

HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

AUGUST 5, 2019

7:00 P.M.

- A. PLEDGE OF ALLEGIANCE
- B. CONSENT AGENDA
 - 1. SIGNATURES
 - 2. SECRETARY'S REPORTS
 - a. July 1, 2019 meeting minutes
 - 3. COMMUNICATIONS
 - a. Victualer's licenses – Circle K, McLaughlin's at the Marina
 - 4. REPORTS
 - a. Finance & Administration Committee Minutes – None
 - b. Infrastructure Committee Minutes – 4/22/2019
 - c. Planning & Development Committee Minutes – None
 - d. Services Committee Minutes - None
- C. PUBLIC COMMENTS
- D. POLICY AGENDA
 - 1. NEWS, PRESENTATIONS & AWARDS
 - 2. PUBLIC HEARINGS
 - a. Approval of a new Victualer's license for Pizza Gourmet
 - b. Approval of a new Liquor license for Pizza Gourmet
 - 3. NOMINATIONS – APPOINTMENTS – ELECTIONS
 - a. Council vote, or designation for Vice President and Executive Committee members for the annual MMA election

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

AGENDA

- b. Appointment of Richard Tinsman to the Planning Board as a full member – *referral from Planning & Development Committee*

4. UNFINISHED BUSINESS - None

5. NEW BUSINESS

- a. Council approval to engage the firm of James W. Wadman, C.P.A., for audit services for fiscal year FY19 – *referral from Finance & Administration Committee*
- b. Council award of the paving bid to Hopkins Construction– *referral from Finance & Administration Committee*
- c. Request for authorization for the expenditure of \$20,000 from Paving Reserve Account (3-761-00) for the purpose of paving sidewalks and ADA ramps at the Town office – *referral from Finance & Administration Committee*
- d. Request for authorization for the expenditure of \$20,000 from Paving Reserve Account (3-761-00) for the purpose of additional funds for paving roads to supplement operating expense funding shortfall – *referral from Finance & Administration Committee*
- e. Request for authorization for the expenditure of \$25,450 from Paving Reserve Account (3- 761-00) for the emergency bank stabilization and repair of Laskey Lane, funds to be reimbursed by Environmental Trust – *referral from Finance & Administration Committee*
- f. Request for authorization for the expenditure of \$8,417 from Paving Reserve Account (3-761-00) for repair of on-going groundwater and storm drain issues on Coldbrook Road, to be reimbursed by Environmental Trust – *referral from Finance & Administration Committee*
- g. Request for authorization for the expenditure of an amount not to exceed \$2,000 from Library Reserve Account (3-763-00) for the purpose of paving the sidewalk at the Edythe Dyer Library – *referral from Finance & Administration*
- h. Request for authorization for the expenditure of \$21,380.36 from the Environmental Trust, Income for the purpose of reimbursement of eligible stormwater management expenses to close out FY19 – *referral from Finance & Administration Committee*

MONDAY

AUGUST 5, 2019

7:00 P.M.

AGENDA

- i. Request for an abatement in the amount of \$65.14 for uncollectible taxes, interest and penalties on a demolished mobile home – *referral from Finance & Administration Committee*
- j. Council Order 2019-06 Authorizing the Establishment of a Tax Club for 2020 Taxes – *referral from Finance & Administration Committee*
- k. Acceptance of Ammo Park sewer – *referral from Infrastructure Committee*
- l. Acceptance of Webb Drive – *referral from Infrastructure Committee*
- m. Request for Council endorsement of HR 763, An Act to Create a Carbon Dividend Trust Fund – *requested by Councilor Jarvi*

E. COMMITTEE REPORTS

F. MANAGER'S REPORT

G. COUNCILORS' COMMENTS

H. ADJOURNMENT

B-2-a



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY

JULY 15, 2019

7:00 P.M.

Attending:

*Mayor McPike
Councilor Ryder
Councilor Wilde
Councilor Marble
Councilor Wright
Councilor Jarvi
Councilor McAvoy*

*Attorney Ed Bearor
Interim Town Manager Paula Scott
DPW Director Currier
Public Safety Officer Chris Bailey
Lt. Jason Lundstrom
Family of Jason Lundstrom
Members of Public Safety*

Mayor McPike called the meeting to order at 7:00 p.m.

- A. PLEDGE OF ALLEGIANCE** – *Mayor McPike led the Pledge of Allegiance*
- B. CONSENT AGENDA** – *Councilor McAvoy made a motion, seconded by Councilor Wright, to approve the consent agenda. Unanimous, 7-0.*

Resolution 2019-108

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. June 3rd, 2019 meeting minutes**
- b. June 17th, 2019 meeting minutes**

3. COMMUNICATIONS

4. REPORTS

- a. Finance & Administration Committee Minutes – None**
- b. Infrastructure Committee Minutes - None**
- c. Planning & Development Committee Minutes – 4/03/2019**
- d. Services Committee Minutes - None**

C. PUBLIC COMMENTS – *None*

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

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

a. Recognition of promotion to Deputy Fire Chief of Lt. Jason Lundstrom –*Chief Bailey gave recognition to Deputy Fire Chief Lundstrom’s accomplishments and accolades throughout his career, and his wife ceremoniously pinned his badge on him. Deputy Chief Lundstrom’s family was in attendance.*

2. PUBLIC HEARINGS - None

3. NOMINATIONS – APPOINTMENTS – ELECTIONS - None

4. UNFINISHED BUSINESS - None

5. NEW BUSINESS

- a. Presentation of the FY 18 audit – presented by James Wadman, CPA.** – *Mr. Wadman presented the favorable audit to the Council for the benefit of Council and the public. Council had an opportunity to ask questions of the auditor.*
- b. Council award of the Public Safety utility pick-up to Hight Chevrolet of Skowhegan-referral from Finance & Administration-**
Council Jarvi moved approval of \$32,100.00 with trade-in, seconded by Councilor Wilde - Unanimous, 7-0.

Resolution 2019-109

- c. Request for authorization for the expenditure of an amount not to exceed \$15,000 from Lura Hoit Pool reserve account 3-771 for the purpose of repairing or replacing the HVAC system’s motherboard at Lura Hoit Pool-referral from Finance & Administration Committee** - *Councilor Wright made a motion to approve an amount not to exceed \$7,275.00 from the reserve acct., seconded by Councilor Wilde. Unanimous, 7-0.*

Resolution 2019 - 110

MINUTES

- d. **Request for authorization for the Interim Manager to sign the addendum to the Memorandum of Understanding of August 9, 2019 for the recoupment of funds paid by Hampden for water line extension for the Fiberight facility – referral from Finance & Administration Committee-Councilor Wright motioned for authorization for the Interim Manager to sign the addendum to the MOU, Councilor Jarvi seconded. Unanimous, 7 – 0.**

Resolution 2019-111

- e. **Set interest rate to be applied on abatements-referral from Finance & Administration – Councilor Wright motioned for interest on abatements to be set at 2.5%, Councilor Marble seconded. Unanimous, 7-0.**

Resolution 2019-112

- f. **Set compensation for the Interim Town Manager – referral from Finance & Administration Committee – Councilor Wright made a motion to set compensation at \$87,000.00 retro-active to July 1, 2019, seconded by Councilor Marble. Unanimous, 7-0**

Resolution 2019-113

- g. **Request for approval for pre-scheduled vacation time for the Interim Town Manager – referral from Finance & Administration-Councilor Wright motioned to approve the pre-scheduled vacation time, seconded by Councilor Marble. Unanimous, 7-0.**

Resolution 2019-114

E. COMMITTEE REPORTS

Infrastructure – Councilor Ryder reported that the next meeting will be held on July 29th with the key topic of the Transfer Station.

