,000	Increased by Council - at Request of New PSD by 2,000
UTILITIES								
15-01 TELEPHONE	2,800	3,143	3,200	1,923	60.1%	-	(3,200)	Moved to Utilities
MAINTENANCE/REPAIRS								
20-01 EQUIPMENT REPLACEMENT	1,500	2,575	4,944	3,879	78.5%	11,000	6,056	Increased for Positive Pressure Fan (\$3,000) RIT Pack (\$4,000) make up the difference
20-05 EQUIP.MAINT.	5,000	6,854	7,000	8,267	118.1%	9,000	2,000	Increased due to current expense trends
20-20 COMM.MAINT.	2,000	621	1,500	620	41.3%	1,500	-	Radio & Communications Equipment Maintenance
20-25 VEHICLE MAINTENANCE	13,000	12,740	13,000	7,424	57.1%	15,000	2,000	Engine 272 requires major repair of CAF Compressor (Fire LT)
20-40 STATION #1 - BUILDING CLEANING SUPPLIES	4,800	5,717	6,000	3,217	53.6%	6,000	-	Fire Union cleans the Public Safety Building and Apparatus Bays
EQUIPMENT								
25-01 ALS	2,000	996	2,000	-	0.0%	-	(2,000)	Items captured elsewhere
25-05 SAFETY	6,000	9,321	6,000	8,771	146.2%	9,000	3,000	Increase in Safety Personal Protective Equipment / Restored 3,000 - PSD Request at Council Workshop 5-29-19
PROFESSIONAL SERVICES								
30-20 CONTRACTED SERVICES	9,750	7,156	9,750	5,289	54.2%	9,750	-	Level funding
30-37 LICENSE FEES	1,500	-	1,500	380	25.3%	1,500	-	Level funding
30-55 FIRE PREVENTION EDUCATION	500	-	500	-	0.0%	1,500	1,000	Increased by PSD for a New Knox Box Program for Seniors
30-80 TRAINING/TRAVEL	8,500	8,111	8,500	5,779	68.0%	8,000	(500)	MGR ADJ - reduced due to previous and current Fiscal Year trends
TOTAL FIRE / EMS / CODE ENFORCEMENT	1,147,215	1,096,383	1,191,099	1,091,214	91.6%	1,362,791	171,692	Increase reflects Union-Mandated Contract Changes in wages and benefits and Added Deputy Fire Chief Position to replace a current supervisory Lt.

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 05-10 PUBLIC SAFETY / PUBLIC SAFETY								
COMPENSATION								
01-01 SALARIES	134,122	133,826	138,329	164,277	118.8%	192,757	54,428	Public Safety Director & Admin Support for Public Safety and transferred Position from Land-Building Services for Code Enforcement/Building Services Administration within Public Safety
INSURANCE								
05-01 FICA/MEDI	10,260	10,142	10,582	12,287	116.1%	14,746	4,164	Federal Payroll Contributions for Social Security & Medicare
05-05 MSRS/ICMA-ER	15,705	15,688	12,691	20,452	161.2%	19,152	6,461	Town contributions to Employee Retirement Programs
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT						3,194	3,194	Not properly budgeted for in FY18 or FY19 - Post Retirement Benefit for Longevity Employees
05-10 WORKER'S COMPENSATION	1,836	1,618	1,973	1,205	61.1%	2,108	135	Federally Required Insurance Premium (Carrier is MMA)
05-15 HEALTH	25,224	24,698	26,559	21,816	82.1%	48,782	22,223	Employee Health Insurance (Town Share) - 10% increase estimated by MEHT [Additional increase due to new PSD having family plan]
05-20 LIFE	227	226	227	178	78.4%	342	115	Town contribution averages \$9.50 / employee / month
05-25 DENTAL	309	150	150	125	83.3%	300	150	Town contribution is 150 / employee / year
SUPPLIES								
10-01 OFFICE	3,300	1,973	3,930	1,735	44.1%	3,000	(930)	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-05 POSTAGE/SHIPPING	800	397	800	340	42.5%	500	(300)	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-30 EMS SUPPLIES	3,000	989	2,500	2,205	88.2%	2,000	(500)	MGR ADJ - reduced due to previous and current Fiscal Year trends
MAINTENANCE/REPAIRS								
20-01 EQUIPMENT REPLACEMENT	800	755	300	-	0.0%	300	-	
EQUIPMENT								
25-10 RENTAL	1,200	2,702	1,200	1,369	114.1%	1,200	-	
PROFESSIONAL SERVICES								
30-65 RECRUITMENT EXPENSES	4,000	4,101	5,000	313	6.3%	3,000	(2,000)	Council ADJ - Increased by 2,000 per Discussion on 5/14
30-80 TRAINING/TRAVEL	2,000	2,582	2,000	1,423	71.2%	2,000	-	Routine Training & Travel Costs
PUBLIC SAFETY ADMINISTRATION	202,783	199,847	206,241	227,725	110.4%	293,381	87,140	Increase due to salary and benefit increases and additional administrative support (newly transferred position) for Code Enforcement
TOTAL PUBLIC SAFETY	2,443,052	2,345,016	2,523,910	2,310,471	91.5%	2,896,010	372,100	Overall increase due primarily to salary and benefit costs associated with Union Contract terms and the reclassification of supervisors for each division with the restructuring that adds two deputy director positions

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div: 06-06 NON DEPARTMENT UTILITIES								
INSURANCE								
05-15 HEALTH	81,500	81,500	81,500	68,120	83.6%	81,500	-	HRA through Med-a-Vision; employer fund for reimbursement of eligible cost - per Finance/HR research
UTILITIES								
15-05 ELECTRICITY	60,104	63,449	60,104	45,141	75.1%	66,690	6,586	11.3% increase per letter from EMERA
15-01 TELEPHONE						18,190	18,190	Otelco, TDS, Verizon, Time Warner for municipal complex
MAINTENANCE/REPAIRS								
20-30 STREET LIGHT MAINTENANCE	2,306	2,902	2,306	2,181	94.6%	2,500	194	Per DPW Director after discussions with Emera
PROFESSIONAL SERVICES								
30-15 COMPUTER SERVICE						23,545	23,545	18,325 Trio software for all departments except sewer, 1,920 Annual GovOffice & Domain, 3,300 Town Hall Streams for Website broadcast of public meetings
30-35 HYDRANT RENT	414,362	414,361	505,522	502,815	99.5%	500,000	(5,522)	Estimated - based on Hampden Water District Information - Cost mandated by State PUC
TOTAL NON-DEPARTMENT UTILITIES	558,272	562,212	649,432	618,257	95.2%	692,425	42,993	MGR NOTE: Increase due to both consolidation of other Cost Centers and increased utility/energy costs

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 10-01 PUBLIC WORKS / HIGHWAY								
COMPENSATION								
01-01 SALARIES	555,480	533,721	567,741	499,286	87.9%	575,209	7,468	Current Full-time staff, with the addition of a new Capital Projects Manager per Council on 5-29-19
01-XX OVERTIME FTE OT						65,000	65,000	Overtime broken-out to illustrate costs / MGR ADJ reduces this Cost Center based upon year-to-date analysis and assumes more efficient operations with oversight increased with the addition of a Capital Projects Manager position that allows more supervisory time from the DPW Director
01-15 CLOTHING ALLOWANCE	8,450	5,890	7,575	5,751	75.9%	6,200	(1,375)	MGR ADJ - reduced due to previous and current Fiscal Year trends
01-25 VEHICLE EXPENSES	2,200	670	1,200	258	21.5%	1,155	(45)	Routine - RegionalTravel Costs
INSURANCE								
05-01 FICA/MEDI	42,494	39,297	43,432	36,276	83.5%	48,976	5,544	Federal Payroll Contributions for Social Security & Medicare
05-05 MSRS/ICMA-ER	47,404	50,146	49,453	46,926	94.9%	56,913	7,460	Town contributions to Employee Retirement Programs
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT						3,276	3,276	Not properly budget for in FY18 or FY19 - Post Retirement Benefit for Longevity Employees
05-10 WORKER'S COMPENSATION	35,704	31,464	38,360	23,423	61.1%	23,211	(15,149)	Federally Required Insurance Premium (Carrier is MMA)
05-15 HEALTH	127,760	138,554	138,611	121,950	88.0%	175,447	36,836	Employee Health Insurance (Town Share) - 10% increase estimated by MEHT
05-20 LIFE	1,200	1,072	1,200	1,019	84.9%	1,254	54	Town contribution averages \$9.50 / employee / month
05-25 DENTAL	927	875	900	763	84.8%	1,050	150	Town contribution is 150 / employee / year
SUPPLIES								
10-01 OFFICE	700	769	1,300	443	34.1%	1,200	(100)	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-05 POSTAGE/SHIPPING	2,000	305	500	1,821	364.2%	300	(200)	Reduced due to Mail Machine Discount
10-15 BOOKS/PUBLICATIONS	500	-	500	8	1.6%	500	-	Level funding
10-17 TREE PLANT/REMOVAL	3,500	8,225	7,500	1,300	17.3%	5,000	(2,500)	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-20 SUPPLIES/MATERIALS	3,400	4,015	5,200	4,668	89.8%	5,000	(200)	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-25 FUEL/GAS/OIL/LUBE	51,675	51,433	64,233	59,049	91.9%	65,300	1,067	Increased \$ 1,067 on advice of Council
10-40 SALT	88,200	111,647	90,000	129,061	143.4%	102,000	12,000	MGR NOTE: Leaving as Requested, due to changing nature of the Winter Storm Season and Types of Precipitation
10-50 TAR PATCHING	8,000	6,129	6,000	7,244	120.7%	6,000	-	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-55 STREET SIGNS	3,500	3,720	3,100	1,968	63.5%	5,925	2,825	Increased due to new portable sign trailer to accommodate new Radar Sign from MDOT
10-60 CALCIUM CHLORIDE	2,000	1,791	2,000	1,176	58.8%	2,000	-	New Weather Conditions Warrant No Reduction to the Requested Amount
10-65 STEEL PLOWS	22,500	14,204	19,000	12,864	67.7%	17,500	(1,500)	Replacement Parts for existing plows
10-70 RESURFACING ROADS	608,676	550,053	364,100	355,995	97.8%	384,100	20,000	Road Conditions Warrant No Reduction to the Requested Amount
UTILITIES								
15-01 TELEPHONE	9,160	8,813	9,380	7,940	84.6%	7,660	(1,720)	Phone and internet moved to Utilities balance is for GPS

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
MAINTENANCE/REPAIRS								
20-01 EQUIPMENT REPLACEMENT	103,479	103,479	135,160	140,212	103.7%	280,215	145,055	This includes the existing Lease Payments of 140,215 & 150,000 in new equipment, with \$10,000 to Reserve Reimbursement
20-05 EQUIP.MAINT.	65,000	66,286	65,000	56,619	87.1%	65,000	-	Level funding for regular equipment and vehicle maintenance.
20-15 COPIER	300	-	100	-	0.0%	100	-	
20-26 TIRES	12,200	12,109	9,800	7,814	79.7%	9,700	(100)	MGR NOTE: Concur with reduction by Dept Head
20-55 MOWING	2,000	-	2,000	1,064	53.2%	2,000	-	
EQUIPMENT								
25-05 SAFETY	2,950	2,979	4,070	3,904	95.9%	3,440	(630)	Purchase of Monitor for Safety Training in FY19 reduces this line for FY20.
25-10 RENTAL	8,000	7,800	8,700	5,161	59.3%	6,500	(2,200)	MGR ADJ - reduced due to previous and current Fiscal Year trends
PROFESSIONAL SERVICES								
30-01 ADVERTISING	2,800	688	2,800	355	12.7%	1,000	(1,800)	MGR ADJ - reduced due to previous and current Fiscal Year trends
30-20 CONTRACTED SERVICES AND EQUIP	46,800	42,755	66,000	4,432	6.7%	33,245	(32,755)	Original Request of \$73,245 Reduced by \$40,000 with the addition of a Capital Projects Manager (FY19 not fully billed by Consulting Engineer)
30-21 DRUG/ALCOHOL SCREENING	843	786	843	466	55.3%	728	(115)	Funding for Random Testing - Not controlled by the Town
30-75 STREET CONSTRUCTION	-	665	303,000	-	0.0%	20,000	(283,000)	FY19 included Schoolhouse Lane Construction. Also Coldbrook Road Storm drain (\$20k) which may be eligible for Environmental Trust (Stormwater) Funding - Removed Baker Road
30-76 SIDEWALK/STREET PAINTING	13,500	10,705	8,550	3,890	45.5%	13,600	5,050	Council ADJ - Restored for Street Painting every other year, and crosswalks annually
30-80 TRAINING/TRAVEL	5,000	1,345	5,000	5,817	116.3%	7,500	2,500	MGR Adding \$2,500 for Additional Field Work by Cap Proj Mgr
TOTAL HIGHWAY	1,888,302	1,812,389	2,032,308	1,548,923	76.2%	2,003,204	(29,104)	Budget actually drops a total 17.47%, due in part to the \$150,000 captured here instead of Reserve Capital Program, and the \$150,000 budgeted in FY19 for Schoolhouse Lane
Adjusted Highway Costs Illustrated			2,032,308			1,703,204	(329,104)	Additional Information demonstrating actual operating costs, minus the capital equipment included in operations budget in FY19 & FY20

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 10-05 PUBLIC WORKS / GARAGE								
SUPPLIES								
10-10 GENERAL EXP	960	819	960	785	81.8%	960	-	Level funding
10-20 SUPPLIES/MATERIALS	11,000	10,882	14,100	12,553	89.0%	11,425	(2,675)	MGR NOTE: Concur with reduction by Dept Head
10-25 FUEL/GAS/OIL/LUBE	1,650	2,083	1,800	1,795	99.7%	1,800	-	Shop-related fluids
UTILITIES								
15-05 ELECTRICITY	5,900	4,703	5,500	3,652	66.4%	4,800	(700)	MGR ADJ - reduced due to previous and current Fiscal Year trends
15-10 HEATING (PROPANE) FUEL	8,775	5,714	10,150	9,149	90.1%	10,000	(150)	Est. 6,135 gal @1.63 - Reduction benefits from the spray foaming insulation added last year, in spite of anticipating a 15% cost/gal increase.
MAINTENANCE/REPAIRS								
20-05 EQUIP.MAINT.	500	448	1,100	344	31.3%	800	(300)	MGR NOTE: Concur with reduction by Dept Head
20-35 BUILDING MAINTENANCE	21,300	22,852	20,800	15,587	74.9%	18,900	(1,900)	MGR NOTE: Concur with reduction by Dept Head
TOTAL GARAGE	50,085	47,501	54,410	43,865	80.6%	48,685	(5,725)	Slight reduction due to cost-savings by staff

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 10-10 PUBLIC WORKS / STORMWATER								
STORMWATER								
22-01 MAINT/REPAIR	39,815	35,481	11,580	2,229	19.2%	8,020	(3,560)	MGR NOTE: Reduced to reflect historical and current trends
22-05 COMPLIANCE DOCUMENTATION	24,750	21,865	24,500	10,613	43.3%	16,000	(8,500)	MGR NOTE: Reduced \$8,500 with addition of a new Capital Projects Manager Other Compliance may be further reduced in future years and/or charged to Env Trust
22-10 SUPPLIES/GEN'L	1,500	3,839	2,500	1,142	45.7%	2,000	(500)	Misc Field Supplies
22-20 CONTRACTED SERVICES	9,320	9,899	4,080	4,067	99.7%	4,500	420	Basin Cleaning Contractor - Allen's Environmental
PROFESSIONAL SERVICES								
30-80 TRAINING/TRAVEL	2,200	552	1,200	40	3.3%	1,200	-	Required Compliance Certification Training/Travel
TOTAL STORMWATER	77,585	71,636	43,860	18,091	41.2%	31,720	(12,140)	Reduced by Having Internal Compliance Engineering Support
TOTAL PUBLIC WORKS	2,015,972	1,931,526	2,130,578	1,610,879	75.6%	2,083,609	(46,969)	Reminder that \$300,000 is captured here instead of Capital Reserves this year, so actual increase is 6.23%; primarily due to salary increases and increases in solid waste (that will be partially recaptured in new rebates from Coastal Resources / MGR ADJ = increase of only 4.74%
This is the Adjusted DPW Costs, after subtracting (\$300,000) for 6-Yard Truck & Schoolhouse Lane Reimb						1,783,609		Overall Costs have actually been reduced, in spite of the addition of Capital Projects Manager, and completion of Schoolhouse Lane a One-time Large Expenditure

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 15-10 SOLID WASTE / SOLID WASTE								
COMPENSATION								
01-01 SALARIES	66,953	74,992	64,076	82,682	129.0%	70,146	6,070	Two full-time employees, without prior OT added in FY19.
01-05 WAGES Part-Time/Seasonal Staff				-		16,560	16,560	Not budgeted for in FY19 by previous Manager.
01-XX OVERTIME FTE OT						1,000	1,000	New Cost Center to improve Actual OT costs by Department
01-15 CLOTHING ALLOWANCE	1,580	1,244	1,580	1,119	70.8%	1,650	70	
INSURANCE								
05-01 FICA/MEDI	5,122	6,666	4,902	6,244	127.4%	6,710	1,808	Federal Payroll Contributions for Social Security & Medicare
05-05 MSRS/ICMA-ER	6,049	8,919	5,940	7,879	132.6%	6,738	798	Town contributions to Employee Retirement Programs
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT						1,536	1,536	Not properly budgeted for in FY18 or FY19 - Post Retirement Benefit for Longevity Employees
05-10 WORKER'S COMPENSATION	4,080	3,596	4,384	2,677	61.1%	2,352	(2,032)	Federally Required Insurance Premium (Carrier is MMA)
05-15 HEALTH	25,224	17,902	18,506	15,202	82.1%	19,802	1,296	Employee Health Insurance (Town Share) - 10% increase estimated by MEHT
05-20 LIFE	227	236	227	207	91.2%	988	761	Town contribution averages \$9.50 / employee / month
05-25 DENTAL	155	150	150	125	83.3%	150	-	Town contribution is 150 / employee / year
SUPPLIES								
10-20 SUPPLIES/MATERIALS	3,820	3,599	3,820	977	25.6%	3,000	(820)	Yard supplies, signs & Windshield Stickers for Yard Access
UTILITIES								
15-05 ELECTRICITY	2,600	2,335	2,500	1,988	79.5%	2,450	(50)	Utility
MAINTENANCE/REPAIRS								
20-01 EQUIPMENT REPLACEMENT							-	Cost Center retained for future Use, as improvements are made to Transfer Station
20-05 EQUIP.MAINT.							-	Cost Center retained for future Use, as improvements are made to Transfer Station
PROFESSIONAL SERVICES								
30-37 LICENSE FEES	5,704	4,995	6,580	3,769	57.3%	6,000	(580)	MGR ADJ - Reduced to reflect current and historical trends
30-53 SOLID WASTE REMOVAL	255,000	281,455	265,000	222,629	84.0%	250,000	(15,000)	MGR ADJ - Reduced to reflect current and historical trends - AND due to change in delivery practices from PERC to CRM, reduced tipping fees for SSR, and with the likelihood of refunds increasing in FY20
TOTAL SOLID WASTE	376,514	406,090	377,665	345,498	91.5%	389,082	11,417	MGR NOTE: This Cost Center is a High Priority for finding Operational Cost Reductions and Increases to Fees for improved cost recovery. The Town can't afford to operate this facility with the existence of the new Coastal Resources facility and the availability of more economical solid waste disposal options located right here in Town

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 20-01 RECREATION/CULTURE / PARKS & RECREATION ADMINISTRATION								
COMPENSATION								
01-01 SALARIES	127,348	125,261	135,061	126,391	93.6%	144,396	9,335	Level Staffing, with three existing full-time staff each being reclassified for organizational and industry-standard equity & supervisory responsibilities
01-XX OVERTIME						1,500	1,500	Overtime for Non-Exempt staff
INSURANCE								
05-01 FICA/MEDI	9,742	9,269	10,332	9,234	89.4%	11,161	829	Federal Payroll Contributions for Social Security & Medicare
05-05 MSRS/ICMA-ER	11,117	12,816	11,791	12,543	106.4%	12,985	1,194	Town contributions to Employee Retirement Programs
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT			1,950	-		3,257	1,307	Post Retirement Benefit - budgeted correctly in this Department in FY19
05-10 WORKER'S COMPENSATION	2,244	1,978	2,411	1,472	61.1%	5,688	3,277	Federally Required Insurance Premium (Carrier is MMA)
05-15 HEALTH	41,660	32,609	35,812	29,417	82.1%	38,319	2,507	Employee Health Insurance (Town Share) - 10% increase estimated by MEHT
05-20 LIFE	341	330	341	311	91.2%	342	1	Town contribution averages \$9.50 / employee / month
05-25 DENTAL	309	288	300	250	83.3%	300	-	Town contribution is 150 / employee / year
TOTAL PARKS & RECREATION ADMINISTRATION	192,761	182,551	197,998	179,618	90.7%	217,948	19,950	MGR NOTE: Beyond Public Safety, this department is likely to be the most "value-added" group of staff and programs that contribute directly to the quality of life of the Town's citizens and visitors. This increase is mostly a result of my reclassification recommendations.