Planning & Development – Councilor Jarvi reported that the meeting for the 3rd was rescheduled to July 17th.

S.

- F. MANAGER'S REPORT – Rte. 1A project has been pushed back to spring of 2020. There is a pre-construction meeting scheduled for August 2, 2019. A Public Informational meeting will be solidified and will include representatives of the RSU and the Bus. Schoolhouse Lane project is about 99% complete.**

G. COUNCILORS' COMMENTS

Councilor McAvoy – Encouraged everyone to shop local and buy American. He wished Hampden a good night

Councilor Jarvi – No comment

Councilor Wright – No comment

Councilor Marble – No comment

Councilor Wilde – No comment

Councilor Ryder – No comment

Mayor McPike – No comment

H. EXECUTIVE SESSION –None

I. ADJOURNMENT – *With no further business, the meeting adjourned at 7:37 p.m.*

Respectfully Submitted,



*Nikole Jenson,
Recording Clerk*

B-3-a

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
email: info@hampdenmaine.gov

July 29, 2019

Carol Cowings
Circle K
63 Main Rd North
Hampden, ME 04444

RE: Victualer's license

Dear Carol:

Your application for your Victualer's License has been approved. Accordingly, I am enclosing the license, which under Section 5.A of the Town of Hampden Victualer's Ordinance, must be displayed in a place within the establishment where it can be readily viewed by any member of the public.

Please call if you have any questions.

Sincerely,

Paula
Town

Encl

VICTUALER'S LICENSE CERTIFICATE

No. 2019-12

MUNICIPALITY OF HAMPDEN, MAINE

To all whom these presents may concern: Date: July 29, 2019

KNOW YE, that Mac's Convenience Stores LLC,

doing business as Circle K

has been duly licensed as a Victualer at 63 Main Rd North Hampden, ME 04444

in the Municipality of Hampden by said Municipality until July 10, 2020 ,

and has paid to the Municipal Treasurer the fee of \$ 100.00.

Paula A. Scott
Authorized Municipal Officer

Town Clerk

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
email: info@hampdenmaine.gov

May 21, 2019

Kimberly McLaughlin
McLaughlin's at the Marina
108A Marina Rd.
Hampden, ME 04444

RE: Victualer's license

Dear Kimberly:

Your application for your Victualer's License has been approved. Accordingly, I am enclosing the license, which under Section 5.A of the Town of Hampden Victualer's Ordinance, must be displayed in a place within the establishment where it can be readily viewed by any member of the public.

Please call if you have any questions.

Sincerely,

Paula,
Town (

Enclos

VICTUALER'S LICENSE CERTIFICATE

No. 19-10

MUNICIPALITY OF HAMPDEN, MAINE

To all whom these presents may concern: Date: May 20, 2019

KNOW YE, that Kimberly McLaughlin, doing business as McLaughlin's at the Marina has been duly licensed as a Victualer at 108A Marina Rd in the Municipality of Hampden by said Municipality until 05/20, 2020, and has paid to the Municipal Treasurer the fee of One hundred Dollars (\$100.00).

Authorized Municipal Officer

CODE ENFORCEMENT OFFICER

Town of Hampden

INFRASTRUCTURE COMMITTEE MEETING

Monday April 22, 2019

MINUTES

Attending:

Mayor McPike
 Councilor Ryder
 Councilor Jarvi
 Councilor Wilde
 Councilor Marble
 Councilor Wright
 Councilor McAvoy

Jim Chandler, Town Manager
 Sean Currier, Public Works Director
 Chris Bailey, Public Safety Director

Chair Ryder called the meeting to order at 5:58 PM

MINUTES

- a. April 22, 2019 Meeting – A Motion was made by Councilor Ryder and seconded by Councilor McAvoy to approve the minutes. Motion carried – Unanimous.

1. COMMITTEE APPLICATION & CITIZEN INITIATIVES

None

2. UNFINISHED BUSINESS

None

3. NEW BUSINESS

- a. **Proposal to Raise Sewer Rates, and Request for Referral to Town Council for Setting of Public Heating Data** – Town Manager Chandler supplied each councilor with a timeline showing past revenue and future projection regarding a rate increase. Town Manager Chandler was requesting that a notice go in the July billing regarding the rate increase that would take effect on July 1, 2019, showing in the October billing. The proposal was a .40 - .85 increase per cubic feet, bringing the rate to \$12.00 – \$12.45 per cubic feet in order to stay in the same rate range as Bangor. Councilor Marble pointed out that we “appropriately raised the rate the last increase”. Town Manager Chandler iterated that people are conserving on their water usage to keep their costs down; therefore, the Town’s sewer revenue is not increasing. Councilor McAvoy pointed out that if people are conserving now, they will continue to compensate for rate increases; therefore, questioning whether the rate increase would

Town of Hampden

be a measurable amount of revenue. Town Manager Chandler brought up expansion of the sewer department, to be discussed at a later time. He reviewed each year of revenue presented in his itemized spreadsheet. Discussion followed. It was determined that the subject was not ready to be brought to public forum without further discussion. Mayor McPike was not in favor a large increase.

b. Public Works Vehicle Replacement Schedule-Request of Public Works Director, Sean Currier

- i. **Truck #14 -Large Dump Truck** – Councilor Ryder approved money being allocated in next year’s budget. Public Works Director, Sean Currier requested that the bid process be bypassed because it would take a year and a half to order a new truck, therefore not having it for next year’s plow season. He stated that purchasing a truck from a dealer that is already built would allow the department to have the new truck in time for the next plow season. Public Works Director Currier requested that he be authorized to use \$10,000.00 from the Reserve Fund (that will be replaced in the FY20 budget process) to apply a down payment on a vehicle, with the official purchase being made after July 1st, if approved by the Council. The Department would find all existing trucks available and request cost proposals (quotes) to determine the best value for the Town. The best value truck would be brought back to Council for purchase approval. Public Works would like to purchase the vehicle rather than finance it, saving finance charges. Councilor McAvoy proposed the future fiscal years \$150,000.00 be part of the operating budget, as to not come out of a Reserve Acct. Councilor Wright made a motion for this to be referred to the Finance & Administration Committee, Councilor McAvoy seconded. Motion carried - unanimous.
- ii. **Truck #10 - ¾ Ton Utility Pickup Truck** - Public Works Director, Sean Currier requested approval for reserve funds to purchase a new pick-up truck to replace the existing foreman’s vehicle in the amount up to \$21,000.00 with trade in, and an additional \$8,000.00 for the plow and lift gate. This would leave approximately \$15,000.00 in the Reserve Fund. Councilor Wright motioned for this to be referred to the Finance and

Town of Hampden

Administration Committee, Councilor McAvoy seconded.
Motion carried - unanimous.