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 20-05 RECREATION/CULTURE / RECREATION PROGRAMS								
COMPENSATION								
01-05 WAGES Part-Time/Seasonal Staff	117,398	91,792	129,332	95,433	73.8%	77,362	(51,970)	Includes Kid's Kamp, Kid's Korner, Youth Soccer Officials, Softball Umpires and Track / Field part-time staff
INSURANCE								
05-01 FICA/MEDI	8,981	7,326	9,894	7,301	73.8%	5,919	(3,975)	Federal Payroll Contributions for Social Security & Medicare
SUPPLIES								
10-01 OFFICE	1,850	1,440	1,850	1,493	80.7%	1,000	(850)	Includes Misc. Supplies, First Aid, AED, and Sam's Membership, Copier/Toner in IT budget
10-05 POSTAGE/SHIPPING	100	56	100	50	50.0%	100	-	Meter Postage
UTILITIES								
15-01 TELEPHONE	2,556	1,819	2,520	1,741	69.1%	2,300	(220)	USCell-KK, Verizon Office Phone, TDS Internet Package with Phone Bundle
15-05 ELECTRICITY	1,800	1,686	1,500	1,031	68.7%	1,500	-	VFW Tennis, Concession Stand, Press Box, and Ballfield Lights, Concession Stand
PROFESSIONAL SERVICES								
30-01 ADVERTISING	1,600	536	1,600	378	23.6%	1,000	(600)	Constant Contact and Misc. Advertising, using Indeed mostly for PT employee advertising
30-39 DEBIT/CREDIT FEES	5,600	6,266	6,400	6,389	99.8%	6,000	(400)	Annual Software Fee and Credit Card fees, reduced with reduction in KK enrollment
30-80 TRAINING/TRAVEL	2,175	1,833	3,220	465	14.4%	2,175	(1,045)	MRPA Agency Membership, Mileage, Conference/Workshop funding
SPECIAL PROGRAMS								
40-04 ADULT SOFTBALL	770	427	-	-	-	-	-	Former Enterprise Account - Consolidated to Seasonal Activities
40-24 FIELD HOCKEY	163	137	-	-	-	-	-	Former Enterprise Account - Consolidated to Seasonal Activities
40-26 FLAG FOOTBALL	188	-	-	-	-	-	-	Former Enterprise Account - Consolidated to Seasonal Activities
40-26 RUNNING	203	-	-	-	-	-	-	Former Enterprise Account - Consolidated to Seasonal Activities
40-39 SUMMER PROGRAMS	-	-	7,285	9,939	136.4%	8,900	1,615	Track Tees, Fees, Tennis Balls, Volleyball nets, Softball Base, Hydrant Service, Instructor fees Basketball camp and Soccer camp, Softballs
40-41 FALL PROGRAMS	-	-	6,400	7,431	116.1%	3,955	(2,445)	Field Hockey, Football, Soccer Tees, Line Paint, Basketball Clinic and Robotics Instructor fees, Misc. Equipment
40-43 WINTER I PROGRAMS	-	-	5,375	6,149	114.4%	5,900	525	Basketball Tees, Misc. Equipment, Breakaway rim, Ski and Snowboard Instructor fees
40-44 KIDS KAMP	10,070	6,252	9,720	3,400	35.0%	7,820	(1,900)	Staff Tees, Bus Fees, Entrance Fees, Entertainers, Program Equipment, Craft/Program Supplies, Cleaning Supplies
40-45 WINTER II PROGRAMS	-	-	1,529	1,026	67.1%	416	(1,113)	Baseball Clinic Instructor fee, Misc. Equipment
40-46 KIDS KORNER	12,755	4,511	12,450	2,160	17.3%	15,560	3,110	Bussing to Skehan, Program Equipment, Craft/Program Supplies, Cleaning Supplies, Scheduling Software
40-48 LITTLE LEAGUE	250	99	250	136	54.4%	250	-	Sewer at VFW Concession Stand
40-49 SPRING PROGRAMS	-	-	2,559	1,180	46.1%	1,056	(1,503)	Teeball/Baseball Tees, Baseball Clinic Instructor fee, Misc. Equipment
40-54 SENIOR ACTIVITIES	900	900	900	900	100.0%	900	-	Support for a group bus trip for Hampden Seniors Club
40-58 SKIING	2,500	3,375	-	-	-	-	-	Former Enterprise Account - Consolidated to Seasonal Activities
40-58 SNOWMOBILE ACTIVITIES	2,000	2,000	2,000	2,000	100.0%	2,000	-	Support for Goodwill Riders trail maintenance
40-60 SPEC'L EVENT & RENTALS	2,500	1,185	-	-	-	-	-	Former Enterprise Account - Consolidated to Seasonal Activities
40-70 T-BALL	800	837	-	-	-	-	-	Former Enterprise Account - Consolidated to Seasonal Activities
40-76 TRACK/FIELD	2,000	2,308	-	-	-	-	-	Former Enterprise Account - Consolidated to Seasonal Activities
40-80 YOUTH SOCCER	2,300	2,284	-	-	-	-	-	Former Enterprise Account - Consolidated to Seasonal Activities
40-81 FACILITIES MAINTENANCE	13,000	12,924	17,000	9,090	53.5%	12,000	(5,000)	Turf Maintenance at all town ballfields, Misc. Repairs, Western Avenue Recreation Area Field Overseed
TOTAL RECREATION PROGRAMMING	192,459	149,992	221,884	157,692	71.1%	156,113	(65,771)	Reduction due to changes to Kids Korner and the related impacts to other Recreation Programming

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1		
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$		
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes	
Dept/Div.: 20-07 RECREATION/CULTURE / SKEHAN CENTER									
COMPENSATION									
01-05 WAGES Part-Time/Seasonal Staff	34,640	17,670	37,740	15,384	40.8%	37,080	(660)	2-Program Staff at Skehan/Building Supervisor,4- Basketball support staff	
INSURANCE									
05-01 FICA/MEDI	2,650	1,402	2,887	1,177	40.8%	2,837	(50)	Federal Payroll Contributions for Social Security & Medicare	
SUPPLIES									
10-20 SUPPLIES/MATERIALS	9,500	9,688	8,500	6,381	75.1%	3,200	(5,300)	Cleaning Supplies, Paper products, Auto Scrubber Maintenance, Purchase of a Lobby Scrubber**Building Cleaning taken over by FTE and PT staff	
UTILITIES									
15-05 ELECTRICITY	11,500	13,308	11,500	11,284	98.1%	12,800	1,300	Includes 11.4% Increase per Emera for medium business	
15-10 FUEL	11,950	13,051	17,493	17,310	99.0%	19,926	2,433	7000 gallons Oil estimate at \$2.85/gallon, and propane for boiler firing	
15-15 WATER	3,000	3,682	3,542	2,710	76.5%	2,525	(1,017)	Includes sprinkler and annual sprinkler inspection, reduced meter size to 1" actual use charge 9/2018	
15-20 SEWER	1,700	609	1,400	1,502	107.3%	1,600	200		
15-25 TAXES/INSURANCE	19,501	24,630	23,101	22,854	98.9%	29,901	6,800	Insurance, taxes, rent, Snow Removal, Outstanding Paving Expense 6/2018, Misc. Expenses	
MAINTENANCE/REPAIRS									
20-35 BUILDING MAINTENANCE	14,700	12,562	20,715	10,908	52.7%	25,000	4,285	Annual Services for Floor Maintenance, Boiler Service, Heat Pump Service, Fire Extinguisher Certification, Seasonal Rug Service, Heat Pump Addition Allen Room, Window Replacement Allen Room, Floor Covering Allen Room, Roof Repairs	
SPECIAL PROGRAMS									
40-10 ART LESSONS	1,440	2,222	-	-		-	-		
40-15 CONCESSIONS	2,100	1,145	1,450	710	49.0%	1,200	(250)	Paper Goods, Liquid and Food Product, Bottle Deposits, Misc. Concessions	
40-17 BASEBALL CLINIC	648	774	-	-	N/A	-	-	MGR NOTE: Original 5/6/19 Version included \$3,500 Expense here (IN ERROR)	
40-21 DROP IN PROGRAM	2,475	3,438	1,650	2,923	177.2%	3,500	1,850	Pickleball, Men's Basketballs, Music License, Line Dancing Instructor fee, Pickleball Net, Misc. Expenses / MGR NOTE: concur with increasing expenses that support programming with a cost-benefit return	
40-24 FIELD HOCKEY	50	-	-	-		-	-		
40-25 AD, DONATIONS	180	65	-	130		-	-		
40-36 INDOOR SOCCR	50	-	-	-		-	-		
40-40 JR PRO BSKTB	3,650	2,583	-	-		-	-		
40-60 SPEC'L EVENT & RENTALS	-	-	4,350	992	22.8%	3,250	(1,100)	Halloween Open House, Summer Entertainer, Round Robin Officials and Assigner, Misc. Expenses	
40-61 SPEC PROGRAMS	3,500	9,624	-	-		-	-		
TOTAL SKEHAN CENTER	123,234	116,452	134,328	94,265	70.2%	142,819	8,491	MGR NOTE: Clearly the \$1.00 / Year Lease has significant associated costs, particularly with the ongoing increased maintenance responsibilities and higher utilities	

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 20-10 CULTURE / EDYTHE DYER LIBRARY								
COMPENSATION								
01-01 SALARIES	157,348	151,396	166,405	150,407	66.1%	145,030	(21,375)	Level staffing of three full-time positions, with part-time staff moved to line below
01-05 WAGES Part-Time/Seasonal Staff	-	-	-	-		29,822	29,822	Part-time & Seasonal staff broken out from full-time line and increasing slightly to allow for adjusted hours that better suit use patterns observed in FY19.
INSURANCE								
05-01 FICA/MEDI	12,038	12,368	12,730	11,800	67.8%	13,377	647	Federal Payroll Contributions for Social Security & Medicare
05-05 MSRS/ICMA-ER	11,607	12,715	12,074	11,267	51.5%	12,412	338	Town contributions to Employee Retirement Programs
05-05 RETIREMENT HEALTH SAVINGS ACCOUNT			4,200			3,100	(1,100)	Post Retirement Benefit - budgeted correctly in this Department in FY19
05-10 WORKER'S COMPENSATION	510	449	548	335	36.6%	400	(148)	Federally Required Insurance Premium (Carrier is MMA)
05-15 HEALTH	21,971	21,642	23,133	19,534	58.8%	24,753	1,620	Employee Health Insurance (Town Share) - 10% increase estimated by MEHT
05-20 LIFE	340	339	340	311	58.2%	342	2	Town contribution averages \$9.50 / employee / month
05-25 DENTAL	309	300	300	250	58.3%	300	-	Town contribution is 150 / employee / year
SUPPLIES								
10-01 OFFICE	400	253	400	216	28.7%	400	-	Level funding
10-03 INTERLIBRARY LOAN	2,160	2,160	1,846	1,846	100.0%	1,846	-	Level funding
10-05 POSTAGE/SHIPPING	290	244	290	243	83.9%	290	-	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-15 BOOKS/PUBLICATIONS	10,000	9,413	12,000	11,937	85.3%	14,000	2,000	Librarian Requested Restoring Book budget to former funding level (\$15,914 in FY 2017) Reduced at Council Direction
10-16 PERIODICALS	1,500	1,500	1,000	393	39.3%	1,000	-	Level funding
10-20 SUPPLIES/MATERIALS	1,350	765	1,350	871	45.4%	1,350	-	Level funding
UTILITIES								
15-01 TELEPHONE	1,188	1,171	1,188	1,049	57.8%	1,236	48	MGR NOTE: Phone not moved to Non-Dept Utilities due to Library/State connection
15-05 ELECTRICITY	5,508	6,167	5,600	5,785	64.9%	6,180	580	MGR NOTE: Based upon increased energy costs, and current billing for FY19
15-10 FUEL	1,450	2,148	2,999	2,933	59.7%	3,400	401	Estimate 1200 gal. @ 2.85
15-15 WATER	326	326	401	400	74.7%	400	(1)	
15-20 SEWER	272	141	220	209	94.9%	280	60	MGR NOTE: No change recommended for utilities
MAINTENANCE/REPAIRS								
20-35 BUILDING MAINTENANCE	13,340	13,438	13,340	10,796	47.2%	13,340	-	Cleaning, minor repairs and maintenance
PROFESSIONAL SERVICES								
30-15 COMPUTER SERVICE	4,550	4,357	4,550	-	0.0%	4,550	-	Not included in Town's IT budget because this is subscriber service with the Maine State Library
30-60 DUES	256	100	256	239	93.4%	256	-	Level funding
30-80 TRAINING/TRAVEL	554	415	554	540	92.1%	554	-	Level funding
SPECIAL PROGRAMS								
40-98 LIBRARY PROGRAMS	2,000	2,034	2,000	1,932	65.5%	2,000	-	Level funding
TOTAL LIBRARY	249,267	243,840	267,724	233,293	63.7%	280,618	12,894	Increase due to higher amounts for Equity COLA, utilities

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 20-20 RECREATION / LURA HOIT MEMORIAL POOL								
COMPENSATION								
01-01 SALARIES	84,891	85,185	88,334	82,050	92.9%	93,462	5,128	Level Staffing, with two existing full-time staff and Director being reclassified for organizational and industry-standard equity & supervisory responsibilities
01-05 WAGES Part-Time/Seasonal Staff	109,208	103,666	116,684	105,858	90.7%	123,543	6,859	Increases due to rising Minimum Wages, as required by State Law
INSURANCE								
05-01 FICA/MEDI	14,849	14,286	15,684	13,705	87.4%	16,601	917	Federal Payroll Contributions for Social Security & Medicare
05-05 MSRS/ICMA-ER	7,302	7,328	7,604	6,918	91.0%	8,040	436	Town contributions to Employee Retirement Programs
05-10 WORKER'S COMPENSATION	4,747	4,183	5,100	3,114	61.1%	5,146	46	Federally Required Insurance Premium (Carrier is MMA)
05-15 HEALTH	17,576	17,209	18,506	18,620	100.6%	28,418	9,912	Employee Health Insurance (Town Share) - 10% increase estimated by MEHT
05-20 LIFE	228	226	228	207	90.8%	228	-	Town contribution averages \$9.50 / employee / month
05-25 DENTAL	309	238	300	250	83.3%	300	-	Town contribution is 150 / employee / year
SUPPLIES								
10-01 OFFICE	1,234	1,077	1,234	698	56.6%	1,234	-	Level funding
10-05 POSTAGE/SHIPPING	450	198	450	177	39.3%	450	-	Level funding
10-20 SUPPLIES/MATERIALS	1,050	1,087	1,100	576	52.4%	1,100	-	Level funding
10-80 CHLORINE	7,200	5,330	7,200	6,266	87.0%	8,000	800	Vendor Cost Increase for materials
UTILITIES								
15-01 TELEPHONE	1,176	1,178	1,176	1,063	90.4%	1,176	-	TBD on movement to Non-Dept Utilities
15-05 ELECTRICITY	22,000	21,380	22,000	15,283	69.5%	23,400	1,400	MGR NOTE: No change recommended for utilities
15-10 FUEL	19,500	20,536	27,489	28,616	104.1%	34,159	6,670	Estimated 12000 gal. @ 2.84
15-15 WATER	3,500	2,283	3,500	3,382	96.6%	3,500	-	Utility
15-20 SEWER	5,172	1,020	2,400	2,111	88.0%	3,000	600	Utility
MAINTENANCE/REPAIRS								
20-05 EQUIP.MAINT.	15,000	24,443	17,000	14,044	82.6%	15,000	(2,000)	MGR ADJ - reduced due to previous and current Fiscal Year trends
20-35 BUILDING MAINTENANCE	4,500	4,281	4,500	3,378	75.1%	4,500	-	Cleaning, minor repairs and maintenance
PROFESSIONAL SERVICES								
30-01 ADVERTISING	800	299	800	217	27.1%	400	(400)	MGR ADJ - reduced due to previous and current Fiscal Year trends
30-39 DEBIT/CREDIT FEES	3,700	3,864	3,800	4,076	107.3%	3,900	100	Increase needed for contractual arrangement for processing cc payments
30-80 TRAINING/TRAVEL	1,500	663	1,500	702	46.8%	800	(700)	MGR ADJ - reduced due to previous and current Fiscal Year trends
TOTAL POOL	325,892	319,961	346,589	311,311	89.8%	376,357	29,768	Increase due to higher amounts for Equity COLA, utilities (Energy) and maintenance costs

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 20-25 RECREATION/CULTURE / MARINA								
SUPPLIES								
10-10 TRAINING OF VOLUNTEER HARBOR MASTER	350	112	850	563	66.2%	850	-	Harbor Master works as a volunteer staff person, this covers his annual training expenses
TOTAL MARINA	350	112	850	563	0.66	850	-	FY19 Marina Expenses partially captured in Public Works - but this will transition to Public Safety in FY20, and training expenses will be journaled prior to end of FY19.
TOTAL RECREATION/CULTURE	1,083,963	1,012,909	1,169,373	976,742	83.5%	1,174,705	5,332	

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 25-10 REGIONAL COMMUNITY CONNECTOR / THE BUS (BACTS)								
55-15 REGIONAL TRANSIT	89,911	77,417	106,352	78,045	73.4%	82,535	(23,817)	Operational Contribution of \$82,421 - based upon newly implemented Vehicle Revenue Hours (VRH) formula, plus a Capital Rolling Stock support contribution of 6.97% of system capital costs.
THE BUS	89,911	77,417	106,352	78,045	73.4%	82,535	(23,817)	Final Adjusted Contribution for FY20 = \$ 82,535, per Memo from Bangor on May 9, 2019

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 30-10 CEMETERY / BUILDINGS & GROUNDS								
COMPENSATION								
01-01 SALARIES	139,647	129,650	141,310	118,837	84.1%	92,147	(49,163)	Salary Line reduced because of a new method in tracking labor costs, like other departments that use Seasonal and Part-time labor.
01-05 WAGES Part-Time/Seasonal Staff						62,400	62,400	5 Temporary employees @ 12/hr. for 26 weeks (Increased for State Mandated Minimum Wage Increase)
01-XX OVERTIME FTE OT						3,000	3,000	
01-15 CLOTHING ALLOWANCE	1,620	1,978	1,820	1,309	71.9%	1,670	(150)	
INSURANCE								
05-01 FICA/MEDI	10,683	9,855	10,810	8,686	80.4%	12,053	1,243	Federal Payroll Contributions for Social Security & Medicare
05-05 MSRS/ICMA-ER	11,730	8,315	11,888	7,048	59.3%	8,261	(3,627)	Town contributions to Employee Retirement Programs (Reduced due to prior budgeting errors)
05-10 WORKER'S COMPENSATION	1,836	1,618	1,973	1,205	61.1%	3,634	1,661	Federally Required Insurance Premium (Carrier is MMA)
05-15 HEALTH	34,511	33,790	36,337	29,848	82.1%	38,881	2,544	Employee Health Insurance (Town Share) - 10% increase estimated by MEHT
05-20 LIFE	228	226	228	207	90.8%	228	-	Town contribution averages \$9.50 / employee / month
SUPPLIES								
10-01 OFFICE	100	107	100	24	24.0%	-	(100)	MGR NOTE: Purchase supplies from DPW Budget
10-18 FLOWERS	1,000	517	1,500	-	0.0%	1,000	(500)	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-20 SUPPLIES/MATERIALS	5,025	4,652	4,300	2,545	59.2%	4,000	(300)	MGR ADJ - reduced due to previous and current Fiscal Year trends
10-75 MAPS/MARKERS	1,200	-	100	-	0.0%	50	(50)	MGR ADJ - reduced due to previous and current Fiscal Year trends
UTILITIES								
15-15 WATER	1,325	591	1,150	200	17.4%	1,000	(150)	
MAINTENANCE/REPAIRS								
20-01 EQUIPMENT REPLACEMENT	5,760	4,747	2,020	-	0.0%	2,450	430	Replacing two leaf blowers this year for Seasonal Use in the Spring is cause of increase
20-05 EQUIP.MAINT.	1,050	1,139	1,250	1,203	96.2%	1,250	-	
20-35 BUILDING MAINTENANCE	600	348	1,000	1,623	162.3%	1,000	-	Overspent in FY19 due to Need for a new Shingled Roof at Locust Grove
20-50 GROUNDS IMPROVEMENTS	13,885	14,833	15,995	1,650	10.3%	15,000	(995)	MGR ADJ - reduced due to previous and current Fiscal Year trends
25-05 SAFETY	600	612	600	448	74.7%	600	-	
25-10 RENTAL	2,292	2,098	3,840	1,308	34.1%	3,000	(840)	MGR ADJ - reduced due to previous and current Fiscal Year trends
TOTAL CEMETERY BLDG/GROUNDS	233,092	215,076	236,221	176,141	74.6%	251,624	15,403	Increase in Minimum Wages, Equity COLA and Non-Capital Equipment Purchase

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 38-10 OUTSIDE AGENCIES & OPERATING COST OF THE TOWN-OWNED KIWANIS HALL								
04-03 KIWANIS HALL EXPENSES	-	-	9,500	9,615	101.2%	10,000	500	Maintenance & Utilities for Kiwanis Center Building
04-03 VFW CEMETERY FLAGS for VETERAN GRAVES	-	-	-	-	N/A	1,500	-	Flag replacement for Veteran's in Town's Cemeteries - Requested by VFW Post 4633 - Added to the Budget by Council on 5-13-19
TOTAL OUTSIDE AGENCIES	-	-	9,500	9,615	N/A	11,500	2,000	Increase due to VFW Request / MGR NOTE: After researching with staff, the request from the VFW is acknowledged, but not fiscally responsible in this budget

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 40-10 GENERAL ASSISTANCE								
43-01 WELFARE EXPENSES	7,000	2,253	6,000	7,963	132.7%	6,000	-	Level funding
TOTAL GENERAL ASSISTANCE	7,000	2,253	6,000	7,963	132.7%	6,000	-	MGR NOTE: Reminder that this is State Mandated, and Town is reimbursed 50% of all approved expenses

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 45-10 COUNTY TAX / COUNTY TAX								
55-10 COUNTY TAX	834,723	834,723	911,927	911,927	100.0%	963,358	51,431	Penobscot County Services - Mandated Cost Center
TOTAL COUNTY TAX	834,723	834,723	911,927	911,927	100.0%	963,358	51,431	Mandated Expense

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 50-10 DEBT SERVICE / GENERAL								
50-04 MAYO ROAD REBUILD	121,056	122,621	120,945	120,783	99.9%	117,581	(3,364)	Payoff in FY31
50-15 ADDITION TO MUNICIPAL BLDG	103,342	103,343	84,300	84,300	100.0%	84,300	-	Fixed Principal Only - Payoff in FY22
50-20 LL BEAN	90,000	90,000	90,000	90,000	100.0%	90,000	-	Fixed Principal Only - Payoff in FY21
50-30 ROUTE 1A BOND	-	-	21,500	-	0.0%	-	(21,500)	NO PAYMENTS MADE IN FY19 - Interim Financing of Bond Anticipation Note from Key Bank will have costs in FY21 - So removing for FY20
50-35 GRIST MILL BRIDGE BOND	-	-	14,800	-	0.0%	-	(14,800)	NO PAYMENTS MADE IN FY19 - Interim Financing of Bond Anticipation Note from Key Bank will have costs in FY21 - So removing for FY20
TOTAL DEBT SERVICE	314,398	315,964	331,545	295,083	89.0%	291,881	(39,664)	Debt is Bond & Loan Obligations, reduced by payments and interest charges as principal is reduced

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 55-20 EDUCATION - RSU-22 LOCAL BUDGET DEMAND								
55-20 ED GEN'L SVS	6,370,594	6,370,594	6,941,926	6,363,431	91.7%	7,260,669	318,743	Increased from Original Projection to include Adult Education Costs.
TOTAL EDUCATION SERVICES - RSU-22 FUNDING	6,370,594	6,370,594	6,941,926	6,363,431	91.7%	7,260,669	318,743	Mandated Expense - with an increase to the Town of \$ 318,743.11 over FY19 Demand

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 66-01 OVERLAY / OVERLAY								
55-01 OVERLAY	66,224	-	88,562	13,667	15.4%	-		
TOTAL OVERLAY	66,224	-	88,562	13,667	15.4%	-		To be determined after Tax Commitment in August

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept/Div.: 67-01 TIF / TAX INCREMENT FINANCING REIMBURSEMENT FOR ALL DISTRICTS								
55-25 TIF - ALL DISTRICTS	319,573	323,088	352,572	352,484	100.0%	352,547	8,969	The Town has Four Districts, Three of which will likely generate Income in FY20
TOTAL TIF	319,573	323,088	352,547	352,547	100.0%	352,547	-	MGR NOTE: Dictated by DECD Development Programs - with corresponding TIF Revenues captured below and MAY BE utilized to reduce the cost of the NEW CED Department by approximately \$180,000

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept 70 - RESERVES								
VARIOUS FUND 3 ACCOUNTS	451,941	451,941	493,742	493,742	100.0%	427,318	(66,424)	This amount reflects changes suggested by Council during the Worksession on 5-29-19 that resulted in an additional \$79,017 in Reserve Funds Needed for FY20, which adds to the interim increase the Mgr was considering above the original Reserve Capacity by \$145,441 - by using the existing FEMA revenues received directly as a result of the 100's of hours of work invested by the DPW Director, Public Safety Director and Town Clerk
TOTAL RESERVES	451,941	451,941	493,742	493,742	100.0%	427,318	(66,424)	MGR NOTE: Refer to both of attached Capital Program and Reserve Budget Documents for Specific Project Funding requests recommended for FY20

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept: 01 GENERAL GOVERNMENT REVENUES								
01 PROPERTY TAX REVENUE	11,607,798	11,643,796	12,703,566	12,708,452	100.0%	12,997,566	294,000	Final Amount determined with Tax Commitment in August
03 INT ON TAXES	8,659	13,820	9,500	14,178	149.2%	12,650	3,150	Staff suggested increase
05 INTEREST/COSTS ON TAX LIENS	23,863	7,945	24,000	8,052	33.6%	12,000	(12,000)	Reduced based upon historical data and trends
09 SALE OF TAX AQUIRED PROPERTY	-	75,711	-	-		-	-	
10 DEBIT CARD FEES	-	(1,321)	-	-		-	-	This fee is now a pass-thru
15 MV EXCISE TX	1,891,624	2,061,606	2,000,000	1,894,357	94.7%	2,120,000	120,000	Based upon upward trend of MV Excise with the Increase in FY18 of 8.2% over estimate; However, consider reducing this line item based upon most current YTD info
17 BOAT EXCISE	10,000	10,958	11,000	7,273	66.1%	11,000	-	receipts
18 AGENT FEES	23,221	25,715	23,221	21,763	93.7%	23,221	-	No change warranted, based upon historical data
19 CLERK FEES	13,861	13,478	13,300	9,224	69.4%	9,200	(4,100)	Staff suggested decrease
20 TRANSFER IN FROM RESERVES	12,004	12,004	-	-		-	-	No projection for FY20 based upon no revenue in FY19
23 INTEREST EARNED ON ACCOUNTS	5,000	15,393	8,500	2,085	24.5%	10,000	1,500	G/F interest Not Yet Completely Posted
25 RENTAL INCOME	2,000	2,000	2,000	2,000	100.0%	2,000	-	Post Office lease
27 PLUMBING FEE	8,500	12,625	9,000	9,203	102.3%	10,000	1,000	Based on est. internal plumbing at 4,807, septic est 4,080 and est. 1,115 for FW Webb
29 CODE ENFORCEMENT FEES	20,000	39,300	20,000	26,056	130.3%	25,000	5,000	MGR Note: Increased due to historical data and current activities
31 PLANNING BOARD FEES	43,168	24,362	2,750	9,480	344.7%	8,000	5,250	One potential new 30 lot subdivision. Based on site plan fees, revisions fees, road fees and lot fees MGR NOTE: increase based upon current Trio report and pipeline activities
33 CARRIED BALANCES	249,804	-	-	-		-	-	
35 CABLE TV FEE	39,000	21,788	16,000	7,910	49.4%	14,000	(2,000)	Reduction due to trends - May wish to reduce further?
37 FEE/PERMITS	98	367	350	115	32.9%	350	-	
41 HCB REVENUE	-	-	456,138	456,138	100.0%	-	(456,138)	None Available - This fund was totally depleted in FY19
45 SERVICE FEE- PAYMENT IN LIEU	9,110	8,512	9,110	8,181	89.8%	9,375	265	
48 ENVIRONMENTAL TRUST - INCOME	72,345	48,573	203,860	174,291	85.5%	141,520	(62,340)	Based upon proposed eligible Roads & Streets Stormwater Reserve Projects
60 - TIF/ECONOMIC DEVELOPMENT * ADJUSTED WITH MIL RATE AT TAX COMMITMENT	50,000	50,000		176,282		176,274	176,274	Estimated, based upon anticipated TIF Revenue from Emera and Dennis Paper TIF District taxes at the existing mil rate of 0.0196; will increase with increase in mil rate (to be determined in August) Tradewinds may have positive revenue, but amount is TBD
78 SEWER INCOME	60,000	60,000	60,000	60,000	100.0%	64,590	4,590	This is to off set payroll, MGR NOTE: adjusted to reflect actual Payroll Tax amount on the flat charge for General Fund staff support. This is underfunded by more than \$ 75,000 of additional staff costs
79 MISC INCOME	109,881	110,380	500	5,004	1000.8%	5,000	4,500	
80 HOMESTEAD EXEMPTION	332,045	332,045	439,111	309,983	70.6%	603,337	164,226	Based on 1,759 homestead exemptions; and with the recent Appropriations Committee action - this line will be re-evaluated by the Assessor, and will incorporate FINAL - LAST MINUTE CHANGES FROM THE STATE LEGISLATURE
81 TREE GROWTH	3,700	4,384	4,015	-	0.0%	4,015	-	Not expected to change
82 VETERAN'S REMIBURSEMENT	6,900	7,030	6,500	-	0.0%	6,500	-	Determined by the State

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
85 BETE/BETR Business Equip Tax Reimburse	82,274	82,358	104,406	104,406	100.0%	305,000	200,594	Original projected increase in BETE Reimbursement of \$200,000 <u>was</u> based upon new Coastal Resources submission [that has not yet been submitted] and a ZERO mil rate increase; However, since both submission deadlines have been missed - I'm now proposing Council consider eliminating the \$200k increase at this time
86 GENERAL ASSISTANCE REIMBURSEMENT	3,500	2,305	3,000	2,599	86.6%	3,000	-	This is to off set GA costs from the State at 50% actual costs
87 SNOWMOBILE REIMBURSEMENT	2,200	2,469	2,450	2,410	98.4%	2,400	(50)	
88 REVENUE SHARING	393,636	400,026	416,958	324,705	77.9%	610,233	193,275	MGR NOTE: Based upon suggested reduced estimate, per MTCMA for a proposed increase from 2.0% (previous years) to 3% as stated in most current budget projections from the State Legislature; However, this item and HE are subject to final State Budget Approval
89 401 Forfeiture Funds	-	-	50,953	50,953	100.0%	-	(50,953)	None Recommended - FY19 Revenues were Previous One-Time Funds returned to the Town from ICMA-RC for forfeited retirement funds
99 APPROPRIATIONS FROM FUND BALANCE	300,000	300,000	-	-	N/A	-	-	None Recommended
GENERAL GOVERNMENT REVENUES	15,384,191	15,387,628	16,600,187	16,395,100	98.8%	17,186,231	586,044	Percentage Collected YTD = 98.8%
MUNICIPAL REVENUES	3,776,393	3,743,832	3,896,622	3,686,648	94.61%	4,188,665	292,043	Percentage Collected YTD = 94.6%

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept: 05 PUBLIC SAFETY REVENUES								
01 ANIMAL CONTROL FEES	4,520	2,739	3,500	5,965	170.4%	4,500	1,000	Increased to reflect current trends and on advice of PSD Joe Rogers
05 AMBULANCE FEES	175,038	80,579	210,000	228,340	108.7%	210,000	-	Very unpredictable revenue stream, particularly since Council Policy is to not pursue any collection actions against non-paying patients
15 POLICE RECEIPTS	2,332	1,541	2,200	2,959	134.5%	2,200	-	
16 FIRE RECEIPTS	5	24	20	4	20.0%	-	(20)	
20 POLICE WAGE REIMBURSEMENT	144,770	134,277	144,770	128,714	88.9%	146,000	1,230	MGR NOTE: Reduced Dept Head's estimate of \$150,000 to reflect previous FY trends and current receipts
21 FIRE WAGE REIMBURSEMENT	-	10	-	-		-	-	
23 BHS DISTRACTED DRIVER	-	-	-	707		-	-	
24- FED BUR HWY SAFETY (GRANT)	-	1,152	-	1,689		-	-	
79 POLICE SAFETY MISC	-	4,150	-	-		-	-	
PUBLIC SAFETY REVENUES	326,665	224,436	360,490	368,378	102.2%	362,700	2,210	

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept: 10 PUBLIC WORKS REVENUES								
01 CEMETERY FEES	6,100	5,250	7,000	4,900	70.0%	6,000	(1,000)	MGR NOTE: Reduced estimate to reflect previous FY trends and current receipts
05 SALE OF CEMETERY LOTS	2,500	1,300	3,000	2,600	86.7%	2,500	(500)	MGR NOTE: Reduced estimate to reflect previous FY trends and current receipts
20 MAINT. REVENUE	500	-	-	-		-	-	
25 MAINE LOCAL ROAD ASSISTANCE PR	65,316	66,960	66,104	66,104	100.0%	66,104	-	State Determines Amount
75 MISC	-	3,367	-	-		-	-	
PUBLIC WORKS REVENUES	74,416	76,877	76,104	73,604	96.72%	74,604	(1,500)	
Dept: 15 SOLID WASTE REVENUES								
01 TRANSFER STATION PERMITS	32,690	32,255	33,000	30,835	93.4%	33,000	-	
05 SOLID WASTE RECYCLING	7,518	13,155	9,500	9,689	102.0%	10,000	500	
20 HAULER LICENSING	109,417	103,290	800	507	63.4%	800	-	Based on the number of haulers we sent letters to
25 MRC REBATES	-	500	17,000	14,157	83.3%	17,000	-	MGR NOTE: May increase, but too early to make an increased estimate
SOLID WASTE REVENUES	149,625	149,200	60,300	55,188	91.5%	60,800	500	

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
Dept: 20 RECREATION/CULTURE REVENUES								
01 LIBRARY FEES	7,090	6,035	7,000	5,040	72.0%	5,500	(1,500)	Reduced to conservatively reflect trends
23 POOL SWIM DIAPERS	21	34	25	271	1084.0%	25	-	
24 POOL BUSINESS RENTAL	11,018	10,878	11,018	12,700	115.3%	11,018	-	
25 L HOIT POOL FEES	19,129	22,168	21,000	18,740	89.2%	21,000	-	
26 POOL PUNCH CARDS	13,100	10,684	14,400	8,859	61.5%	10,400	(4,000)	Reduced to conservatively reflect trends
27 POOL MEMBERSHIP	31,240	33,863	32,500	30,778	94.7%	32,500	-	
28 POOL SWIM LESSONS	70,552	62,649	74,000	49,429	66.8%	60,000	(14,000)	Reduced to conservatively reflect trends
29 POOL WEEKEND RENTAL	20,759	16,217	21,590	16,623	77.0%	21,600	10	
30 RECREATION	-	-	500	1,000	200.0%	500	-	HHA LLC Skehan Plowing
31 REC/KIDS KAMP	45,675	44,515	47,500	45,657	96.1%	42,750	(4,750)	7 Weeks Summer Camp
32 REC/KIDS KORNER	185,850	199,034	185,850	168,830	90.8%	154,000	(31,850)	Relocation to Skehan, Enrollment Lowered
33 REC/LATE FEES	40	30	40	70	175.0%	40	-	Late Pick Up Fees for Kid's Korner
35 REC/CONCESSIONS	3,080	3,812	3,800	3,384	89.1%	2,800	(1,000)	Fall League, Rec Basketball, Round Robin, Misc. Concessions
36 REC/DROP IN PROGRAMS	22,864	25,790	23,000	22,944	99.8%	22,275	(725)	Senior Fitness, Men's Noon Basketball, Walking, Pickleball, Open Gym, Line Dance
37 REC/ADS,DONATIONS,SPONSORSHIP	4,320	3,781	3,000	3,167	105.6%	4,320	1,320	8 Banner Renewals, Concession tips, Returnable, Summer Discount Ticket Proceeds
38 REC/GATE ADMISSIONS	300	1,155	800	564	70.5%	800	-	Baby Fair, Round Robin Tourney
39 REC/SPEC'L EVENT/RENTALS	21,520	31,435	27,500	30,011	109.1%	16,100	(11,400)	Birthday Party Rentals, BTBC Tourney, Daycare Rental, Fall Sunday Play Days, Spring Basketball Training, Round Robin Team Registrations, Ballfield Road
40 REC/SUMMER PROGRAMS	13,160	16,767	17,000	24,022	141.3%	17,050	50	Adult Softball, Track and Field, Late Fees, Misc. Programs
41 REC/FALL PROGRAMS	12,390	17,624	17,500	17,306	98.9%	12,640	(4,860)	Field Hockey, Flag Football, Fall Soccer, Late Fees, Misc. Programs / MGR NOTE: reduced to reflect impact of Kids Korner on Gym availability
42 REC/WINTER I PROGRAM	10,005	15,921	15,500	13,596	87.7%	11,800	(3,700)	Ski and Snowboard Lessons, Rec Basketball, Late Fees
43 REC/WINTER II PROGRAM	4,160	5,466	5,400	5,635	104.4%	2,785	(2,615)	Baseball Clinics, Field Hockey, Late Fees, Misc. Programs
44 REC/SPRING PROGRAM	5,945	5,106	5,945	3,961	66.6%	4,380	(1,565)	Baseball Clinics, Tee Ball/Baseball, Late Fees, Misc. Programs
TOTAL REC / CULTURE	502,218	532,962	534,868	482,587	90.23%	454,283	(80,585)	Recreation Revenues Reduced due to changes in Kids Korner and its extended impact on other revenue-generating programs. This is directly attributable to the RSU decision to displace this long-running program from the RSU Campus
OVERALL REVENUE TOTALS:	16,437,115	16,371,102	17,631,949	17,374,856	98.54%	18,138,618	506,669	Overall Revenues are expected to modestly increase as a result of increased valuation; however, this will not be final until the tax commitment process is completed in August
Municipal Revenues ***	4,829,317	4,727,306	4,928,384	4,666,404	94.68%	5,141,052	212,668	MGR NOTE: FY19 Revenues are only at 90.23% with just a month remaining. After a preliminary review of the FY18 Audit, and in view of the FY19 Revenue projections appearing to be overly optimistic; AND, compounded by the FY19 use of two large One-Time Revenues (HCB= \$ 456,138 & ICMA 401 Forfeiture = \$50,953) that totaled \$ 507,091 AND further compounded by the failure of Fibright to claim any BETE value (conservatively estimated at \$200,000 in value to the Town - I have revised Municipal Revenues to reflect a reduced total projection in the negative amount of (\$245,406)

Town of Hampden - Operations & Services Fiscal Program							Proposed FY20 Budget - GENERAL FUND 1	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	Year to Date May 2019	YTD % Varies	Town Council June 3, 2019	FY20 vs Cur FY19	Notes
LIMITED ANALYSIS OF PROJECTED EXPENSES AND REVENUES - Operations & Services Fiscal Program								
General Fund OVERALL TOTAL Expenses	16,330,104	15,996,294	17,632,065	15,666,126		18,408,710	776,644	Totals indicate a possible increased tax burden; however, final analysis is not possible until the final Valuation is completed. Preliminary analysis indicates a small revenue shortfall - as indicated below
General Fund TOWN ONLY Expenses	8,812,257	8,790,976	9,689,650	8,390,768		10,184,683	495,033	Town Council's Budget recommendations include changes that resulted in the addition of \$ 495,033 of increased expenditures over FY19.
Historical Error for FY18	9,058,562	246,305						MGR NOTE: the \$9,058,562.16 amount is the Total Calculated from Trio Data populating cells above, but is \$246,305 higher than budgeted amount. This continues to be investigated by staff to understand the historical significance (if any) and a report will be provided Council when matter is concluded.
	FY18	Diff 17 to 18*	FY19	Diff 18 to 19		FY20	Diff 19 to 20	
Municipal Budget Totals	8,812,257	1,174,583	9,689,650	877,393		10,184,683	495,033	
Previous Fund Balance Contributions		300,000		-			-	Structural Budgeting Mistakes in Over-Projecting Previous Revenues, Using Fund Balance Injections, and One-time Revenues of the Remainder of the Host Community Benefit fund have caught-up with the Town of Hampden - SO NO FUND BALANCE CONTRIBUTIONS ARE RECOMMENDED FOR FY20 (SEE NOTE ABOVE)
Municipal Revenues	4,829,317	866,988	4,928,384	99,067		5,141,052	212,668	MGR NOTE: Analysis for estimating impacts on mil rate are subject to the final determination from the Assessor on total Valuation, which won't be available until mid-August
Municipal Budget Amount from Taxes	3,982,940	321,382	4,761,266	778,326		5,043,631	282,365	
RSU22 Budgeted Amount from Taxes	6,370,594	61,731	6,941,926	571,332		7,260,669	318,743	
County Budgeted Amount from Taxes	834,723	42,165	911,927	77,204		963,358	51,431	
ESTIMATED TAXATION REQUIREMENT	11,852,381	1,089,402	13,125,549	1,273,168		13,267,658	142,109	MGR NOTE: Should the State fully fund Revenue Sharing this year, the Total Taxation requirement would be reduced by approximately \$500,000
Difference Requiring Additional Taxes	1,089,402		1,273,168			142,109		
Date of Most Current Updates to Original	Monday, June 3, 2019							