- c. Public Safety Vehicle Replacement Schedule - Request of Public Safety Director, Chris Bailey**
- i. Fire Department 1-Ton Utility Pick Up Truck**-Chief Bailey requested to replace the current 2004 F350, due to undercarriage disintegration, among other issues.
 - ii. Police Cruiser** – Chief Bailey proposed that this be replaced, but still utilized as a vehicle for the town to use as the town office pool, it is a safe vehicle, just with high mileage. Councilor Ryder reiterated that the cruiser should come out of next year’s budget, and the truck would come out of this year’s budget. Chief Bailey said that there are reserve funds that could be used for the truck. Mayor McPike inquired about why we would need a one-ton truck. If a boat were to be purchased in the future, the truck could be used to tow it. Council disagreed with the Town having a boat, stating that it wouldn’t be utilized enough to pay for itself. Councilor Wright pointed out the possibility of increased town recreation at the waterfront in the future, where a boat would be needed for safety. This would be for future discussion. The truck would be used strictly for Public Safety, not for a fire vehicle. It was confirmed that a new vehicle would be budgeted in the future fiscal years, instead of coming out of a “reserve account”, therefore leaving the “Reserve” for strictly reserve items. Mayor McPike doesn’t agree with having a 1-Ton vehicle. Councilor Wright and Town Manager Chandler brought up benefits to having a 1-Ton. Chief Bailey pointed out the cost difference between a F250 and an F350 is \$2,400.11, and the benefits far outweigh the price difference. Councilor Wright made a motion to refer to Finance an amount up to \$43,000.00 to be used from the equipment Reserve Fund, McAvoy seconded the motion - motion unanimous. Police Cruiser funds will be allocated through the budget from the upcoming year. Town Manager confirmed that we would get a minimum of 3 quotes.

Town of Hampden

4. CAPITAL PROJECTS MANAGEMENT

- a. **Route 1A Road & Sewer Reconstruction Bid Opening** - Town Manager Chandler announced that T-Buck's bid is at \$438,000.00 under budget. T-Buck has performed work for the Town previously and did a good job. There will be more information on this as meetings pursue with BACTS. We are within confines of the budget.
- b. **Engineering Consulting Services-Woodard & Curran Task Support** - Councilor Ryder was confirming with all present that we did not have a contract with Woodard & Curran and could take bids from other firms. We do have an agreement for as-needed support but have the option to solicit other bids.
- c. **Hampden Business & Commerce Park Fire Suppression Waterline** - Town Manager Chandler met with the DOT, and they are insisting that the Hampden Water District issue permits for road openings. There will be more discussion with the DOT on that. After the meeting with the DOT, it was agreed that they would let us go down the shoulder of the road, avoiding any environmental issues for the project.
- d. **Town Marina Streetlight** - After meeting with Emera we would need to extend the primary 400 feet and run a secondary underground for outside lighting around to get to the streetlight on the ramp. To complete the project, it would probably be 10,000.00 to 15,000.00. This would be figured into the next fiscal budget. Future discussion to follow.

5. STAFF UPDATES & MANAGER ITEMS

- a. **Schoolhouse Lane Contract Award & Notice to Proceed**-Letters were mailed out to the resident's, and the Superintendent's office has been notified.
- b. **Transfer Station Entrance Improvements**-Gravel road in, working on storm drain, building is in place. Need to finish the storm drain.

6. PUBLIC COMMENTS - None

7. COMMITTEE MEMBER COMMENTS

Council McAvoy visited the Hampden Water District and asked them why they are a District and not a Department as to save the tax payers money. He would like to have a Board meeting in the future to put the Water District back into the town. Mayor McPike visited Coastal Resources of Maine, and he stated that that is a Transfer station, until the system gets set up, he stated that we are a transfer station.

8. ADJOURN

The meeting was adjourned at 7:56 p.m.

*Respectfully Submitted,
Nikole Jensen, Administrative Assistant*

TOWN OF HAMPDEN, MAINE

APPLICATION FOR NEW VICTUALER'S LICENSE

DATE: 7/17/19 PHONE NUMBER: 207-323-5000

NAME(S): Paul Stratten

ADDRESS: 172 Loggin RD FRANKFORD, ME 04438

NAME OF BUSINESS: Pizza Gourmet

LOCATION OF BUSINESS: 60 Main RD North

SIGNATURE: [Handwritten Signature]

(FOR TOWN USE ONLY)

*This facility has been inspected and meets ordinance criteria.

[Handwritten Signature]

Code Enforcement Officer

[Handwritten Signature]

Fire Inspector/Building Inspector

*All sewer user fees and personal property taxes are paid in full to date.

[Handwritten Signature]

Tax Collector

[Handwritten Signature]

Town Treasurer

Please return completed form to: Town Clerk, Town of Hampden, 106 Western Avenue, Hampden, ME 04444

LICENSE FEE: \$150.00 Date Received/Fee Paid: 150.00 7/22/19 (Fee Includes Notice of Public Hearing)

D-2-b

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: _____

NEW application: Yes No

If business is NEW or under new ownership, indicate starting date: 8/1/2019

Requested inspection (New Licensees/ Ownership Changes Only) Date : 9 Business hours: _____

INDICATE TYPE OF PRIVILEGE: MALT VINOUS SPIRITUOUS

INDICATE TYPE OF LICENSE:

- RESTAURANT (Class I,II,III,IV) RESTAURANT/LOUNGE (Class XI) CLASS A LOUNGE (Class X)
- HOTEL (Class I,II,III,IV) HOTEL, FOOD OPTIONAL (Class I-A) BED & BREAKFAST (Class V)
- CLUB w/o Catering (Class V) CLUB with CATERING (Class I) GOLF COURSE (Class I,II,III,IV)
- TAVERN (Class IV) QUALIFIED CATERING OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>Strattan Family LLC</u>			Business Name (D/B/A) <u>Pizza Gourmet</u>		
APPLICANT(S) - (Sole Proprietor) <u>Paul Strattan</u>		DOB: <u>2/9/1979</u>	Physical Location: <u>60 Main RD N Ste A</u>		
Address <u>172 Logan RD</u>		DOB: <u>Marjorie Strattan</u>	City/Town <u>Hampden</u>	State <u>ME</u>	Zip Code <u>04444</u>
City/Town <u>Frankfort</u>	State <u>ME</u>	Zip Code <u>04438</u>	City/Town <u>SAME</u>	State <u>ME</u>	Zip Code <u>04444</u>
Telephone Number <u>207-323-5000</u>	Fax Number	Business Telephone Number <u>207-862-6900</u>		Fax Number <u>207-862-6660</u>	
Federal I.D. # <u>84-2231810</u>		Seller Certificate #: or Sales Tax #:			
Email Address: Please Print <u>PRSJAMZ@GMAIL.COM</u>			Website: <u>PizzaGourmet.biz</u>		

- 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 \$ 650,000 LIQUOR \$ 3360
- 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: 60 Main RD N 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
Paul Statton	2-9-79	Winterport

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

Name: Frankfort Paul Statton	City: Frankfort	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: _____

CRRT PO Box 880728 Port St Lucie FL

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

60 Main RD No Hampden ME

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

YES NO Applied for: 7/22/19

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? 1/2 mile

Which of the above is nearest? Church + School

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

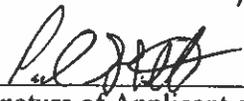
If YES, give details: _____

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 ME on 7-19, 20 19
Town/City, State Date

Please sign in blue ink


Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

Paul Stratton
Print Name

Print Name

FEE SCHEDULE

FILING FEE: (must be included 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.	

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: July 19, 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

I. 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) .]

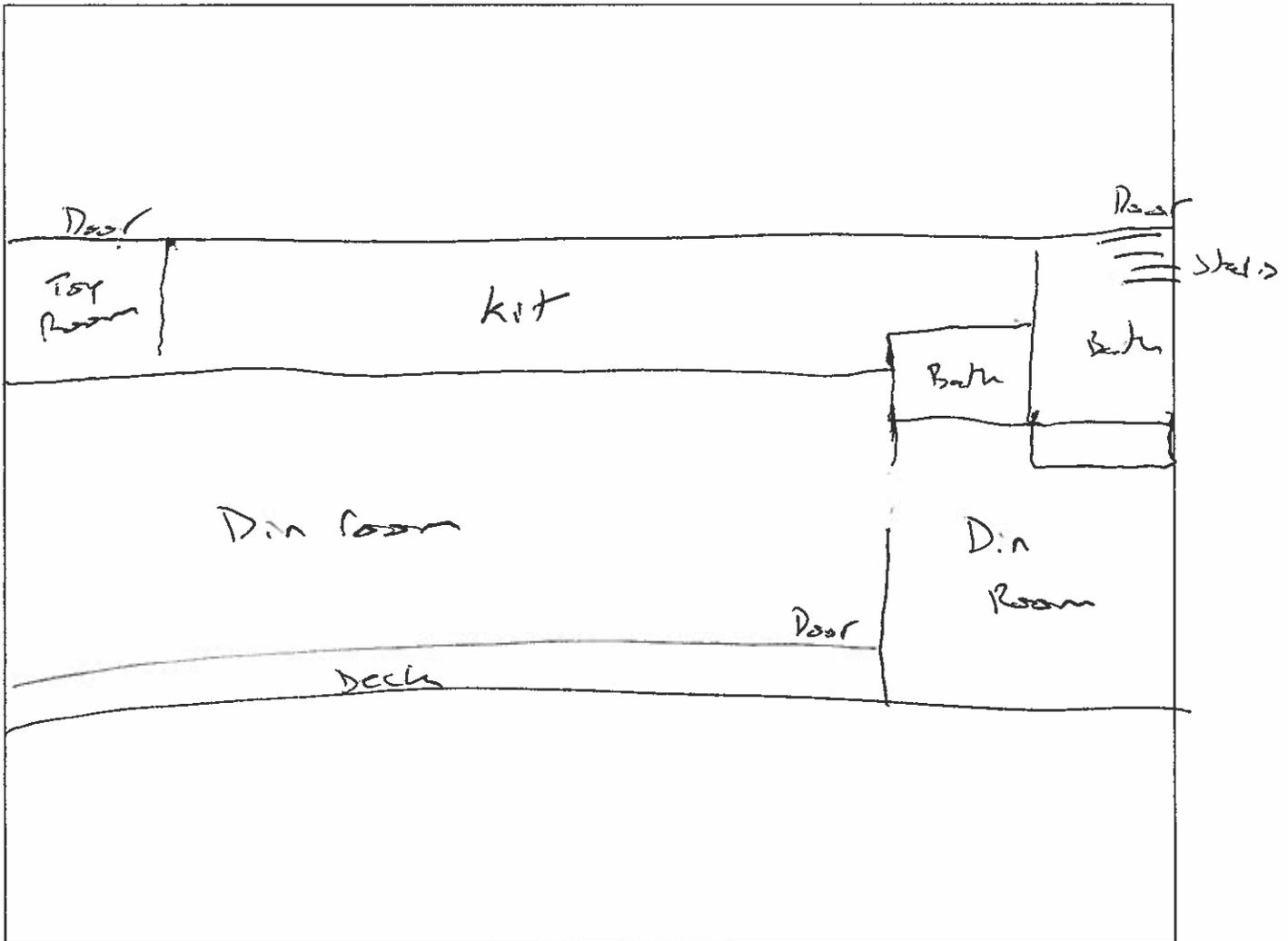
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347 (overnight)
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov



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**

For Office Use Only:	
License #:	_____
SOS Checked:	_____
100% Yes	<input type="checkbox"/> No <input type="checkbox"/>

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: Stratton Family LLC
- Doing Business As, if any: Pizza Gourmet
- Date of filing with Secretary of State: August 1 State in which you are formed: ME
2019
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: August 1, 2019
- 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 %
Paul Stratton	172 Loggin RD Frankfort ME 04438	2-9-79	Pres	50
Marjorie Stratton	20 Thompsons Hill Rd Chebeague Is ME 04017	10-19-1958		50

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

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

7. 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

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

Name: _____

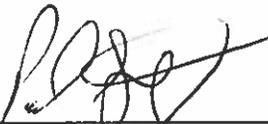
Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:



Signature of Owner or Corporate Officer

7/19/19

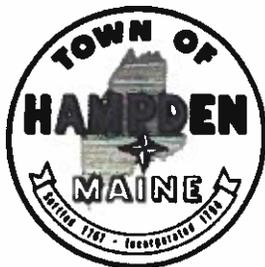
Date

Paul Stratton

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

**Memorandum**

TO: Town Council
FROM: Paula Scott, Interim Manager
DATE: July 31, 2019
RE: MMA Annual Election

The Executive Committee serves as the governing body for Maine Municipal Association and includes offices such as Vice President. The Committee, and its officers provide oversight in the area of fiduciary matters and the assets of the Association. This annual election is to elect members to the Executive Committee, and to the office of Vice President. The Town Council may vote on this slate of officers as a body corporate, or you may delegate a single Council member, or another Town Official to cast Hampden's vote. In researching past practice, it has been done both ways, whereby Council has either delegated one of its members to vote on their behalf or has delegated the Town Manager to vote on their behalf. The nominees on the ballot are all unopposed. It is the pleasure of the Council on how you would like to proceed.



Maine Municipal Association

60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: Stephen W. Gove, MMA Executive Director

DATE: July 8, 2019

SUBJECT: MMA Annual Election - Vice President and Executive Committee Members

Deadline: Friday, August 16, 2019 by 12:00 noon

Nomination Process – Each year member municipalities have an opportunity to vote on the election of the proposed MMA Vice President and municipal officials to serve on the MMA Executive Committee. A five-member Nominating Committee was appointed in March to review nominations submitted by municipal officials and conduct interviews with those municipal officials qualifying for and interested in serving as the MMA Vice President and Executive Committee. The MMA Nominating Committee completed its task in May and put forth a Proposed Slate of Nominees for 2019 to member municipalities.

Petition Process – As part of the May mailing, information was also provided on the MMA Petition Process. Pursuant to the MMA Bylaws, nominations may also be made by Petition signed by a majority of the municipal officers in each of at least 5 member municipalities. The deadline for receipt of nominations by petition was Friday, July 5, by 4:30 pm. There were no municipal officials nominated by petition.

It is now time for each member municipality to cast its official vote.

Election Process – Enclosed you will find the MMA Voting Ballot which includes the proposed Slate of Nominees to serve on the MMA Executive Committee as selected by the MMA Nominating Committee. A brief biographical sketch on each nominee listed on the MMA Voting Ballot is enclosed for your reference. You will note that unlike municipal elections, MMA does not provide for “*Write-in Candidates*” since our process includes an opportunity to nominate a candidate by petition, as noted above.