Town of Hampden - Sewer Program							Proposed FY20 Budget - FUND 2	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	YTD	YTD %	Town Council	FY20 vs Cur FY19	Notes
Dept/Div.: 60-10 SEWER / FUND 2								
COMPENSATION								
01-05 WAGES	60,000.00	60,000.00	60,000.00	60,000.00	100.0%	60,000.00	-	Transfer of less than 50% of total value of staff support to the Sewer Division - from General Fund.
05-01 FICA/MEDI	0.00	0.00	0.00	0.00		4,590.00	4,590.00	Payroll Tax Cost for Wages
SUPPLIES								
10-05 POSTAGE/SHIPPING	8,000.00	6,818.96	8,500.00	6,973.26	82.0%	8,500.00	-	Sewer Billing
10-20 SUPPLIES/MATERIALS	3,490.00	3,422.96	10,200.00	8,696.50	85.3%	6,700.00	(3,500.00)	Reduced due to FY19 purchase of a back-up pump station generator
10-99 MISC.	3,320.00	193.60	6,770.00	5,848.88	86.4%	3,370.00	(3,400.00)	Reduced due to FY19 purchase of a pump station generator accessories
UTILITIES								
15-05 ELECTRICITY	30,400.00	34,957.18	35,000.00	28,212.39	80.6%	36,000.00	1,000.00	
15-10 FUEL	3,000.00	170.76	2,000.00	1,510.31	75.5%	2,500.00	500.00	Anticipated increase in fuel costs
MAINTENANCE/REPAIRS								
20-53 REPAIR	5,500.00	15,063.44	17,000.00	10,018.62	58.9%	18,000.00	1,000.00	
PROFESSIONAL SERVICES								
30-02 METER READING	8,000.00	8,010.60	8,020.00	8,726.20	108.8%	9,000.00	980.00	Payments to the Hampden Water District for Meter Readings, from which the Sewer Bill Consumption is computed and Customer Quarterly Sewer Bills are generated
30-37 LICENSE FEES	7,720.00	6,191.82	7,820.00	3,395.29	43.4%	8,096.00	276.00	License fees to State Treasurer (\$480); \$2,800 for Industrial Pretreatment Program Admin fee; Annual report fee (\$190); Annual rent to Maine Central Railroad (\$2,550). Notice of intent (\$500). Misc. (\$1300).
30-40 LIENS/TRANSFERS	5,600.00	4,560.00	5,600.00	2,983.00	53.3%	5,600.00	-	Cost of lien placement and discharge for sewer liens
30-80 TRAINING/TRAVEL	2,800.00	1,170.00	2,500.00	1,465.00	58.6%	2,500.00	-	
SEWER EXPENSES								
60-02 TREATMENT SERVICE CHARGE	163,010.00	115,467.40	134,400.00	115,585.12	86.0%	139,104.00	4,704.00	
60-04 MAIN PUMP STATION CONTRACT	59,002.00	75,452.19	67,200.00	51,407.81	76.5%	79,000.00	11,800.00	Increase due to adding new pump station for Coastal Resources of Maine facility
60-08 COLLECTOR SYSTEM	0.00	-830.42	122,500.00	48,018.36	39.2%	35,000.00	(87,500.00)	Need to Complete CSO Tank Sealing, Flushing and Cleaning Services, started in FY19.
60-10 O & M CONTINGENCY	5,000.00	0.00	5,000.00	1,477.50	29.6%	5,000.00	-	
60-16 PRINC/INT FMHA	458,969.00	458,969.43	290,981.00	277,879.81	95.5%	271,626.00	(19,355.00)	Capital Debt for CWSRF-Bonded Projects, including: 2006C (95,715); 2009FS (108,514) & 2014A (67,397)
60-18 LOAN FINANCING	0.00	0.00	81,963.00	51,555.87	62.9%	111,963.00	30,000.00	Operational Debt for Bangor (81,963) & Interest Only (30,000) on Rt 1A/Grist Mill Bridge Replacement.
60-19 REPAY INTERFUNDS	100,000.00	0.00	0	0		-	-	Deleted at the Direction of the Auditors
60-20 I/I PROJECT	0.00	0.00	60,000.00	0.00	0.0%	100,000.00	40,000.00	Continue CCTV System Investigation. Initiate Mayo Road I&I Remediation project.
60-22 SPECIAL PROJ	261,816.00	193,907.59	39,000.00	42,767.45	109.7%	10,000.00	(29,000.00)	Engineering Services for Misc. Project Management and Support.
60-26 BOND COUNSEL	800.00	3,569.00	5,000.00	0.00	0.0%	-	(5,000.00)	Deleted, and covered by Bonded Project-specific debt as needed
SEWER	1,186,427.00	987,094.51	969,454.00	726,521.37	74.9%	916,549.00	(52,905.00)	

Town of Hampden - Sewer Program							Proposed FY20 Budget - FUND 2	
	FY-2018	FY-2018	FY-2019	FY-2019	FY-2019	FY-2020	Change \$	
	Budget	Actual	Budget	YTD	YTD %	Town Council	FY20 vs Cur FY19	Notes
Dept: 60 SEWER REVENUES								
01 SEWER BILLS	1,124,086.00	1,053,205.16	1,150,000.00	1,086,370.39	94.5%	1,100,000.00	(50,000.00)	Reduced to reflect the unrealized anticipated revenues in FY19 - based upon trending reduced consumption quantities
03 INTEREST ON SEWER BILLS	2,400.00	2,712.77	2,500.00	3,282.85	131.3%	2,500.00	-	
05 INTEREST/COSTS ON SEWER LIENS	7,219.00	11,904.77	9,000.00	6,118.41	68.0%	10,000.00	1,000.00	Based upon FY19 4th Quarter Liens issued, recommend slight increase
08 ABATEMENTS	-4,500.00	-4,943.06	-5,000.00	-10,150.00		(7,500.00)	(2,500.00)	Increased to reflect upward trend in FY19
23 INTEREST EARNED ON INVESTMENTS	781.00	1,159.00	781.00	518.65	66.4%	1,000.00	219.00	
30 INDUSTRIAL USER SURCHARGE		0.00	1,800.00	0.00	0.0%	1,800.00	-	Industrial surcharge not applied to Coastal Resources facility until late in FY19. So estimate is level without any experience.
60 DEBIT CARD FEES	-348.00	-359.88	-300.00	0.00		(300.00)	-	Line Item Eliminated
79 MISC SEWER INCOME	56,784.00	57,118.87	1,500.00	13,772.42	918.2%	1,500.00	-	
TOTAL SEWER	1,186,422.00	1,120,797.63	1,160,281.00	1,099,912.72	94.8%	1,109,000.00	(51,281.00)	
Revenue - Expense Analysis								
Surplus / (Deficit)	(5.00)	133,703.12	190,827.00			192,451.00		Surplus or Deficit
General Fund Debt	100,000.00	100,000.00	100,000.00			100,000.00		Year 4 Payment to General Fund - Remaining 500,000 - Per Most Recent FY18 Audit

Town of Hampden - Capital Program Source Fund 3 - RESERVES				Proposed FY20 Budget - RESERVE FUNDS				
				FY18 Adopted	FY19 Adopted	Town Council June 3, 2019	Notes	Account #
Reserve Fund	Account #	Trio Balances 6/3/19	Non-Trio Balances					
Municipal Building	3-702-00	88,368.30		14,000	35,000	103,520	Adjusted Total - per Council Changes on 5-29-19	55-02-70-99
Contingency	3-702-00						Staff Recommends Restoring this Reserve Account for General Fund Contingency	3-706-00
Cemetery	3-708-00	14,586.68						3-708-00
Community Connector Bus (Bangor Cap Res)	3-710-00		75,216.00	5,850	-	12,198	Existing Funds on Deposit with BACTS	55-10-70-99
IT Computer Equipment	3-711-00	43,667.19		14,100	-	16,100	New Workstations & Council Mobile Devices (Council Did not fund any FY19 Requests)	55-11-70-99
DPW Vehicles & Equipment	3-717-00	50,254.11		31,680	140,030	23,000	\$10,000 for Deposit on New 6-Yard Truck included in FY20 Operating Budget, Lift funding reduced to 13,000	
Planning & Community Development	3-725-00	38,085.88		15,000	-	-		55-25-70-99
Economic Development	3-727-00	753.71		6,730	-	5,000	Staff Recommends Restoring this Reserve Account for Econ Develop	55-27-70-99
Town Property Survey	3-729-00	2,048.52					Staff Recommends Consolidation of this Reserve Account with Property Acquisition	3-729-00
GIS Mapping	3-731-00	6,289.51					Staff Recommends Consolidation of this Reserve Account with IT Computer Equip	3-731-00
Personnel	3-733-00	43,938.97		25,000	48,969	48,000	DPW Perform Study, Retirement/Leave Payouts	55-33-70-99
Town Property Acquisition	3-735-00						Staff Recommends Restoring Reserve Account and Absorb Prop Surveying 3-729	3-735-00
Ambulance Replacement	3-737-00	70,196.79		20,000	20,000	20,000	Continuation of Depreciation Funding for Future Purchase - Council Restored on 5-29-19	55-37-70-99
ALS Equipment	3-739-00	38,710.94		-	37,500	-		55-39-70-99
Fire Truck Replacement	3-741-00	239,417.26		50,000	50,000	50,000	Continuation of Depreciation Funding for Future Purchase	55-41-70-99
Fire Truck Refurbishing	3-743-00	19,898.81						3-743-00
Fire Building	3-745-00	2,402.67		2,361	-	-	Staff Recommends Consolidation of these Reserve Accounts	55-45-70-99
Fire Camera	3-747-00	838.85		10,000	-	-	Staff Recommends Consolidation of these Reserve Accounts	55-47-70-99
Fire Training	3-749-00	2,383.10					Staff Recommends Consolidation of these Reserve Accounts	3-749-00
Boat Fund	3-751-00	1,497.81					Staff Recommends Consolidation of these Reserve Accounts	3-751-00
Police Cruiser	3-753-00	48,336.89		27,000	27,000	39,500	Annual Replacement (2014 Cruiser)	55-53-70-99
Communications	3-759-00	5,018.84		-	5,000	5,000	Public Safety Radio Equipment	55-59-70-99
Roads & Streets (Includes Sidewalks & Stormwater)	3-761-00	108,716.29		67,000	49,900	181,520	Multiple Projects w-most Envir Trust Elig Reimb (\$141,520 Eligible Projects Deducted Below)	55-61-70-99
Library	3-763-00	22,259.13		-	-	-		3-763-00
Recreation Area	3-767-00	337,551.33		10,000	-	50,000	Contribution to Athletic Field Parking	55-67-70-99
Playground	3-768-00	19,116.55		5,000	-	-		55-68-70-99
Recreation / Conservation	3-769-00	5,589.11					Staff Recommends Consolidation of these Reserve Accounts	3-769-00
Lura Hoit Pool	3-771-00	169,227.69		5,000	20,320	-		55-71-70-99
Turtlehead Cove Marina	3-773-00	5,394.92		5,000	-	15,000		55-73-70-99
Buildings & Grounds	3-775-00	20,103.05		5,280	11,395	-		55-75-70-99
Solid Waste & Garage	3-777-00	60,950.90		90,000	45,000	-		55-77-70-99
EPA/DEP-Garage	3-778-00	18,039.11						3-778-00
Matching Grants Fund	3-780-00	16,740.16		40,000	-	-		55-78-70-99
Roads & Streets - Environmental Trust Elig	Spec Fund	Offsetting Revenues				(141,520)	Multiple Projects w-some Envir Trust Elig Reimb	N/A
Sewer Capital Costs	Fund 2					139,530	Contribution Required by City of Bangor WWTP	60-10-60-22
Sewer Fund Reimbursement	Fund 2					(139,530)	Capital Fund to be Reimbursed from Sewer Fund 2 - Revenue Source TBD	60-10
Roads, Bridges, Sewer & Streets - Bond Funding	Bonds/Federal\$	Offsetting Revenues				14,000,000	Multiple Projects - Outside funding, And Future Bonds; Two with Federal & Regional Match Support	N/A
TOTALS		\$ 1,500,383.07		\$ 449,001	\$ 490,114	\$ 427,318		

Town of Hampden - Capital Program Source Fund 3 - RESERVES				Proposed FY20 Budget - RESERVE FUNDS		
			FY18 Adopted	FY19 Adopted	Town Council June 3, 2019	Notes
Municipal Building 3-702	Trio Balance	88,368.30				Trio Balance Includes FY18 FEMA Reimbursement of \$ 20,666.47 - Posted in FY19 - Plus MOVED \$ 35,000 from DPW Equip to fund Lobby Renovations - per Council Direction on 5-29-19
Current/Ongoing Projects	Project Year	Estimated Cost	Prior Funding			NOTES TIF Eligible
Roof Replacement	TBD	55,000		5,000	7,500	10,000 Frmr Mgr Recommended \$10,000/Year beginning in FY20. Council Restored on 5-29-19
Dehumidifier - Extension of Mold Remediation	FY18 -FY19	105,000				5,000 Install a dehumidifier Unit to avoid future mold issues in basement storage areas
Exterior Building Vinyl Siding	FY20	18,000				18,000 Moved from the Operating Budget Request, per Council on 5-29-19
Public Safety Flooring	FY17-FY18	20,000				Floor Replacement & Carpet Removal - following Mold Remediation Project - Completed in FY19
LED lighting upgrades	Ongoing	14,420		3,300	2,600	8,520 FY20 - exterior parking lot lighting
Air Handling System	TBD	45,000				14,000 Replaces One Outdated Unit that is failing - And fund for future Complete System Upgrade
HVAC Controls & Computer	TBD	60,000			8,000	42,000 Vendor - Verbal Estimate - Need to Obtain Professional Scope of Work and Bids (Orig prop to fund for future replacement. System failing and costing significant repair and energy waste costs.
Replace Lobby Flooring	FY19	2,000			2,000	Work not yet completed in current FY19 - Carry forward as part of Remodel
Replace 3 boilers (\$16k apiece)	FY26	48,000			6,000	6,000 Council Restored on 5-29-19
Proposed Projects						
Remodel Town Office Lobby/Front Office	FY20	35,000				Council Approved, but required use of FEMA Revenues Taken Away from DPW Equipment
Office Workstations for Front Office	FY20	25,000				Council Approved, but required use of FEMA Revenues as adjusted with Journal Entry (No new Tax Rev)
Add motion sensor lighting to fire bay	FY19	-			1,200	Vendor - Verbal quotes
COMPLETED PREVIOUS YEAR PROJECT TOTALS	FY16 +			5,700	7,700	Project Costs Summarized for ADA Doors, Hot Water Repairs and other completed projects
Working Projects Subtotals:	FY20	-		8,300	27,300	103,520
Sub-Total:				\$ 14,000	\$ 35,000	\$ 103,520
Cemetery 3-708	Trio Balance	14,586.68				
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES
None						
Sub-Total:				\$ -	\$ -	\$ -
Community Connector Bus 3-710	Trio Balance	75,216.00				
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES
Municipal Capital Contribution (6.97%)	Ongoing			5,850		12,198 Final Adjusted Hampden Capital Contribution @ 6.97% Total for FY20
Sub-Total:				\$ 5,850	\$ -	\$ 12,198
IT Computer Equipment 3-711	Trio Balance	43,667.19				
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES
Public Safety Server	FY20	4,000		885		Defer until New Contractor Evaluates Needs
Networking equipment	FY20	6,000		885		Defer until New Contractor Evaluates Needs
Workstation Replacement - Upgrades to Win 10 Pro	FY20	13,000		1,595		13,000 Consultant Evaluation of Existing Workstations and Dated Hardware & Software - Determined End-of-Life & Security Threat Warrants Immediate Action
Town Office Server	FY19	4,000			4,039	Replaced in FY19 by Oak Leaf Systems - Emergency due to Failing Trio Server Capability
Front Office Counter Workstations (ER Replacement)	FY19	4,600			4,600	Replaced in FY19 by Oak Leaf Systems - Emergency due to Failing Capabilities
Councilor Tablet Replacement (7)	FY20	3,500		775		1,950 Vendor quote - However Replacement Devices are still TBD, so Funding Need May Change
Proposed Projects						
Laptops 3	FY19	2,500		450	2,400	1,150 New Positions - Partial TIF Funding Partial
COMPLETED PREVIOUS YEAR PROJECT TOTALS	FY16 +	20,000		9,510		Project Costs Summarized without including specific details from prior years
Working Projects Subtotals:	FY20	-		14,100	11,039	16,100
Sub-Total:				\$ 14,100	NOTE	\$ 16,100 None of Staff's Requested IT Reserve Funds were allocated by Council in FY19
Copier Equipment 3-715	Trio Balance	245.88				
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES
RECOMMEND MOVING FUNDS TO MUNICIPAL BUILDING ACCOUNT 3-702 & DISOLVING THIS ACCOUNT						

Town of Hampden - Capital Program Source Fund 3 - RESERVES				Proposed FY20 Budget - RESERVE FUNDS			
			FY18 Adopted	FY19 Adopted	Town Council June 3, 2019	Notes	
Sub-Total:			\$ -	\$ -	\$ -		
DPW Vehicles & Equipment 3-717						Trio Balance Includes FY18 FEMA Reimbursement of \$ 40,000.00 - Posted in FY19 This balance was adjusted by Council to move \$35,000 to Municipal Building on 5-29-19	
	Trio Balance	50,254.11					
Proposed Projects						NOTES	
310 Backhoe Loader # 8	FY18	Lease	13,448	14,258		Lease Payment # 2 = 14,258 included in Operating Budget (6-Year Lease) FY18 Payoff Prev Eq	
New 6-Yard Truck #14 Down Payment Reimbursement	FY20	150,000			10,000	Pay back Reserve for FY19 Advance to Secure Existing Truck and avoid waiting 4-6 months for new delivery of custom truck	
Plow Truck # 13	FY18	Financed the Cost of \$126,143	32,560	36,097		Purchased in FY17 for \$126,143 - with 5 Annual Payments of Prin & Interest (FY20 Pym in Operating Budget	
Plow Truck # 20	FY18	Financed the Cost of \$128,228	23,680	38,363		Purchased in FY17 for \$128,228 - with 5 Annual Payments of Prin & Interest (FY20 Pym in Operating Budget	
Plow Truck Wheeler # 44	FY17	Financed the Cost of \$185,000	36,493	36,493		Purchased in FY17 for \$185,000 - with 5 Annual Payments of Prin & Interest (FY20 Pym in Operating Budget	
John Deere 544K Loader # 16	FY18	167,000	20,979	20,979		Purchase with Trade and Financed for 5 years with Payments moved to Operating Budget	
Replace 1-Ton Truck # 32	FY19	44,775		44,235		Purchase with Trade and Paid Cash	
Replace 1-Ton Truck # 35	FY19	45,000		44,235		Purchase with Trade and Paid Cash	
Wireless Four-Post Vehicle Lift	FY20	44,000			13,000	Vehicle Lift for Garage Safety/Efficiency	
Cemetery Pickup Truck # 52	FY18	21,000	Purchased with Building & Grounds Reserve Funds			Cemetery Truck - Purchased with Buildings & Grounds Funds	
Adjustments for Leases Transferred to Operations	FY18 & FY19		(106,181)	(94,630)		These are adjustments made to reconcile Prior Mgr Cap Prog Estimates with Adopted Budget as the amounts relate to lease payments from Operations	
COMPLETED PREVIOUS YEAR PROJECT TOTALS	FY16 +		10,701			Project Costs Summarized without including specific details from prior years	
Working Projects Subtotals:	FY20	-	31,680	140,030	23,000	FY18 Equipment Lease Purchases Moved to Operating Budget	
Sub-Total:		\$ 321,775	\$ 31,680	\$ 140,030	\$ 23,000		
Planning & Comm Development 3-725							
	Trio Balance	38,085.88					
Current/Ongoing Projects						NOTES	
None			15,000	-			
Sub-Total:			\$ 15,000	\$ -	\$ -		
Economic Development 3-727							
	Trio Balance	753.71					
Current/Ongoing Projects						NOTES	
Projects to be Determined by New CED Team	TBD	TBD	6,730	-	5,000	Request is to begin to replenish this Reserve Account to support revitalization efforts.	
Sub-Total:			\$ 6,730	\$ -	\$ 5,000		
Town Property Survey 3-729							
	Trio Balance	2,048.52					
Current/Ongoing Projects						NOTES	
Recommend Consolidation with Town Property Acquisition 3-735 - which is not included on this presentation because it is one of the Seven Reserve Accounts with Zero Funds on Deposit.							
Sub-Total:			\$ -	\$ -	\$ -		
GIS Mapping 3-731							
	Trio Balance	6,289.51					
Current/Ongoing Projects						NOTES	
Recommend Consolidation with IT Computer Equipment 3-711							
Sub-Total:			\$ -	\$ -	\$ -		
Personnel 3-733							
	Trio Balance	43,938.97					
Proposed Projects						NOTES	
Merits, Reclassifications, Studies, Payouts	FY20	42,000	25,000	48,969	48,000	DPW Performance Study, Retirement/Leave Payouts	
Sub-Total:		\$ 42,000	\$ 25,000	\$ 48,969	\$ 48,000		
Town Property Acquisition 3-735							
	Trio Balance	-					

Town of Hampden - Capital Program Source Fund 3 - RESERVES				Proposed FY20 Budget - RESERVE FUNDS			
			FY18 Adopted	FY19 Adopted	Town Council June 3, 2019	Notes	
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES	
Recommend Consolidation with Town Property Survey to Maintain an Opportunity Fund for Land Acquisition for Community & Economic Development							
Sub-Total:			\$ -	\$ -	\$ -		
Ambulance Replacement 3-737	Trio Balance	70,196.79					
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES	
Savings for Future Ambulance Replacement			20,000	20,000	20,000	Added by Council on 5-29-19	
Sub-Total:			\$ 20,000	\$ 20,000	\$ 20,000		
EMS / ALS Equipment 3-739	Trio Balance	38,710.94					
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES	
Savings for Replacement of Advanced Life Support Equipment			-	37,500			
Sub-Total:			\$ -	\$ 37,500	\$ -		
Fire Truck Replacement 3-741	Trio Balance	239,417.26					
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES	
Savings for Future Fire Apparatus Replacement	TBD	750,000	50,000	50,000	50,000		
Sub-Total:			\$ 50,000	\$ 50,000	\$ 50,000		
Fire Truck Refurbishing 3-743	Trio Balance	19,898.81					
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES	
Account setup for Renovation/Major Maintenance on Fire Apparatus							
Sub-Total:			\$ -	\$ -	\$ -		
Fire Building 3-745	Trio Balance	2,402.67					
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES	
Recommend Consolidation with Other Fire/EMS Reserve Equipment Accounts			2,361				
Sub-Total:			\$ 2,361	\$ -	\$ -		
Fire Camera 3-747	Trio Balance	838.85					
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES	
Recommend Consolidation with Other Fire/EMS Reserve Equipment Accounts			10,000				
Sub-Total:			\$ 10,000	\$ -	\$ -		
Fire Training 3-749	Trio Balance	2,383.10					
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES	
Recommend Consolidation with Other Fire/EMS Reserve Equipment Accounts							
Sub-Total:			\$ -	\$ -	\$ -		
Boat Fund 3-751	Trio Balance	1,497.81					
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES	
Recommend Consolidation with Other Fire/EMS Reserve Equipment Accounts							
Sub-Total:			\$ -	\$ -	\$ -		
Police Cruiser 3-753	Trio Balance	48,336.89				Trio Balance Includes FY18 FEMA Reimbursement of \$ 10,000.00 - Posted in FY19	
Current/Ongoing Projects	Project Year	Estimated Cost				NOTES	
Replace Police Cruiser Annually	FY20	39,500	27,000	27,000	39,500	Replace, per Infrastructure Comm Referral 4/22/19	
Sub-Total:			\$ 27,000	\$ 27,000	\$ 39,500		
Communications 3-759	Trio Balance	5,018.84					

Town of Hampden - Capital Program Source Fund 3 - RESERVES				Proposed FY20 Budget - RESERVE FUNDS			
				FY18 Adopted	FY19 Adopted	Town Council June 3, 2019	Notes
Current/Ongoing Projects	Project Year	Estimated Cost					NOTES
Radio & Public Safety Communications Equipment Upgrades and Replacement of Out-dated Equipment - (Safety I				-	5,000	5,000	Public Safety Mobile Communications Equipment
Sub-Total:				\$ -	\$ 5,000	\$ 5,000	
Roads & Streets 3-761	Trio Balance	108,716.29					
Current/Ongoing Projects	Project Year	Estimated Cost					NOTES
Baker Road (275' of reconstruction)	TBD	35,000		12,000			Project to be Scheduled when Staff Capacity Allows
Sucker Brook Culvert Replacement	TBD	150,000		50,000		50,000	Restore per Council Priorities & Potential for Road Failure
Schoolhouse Lane - Road & Stormwater Reconstruction	FY19 & FY20	320,000	300,000* Combination	150,000	150,000	20,000	Project Awarded in FY19 with combination of General-HCB/Reserve & Environmental Trust Funds; FY20 Proposal is Contingency for Unanticipated Additional Change Orders
Summer Street storm drain replacement	TBD	58,800			29,900	28,520	Funds Added per Direction from Council and further adjusted (corrected) on 5-29-19
Coldbrook Road drainage (East Beyond Laskey Ln)	FY22	40,000		27,000		13,000	Project to complete in FY20 or FY21
Western Avenue Sidewalk (LAP)	FY20	MDOT & HCB Funded					Complete project with no added funds
Cottage Street Basins & Drains	TBD	128,000		12,925		50,000	Project to complete in FY20 or FY21
Repaving Sidewalks, Town Parking Lots	FY19Ongoing	20,000	Annual Cost		20,000	20,000	Projects to complete in FY19
COMPLETED PREVIOUS YEAR PROJECT TOTALS	FY16 +			8,000			Project Costs Summarized without including specific details from prior years
Working Projects Subtotals:	FY20	-		251,925	199,900	181,520	
Sub-Total:		\$ 751,800		\$ 67,000	\$ 49,900	\$ 181,520	Certain Projects are General Fund Neutral - Due to Anticipated Reimbursement from Environmental Trust
ENVIRONMENTAL TRUST REIMBURSEMENT	TBD			\$ 239,925	\$ 179,900	\$ 141,520	Envir Trust Reimbursed Funds for Eligible Projects to complete in FY20
Proposed General Fund Projects							Env Tr Eligible
No New Projects Proposed for FY20							
Sub-Total:							
Proposed Bond-Funded Projects		Authorized Amounts					Env Tr Eligible
Route 1A Road Reconstruction	FY20	1,200,000				1,000,000	Bonded with Referendum Authorized Funds
Route 1A & Western Avenue Intersection	FY20	350,000				350,000	Bonded with Referendum Authorized Funds
Manning Mill Bridge Repairs	FY20 or FY21	150,000				150,000	Bonded with Referendum Authorized Funds
Sawyer Road Bridge Repairs	FY20 or FY21	300,000				300,000	Bonded with Referendum Authorized Funds
SPECIAL BOND FUNDED PROJECT COST COVERAGE							Projects to be completed in FY20, FY21 or FY22
Sub-Total:		\$ 2,000,000				\$ 1,800,000	General Fund Neutral in FY20 & FY21 except Interest charges
Library 3-763	Trio Balance	22,259.13	Add 262.05 From Former 3-765				
Current/Ongoing Projects	Project Year	Estimated Cost					NOTES
None							
Sub-Total:				\$ -	\$ -	\$ -	
Recreation Area 3-767	Trio Balance	337,551.33					
Proposed Projects	Project Year	Estimated Cost					NOTES
Western Avenue Parking Lot MDEP Permitting	FY20	TBD		10,000	-		Athletic Field Parking & Stormwater Compliance MDEP Permit Application (\$22,190 Remaining Encumbered)
Western Avenue Parking Lot Construction	FY20	TBD				50,000	Contribution to Athletic Field Parking Lot Construction
Sub-Total:				\$ 10,000	\$ -	\$ 50,000	
Playground 3-768	Trio Balance	19,116.55					
Current/Ongoing Projects	Project Year	Estimated Cost					NOTES
None				5,000	-		
Sub-Total:				\$ 5,000	\$ -	\$ -	
Recreation / Conservation 3-769	Trio Balance	5,589.11					

Town of Hampden - Capital Program Source Fund 3 - RESERVES				Proposed FY20 Budget - RESERVE FUNDS			
				FY18 Adopted	FY19 Adopted	Town Council June 3, 2019	Notes
Current/Ongoing Projects	Project Year	Estimated Cost					NOTES
Recommend Consolidation with Recreation Reserve and Use of Remaining Funds to support Athletic Field Parking							
Sub-Total:				\$ -	\$ -	\$ -	
Lura Hoit Pool 3-771	Trio Balance	169,227.69					
Current/Ongoing Projects	Project Year	Estimated Cost					NOTES
Plaster Resurfacing of Pool				5,000	20,320		Numerous Additional Projects Listed in Capital Program that total nearly \$200,000
Sub-Total:				\$ 5,000	\$ 20,320	\$ -	
Turtlehead Cove Marina 3-773	Trio Balance	5,394.92					
Proposed Projects	Project Year	Estimated Cost					NOTES
Lighting of Ramp and Parking Lot	FY20	15,000		5,000	-	15,000	Per Recent Council Discussion, this Item added for consideration in FY20 - confirmed by Council on 5-29-19
Sub-Total:		\$ 15,000		\$ 5,000	\$ -	\$ 15,000	
Buildings & Grounds 3-775	Trio Balance	20,103.05					
Current/Ongoing Projects	Project Year	Estimated Cost					NOTES
Funds for Use in Purchasing Cemetery Pickup	FY19	20,000		5,280	11,395		Used Pickup Purchased with combination of Reserve & Operating Funds
Sub-Total:				\$ 5,280	\$ 11,395	\$ -	
Solid Waste & Garage 3-777	Trio Balance	60,950.90					
Proposed Projects	Project Year	Estimated Cost					NOTES
Completion of New Salt Shed	FY19	115,000		90,000	45,000		Salt Shed Completed
Reconfiguration of Transfer Station - Initial Efforts	FY20	53,200					New Entry Check-in Station Added in FY19 with Available Funds, New Road being added in Spring of 2019
Sub-Total:		\$ 115,000		\$ 90,000	\$ 45,000	\$ -	
EPA/DEP-Garage 3-778	Trio Balance	18,039.11					
Current/Ongoing Projects	Project Year	Estimated Cost					NOTES
None							
Sub-Total:				\$ -	\$ -	\$ -	
Matching Grants Fund 3-780	Trio Balance	16,740.16					
Proposed Projects	Project Year	Estimated Cost					NOTES
Various Grants				40,000	-		Recent Grant Matches used for Fire Department Athletic Equipment, Radios, Library Ergonomic Desks
Sub-Total:		\$ -		\$ 40,000	\$ -	\$ -	
Sewer - Including Bangor WWTP	Trio Balance	14,568.68					
Proposed Projects	Project Year	Estimated Cost					NOTES
City of Bangor - WWTP Capital Costs	FY20	139,530				139,530	Treatment Plant Improvements @ 8.33%
Western Avenue & Dewey Street	FY21	754,000				-	Collection System - Ref Bond Project
Sub-Total:		\$ 893,530		\$ -	\$ -	\$ 139,530	

Town of Hampden Proposed FY20 Budget			Town Council								PROPOSED FY20-FY24+ CAPITAL PROGRAM	
Account Numbers	Trio Balances	FY17 Budget	FY18 Budget	FY19 Budget	FY20 Proposed	FY21 Projected	FY22 Projected	FY23 Projected	FY24+ Projected	Notes		
INDIVIDUAL RESERVE ACCOUNTS												
Municipal Building	3-702-00	\$ 53,368.30	20,000	14,000	35,000	103,520	77,700	41,500	10,000	47,830		
Unemployment	3-705-00	\$ -									Recommend Dissolving this Reserve Account	
Contingency	3-706-00	\$ -									Recommend Restoring this Reserve Account	
Cemetery	3-708-00	\$ 14,586.68										
Community Connector Bus	55-10-70-99	3-710-00	-	5,850	-	12,198	12,198	12,198	12,198	12,198	\$ 75,216.00 - Town's Reserve Balance w/ Operator (Bangor)	
Information Technology - Computers	55-11-70-99	3-711-00	\$ 43,667.19	-	14,100	-	16,100	19,070	16,370	20,140	12,270	Several Critical IT Security, Software & Hardware Needs
Cable TV	3-712-00	\$ -									Recommend Dissolving this Reserve Account	
Copier	3-715-00	\$ 245.88										
DPW Equipment & Vehicles	55-17-70-99	3-717-00	\$ 85,254.11	137,774	31,680	140,030	23,000	52,863	6,850	6,500	2,875,668	Totals for FY17 & FY18 Need Verification. Lease Payments for Five Vehicles Moved to DPW Highway Operations Budget in FY18
Town Vital Records	55-19-70-99	3-719-00	\$ 20.19	-	2,940	3,628						Recommend Dissolving this Reserve Account
Plan Development	3-721-00	\$ -										Recommend Dissolving this Reserve Account
Planning Board	3-723-00	\$ -										Recommend Consolidation of Reserve Accounts
Planning & Community Development	55-25-70-99	3-725-00	\$ 38,085.88	-	15,000	-						
Economic Development	55-27-70-99	3-727-00	\$ 753.71	-	6,730	-	5,000	5,000	5,000	5,000		
Town Prop Survey	3-729-00	\$ 2,048.52										Recommend Consolidation of Reserve Accounts
GIS Mapping	3-731-00	\$ 6,289.51										
Personnel	55-33-70-99	3-733-00	\$ 43,938.97	40,000	25,000	48,969	48,000	42,000	42,000	42,000	42,000	
Town Prop Acq	3-735-00	\$ -										Recommend Consolidation of Reserve Accounts
Ambulance Replacement	55-37-70-99	3-737-00	\$ 70,196.79	77,245	20,000	20,000	20,000	20,000	20,000	20,000		
EMS/ALS Equipment	55-39-70-99	3-739-00	\$ 38,710.94	-	-	37,500						
Fire Truck Replacement	55-41-70-99	3-741-00	\$ 239,417.26	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
Fire Truck Refurbishing	3-743-00	\$ 19,898.81										
Fire Building	55-45-70-99	3-745-00	\$ 2,402.67	-	2,361	-						Recommend Consolidation of Reserve Accounts
Fire Camera	55-47-70-99	3-747-00	\$ 838.85	-	10,000	-						Recommend Consolidation of Reserve Accounts
Fire Training	3-749-00	\$ 2,383.10										Recommend Consolidation of Reserve Accounts
Boat Fund	3-751-00	\$ 1,497.81										
Police Cruiser	55-53-70-99	3-753-00	\$ 48,336.89	34,000	27,000	27,000	39,500	185,000	186,000	186,000	1,165,500	\$43,600 of this Available Balance is Encumbered in FY19 for Fire Pickup Replacemet
Communications	55-59-70-99	3-759-00	\$ 5,018.84	-	-	5,000	5,000	5,000	5,000	5,000		Recommend Consolidation of Reserve Accounts
Roads, Streets & Stormwater	55-61-70-99	3-751-00	\$ 108,716.29	4,498	67,000	49,900	40,000					
Edythe Dyer Library	3-763-00	\$ 22,259.13										Recommend Consolidation of Reserve Accounts
Library Grant	3-765-00	\$ 262.05										Recommend Consolidation of Reserve Accounts
Recreation Area	55-67-70-99	3-767-00	\$ 337,551.33	80,000	10,000	-	50,000	50,000	50,000	50,000		Complete Additional Athletic Field Parking
Playground	55-68-70-99	3-768-00	\$ 19,116.55	-	5,000	-						Recommend Consolidation of Reserve Accounts
Recreation / Conservation	3-769-00	\$ 5,589.11										Recommend Consolidation of Reserve Accounts
Lura Hoyt Pool Facility	55-71-70-99	3-771-00	\$ 169,227.69	5,000	5,000	20,320						
Turtlehead Cove Marina	55-73-70-99	3-773-00	\$ 5,394.92	-	5,000	-	15,000	50,000	50,000	50,000	50,000	Future Funding for Dredging Harbor Channel
Buildings & Grounds	55-75-70-99	3-775-00	\$ 20,103.05	-	5,280	11,395						
Garage, Transfer Station-Solid Waste	55-77-70-99	3-777-00	\$ 60,950.90	58,000	90,000	45,000						
EPA/DEP-Gara	3-778-00	\$ 18,039.11										Recommend Consolidation of Reserve Accounts
Matching Grants Fund	55-78-70-99	3-780-00	\$ 16,740.16	-	40,000	-						
TOTALS:		\$ 1,500,911	\$ 506,517	\$ 451,941	\$ 493,742	\$ 427,318	\$ 568,831	\$ 484,918	\$ 456,838	\$ 4,255,466		

Town of Hampden Capital Program, FY20-FY24													Municipal Building - Town Office & Public Safety Center	
Category:		Facilities			Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes
Projects for Reserve # 3-702-00		Life/Years	Last Replaced	Proposed Replace Year										
Interior Front Office Remodel & Workstation Replacement	30	N/A	FY20	\$ 55,000									55,000	Remodel the lobby for improved customer service counter, ADA accessibility, enhanced security for availability of use, and install new workstations for staff - Approved for implementation with FEMA funds
ADA door openers - Town Office	10	N/A	FY18	\$ 3,000		3,000							-	Wall Heater Failing
Replace Wall Heater in Garage	10		FY18	\$ 2,000		400							1,600	Wall Heater Failing
Fire Garage Door Exhaust Linkage	20	N/A	FY18	\$ 2,000		2,000							-	Safety Concern
LED lighting upgrades	10	N/A	FY20	\$ 14,150		3,300	2,600	8,520					(270)	FY20 - exterior parking lot lighting & complete interior
Public Safety Flooring	30	N/A	FY19	\$ 20,000	\$ 10,000	10,000							-	Completed following the Mold Remediation Work
Dehumidifier - Mold Remediation	30	N/A	FY19	\$ 100,000		100,000		5,000					(5,000)	Dehumidifier for the basement storage area
Exterior HVAC Condensers	15	N/A	FY20	\$ 45,000				14,000	15,500	15,500			-	Currently Failing (require garden hose cooling) to avoid shut-down
Roof replacement	20	N/A	TBD	\$ 55,000		5,000	7,500	10,000	10,000	10,000	10,000		2,500	Roof Work TBD After Solar Energy Application Possibility Evaluation
Exterior Vinyl Siding	30	N/A	FY20	\$ 18,000				18,000					-	Repair warn wooden siding above the brick and repair sheathing and seal soffit under the roof line
ADA door openers (Public Safety) - includes related electrical work	15	N/A	FY19	\$ 3,500			3,500						-	Work Completed
Discontinue hot water heater; use boilers to heat hot water	N/A	N/A	FY19	\$ 4,200			4,200						-	Work Completed
HVAC controls & computer	20	N/A	FY20	\$ 60,000			8,000	42,000	10,000				-	Verbal Estimate - Need to Obtain Professional Scope of Work and Bids (Orig prop to fund for future replacement. System failing and costing significant repair and energy waste costs.
Replace 3 boilers (\$16k apiece)	TBD	N/A	FY21-FY22	\$ 48,000			6,000	6,000	26,000	16,000	-		(6,000)	Source of estimate: Penobscot Temp
Add motion sensor lighting to fire bay	20	N/A	FY20	\$ 1,200					1,200				-	Total Cost & Scope TBD
Add Subsurface Electrical for Tree Lighting	20	N/A	FY19	\$ 1,200			1,200						-	Original Quote was Incorrect, Revised to 400
HVAC duct cleaning (every 5 years)	5		FY21	\$ 15,000					15,000				-	Source of estimate: vendor quotes
Replace Lobby Floor	30	N/A	FY20	\$ 2,000			2,000						-	Delayed to be completed as part of Proposed Lobby Renovations
Totals:				\$ 449,250	\$ 10,000	123,700	35,000	103,520	77,700	41,500	10,000		47,830	
Adjusted Totals for Projects Not Funded or Have Offsetting Funds						\$ (103,700)	35,000	103,520	77,700	41,500	10,000		47,830	