The MMA Voting Ballot must be signed by a majority of the municipal officers or a municipal official designated by a majority of the municipal officers, and received by the Maine Municipal Association by 12:00 noon on Friday, August 16. We have enclosed a self-addressed self-stamped envelope for your convenience. The MMA Voting Ballots will be counted that afternoon and the election results confirmed under the direction of MMA President Mary Sabins, Town Manager, Town of Vassalboro.

Election results will be available by contacting the MMA Executive Office or by visiting the MMA website at www.memun.org on Monday, August 19. A formal announcement of the election results will be made at the MMA Annual Business Meeting being held *Wednesday, October 2, at 1:30 p.m. at the Cross Insurance Center in Bangor*. Newly elected Executive Committee members will be introduced at the MMA Awards Luncheon as well as the MMA Annual Business Meeting and will officially take office on January 1, 2019.

If you have any questions on the Election Process, please contact me or Theresa Chavarie at 1-800-452-8786 or in the Augusta area at 623-8428, or by e-mail at tchavarie@memun.org. Thank you.

COPY

**MAINE MUNICIPAL ASSOCIATION
VOTING BALLOT**

Election of MMA Vice President and Executive Committee Members
Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 16, 2019

VICE-PRESIDENT - 1 YEAR TERM

Vote for One

Proposed by MMA Nominating Committee:

James Gardner, Jr., Town Manager, Town of Easton

EXECUTIVE COMMITTEE MEMBERS - 3 YEAR TERM

Vote for Three

Proposed by MMA Nominating Committee:

Jon Beekman, Chair Selectboard, Town of Fayette

David Cyr, Town Manager, Town of Mars Hill

Ivan McPike, Mayor, Town of Hampden

Please note that unlike municipal elections, MMA does not provide for "Write-in Candidates" since our process includes an opportunity to nominate a candidate by petition.

The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____

Municipality: _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Print Name: _____

Signature: _____

Position: _____

OR Signed by a Majority of Municipal Officers

Current # of Municipal Officers: _____

Print Names:

Signatures:

Return To:

**MMA Annual Election
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: (207) 626-3358 or 626-5947
Email: tchavarie@memun.org**

**MAINE MUNICIPAL ASSOCIATION
BIOGRAPHICAL SKETCH OF
PROPOSED SLATE OF NOMINEES FOR 2020 EXECUTIVE COMMITTEE**

MMA VICE PRESIDENT (1-Year Term)

JAMES GARDNER, JR. (Town Manager, Town of Easton)

Professional & Municipal Experience:

- Town Manager, Town of Easton, Maine (2011 – present)
- Town Manager, Town of Ashland, Maine (2005 – 2010)
- Town Manager, Town of Washburn (1999 – 2005)
- Code Enforcement Officer, City of Presque Isle – (1994 – 1999)
- Civil Service, Department of Defense, Loring Airforce Base(1983 – 1994)

Other Experience, Committees and Affiliations:

- Member, Maine Municipal Association Executive Committee (2017 – present)
- Member, Maine Municipal Association Property & Casualty Pool Board of Directors (2017 – present)
- Member, Maine Municipal Association Workers Compensation Fund Board of Trustees (2017 – present)
- Member, Maine Municipal Association Strategic & Finance Committee (2017 – present)
- Member, Governor's Municipal Advisory Committee (1992 – 1996) (2019 – present)
- Member, Aroostook Managers Association; President
- Member, Executive Board of Directors, Northern Maine Development Commission
- Member, Maine Community Development Association
- Member, Maine Town, City & County Management Association
- Member, Maine Town & City Clerks Association\
- Member, Presque Isle Rotary Club
- US Army (1973 – 1976 and 1979 – 1983); Vietnam Veteran

Education:

- Ricker College, Small Business Administration, one year
- Unity College, Business Law, one year
- Northern Maine Vocational and Technical Institute, Business Administration, two years
- Department of Defense, Non-Commission Officer Primary Leadership graduate
- Certified State of Maine Code Enforcement Officer
- Certified State of Maine Local Plumbing Inspector
- Certified State of Maine CDBG Grant Writer/Administrator/Technician
- HUD Certification in Community Development Housing Rehabilitation and Construction

Awards and Certifications:

- Department of Defense, Civilian of the Year Award
- Loring Airforce Base, Superior Performance Award

MMA EXECUTIVE COMMITTEE MEMBERS (Three 3-Year Terms)

JON BEEKMAN (Chair of Selectboard, Town of Fayette)

Professional & Municipal Experience:

- Selectman, Town of Fayette (2012 – 2019); current Chairman
 - ✓ Budget Committee (2010 – 2012)
- Member, Finance Committee, Town of Natick, Massachusetts (1980 – 2005)
 - ✓ Town Meeting Member
 - ✓ Board of Appeals
 - ✓ DPW Advisory Board
 - ✓ Conservation Commission
- Self-Employed Strategic Advisor for local/international municipal clients and regional engineering firms (2011 – 2017)
- Manager, Division of Water Resources and Clerk of Cambridge Water Board, Cambridge Massachusetts
- Assistant Director Water Resources, Providence Water Supply Board, Providence, Rhode Island
- Principal and first Director of Municipal Services, Kleinfeld / SEA Consultants, Augusta, Maine (retired 2010)
- National Water Practice Leader, Earth Tech, Inc., Scarborough, Maine & Concord, Massachusetts
- Principal, Vice President and Member of Board of Directors, Whitman & Howard, Inc.

Other Experience, Committees and Affiliations:

- Member, Maine Municipal Association Executive Committee (2019 – present)
- Member, Maine Municipal Association Property & Casualty Pool Board of Directors (2019 – present)
- Member, Maine Municipal Association Workers Compensation Fund Board of Trustees (2019 – present)
- Past President, New England Water Works Association
- Past President, American Water Works Association, New England Section
- Past President, American Council of Engineering Companies, Massachusetts Member Organization
- Past Corporator, 1st American Bank of Boston
- U.S. Navy – Honorable Discharge

Education:

- Master of Public Administration, Kennedy School of Government, Harvard University
- BSF, Forest Management, Cum Laude, University of New Hampshire
- A.A.S. Civil Engineering, Technology, SUNY, Mohawk Valley Community College
- Executive Management Program, Pennsylvania State University

Awards and Certifications:

- A.D. Little Fellow, Harvard University
- University of New Hampshire, Outstanding Alumnus
- Mohawk Valley Community College, Alumni of Merit Award
- American Council of Engineering Companies, Fellow
- American Water Works Association's George Warren Fuller Award
- Award of Merit, New England Section American Water Works Association
- Eagle Scout, BSA, Vigil – Order of the Arrow

DAVID CYR (TOWN MANAGER, TOWN OF MARS HILL)

Professional & Municipal Experience:

- Town Manager, Town of Mars Hill (2014 – present)
- Resident Project Representative, NicCait Construction Services, Presque Isle
- Construction Engineer, Soderberg Construction, Caribou
- Engineer, Criterium Brown Engineers, Washburn
- Public Works Director, Town of Fort Kent
- Project Engineer, Civil Engineering Services, Brewer
- Public Works Director for the Unorganized Territories, County of Aroostook, Caribou
- Project Engineer, Cianbro Corporation, Pittsfield
- Engineer/Soil Technician, Brescia Construction/Caribou Soils, Inc., Caribou
- Selectmen, Town of Woodland (1995 – 2004); Chairman for five years
- Firefighter I/EMT, Caribou Fire and Ambulance, Town of Caribou (1985 – 1988)
- Firefighter I/EMT, Budd Lake Volunteer Fire Company, Budd Lake, New Jersey (1983 – 1984)

Other Experience, Committees and Affiliations:

- Member, Aroostook Municipal Association (2014 – present); Treasurer (2017); Secretary (2018 – present)
- Board Member, Northern Maine Development Commission Executive Committee (2014 - present), Chair since 2018; NMDC Revolving Loan Committee (2014 – present), Chair since 2016; NMDC Treasurer (2017); NMDC Finance & Audit Committee; Chairperson (2018 - present)
- President, Mars Hill Rotary Club (July 2016 – present)
- Assistant Chief of Stadium, US Ski and Snowboard Association Supertour competition, Presque Isle (2019)
- Volunteer, Cross Country Ski Trail Groomer at Woodland Community Trails
- Volunteer, Biathlon World Cup Competitions in Presque Isle; Assistant Chief of Stadium (2016)
- Board Member, Northern Maine Solid Waste Management Committee, (1992 – 2000); Chairman (1999 – 2000)
- Member, MDOT Regional Transportation Advisory Committee (1997 – 2002); Chair (1999 – 2000)
- Member, Public Advisory Committee, MDOT Aroostook County Transportation Study
- Board Member, Maine Chapter of the American Public Works Association (1998 – 2000); Secretary (1999); Treasurer (2000)

Education:

- Bachelor of Mechanical Engineering Technology, University of Maine at Orono

Awards and Certifications:

- State of Maine State Board of Registration for Professional Engineers
- Maine Municipal Certified Assessor
- Maine Department of Transportation Local Roads Center “Road Scholar”
- Graduate, Rotary Leadership Institute, Rotary District 7810
- State of Maine Class A Commercial Driver’s License with Hazardous Materials Endorsement

IVAN MCPIKE (MAYOR, TOWN OF HAMPDEN)

Professional & Municipal Experience:

- Council, Town of Hampden (2015 – current); Mayor (2017 – current)
- Self Employed Owner, Maine Salt Co., Hampden, (retired in 2010)

Other Experience, Committees and Affiliations:

- President, Downtown Bangor Association
- President, Greater Bangor Chamber of Commerce
- Member, Board of Directors, Bangor YMCA
- Member, Board of Directors, EMCC Foundation Committee
- Member, Board of Friends of Maine Hockey
- Advisor to Fund Raising Committee, St. Joseph Hospital
- Sargent at Arms and Board Member, Bangor Breakfast Rotary Club, 20 years
- Mason, Past Master Mystic Lodge 66 of Hampden
- Life Member, Anah Shriners of Bangor

Education:

- Hampden Academy, Graduate (1966)
- Bachelor of Accounting, University of Maine

Awards and Certifications:

- Paul Harris Fellow Award
- Jaycees Outstanding Young Man Award for the State of Maine



Check One: Initial Application Reappointment Application

D-3-6

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: TINSMAN RICHARD E
LAST FIRST MI

ADDRESS: 16 COUNTRY MEADOW DR HAMPDEN (JULY 1, 2019)
STREET TOWN ZIP

MAILING ADDRESS (if different): PO BOX 123 STOCKTON SPRINGS, ME 04981

TELEPHONE: (207) 272-4997 (cell) _____
HOME WORK

EMAIL: DICKINSON@GMAIL.COM

OCCUPATION: RETIRED

BOARD OR COMMITTEE PREFERENCE:

FIRST CHOICE: PLANNING BOARD

SECOND CHOICE (OPTIONAL): _____

How would your experience, education and/or occupation be a benefit to this board or committee? SERVED CAPE ELIZABETH PLANNING BOARD (81-90); CAPE ELIZABETH TOWN COUNCIL (70-78); STOCKTON SPRINGS PLANNING BOARD (2018-2019). COMMUNITY PLANNING CONSULTANT (1969-1985)

Are there any issues you feel this board or committee should address, or should continue to address? NONE - NEW RESIDENT AS OF JULY 1, 2019
Richard Dickinsman

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: _____
COUNCIL COMMITTEE ACTION: _____	DATE: _____	
COUNCIL ACTION: _____	DATE: _____	
<input type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____

CERTIFIED PUBLIC ACCOUNTANT

James W. Wadman, C.P.A.
Ronald C. Bean, C.P.A.
Kellie M. Bowden, C.P.A.
Wanese L. Lynch, C.P.A.
Amy E. Atherton, C.P.A.

June 15, 2019

Town of Hampden
106 Western Avenue
Hampden, ME 04444

We are pleased to confirm our understanding of the services we are to provide the **Town of Hampden** for the fiscal year ended June 30, 2019. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of the **Town of Hampden** as of and for the fiscal year ended June 30, 2019. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the **Town of Hampden's** basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedure to **Town of Hampden's** RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Information
- 3) Historical Pension Information (if applicable)
- 4) Other Post Employment Benefits Information (if applicable)

We have also been engaged to report on supplementary information other than RSI that accompanies **Town of Hampden's** financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Schedule of expenditures of federal awards (if applicable).
- 2) Other Supplementary Information.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph above when considered in relation to the financial statements as a whole.

Our audit will be conducted in accordance with generally accepted auditing standards generally accepted in the United States of America, and will include tests of accounting records, and other procedures we consider necessary to enable us to express such opinions. Our reports will be addressed to **Town of Hampden**. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports, or may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and Governmental Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements and related matters.

Audit Procedures—Internal Controls

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures.

An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the **Town of Hampden's** compliance with provisions of applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare or assist in preparing the financial statements, and related notes of **Town of Hampden** in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. These services are limited to the financial statement services previously defined. We will also assist in recording the capital asset additions, retirements and related depreciation. We, in our sole professional judgment, reserve the right to refuse to perform any procedures or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing and maintaining effective internal controls relevant to the preparation of financial statements that are free from material misstatement whether due to fraud or error including monitoring ongoing activities. You are also responsible for the selection and application of accounting principles; for preparation and fair presentation of the financial statements, in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities relating to the financial statements, and any other nonaudit services we provide. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior

management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Audit Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We understand that for audit procedures performed at your offices, financial personnel will be present during the entire duration of our fieldwork.

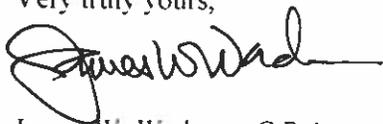
We will provide copies of our reports to the Town; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of the audit firm and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to town or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of the audit firm personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The audit fee is based on anticipated continued employment and cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the **Town of Hampden** and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



James W. Wadman, C.P.A.

RESPONSE:

This letter correctly sets forth the understanding of the **Town of Hampden**.