Town of Hampden Capital Program, FY20-FY24													Information Technology			
Category:		Equipment		Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes		
Projects for Reserve # 3-711-00	Life/Years	Last Replaced														
Town Office Server	5-7	2019	FY25	\$ 4,039			4,039							-	Replaced May 2019 Using banked Reserve Funds - Software Failure and Trio SQL-Upgrade Requirement	
Front Counter Workstations	4	2019	FY19	\$ 5,000			5,000							-	Replaced May-June 2019 due to Equip Failures	
Town Wireless Access Points - Secure Network & Public Devices Replacement	5-7		FY19	\$ 1,600			1,200						400	400	Replaced May-June 2019 due to Incorrect Equipment & Security Vulnerabilities	
Town Office Server (Orig Line)	4		FY19	\$ 9,000		1,595	1,595							5,810	Replaced May-June 2019 due to Equip Failures	
TRIO conversion to SQL	TBD		TBD	\$ 2,650			2,650							-	Funded for FY19 - Funds Carried to FY20 Implementation	
Workstation Upgrades to Win 10-Pro	5		FY20	\$ 13,000			-	11,000	1,225	-	-			775	New Equipment TBD Town wide Upgrade Necessary due to Win 7 Machines End-of-Life on Dec 31, 2019	
Councilor tablets (7)	4		FY20	\$ 3,500		775	775	1,950	-	-	-			-	Replaced December 2014 - New Equipment TBD	
Networking & Firewall Security Equipment	6		FY22	\$ 6,000		885	885	-	885	885	885			1,575	Upgraded February 2014	
Fire / EMS laptops (4)	5		FY23	\$ 6,000		1,325	1,325	-	1,675	1,500	175			-	Replace in July 2022	
Cruiser laptops (3)	5-7		FY22	\$ 14,800		3,275	3,275	-	3,400	3,325	1,525			-	Replaced April 2015	
Admin Laptops (3)	5		FY21	\$ 3,000		450	450	-	2,550		(450)			-	Last Replaced in June 2011	
CED Laptops (3)	5		FY19	\$ 2,500		-	-	1,150	-	750	750			(150)	Purchased three in May 2019 - New Positions & Upgrades	
CED Equipment	5		FY20	\$ 1,150		-	-	1,150	-	750	750			(1,500)	Purchased three in May 2019 - New Positions & Upgrades	
CCTV Surveillance system	7		FY24+	\$ 7,700		975	975	-	1,500	1,500	1,500			1,250	Upgraded February 2017	
HVAC - AV Equipment Closet	6		FY24+	\$ 6,000		885	885	850	1,000	1,000	1,000			380	Server room 2014 A/V room NEVER	
Phone system	10		FY24+	\$ 15,000		1,100	1,100	-	4,000	4,000	3,000			1,800	Replaced May 2014	
Plotter replacement	6		TBD	\$ 6,000		885	885	-	885	885	885			1,575	Replaced June 2015	
LCD Projectors (2)	4		TBD	\$ 1,600		355	355	-	355	180				355	Purchased 2009 - New LCD Monitors may impact the need for this equipment	
Public Safety Server	5-7		TBD	\$ 9,000		1,595	1,595	-	1,595	1,595	2,620			-	Replaced November 2015	
IT Pipes software				\$ 7,500		-	-	-			7,500			-	n/a	
Totals:				\$ 125,039	-	14,100	16,750	16,100	19,070	16,370	20,140		12,270			
Adjusted Balances - Items Deleted, Changed or Added due to Unforeseen Circumstances																
Adjusted Totals for Projects Not Funded or Have Offsetting Funds							16,750	16,100	19,070	16,370	20,140	12,270				Council Rejected all FY19 Requested IT Funds; however, several failures & security threats required emergency use of banked Reserve Funds

Town of Hampden Capital Program, FY20-FY24													Public Works - Vehicles & Heavy Equipment
Category: Vehicles & Equipment													
Projects for Reserve # 3-717-00	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes
310SK Backhoe Loader (#8)	5	2017	FY23	\$ 120,000		13,448	14,258	14,258	14,258	14,258	14,258	35,262	Lease - Moved to DPW Highway Operations Budget
Plow truck (#13)	10	2018	FY28	\$ 126,143		32,560	36,097	36,097	36,097			(14,707)	Lease - Moved to DPW Highway Operations Budget
Dump truck - Wheeler (#44)	10	2016	FY26	\$ 185,000		36,493	36,493	36,493	36,493			39,028	Lease - Moved to DPW Highway Operations Budget
John Deere 544K Loader (#16)	5	2016	FY22	\$ 167,000		20,979	20,979	20,979	20,979			83,084	Lease - Moved to DPW Highway Operations Budget
Plow truck (#20)	8	2018	FY26	\$ 128,228		31,680	38,363	38,363	38,363			(18,541)	Lease - Moved to DPW Highway Operations Budget
Plow truck (#14)	8	2008	FY20	\$ 150,000				10,000				140,000	Down Payment Replacement for Funds used in FY19
Ford F-350 1-ton (#32)	6	2019	FY25	\$ 45,000			14,500					30,500	NOTE: All Above Lease Terms Need Review
Ford F-350 1-ton (#35)	6	2019	FY25	\$ 45,000			14,500					30,500	
Sidewalk Sanding Attachment *	10	New	FY19	\$ 6,000								6,000	Sand/Salt Sidewalks
Pressurized Steam Trailer *	8	New	FY19	\$ 11,000								11,000	Clearing Frozen Culverts & Basins
Wireless Four-Post Vehicle Lift	10	New	FY20	\$ 44,000				13,000				31,000	Heavy Vehicle Lift for Safely Lifting Trucks for Preventive Maintenance and Repairs
John Deere zero turn 60" mower (#4)	5	2015	FY21	\$ 11,000			3,000		8,000			-	
John Deere Mower X590 (#5)	5	2016	FY22	\$ 7,500			1,300		2,000	2,200	2,000	-	
John Deere Mower X590 (#6)	5	2016	FY22	\$ 7,500			1,350		2,000	2,150	2,000	-	
John Deere Mower X590 (#7)	5	2017	FY23	\$ 7,500					2,500	2,500	2,500	-	
Trackless sidewalk plow (#7A)	10	2015	FY25	\$ 140,000								140,000	
John Deere Small Tractor 2520 (#9)	10	2007	FY19	\$ 30,000								30,000	
John Deere Large Tractor (#9A)	10	2010	FY21	\$ 65,000								65,000	
Ford F-250 3/4 ton pickup w/plow (#10)	6	2013	FY20	\$ 35,000			5,850					29,150	
Plow truck (#11)	8	2013	FY22	\$ 130,000								130,000	
Grader		1994		\$ 230,000								230,000	
Dump Truck (#14)	10	2010	FY21	\$ 158,000								158,000	
Dump Truck (#15)	10	2012	FY23	\$ 185,000								185,000	
Plow truck (#18)	8	2012	FY21	\$ 148,000			18,500					129,500	
Dump Truck (#19)	10	2011	FY22	\$ 158,000								158,000	
Trailer (cemetery) (#29)		2005	FY19									-	
Trailer (20 ton) (#30)		1989	FY19	\$ 22,000								22,000	
Ford L-8000 truck (Sewer Jet) (#33)		1978		\$ 180,000								180,000	
Trailer (ballfield) (#50)		2010	FY20									-	
DPW vehicle (#51 Crown Vic)	6	2010	FY19									-	
Pickup Truck, Cemetery (4-door 4x4) (replacement for #52)	5		FY19	\$ 20,000		5,280	5,280					9,440	Purchased in FY19 - With Operation Funds from Buildings & Grounds for Cemetery Use
Excavator (30,000 lb)				\$ 180,000								180,000	Needed for Internal Construction Projects (Rental Option)
Replace Sewer Jet (#33) with Jet/Vac				\$ 400,000								400,000	
Adjusted Balances - Leases Moved to Ops						(103,480)	(70,440)	(146,190)	(107,827)	(14,258)	(14,258)	456,453	All Lease Payments Need Verification
Totals:				\$ 3,141,871	-	31,680	140,030	23,000	52,863	6,850	6,500	2,875,668	
Adjusted Totals for Projects Not Funded or Have Offsetting Funds						\$ 140,440	\$ 210,470	\$ 23,000	\$ 52,863	\$ 6,850	\$ 6,500	\$ 2,875,668	

Town of Hampden Capital Program, FY20-FY24													Public Safety - Police, Fire/EMS, Code - Vehicles & Equipment	
Category: Vehicles & Equipment														
Projects Use Various Reserve #'s	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes	
Police Cruiser Annual Replacement	4	2019	Annual	\$ 34,000		17,000	27,000	39,500	40,000	41,000	41,000	42,000	Purchase a new cruiser each year, based upon mileage and engine hours	
Ambulance Replacement			FY26	\$ 250,000	35,000	20,000	20,000	20,000	30,000	30,000	30,000	65,000		
Fire Engine Replacement			TBD	\$ 800,000	70,000	50,000	50,000	50,000	50,000	50,000	50,000	430,000	Final Cost Determined by Needs and Trade Value for Custom Truck	
Heavy Rescue Engine Replacement			TBD	\$ 650,000				-	50,000	50,000	50,000	500,000	Final Cost Determined by Needs and Trade Value for Custom Truck	
Fire Engine Refurbishing			TBD	\$ 8,000	8,000			-				-	Fund for Anticipated/Identified Major Maint/Repairs	
Air Bottles			FY21	\$ 55,000			27,500	-				27,500	15 year life span for equipment	
Thermal Imaging Camera			FY18	\$ 10,000		10,000		-				-		
Weapons. Replacement	10		FY19	\$ 6,000				-				6,000		
Cardiac Monitor (2)			FY28	\$ 80,000			10,000	-	10,000	10,000	10,000	40,000		
Public Safety Utility Pickup Truck	10		FY19	\$ 40,000				-				40,000	Purchased in 2019	
Radios	5		FY22-25	\$ 30,000				-	5,000	5,000	5,000	15,000		
* Alternative Funding Souce Offsets														
Totals:				\$ 1,929,000	\$ 113,000	97,000	134,500	109,500	185,000	186,000	186,000	1,165,500		
Adjusted Totals for Projects Not Funded or Have Offsetting Funds						97,000	134,500	109,500	185,000	186,000	186,000	1,165,500		

Town of Hampden Capital Program, FY20-FY24													Public Works - Roads, Bridges, Streets, Sidewalks & Stormwater	
Category:		Infrastructure			Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes
Projects for Reserve # 3-761-00	Life/Years	Last Replaced	Proposed Replace Year											
Roads														
Baker Road (275' of road reconstruction)	10		FY22	\$ 35,000		12,000	-		18,000	17,000	-	-	-	Construction To Be Determined
Schoolhouse Lane (rebuild)	25		FY20	\$ 320,000	150,000		150,000	20,000	-	-	-	-	-	Construction Underway - FY20 Request for Change Order Contingency
Rte 1A crosswalks and ped beacons at Cottage Street and Irving Station	15	2018	FY19	\$ 18,625	18,625									HCB funds
Paving (roads)	Ongoing		Annual	\$ 365,000									365,000	Annual Costs Transferred to DPW-Highway Operations Budget
Repaving sidewalks, town parking lots	Ongoing		Annual	\$ 20,000			20,000	20,000	20,000	20,000	20,000	20,000	Annual	DPW Director Estimate -Consider Moving to DPW Operations
Stormwater														
Sucker Brook Box Culvert (at Old County Rd)	30		FY20?	\$ 150,000		50,000	-	50,000	50,000				50,000	Council goal is to pay from TIF (pending changes to auth'd uses) and/or Env. Trust, and/or grant proceeds.
Summer Street storm drain replacement			FY20	\$ 58,800			29,900	8,520	20,380					Project Eligible for Envir Trust Reimbursement
Coldbrook Road drainage (to Laskey Ln)			FY18	\$ 40,000		27,000	-	13,000	14,000				13,000	
Cottage Street (catch basins & drain pipe; replace storm drain)	30		FY21	\$ 128,000		12,925	-	50,000					78,000	Prioritized and Funds added in FY20 at Direction of Council, with Staff Concurrence
Shaw Brook Watershed Mgmt Plan			TBD	\$ 40,000					5,000	5,000	5,000		25,000	Recommend Moving this to Planning & Development
Sucker Brook Watershed Mgmt Plan			TBD	\$ 40,000					7,000	7,000	7,000		19,000	Recommend Moving this to Planning & Development
Bridges														
Manning Bridge #3366			FY20 or FY21	\$ 150,000					150,000					Project Bonded for Completion when Staff Capacity Allows for Project Management
Sawyer Bridge #0863			FY20 or FY21	\$ 300,000					300,000					Project Bonded for Completion when Staff Capacity Allows for Project Management
Upper Papermill Bridge #0864			TBD											Project Needs to be fully Scoped
Other														
Coldbrook Road water infrastructure			FY19	\$ 167,000	100,000	67,000			-	-	-			TIF funds Loaned to MRC for Coldbrook Road Infrastructure
Town Center holiday lighting repairs			TBD	\$ 33,000									33,000	Final Project Scope is TBD
Hampden Business & Commerce Park Fire Suppression Waterline (TID Bonded)			FY20	\$ 500,000									500,000	Installation of new Fire Suppression Waterline to increase Fire Capacity to HBCP - TIF Bond Funds Approved - Project proceeding with HWD
Signalization at Rte 1A and Rte 202 (FY19 Bond Funds - Amortization Schedule TBD)			TBD	\$ 350,000									350,000	Proposed as BACTS project (80/10/10 split with 10% Local) However, now considering a 50/50 MPI with MDOT, due to costs and Regional Project Backlog - Bond Funds Approved
* Environmental Trust Reimbursement Offsets				\$ (456,800)		(101,925)	(150,000)	(121,520)						
Totals:				\$ 2,715,425	268,625	168,925	199,900	161,520	584,380	49,000	32,000		1,433,000	
Adjusted Totals for Projects Not Funded or Have Offsetting Funds						67,000	49,900	40,000	566,380	32,000	32,000		1,433,000	

Town of Hampden Capital Program, FY20-FY24													Edythe Dyer Library
Category:		Facilities											
Projects for Reserve # 3-763-00	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes
Heat far ends of building (installed heat pumps)			FY17										
Replace library doors			FY17	\$ 19,267									
LED lighting			FY17	\$ 20,000									
Parking LED lighting Replacement			FY19	\$ 4,000									<i>Light Failing, Emergency Replacement opleted</i>
Roof replacement (flat portion)													
Window replacement (energy efficiency)													
Larger meeting space													
Totals:				\$ 43,267	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Town of Hampden Capital Program, FY20-FY24													Recreation - Skehan Center & Athletic Facilities	
Category:		Facilities			Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes
Projects Use Various Reserve #'s	Life/Years	Last Replaced	Proposed Replace Year											
Recreation Facilities														
Additional field space (multipurpose)				\$ 1,500,000										<i>Most Estimates Need Complete Scoping</i>
Permanent bathroom and concession space at outdoor field space				\$ 35,000										
Addition of outside field storage				\$ 18,000										
Facility signage (outdoor field space)				\$ 15,000										
New facility/recreation center				\$ 5,000,000										
More parking for Lura Hoit complex (add'l 50 spots needed for current use)			FY20	\$ 450,000				50,000						<i>Parking Lot Construction</i>
Rebuild VFW Tennis Courts to correct drainage and alleviate surface shifting/cracking				\$ 110,000										
Rebuild VFW Basketball Courts to correct drainage and alleviate surface shifting/cracking				\$ 150,000										
Ballfield Road softball field, LED lighting conversion/replacement				\$ 15,000										
Marina Dock			FY18	\$ 30,000		20,000	-							
Marina - rip rap stabilization				\$ 75,000										
Marina boat ramp			FY20	\$ 30,000				15,000						<i>Lighting for parking lot and boat ramp</i>
Marina dredging				\$ 1,000,000										
Skehan Center														
Parking (60-70 additional spaces)														<i>Most Estimates Need Complete Scoping</i>
Roof replacement				\$ 50,000										
Permanent secure lobby office space				\$ 15,000										
Building heating upgrades (energy efficiency)				\$ 45,000										
Hot Water (locker room) heating upgrades				\$ 10,600										
Facility signage				\$ 17,000										
Windows and doors				\$ 5,000										
Paint				\$ 12,000										
Roof replacement				\$ 150,000										
Totals:				\$ 8,732,600	-	20,000	-	65,000	-	-	-	-		

Town of Hampden Capital Program, FY20-FY24													Lura Hoit Pool	
Category:		Facilities			Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes
Projects for Reserve # 3-771-00	Life/Years	Last Replaced	Proposed Replace Year											
Pool sand filter	20		FY26	\$ 20,000					2,500	2,500	2,500	12,500		
Plaster re-surface	15		FY21	\$ 32,000			20,320		11,680			-	Project to be scheduled for work in FY21	
Boilers	15		FY24	\$ 42,710					7,120	7,120	7,120	21,350		
Pool Pump	15		FY22	\$ 2,600					1,300	1,300	-	-		
Air Handler	15		FY27	\$ 172,000					19,100	19,100	19,100	114,700		
Metal Roof	25		FY39	\$ 24,000					1,140	1,140	1,140	20,580		
Painting interior of pool area			FY18	\$ 30,000	\$ 5,000	5,000			5,000	5,000	5,000	5,000		
Replace/repair sidewalk and curbing			FY18	\$ 6,500								6,500		
Totals:				\$ 329,810		5,000	20,320	-	47,840	36,160	34,860	180,630		

Town of Hampden Capital Program, FY20-FY24													Public Works - Garage, Transfer Station & Solid Waste	
Category:		Facilities			Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes
Projects for Reserve # 3-777-00	Life/Years	Last Replaced	Proposed Replace Year											
Salt Shed	30		FY19	\$ 80,000	-	80,000	35,000					(35,000)	<i>Project Completed in FY19</i>	
Contingency for "bridge waste" transport costs	1		FY19	\$ 10,000	-	10,000	10,000					(10,000)	<i>With Coastal Resources now operational at the Fibernight Facility, this cost center will be eliminated</i>	
Contingency for increased recycling costs	1			\$ 10,000			-					10,000	<i>With Coastal Resources now operational at the Fibernight Facility, this cost center will be eliminated</i>	
Equipment garage	30			\$ 70,000			-					70,000		
Roof repair at DPW Garage	15		FY18	\$ 41,350	38,000	-	-					3,350		
Transfer Station Reconfiguration	30			\$ 53,200	-		-					53,200		
Vehicle lift at DPW Garage	10			\$ 44,000	-		-	-				44,000	<i>This Item Included in DPW - Vehicles & Equipment Cost Center</i>	
Stone repair, all cemeteries	50						-					-		
Totals:				\$ 308,550	38,000	90,000	45,000	-	-	-	-	135,550		

Town of Hampden Capital Program, FY20-FY24													MDOT - Maine Department of Transportation Roads & Bridges
Category: Infrastructure													
Projects Use Various Reserve #'s	Life/Years	Last Replaced	Proposed Replace Year	Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes
Main Road North - Rt 1A			FY19	\$ 1,200,000			21,500	42,000	42,000	42,000	42,000	1,010,500	All Bond Terms are TBD
Grist Mill Bridge, sewer line replacements			FY19	\$ 435,400			14,800	31,000	31,000	31,000	31,000	296,600	All Bond Terms are TBD
Western Ave sidewalk (WIN 191401.00)			FY19	\$ 38,336			6,736					31,600	All Bond Terms are TBD
Totals:				\$ 1,673,736	\$ -	-	43,036	73,000	73,000	73,000	73,000	1,338,700	

Town of Hampden Capital Program, FY20-FY24													Hampden Sewer Division
Category:		Infrastructure		Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Notes
Projects Use Sewer Fund Reserves	Life/Years	Last Replaced	Proposed Replace Year										
Capital Projects													
Soudabscook Pump Station Alt 2 (increase capacity)													* Priority Projects refer to analysis by Woodard & Curran, 2008. Priority Projects 1-3 complete.
Pump Station - Pump Replacement - Multiple Stations			FY20										
Meter Pit Parshall Flume Fix/Valve Install				\$ 29,000			29,000						Source of estimate: Woodard & Curran, 10/20/17
Rte. 1A from Western Ave to Skehan (Sewer Project Priority #4 - partial*)				\$ 635,000			-	-				635,000	Part of priority project #4 from 2008 plan was already completed
Western Ave. from 1A to Rte 202 (Sewer Project Priority #5*)				\$ 754,000			-	-	44,231	44,231	44,231	621,307	Borrowing authorization proposed at June 2018 ballot. If authorized, project would proceed after the Rte 1A and Grist Mill Bridge projects
Pleasant St. from dead end to intersection and Summer St. (Sewer Project Priority #6*)													
Carver St. and 3 spots on M.R.N. near Hughes Bros. (Sewer Project Priority #7*)													
Replacement pumps for Ferry Street and Summer Street pump stations			FY19	\$ 12,000			12,000						
Replace County Road sewer (3 areas) (2,450 LF)													
Replace Mountainview sewer (930 LF)													
CSO Master Plan Update				\$ 65,000		50,000						15,000	
Route 1A sewer project				\$ 924,000			14,900	54,143	54,143	54,143	54,143	692,528	Borrowing authorization proposed at June 2018 ballot. If authorized, project would pursue financing through MMBB SRF
			Sub Totals:	\$ 2,419,000		50,000	55,900	54,143	98,374	98,374	98,374	1,963,835	
Operations & Maintenance Tasks													
CSO Tank Sealing (5 tanks)						30,000	30,000						
CSO Master Plan							65,000						
CCTV - flush sewer system				\$ 300,000		60,000	60,000	60,000	60,000	43,000			
I/I Study - Mayo Road							-						
I/I Study - Westbrook Terrace							-						May want to look at capital project to remove illegal tie-ins of roof drains and perimeter drains
Meter Pit Parshall Flume Study				\$ 7,000		7,000							
Easement clearing							20,000						
			Sub Totals:	\$ 307,000		97,000	175,000	60,000	60,000	43,000	-	-	
			TOTAL:	\$ 2,726,000		147,000	230,900	114,143	158,374	141,374	98,374	1,963,835	

Town of Hampden Capital Program, FY20-FY24										Sewer Division - Bangor WWTP - Wastewater Treatment Plant				
Category:		Infrastructure			Total Estimated Costs	Previously Encumbered Funds	Adopted FY18	Adopted FY19	Proposed FY20	Projected FY21	Projected FY22	Projected FY23	Projected FY24 and Beyond	Note, The Town of Hampden contribution is 8.33% of the Total Bangor WWTP Capital Improvements, per Interlocal Agreement Sec. A Item 6.(a).
Projects Use Sewer Fund Reserves	Life/Years	Last Replaced	Proposed Replace Year											
Actuator Replacement	TBD	TBD	FY19	\$ 55,000				4,582				-		
Main Submersible Flyght Pumps	TBD	TBD	FY20	\$ 315,000				8,747	8,747	8,747		(1)	Cost projected over three years, beginning in FY20	
Replace biofilter pump	TBD	TBD	FY20	\$ 96,000				2,666	2,666	2,666		-	Cost projected over three years, beginning in FY20	
Electrical control system & Emergency Generator	TBD	TBD	FY20	\$ 265,000				22,075				-	Projected to be Bonded - Terms TBD	
SCADA Instrumentation/Control Repairs	TBD	TBD	FY20	\$ 185,000				15,411				-	Projected to be Bonded - Terms TBD	
WWWTP Tank Top Sealing (Design Phase)	TBD	TBD	FY20	\$ 15,000				1,250				-		
Sludge Pump Replacement	TBD	TBD	FY20	\$ 26,000				2,166				-		
Secondary Treatment Splitter Box (Design Phase)	TBD	TBD	FY20	\$ 10,000				833				-		
Large Dewatering Conveyor	TBD	TBD		\$ 25,000				2,083				-		
HVAC Repairs/Replacement	TBD	TBD		\$ 25,000				2,083				-		
Thickener Tank Repair (Design Phase)	TBD	TBD		\$ 15,000				1,250				-		
Grit Piping Replacement	TBD	TBD		\$ 15,000				1,250				-		
Secondary Treatment Splitter Box (Design Phase)	TBD	TBD	FY20	\$ 10,000				833				-		
Climber Screen Motor Replacement	TBD	TBD	FY20	\$ 893,000				74,387				-	Projected to be Bonded - Terms TBD	
Totals:				\$ 1,950,000	\$ -	\$ -	\$ -	\$ 139,611	\$ 11,413	\$ 11,413	\$ -	\$ (1)		

D-3-a & b



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: Wells Brent E
LAST FIRST MI

ADDRESS: 174 Old County Rd. ME 04444
STREET TOWN ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: (207) 852-3191 NA
HOME WORK

EMAIL: doshaw@gmail.com

OCCUPATION: currently on disability

BOARD OR COMMITTEE PREFERENCE: HPC

FIRST CHOICE: ~~Board of Appeals~~ Planning Board - unex. term

SECOND CHOICE (OPTIONAL): Recreation Committee

How would your experience, education and/or occupation be a benefit to this board or committee? Because I am disabled, I am uniquely aware of access issues for disabled individuals that both the Board and the Committee are asked to respond to.

Are there any issues you feel this board or committee should address, or should continue to address? I am especially concerned about disability rights/access and would like to see both committees address this issue.

3 YEAR

BOARD OF ASSESSMENT REVIEW
PERSONNEL APPEALS BOARD
LURA HOIT MEMORIAL POOL
HARBOR COMMITTEE

DYER LIBRARY
RECREATION COMMITTEE
BOARD OF APPEALS
HISTORIC PRESERVATION COMMISSION

5 YEAR
PLANNING BOARD

FOR TOWN USE ONLY		Date Application Received: <u>SEP 05 2017</u>
COUNCIL COMMITTEE ACTION:	<u>P & D - referred to Council</u>	DATE: <u>9/20/17</u>
COUNCIL ACTION:	<u>Appointed</u>	DATE: <u>10/2/17</u>
<input checked="" type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: <u>12/31/2020</u>

Rev. 02/16/2017

Expires 2020

D-3-c&d



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: Wells Ladoiya D
LAST FIRST MI

ADDRESS: 174 Old County Road Hampden 04444
STREET TOWN ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: 207-852-3189 _____
HOME WORK

EMAIL: ladoiyaw@gmail.com

OCCUPATION: Homemaker/writer

BOARD OR COMMITTEE PREFERENCE:
 FIRST CHOICE: Historic Preservation Commission
 SECOND CHOICE (OPTIONAL): Planning Board and Board of Appeals

How would your experience, education and/or occupation be a benefit to this board or committee? I have a Bachelors degree in Anthropology and an interest in preserving our history.

Are there any issues you feel this board or committee should address, or should continue to address? _____

3 YEAR

- | | |
|----------------------------|----------------------------------|
| BOARD OF ASSESSMENT REVIEW | DYER LIBRARY |
| PERSONNEL APPEALS BOARD | RECREATION COMMITTEE |
| LURA HOIT MEMORIAL POOL | BOARD OF APPEALS |
| HARBOR COMMITTEE | HISTORIC PRESERVATION COMMISSION |

5 YEAR
PLANNING BOARD

FOR TOWN USE ONLY		Date Application Received: _____
COUNCIL COMMITTEE ACTION: <u>P+D - referred to Council</u>	DATE: <u>6/5/19</u>	
COUNCIL ACTION: _____	DATE: _____	
<input checked="" type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____

**Memorandum**

TO: Town Council
CC: Jim Chandler, Town Manager
FROM: Paula Scott, Town Clerk
DATE: June 13, 2019
RE: June 11th, 2019 Election

As evidenced by the return of votes cast, voter turn out for the June 11th RSU #22 Budget Validation Referendum was extremely low; the lowest on record going back to 2001. This turn out represented only 3% of the number of active voters on the Town of Hampden's voting list.

The upside is that I was able to welcome Storie Brown as a new election clerk and if nothing else, it was a good election to train at. Additionally, Deputy Clerk Jenn Mahon jumped right in with both feet and hit the ground running with regard to end of the night counting and recording duties, revealing again how fortunate we are that she has joined team Hampden.

Once again, thanks goes to my fellow employees who lent their assistance to me in many ways both before, during and after the election. In spite of turn out-which is always an unknown- the pre and post-election work remains the same and I am thankful for all of their help.

Town of Hampden
MASTER TALLY SHEET
RSU 22 Budget Referendum Election
Tuesday, June 11, 2019

QUESTION ONE: SCHOOL BUDGET VALIDATION	
YES	145
NO	78
BLANKS	0
OVERVOTES	0
TOTAL BALLOTS CAST	223
QUESTION TWO: BUDGET VOTING PROCESS	
YES	168
NO	55
BLANKS	0
OVERVOTES	0
TOTAL BALLOTS CAST	223

TOTAL NUMBER OF BALLOTS CAST	223
TOTAL NUMBER OF ELIGIBLE VOTERS TOWNWIDE	5837
PERCENTAGE OF VOTE TURNOUT	3%



106 Western Avenue
Hampden, Maine 04444
Office: 207-862-3034
Facsimile: 207-862-5067

MEMORANDUM

TO: Finance & Administration Committee & Town Council
FROM: Jim Chandler, Town Manager *JNC*
COPY: Shelley Abbott, Recreation Director
DATE: June 17, 2019
RE: Outdoor Facilities Ordinance Signage – Recreation/Conservation Reserve Request

This memorandum requests the expenditure of Recreation/Conservation Reserve Funds, as described below and referred from the Services Committee Meeting on June 10, 2019.

Background

The Town updated the Outdoor Facilities Ordinance in May 2019 to reflect changes in the allowed use of certain parks and recreation facilities. Specifically, the amended ordinance establishes defined (and in some cases more restrictive) access to public use of various park and recreation areas. This action requires signs be installed that inform the public of the newly defined hours of operation.

Recreation Director Abbott has prepared the attached memorandum and the associated proofs for the new signs and this memo conveys this information related to the specific signs being ordered from the same vendor previously used by the Town in 2017. A total of thirteen signs are being ordered for six different park and recreation facilities, including:

- Turtlehead Cove Marina
- Western Avenue Athletic Fields
- VFW Ballfields and Facilities
- Ballfield Road Athletic Field
- Dorothea Dix Park
- Papermill Park

Fiscal Impacts

Per the attached memo from Recreation Director Abbott, the signs are \$29.99 each, totaling \$389.95 and Goodwin Glass has provided the specific proofs for thirteen (13) signs. Services Committee referred the matter to Council for authorization up to \$ 400.00 for this purpose.

Recreation / Conservation Reserve Acct 3-769-00	Amount	Comments
Trio Balance	\$ 5,589.11	June 7, 2019
Current Unencumbered Balance	0	Prior Encumbrances Cleared
13 Outdoor Ordinance Signs	\$ 400.00	
Remaining Available Balance	\$ 5,189.11	

Staff Recommendation

Staff requests positive referral from committee to Council for the approval of the expenditure of up to \$400.00 in funds from the Recreation/ Conservation Reserve Account # 3-769 for the purchase of thirteen Outdoor Ordinance signs.



Recreation Department-Skehan Recreation Center

To: Hampden Town Council Services Committee
 Town Manager Jim Chandler *JAC*

From: Recreation Director Shelley Abbott

CC: PW Director Sean Currier

Date: 6/6/2019

Re: C/R Account 3-769-00

Comments: I am requesting authorization to use Conservation/Recreation account number 3-769-00 for the purpose of the following items:

12"x18" Metal signs with updated facility hours Outdoor Facility Ordinance Changes
 May 2019-13 total

(not to exceed) \$389.95

Signage will be added to existing signage at all Outdoor Facilities with specific details on Hours of Use and Season or Year Round Access as a result of changes in May 2019 to the Outdoor Facilities Ordinance

Total Request from C/R Account 3-769-00 (not to exceed) \$389.95



Shelley Abbott <recreation@hampdenmaine.gov>

Signage Needed

jen@goodwinglass.com <jen@goodwinglass.com>
Reply-To: jen@goodwinglass.com
To: Shelley Abbott <recreation@hampdenmaine.gov>

Wed, Jun 5, 2019 at 12:53 PM

Hi Shelley,

Attached are the proofs for the signs. These are \$29.99 each – the total for all 13 would be \$389.95. Look this over and let me know if this is okay to go ahead with or whether any changes are necessary.

Thanks,

Have a great day!

Jen

From: Shelley Abbott

Sent: Tuesday, May 21, 2019 3:25 PM

To: Chris Goodwin

Subject: Signage Needed

Good Morning Jen,

I am looking to get some signage made in the same color/set up as the signs we did back in 2017 (see attachment sample below). Information would be as follows for these new signs.

Would 12" x 18" work for these also? (seperate signs for each facility-13 total)

Please let me know or forward proofs when complete if it all work and makes sense.

Thanks,

Shelley Abbott

Recreation Director

Marina Park Need 2

Seasonal Access Permitted April 1-November 1 (Conditions Permitting)

Park Hours: 1/2 hour before dawn until 11 pm.

After dark use limited to boat launch and parking lot.

Per Town of Hampden Outdoor Facilities Ordinance
Ordinance Enforced by Hampden Police Department

Western Avenue Recreation Area Need 2

Year-Round Access Permitted

Park Hours: 1/2 hour before dawn until 10 pm.

After dark use limited to playground, sand volleyball court and parking lot.

Per Town of Hampden Outdoor Facilities Ordinance
Ordinance Enforced by Hampden Police Department

VFW Recreation Area Need 5

Seasonal Access Permitted April 1-November 1 (Conditions Permitting)

Park Hours: 1/2 half hour before dawn until 10 pm.

After dark use limited to tennis court, basketball court and adjacent parking lots.

Per Town of Hampden Outdoor Facilities Ordinance

Ordinance Enforced by Hampden Police Department

Ballfield Road Softball Field Need 2

Seasonal Access Permitted April 1-November 1 (Concitions Permitting)
Park Hours: 1/2 hour before dawn until 11 pm.
After dark fee based use limited to ball field and parking lot.

Per Town of Hampden Outdoor Facilities Ordinance
Ordinance Enforced by Hampden Police Department

Dorothea Dix Park Need 1

Seasonal Access Permitted April 1-November 1 (Conditions Permitting)
Park Hours: 1/2 hour before dawn until an hour after sunset.

Per Town of Hampden Outdoor Facilities Ordinance
Ordinance Enforced by Hampden Police Department

Papermill Park Need 1

Seasonal Access Permitted April 1-November 1 (Conditions Permitting)
Park Hours: 1/2 hour before dawn until an hour after sunset.

Per Town of Hampden Outdoor Facilities Ordinance
Ordinance Enforced by Hampden Police Department

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

ph. 207-862-6451
fx. 207-862-5067
www.hampdenmaine.gov

5 attachments



BallfieldRdOOsign.jpg
608K

Ballfield Rd - Qt. 2



MarinaOsign.jpg
611K

Marina Park - Qty. 2



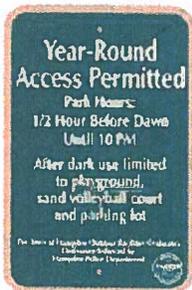
PapermillDorotheaDixOsigns.jpg
600K

Papermill - Qty. 1
Dorothea Dix - Qty. 1



VFWOsign.jpg
643K

VFW - Qty. 5



WesternAveOsign.jpg
598K

Western Ave - Qty. 2

Year-Round Access Permitted

Park Hours:
1/2 Hour Before Dawn
Until 10 PM

After dark use limited
to playground,
sand volleyball court
and parking lot

Per Town of Hampden Outdoor Facilities Ordinance
Ordinance Enforced by
Hampden Police Department



Western Ave - Qty. 2

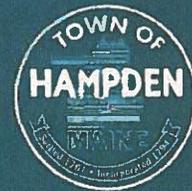
Seasonal Access Permitted

April 1 - November 1
(Conditions Permitting)

Park Hours:
1/2 Hour Before Dawn
Until 11 PM

After dark use limited
to boat launch
and parking lot

Per Town of Hampden Outdoor Facilities Ordinance
Ordinance Enforced by
Hampden Police Department



Marina Park - Qty. 2

Seasonal Access Permitted

April 1 - November 1
(Conditions Permitting)

**Park Hours:
1/2 Hour Before
Dawn Until An
Hour After Sunset**

Per Town of Hampden Outdoor Facilities Ordinance
Ordinance Enforced by
Hampden Police Department



**Papermill - Qty. 1
Dorothea Dix - Qty. 1**

Seasonal Access Permitted

April 1 - November 1
(Conditions Permitting)

Park Hours:
1/2 Hour Before Dawn
Until 10 PM

After dark use limited to
tennis court, basketball
court and adjacent
parking lot

Per Town of Hampden Outdoor Facilities Ordinance
Ordinance Enforced by
Hampden Police Department



VFW - Qty. 5

Seasonal Access Permitted

April 1 - November 1
(Conditions Permitting)

Park Hours:
1/2 Hour Before Dawn
Until 11 PM

After dark fee based
use limited to ball
field and parking lot

Per Town of Hampden Outdoor Facilities Ordinance
Ordinance Enforced by
Hampden Police Department



Ballfield Rd - Qt. 2



MEMORANDUM

106 Western Avenue
Hampden, Maine 04444
Office: 207-862-3034
Facsimile: 207-862-5067

TO: Finance & Administration Committee & Town Council
FROM: Jim Chandler, Town Manager-Treasurer *JNC*
COPY: Shelley Abbott, Recreation Director
Janet Hughes, 2019 Hampden Children's Day Committee Treasurer
DATE: June 17, 2019
RE: Hampden Children's Day Expenses – Reserve Request

This memorandum requests the expenditure of Recreation / Conservation Reserve Funds, as described below and referred from the Services Committee Meeting on June 10, 2019.

Background

The Hampden Children's Day planning committee is finalizing the details of the upcoming 2019 event, which is the 40th Anniversary of this annual parade and festival celebrating kids and families in Hampden. This year it coincides with the 225th Anniversary of the Town of Hampden's incorporation as a Town. This year's theme is: *Celebrating Hampden*.

As in previous years, the 2019 event starts with a morning parade – then hosts games, food, music and pony rides – and concludes with fireworks. The Town benefits from the Planning Committee's many hours of dedicated volunteer oversight and management of the event. The Town supports the planning and day's activities with staff time from the Recreation and Public Safety Departments and a reimbursement for the costs to insure the event.

Fiscal Impacts

The committee presented a request to the Services Committee for reimbursement of the 2019 insurance costs up to \$ 800 and an additional contribution from the Town toward the fireworks display of \$ 2,000. These funds are being requested from the

Recreation / Conservation Reserve Acct 3-769-00	Amount	Comments
Trio Balance	\$ 5,589.11	June 12, 2019
Current Unencumbered Balance – Assuming Positive Action on Prior Sign Request	\$ 400.00	FY19 Prior Encumbrances Cleared
2019 Children's Day Insurance	Amount up to \$ 800.00	
2019 Children's Day Special Anniversary Fireworks	\$ 2,000.00	
Remaining Available Balance	\$ 2,389.11	

Staff Recommendation

Staff requests positive referral from committee and Council approval for the expenditure of up to \$2,800 in funds from the Recreation/ Conservation Reserve Account # 3-769 for support of the 2019 Hampden Children's Day Event insurance and special anniversary fireworks celebration.



MEMORANDUM

D-5-C
106 Western Avenue
Hampden, Maine 04444
Office: 207-862-3034
Facsimile: 207-862-5067

TO: Town Council
FROM: Jim Chandler, Town Manager *JNC*
DATE: June 17, 2019
RE: Authorization for Town Manager to Execute a Contractual Agreement with the City of Bangor for the Provision of Fixed Route Transit Services to the Town

This memorandum requests approval for the Town Manager to execute the attached contractual two-party agreement between the Town and the City of Bangor, Maine (as the operator of the Community Connector Bus) for the purposes of defining the relationship between the Town and City for the provision of transit services in the Bangor Metropolitan Planning Organization (MPO) region.

Background

The City of Bangor owns and operates – on behalf of the member municipalities of the Bangor Area Comprehensive Transportation System (BACTS) – the regional transit services commonly known as the Community Connector Bus. The Town has historically belonged to the BACTS organization and has budgeted for and paid the costs associated with the operation of regular ‘fixed-route’ transit services for a weekday public transportation service along the Main Road corridor and the Four Square road network for past years, with minor adjustments to schedule and headways, based upon budget priorities.

The attached agreement is provided to each community to memorialize the relationship between the City of Bangor and each participating municipality and establish the basic formula for fiscal responsibilities. This agreement does not change the current contribution for FY20; however, it is a three-year term so future budget requirements will be determined as the Vehicle Revenue Hours (VRH) are adjusted based upon proposed and agreed-upon changes to routes, and annual funding allocations from the Federal Transit Authority.

Fiscal Impacts

Execution of the contract will affirm the Town of Hampden commitment as a participating municipality in the regional transit system through the Term ending in June 2022. It has no impact beyond the currently Proposed/Advertised FY20 Budget amounts, which match the the City invoices the Town receives on quarterly basis, as illustrated in the attached May 9, 2019 correspondence to all member municipalities.

However, the Town retains the right to use the 90-day Termination clause – subject to Federal, State and local regulations pertaining to changes to public transportation requirements for notification to the public – should the Town wish to end transit services in the Town of Hampden.

Staff Recommendation

Staff requests Council authorize the Town Manager to execute the attached Contractual Agreement with the City of Bangor.