By: _____

Title: _____

Date: _____

D-5-6



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

July 31, 2019

To: Paula Scott
From: Sean Currier
Subject: 2019 Paving Bid Recommendation

Paving bids were publicly opened at the Town Office on July 24 at 1pm. We had 3 bids submitted including Wellman Paving, Thibodeau and Hopkins. Prices ranged from \$85.00 to \$91.56 per ton for surface mix. The lowest bidder was Hopkins at \$85.00 per ton for HMA. They have included references as part of their bid proposal. Due to the increase in asphalt prices, some of the quantities will need to be adjusted to align with the approved FY20 paving budget.

I would like to recommend the award of the contract to Hopkins based on true, measured in-field quantities. Funding for this will be from the operating budget line item 10-01-10-70. (Bid Tab included).

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Sean Currier".

Sean Currier

D-5-C
D-5-d



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

August 1, 2019

To: Paula Scott
From: Sean Currier
Subject: 2019 Paving Reserve Request-Finance Committee

Paving bids were publicly opened at the Town Office on July 24 at 1pm. As part of this bid, we requested sidewalks to be paved at the Town Office with new ADA ramps. As part of the approved FY20 budget process, public works requested \$20,000 be set aside for sidewalk paving in reserve account 3-761-00.

I would like to request authorization to proceed with sidewalk paving, in the amount of up to \$20,000.00 for sidewalk paving as part of the FY20 annual paving project from reserve account 3-761-00.

On a separate approved budget item, \$20,000 was approved as contingency for Schoolhouse lane. This funding was unnecessary due to the contractor performing the work at a very cost effective rate for the Town. I would like to request expenditure of up to \$20,000 of funds set aside for Schoolhouse Lane, to be utilized on this year's paving program. Cost of asphalt was approximately \$15 per ton higher than expected, limiting our capacity to pave a substantial portion of our roads. This request would be from the same reserve account, 3-761-00.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Sean Currier".

Sean Currier

Current Account Status

G 3-761-00 RESERVE ACCT / ROADS/STREET

-109,238.02 = Beg Bal 0.00 = YTD Net -109,362.74 = Balance
 -124.72 = Adjust 0.00 = YTD Enc

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
07	0004		07/02/19		BBA RESEVE INT/FMV CHANGE	B GJ	0.00	124.72
Totals-							0.00	124.72

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	0.00	0.00	124.72
Totals	0.00	0.00	0.00	124.72



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS
106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

August 1, 2019

To: Paula Scott
From: Sean Currier
Subject: 2019 Road Maintenance Reserve Request-Finance Committee

During our last Infrastructure Committee meeting, we discussed the necessity to fix stormwater issues on Coldbrook Road prior to paving activities, and also the emergency repair (large rip rap installation) on Laskey Lane along the Souadabscook Stream.

It was discussed that these funds would come from the operating budget, but after discussing with the finance department, it was determined that overspending an expense line item and reimbursing the same expense line item from the environmental trust would not work well with the audit of the operating budget. Simply said, expenses are expenses and revenues are revenues, and revenues should not be deposited into an expense line.

I would like to request expenditure of funds from the Streets/Roads reserve account 3-761-00 in the amount of up to \$25,450.00 for the repair of Laskey Lane and up to \$8,417 for the installation of storm drain on Coldbrook Road. Total cost expended will be reimbursed to the same reserve account after the next Environmental Trust meeting thus keeping the accounting simplistic.

eration,

Sean Currier



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS
106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

July 11, 2019

To: Paula Scott
From: Sean Currier
Subject: 2019 Storm water and Erosion repairs reimbursement request

In preparation of the paving request for proposals, we discovered that one of our roads (on the paving list) is in need of saving. With the combined action of water level rising/falling in the Souadabscook Stream and heavy rainfall, Laskey Lane is starting to sink on the stream side. We need to reinforce the bank with heavy rip rap to save the road. Since this is a very time sensitive item and we currently have an earthwork contractor under contract, I would request that we have Maine Earth reinforce approximately 120' of road edge with large 12" to 24" rip rap, mixed with smaller fines to hold the road.

Also, Coldbrook road is in severe need of paving. Since the 1A project is being delayed until next spring, we would like to fix storm drain issues on the road to rectify on-going groundwater issues and pave the road this fiscal year. Due to the time sensitive nature again, we would like to have the same contractor install a catch basin, approximately 50' of 12" storm drain pipe and some other miscellaneous items to resolve on-going issues. Pricing will follow the same unit costs of the Schoolhouse Lane project they are currently contracted on.

I have confirmed with Maine DEP and Army Corps of Engineers that the bank stabilization is a maintenance item therefore exempt from the permitting process.

We would request these items be reviewed by the Environmental Trust Committee for reimbursement up to \$25,450 for the bank stabilization and \$8,417 for the installation of the catch basin and 12" storm drain pipe. Please let me know as soon as possible if we can conduct an Environmental Trust meeting for consideration.

Thank you for your time,

Sean Currier

D-5-9



TOWN OF HAMPDEN
Edythe Dyer Community Library
269 Main Road North
HAMPDEN, ME 04444

TEL 862-3550

FAX 862-5067

August 1, 2019

To: Paula Scott
From: Debbie Lozito
Subject: 2019 Library Reserve Request-Finance Committee

The main walkway into the Library needs to be graded and repaved.

I would like to request authorization to proceed with this walkway project, in the amount of up to \$2,000.00 from reserve account 3-763-00.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read 'Debbie Lozito', with a long, sweeping underline that extends to the right.

Debbie Lozito

Current Account Status

G 3-763-00 RESERVE ACCT / LIBRARY

-22,412.47 = Beg Bal

0.00 = YTD Net

-22,438.06 = Balance

-25.59 = Adjust

0.00 = YTD Enc

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
07	0004		07/02/19		BBA RESEVE INT/FMV CHANGE	B GJ	0.00	25.59
Totals-							0.00	25.59

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	0.00	0.00	25.59
Totals	0.00	0.00	0.00	25.59

D-5-h



Memorandum

TO: Finance & Admin Committee, Town Council
FROM: Paula Scott, Interim Manager
DATE: July 31, 2019
RE: FY19 Close out-reimbursement

On July 22nd, the Environmental Trust Committee met and reviewed invoices for stormwater expenses that were paid in FY19 and are a part of the FY19 close-out, totaling \$21,380.36. These expenses were all approved as eligible expenses for reimbursement by the Environmental Trust Committee. Per the Trust parameters, these expenditures have to be authorized by Council.



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

July 11, 2019

To: Paula Scott
From: Sean Currier
Subject: 2019 Storm water and Erosion repairs reimbursement request

In preparation of the paving request for proposals, we discovered that one of our roads (on the paving list) is in need of saving. With the combined action of water level rising/falling in the Souadabscook Stream and heavy rainfall, Laskey Lane is starting to sink on the stream side. We need to reinforce the bank with heavy rip rap to save the road. Since this is a very time sensitive item and we currently have an earthwork contractor under contract, I would request that we have Maine Earth reinforce approximately 120' of road edge with large 12" to 24" rip rap, mixed with smaller fines to hold the road.

Also, Coldbrook road is in severe need of paving. Since the 1A project is being delayed until next spring, we would like to fix storm drain issues on the road to rectify on-going groundwater issues and pave the road this fiscal year. Due to the time sensitive nature again, we would like to have the same contractor install a catch basin, approximately 50' of 12" storm drain pipe and some other miscellaneous items to resolve on-going issues. Pricing will follow the same unit costs of the Schoolhouse Lane project they are currently contracted on.