Agreement to Provide Fixed Route Transit Service

This Agreement is made this _____ day of _____, 20____, by and between the CITY OF BANGOR, as operator of the Community Connector transit bus service (hereinafter referred to as "Bangor"), and the TOWN OF HAMPDEN (hereinafter referred to as "Hampden").

WITNESSETH

WHEREAS, Bangor is the operator of the urban fixed route transit service known as the Community Connector, serving the general public in the communities of Bangor, Brewer, Hampden, Old Town, Orono, and Veazie and the University of Maine; and

WHEREAS, Bangor is a direct recipient of Federal Transit Administration (FTA) urban formula funds, and also receives funding from the State of Maine to support Community Connector services; and

WHEREAS, Bangor desires to enter into an agreement with Hampden under which Bangor will provide fixed route transit service, ADA complementary paratransit service, transit planning, and capital procurement projects;

NOW THEREFORE, it is mutually agreed between the parties as follows:

1. Service. During the term of this agreement, or any extension thereof, Bangor shall provide fixed route transit service, ADA paratransit service, transit planning, and capital procurement projects for Hampden. Said services are subject to adjustment by Bangor to address passenger needs, federal regulations, operational issues, and other service requirements. There may also be day-to-day adjustments required by weather or other operational concerns.
2. Planning. Bangor will work with the Metropolitan Planning Organization (MPO) to do the transit planning for the transit service. Bangor encourages the community and economic development departments in Hampden and the other served communities to incorporate transit planning into their new developments and redevelopment projects.
3. Operators and Supplies. Bangor shall furnish skilled and competent operators, supplies, and accessories necessary for the safe and efficient operation of the transit service and paratransit service.
4. Licenses. Bangor shall procure and maintain in effect all licenses, permits, and certificates that are or may be required by FTA, USDOT and MDOT for the performance of said service.
5. Vehicles/Capital. All buses and vans (fleet vehicles) are owned by Bangor. In the event a capital lease for fleet vehicle(s) is a viable alternative Bangor may enter into a lease agreement. All buses will be procured by Bangor. Community Connector receives 5339 federal formula funding for buses, facilities, and bus equipment. Other capital funding is currently disbursed by FTA as competitive discretionary grants, which Bangor will aggressively pursue.

6. Maintenance. Bangor shall maintain and operate said transit (fleet) vehicles in a safe, efficient, and lawful manner, and shall comply with all orders, rules and regulations of the FTA and USDOT governing the operation of said vehicles.
7. Operating Service Cost. Hampden agrees to participate in the Community Connector transit system and shall pay Bangor, upon timely invoice on a quarterly basis, monies based on its agreed-upon percentage of the budgeted operating transit costs. This percentage is based on the vehicle revenue hours by municipality (see Appendix A). It is the intention of the parties that Bangor will make no profit or loss for providing this service.
8. Fleet Replacement Reserve. An annual fleet capital replacement reserve is required to ensure there are ample funds to replace transit vehicles as determined by Bangor. This capital funding amount, by municipality, will be determined by using the percentage established for the operating service cost and the amounts determined for future bus replacement (see Appendix B). The funding for the annual capital replacement reserve will be calculated on an annual basis. If grant funding is acquired for the replacement of transit vehicles, the capital reserve requirements in the following year(s) will be adjusted. The funding of this reserve is to be treated as an annual cost to the municipalities for the use of the Community Connector. Any unused reserve amounts will not be refunded to Hampden if it chooses to discontinue service.
9. Indemnification. The City of Bangor shall indemnify, defend and hold harmless the Town of Hampden from and against all claims and actions, and all expenses incidental to such claims or actions, based upon or arising out of damage to property or injuries to persons or other tortuous acts, but only to the extent caused or contributed to by (a) the negligence, gross negligence or willful misconduct of the City of Bangor or its agents or employees or others under the City of Bangor's direction or control or (b) a breach by the City of Bangor of its obligations hereunder, provided that the City of Bangor's aforesaid indemnity and hold harmless agreement shall not be applicable to the extent that any liability is based upon the negligence, gross negligence or willful misconduct of the Town of Hampden.
10. Term. The term of this agreement shall be three years from July 1, 2019, to June 30, 2022, and shall automatically renew for two consecutive one-year periods thereafter unless terminated by either party as provided herein.
11. Payments. All payments required under this contract shall be made by Hampden within 30 days of receipt of the invoice from Bangor.
12. Termination. In the event that either Party wishes to withdraw from participation under this agreement, notice of such decision shall be sent by certified mail, return receipt requested, to the Bangor City Manager or Hampden Town Manager at least ninety (90) days prior to desired end of service date . After service of notice, this agreement shall

continue until all public participation requirements have been completed in accordance with the FTA, MDOT, and any other applicable governmental agency requirements until any necessary authorizations to discontinue such service have been obtained. Any deficits or other charges remaining outstanding after such termination shall be paid in the same manner by Hampden, i.e. within thirty days from receipt of bills from Bangor.

13. Amendments. This agreement may be modified or amended during the initial term or any extension thereof by written instrument executed by authorized representatives of all parties.

IN WITNESS WHEREOF, the parties hereto have signed the above Agreement the day and year first written above.

WITNESS

WITNESS

CITY OF BANGOR

BY:
TITLE:

TOWN OF HAMPDEN

BY:
TITLE:

APPENDIX A

The local share of operating cost is allocated among each municipality based on the percentage of vehicle revenue hours each municipality's routes run annually. The local cost allocation formula is based on data from the most recent completed fiscal year, which means for fiscal year 2019 costs, fiscal year 2017 performance data is used to determine a municipality's percentage of costs. For fiscal year 2020 costs, performance data from fiscal year 2018 will be used, and so on. Local costs are the expenses remaining after revenues, fares and available grants have been applied to costs.

Below is an illustration for the formula used to determine the Municipal Partner's cost percentage.

Fiscal Year 2018 Data					
	Bangor	VOOT	Brewer	Hampden	Total
Annual Miles	302,611	123,537	92,714	50,800	569,662
Annual Hours	26,622	6,973	6,908	3,027	43,530
Annual Rides	492,559	120,702	97,693	32,487	743,441
Buses	8	2	2	1	13
Percent of Annual Miles	53.121%	21.686%	16.275%	8.918%	
Percent of Annual Hours	61.16%	16.02%	15.87%	6.95%	Veazie 8.24%
Percent of Annual Rides	66.254%	16.236%	13.141%	4.370%	Old Town 33.89%
Percent of Buses	61.538%	15.385%	15.385%	7.692%	Orono 33.42%
Average	60.518%	17.331%	15.168%	6.983%	UMO * 75% of 6.77 24.45%

APPENDIX B

Appendix B illustrates the approved funding by year needed for future replacement of buses. The purchase column indicates the year and estimated amount to be spent to replace a bus(s). These numbers do not reflect additional grant funding but will be adjusted if grant funding is obtained.

	Funding	Purchase	Balance
FY 2020	175,000		175,000
FY 2021	250,000		425,000
FY 2022	325,000		750,000
FY 2023	400,000		1,150,000
FY 2024	625,000	(530,000)	1,245,000
FY 2025	700,000		1,945,000
FY 2026	700,000		2,645,000
FY 2027	700,000	(900,000)	2,445,000
FY 2028	700,000		3,145,000
FY 2029	700,000	(900,000)	2,945,000
FY 2030	700,000		3,645,000
FY 2031	700,000		4,345,000
FY 2032	700,000	(4,200,000)	845,000
FY 2033	700,000		1,545,000
FY 2034	700,000		2,245,000
FY 2035	700,000	(2,375,000)	570,000
FY 2036	700,000		1,270,000
FY 2037	700,000	(2,375,000)	(405,000)



COMMUNITY CONNECTOR

CITY OF BANGOR

LAURIE LINSOTT
BUS SUPERINTENDENT

May 9, 2019

Dear Stakeholders,

The Stakeholder's anticipated local share and capital reserve for Community Connector and Black Bear Orono Express for FY 2020.

Community Connector Budget for FY 2020

Stakeholder's	% of Hrs based on FY 18	Local Share	Capital Reserve	Total	Quarterly Payments
Bangor	61.16 %	\$ 727,355	\$ 107,030	\$ 834,385	
Brewer	15.87%	\$ 188,737	\$ 27,738	\$ 216,475	\$ 54,119
Hampden	6.95%	\$ 82,535	\$ 12,198	\$ 94,733	\$ 23,683
VOOT	16.02%	\$ 190,520	\$ 28,035	\$ 218,555	
OldTown	33.89%	\$65,552	\$9,501	\$ 75,053	\$ 18,763
Orono	33.42%	\$63,669	\$9,369	\$ 73,038	\$ 18,260
Veazie	8.24%	\$15,698	\$2,310	\$ 18,008	\$ 4,502
UMaine	24.45%	\$46,569	\$6,855	\$ 53,157	\$ 13,284

Black Bear Orono Express Budget for FY 2020

Stakeholder's	% of Cost	Local Share	Capital Reserve	Quarterly Payments
Orono	50%	\$84,299	\$ 10,000	\$ 23,575
UMaine	50%	\$84,299	\$ 10,000	\$ 23,575

For your convenience an invoice will be mailed to you quarterly. Three quarterly payments are based on an estimate of the budget numbers, and the last quarterly payment will be actual based on actual annual expenses and revenues. The local share reflects only existing service levels. The capital reserves are based on the current award of discretionary grants, the current number of buses in our fleet, and your percentage of service hours. If you have any questions, I would be happy to explain. Thank you for your continued support in the bus service.

Sincerely,

Laurie Linscott
Bus Superintendent

D-5-d

Hampden Town Clerk
Paula A. Scott
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
Email: clerk@hampdenmaine.gov

June 13, 2019

Bureau of Alcohol Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station
Augusta, Me. 04333-0008

To Whom it May Concern:

I am writing this regarding the application for a renewal of the liquor license for McLaughlin's-at-the-Marina.

The applicant erroneously indicated that her present license expires July 12th, 2019 when in fact, it expired June 12th, 2019. The Town Council's next meeting is not until Monday night, June 17th at which time the request for the renewal will be considered. The Town of Hampden has had no issues with this establishment and we see no reason that the license renewal will not be granted. We respectfully request that you grant McLaughlin's-at-the-Marina a temporary license to bridge the gap between the June 12th expiration and the June 17th renewal.

If you have any questions, please do not hesitate to contact me so that we may provide the best customer service possible to our joint customer.

Respectfully,

Paula A. Scott, CCM
Town Clerk

Cc: file

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
 DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
 8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008 (Regular Mail)
 10 WATER STREET, HALLOWELL, ME 04347 (Overnight Mail)
 TEL: (207) 624-7220 FAX: (207) 287-3434
 EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	
Good SOS & DBA: YES <input type="checkbox"/>	NO <input type="checkbox"/>

PRESENT LICENSE EXPIRES: 7/12, 2019

NEW application: Yes No

If business is NEW or under new ownership, indicate starting date: _____

Requested inspection (New Licensees/ Ownership Changes Only) Date : _____ Business hours: _____

INDICATE TYPE OF PRIVILEGE: MALT VINOUS SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input type="checkbox"/> CLASS A LOUNGE (Class X) |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV) | <input type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V) |
| <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) | <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING |
| <input type="checkbox"/> OTHER: _____ | | <input type="checkbox"/> SELF-SPONSORED EVENTS |

(QUALIFIED CATERERS ONLY)

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name:	Business Name (D/B/A)
APPLICANT(S) - (Sole Proprietor)	Physical Location:
DOB:	City/Town
DOB:	State
Address	Mailing Address
City/Town	State
State	Zip Code
Zip Code	City/Town
City/Town	State
State	Zip Code
Zip Code	Business Telephone Number
Telephone Number	Fax Number
Fax Number	Business Telephone Number
Federal I.D. #	Fax Number
Seller Certificate #:	
or Sales Tax #:	
Email Address:	Website:

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
- State amount of gross income from period of last license:
 ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____
- Is applicant a corporation, limited liability company or limited partnership? YES NO
 If Yes, please complete the Corporate Information required for Business Entities who are licensees.
- Do you permit dancing or entertainment on the licensed premises? YES NO

5. Do you own or have any interest in any another Maine Liquor License? Yes No (Use an additional sheet(s) if necessary.) If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

License # _____ Name of Business _____

Physical Location _____ City / Town _____

6. If manager is to be employed, give name: _____

7. Business records are located at: 108^A Mount Rd Hampden, ME

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

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

10. List name, date of birth, and place of birth for all applicants, managers, and bar managers.

Full Name (Please Print)	DOB	Place of Birth
Kimberly McLaughlin	1-16-1943	Presque Isle, ME

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

Name: Kimberly McLaughlin	City: Hampden	State: ME
Name: _____	City: _____	State: _____
Name: _____	City: _____	State: _____

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____ (use additional sheet(s) if necessary)

13. Will any law enforcement official benefit directly in your license, if issued?

Yes No If Yes, give name: _____

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

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

16. Describe in detail the premises to be licensed: (On Premise Diagram Required) _____

RESTAURANT - PATIO - Dining Room - Deck

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

YES NO Applied for: _____

18. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 3 miles

Which of the above is nearest? church

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

If YES, give details: Machings Savings Bank - mortgage

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

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

Dated at: Hampden, Maine on June 4, 20 19
Town/City, State Date

PLEASE SIGN IN BLUE INK

Kimberly McLaughlin
Signature of Applicant or Corporate Officer(s)
Kimberly McLaughlin
Print Name

Signature of Applicant or Corporate Officer(s)

Print Name

FEE SCHEDULE

FILING FEE: (must be <u>included</u> on all applications)	\$ 10.00
Class I Spirituous, Vinous and Malt	\$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB	
Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.	
Class II Spirituous Only	\$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III Vinous Only	\$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV Malt Liquor Only	\$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
Class III & IV Malt & Vinous Only	\$ 440.00
CLASS III & IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
CLASS V: Clubs without catering privileges.	
Class X Spirituous, Vinous and Malt – Class A Lounge	\$2,200.00
CLASS X: Class A Lounge	
Class XI Spirituous, Vinous and Malt – Restaurant Lounge	\$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.	
SELF-SPONSORED EVENTS: Qualified Caterers Only	\$ 700.00

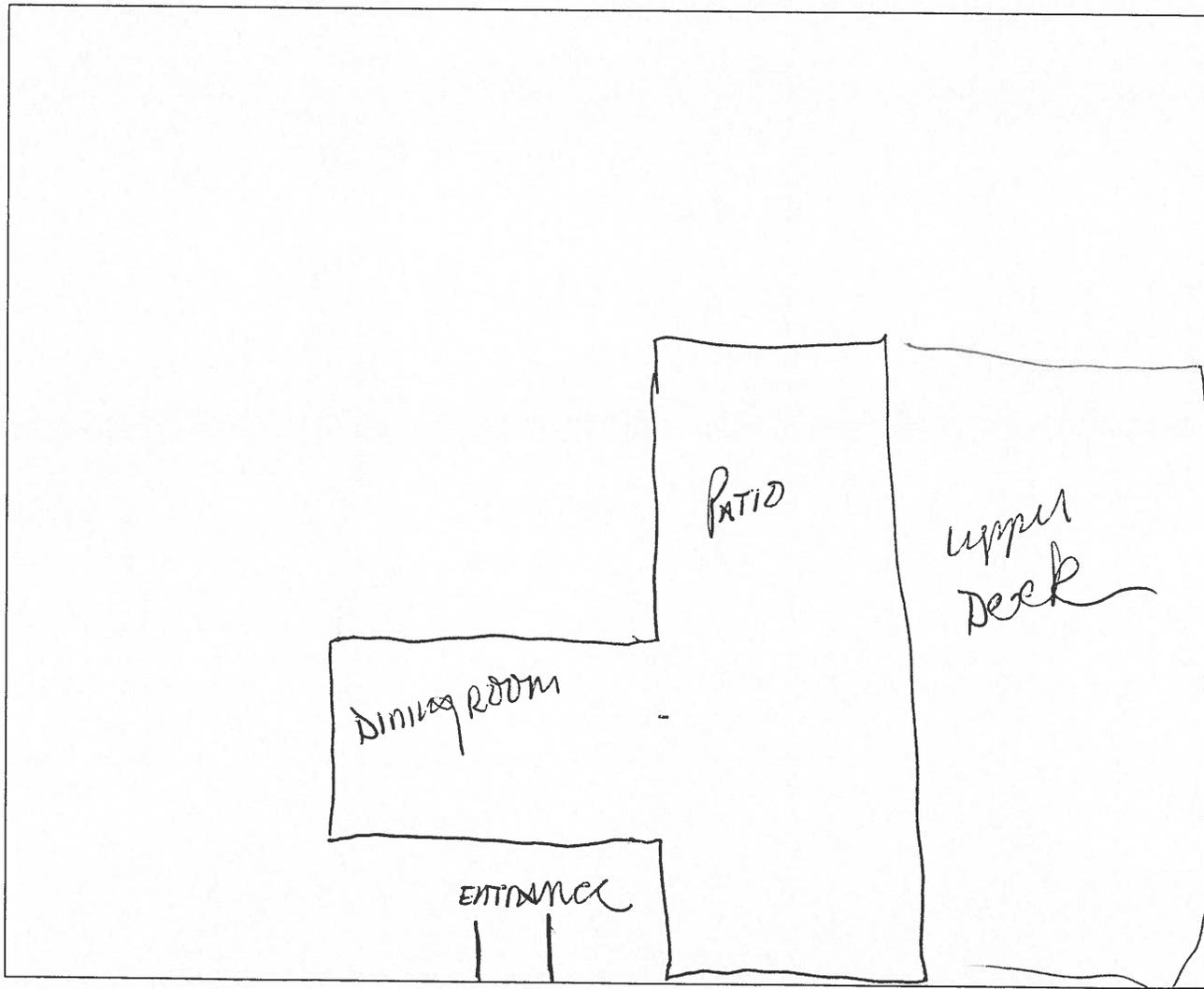
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347 (overnight)
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov



ON PREMISE DIAGRAM
(Facility Drawing/ Floor Plan)

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas with the following: • Entrances • Office area • Kitchen • Storage Areas • Dining Rooms • Lounges • Function Rooms • Restrooms • Decks • All Inside and Outside areas that you are requesting approval.





Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

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

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

- Exact legal name: Kimberly McLaughlin Kimberly's MOUNTAIN, LLC
- Doing Business As, if any: Kim McLaughlins at the Mountain
- Legal Entity's FEIN #: 5509149140
- Date of filing with Secretary of State: 2011 State in which you are formed: Maine
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Kimberly McLaughlin	102 R Mountain TRD.	1-16-62	owner	100

(Stock ownership in non-publicly traded companies must add up to 100%.)

- If Co-Op # of members: _____ (list primary officers in the above boxes)

8. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States? Yes No

9. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: _____

Date of Conviction: _____

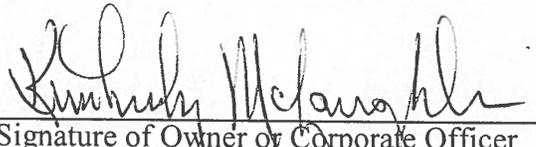
Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:

PLEASE SIGN IN BLUE INK



Signature of Owner or Corporate Officer

6-4-2019

Date

Kimberly McLaughlin
Print Name of Owner or Corporate Officer

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer. All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

All fees must accompany application, make check payable to the **Treasurer, State of Maine.**

This application must be completed and signed by the Town or City and mailed to:
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, ME 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: Hampden, Maine Penobscot
City/Town (County)
On: June 17, 2019
Date

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).] [2003, c. 213, §1 (AMD).]

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW).]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD).]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD).]

E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD).]

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]

[2009, c. 81, §§1-3 (AMD).]

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. [1993, c. 730, §27 (RP).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD).]

[1995, c. 140, §6 (AMD).]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP).]

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

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

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF).]

EXECUTIVE SESSION STATUTES

The eight subjects permitted to be discussed in Executive Session are as follows:

PERSONNEL MATTERS:	1 M.R.S.A. § 405(6)(A)
SCHOOL STUDENT SUSPENSIONS/EXPULSIONS:	1 M.R.S.A. § 405(6)(B)
REAL ESTATE; ECONOMIC DEVELOPMENT:	1 M.R.S.A. § 405(6)(C)
LABOR CONTRACTS/NEGOTIATIONS:	1 M.R.S.A. § 405(6)(D)
ATTORNEY-CLIENT CONSULTATIONS:	1 M.R.S.A. § 405(6)(E)
CONFIDENTIAL RECORDS:	1 M.R.S.A. § 405(6)(F)
EMPLOYMENT EXAMINATIONS:	1 M.R.S.A. § 405(6)(G)
CODE ENFORCEMENT CONSULTATIONS:	1 M.R.S.A. § 405(6)(H)