I have confirmed with Maine DEP and Army Corps of Engineers that the bank stabilization is a maintenance item therefore exempt from the permitting process.

We would request these items be reviewed by the Environmental Trust Committee for reimbursement up to \$25,450 for the bank stabilization and \$8,417 for the installation of the catch basin and 12" storm drain pipe. Please let me know as soon as possible if we can conduct an Environmental Trust meeting for consideration.

Thank you for your time,

Sean Currier

Source of Proposed Reimbursement

Eligible Costs Incurred, Proposed for Environmental Trust Reimbursement for FY19

Date	Invoice #	Payed	Vendor	PURPOSE	Amount	Category of Stormwater Management Cost	Compliance Documentation	Supplies	Contractor Services	Travel	Permit	Income	Recess	Date to Inc. Travel
07/14/18	106576	06/17/18	Juniper Ridge Landfill	Grt Sweeping	\$ 942.28	Maintenance	\$ 942.28							12/16/2018
08/06/18	6413	08/29/18	American Concrete Industries	Boo/Pipe Catch Basins	\$ 443.60		\$ 443.60							12/16/2018
08/06/18	6417	08/29/18	American Concrete Industries	Boo/Pipe Catch Basins	\$ 384.30		\$ 384.30							12/16/2018
08/06/18	6416	08/29/18	American Concrete Industries	Boo/Pipe Catch Basins	\$ 443.60		\$ 443.60							12/16/2018
08/06/18	6415	08/29/18	American Concrete Industries	Boo/Pipe Catch Basins	\$ 443.60		\$ 443.60							12/16/2018
08/06/18	6414	08/29/18	American Concrete Industries	Boo/Pipe Catch Basins	\$ 443.60		\$ 443.60							12/16/2018
08/16/18	5431011	09/05/18	Everest 3, Prescott	Sat Coupler	\$ 70.00		\$ 70.00							12/16/2018
08/29/18	8000000145	06/19/18	City of Flagler	Compliance Training	\$ 220.00		\$ 220.00							12/16/2018
10/03/18	8422	10/17/18	Albert's Environmental	Chemical Catch basins/Vacuum truck	\$ 1,890.00		\$ 1,890.00							12/16/2018
10/04/18	7015-4	11/07/18	Sherrin-Velams	Paint supplies	\$ 262.22		\$ 262.22							12/16/2018
07/26/18	8398	10/31/18	Albert's Environmental	Cleaned 12 catch basins/Vacuum truck	\$ 1,215.00		\$ 1,215.00							12/16/2018
11/26/18	1126481405708	12/12/18	State of Maine	2019 Annual Fee for municipal Stormwater (MS) discharged for permit #192041022	\$ 196.00		\$ 196.00							21/14/2019
07/01/18	1044	06/01/18	Benjar Area Stormwater Group	Annual Membership Dues 2018-2019	\$ 4,000.00		\$ 4,000.00							21/14/2019
08/30/18	8000000145	09/19/18	City of Bangor	Idle Training	\$ 220.00		\$ 220.00							21/14/2019
12/12/18	2018-470	12/19/18	Stormwater Environmental Engineer	Stormwater Consultant	\$ 4,294.50		\$ 4,294.50							21/14/2019
04/17/19	WMC TO 0095	04/17/19	Woodward B. Curran	Mayo Rd Inflow Field Study	\$ 6,900.00		\$ 6,900.00							5/29/2019
04/17/19	2019-716	05/06/19	Schneider Environmental Engineer	Stormwater Consultant	\$ 1,902.50		\$ 1,902.50		\$ 6,900.00					5/29/2019
04/05/19	ME-Exch CD1	05/06/19	Heine Earth Construction	Stormwater Line Stormwater Construction	\$ 150,000.00		\$ 150,000.00							5/29/2019
05/04/19	970	06/17/19	Hampford	Stream Cleanup	\$ 145.49		\$ 145.49							7/22/2019
05/13/19	9426	06/17/19	Albert's Environmental	Emergency call to pump waste water on Mayo Road Pump/Net Tanker	\$ 720.00		\$ 720.00							7/22/2019
04/07/19	2019-764	06/17/19	Schneider Environmental Engineer	Stormwater Consultant	\$ 9,470.00		\$ 9,470.00							7/22/2019
06/07/19	55500299	06/27/19	Everett J. Prescott	MUDOT Blanket/6" Round Top Staples	\$ 1,143.00		\$ 1,143.00							7/22/2019
06/18/19	627793	06/27/19	Hughes Bros	3/4" Crushed Stone - HQ	\$ 102.00		\$ 102.00							7/22/2019
06/18/19	627794	06/27/19	Hughes Bros	3/4" Crushed Stone (WFF)	\$ 660.00		\$ 660.00							7/22/2019
06/13/19	749	06/27/19	Dudley Peterson	Har blades for chain mowing	\$ 400.00		\$ 400.00							7/22/2019
06/14/19	5550997	06/27/19	Everett J. Prescott	6" Round Top Staples	\$ 160.00		\$ 160.00							7/22/2019
06/14/19	627913	06/27/19	Hughes Bros	3/4" Crushed Stone (WFF)	\$ 858.00		\$ 858.00							7/22/2019
06/18/19	627913	06/27/19	Hughes Bros	3/4" Crushed Stone (WFF)	\$ 924.00		\$ 924.00							7/22/2019
06/19/19	627923	06/27/19	Hughes Bros	3/4" Crushed Stone (WFF)	\$ 858.00		\$ 858.00							7/22/2019
06/17/19	5669238	07/15/19	Veng, Inc	AOS H12.18 CURVERT (24)	\$ 5,362.38		\$ 5,362.38							7/22/2019
06/24/19	108372	07/15/19	Juniper Ridge Landfill	Grt Sweeping	\$ 576.89		\$ 576.89							7/22/2019

Sub total: \$ 1,351.00 R.01-48

YTD reimbursed to General Fund: \$ 174,291.20

Total Proposed for Reimbursement to General Fund (\$/2019/2019): \$ 24,388.36

Total Proposed for Current Fiscal Year for Reimbursement to General Fund: \$ 395,677.56

Total Proposed for Reimbursement to General Fund: \$ 395,677.56

Total from Principal: \$ 1,351.11

Total from Income: \$ 195,671.56

Budgeted revenue: \$ 203,660.00

Remaining budgeted revenue (P119): \$ 6,184.44

YTD Disburse To: R.01-48

Env. Tr. Rev

Source: Junior Abbot, Deputy Tax Collector 6/7/2018

Allen's Environmental
P.O.Box 109
Presque Isle, ME 04769

RECEIVED
JUN 03 2019
BY:

Invoice

Date	Invoice #
5/31/2019	9426

Bill To
Town of Hampden
106 Western Ave.
Hampden, ME 04444

ALLEN'S
Drain Cleaning Services
Vacuum & High Pressure Cleaning
764-9336 1 888 942-9336
Fax 762-3025

Allen's Environmental Services, Inc.



P.O. No.	Terms	Project
	ON RECEIPT	

Quantity	Description	Rate	Amount
	4/27 19 Emergency call in by Bangor Waste Water to haul 3 loads from Mayo Road Pump Station	0.00	0.00
4	Vac Tanker hours	180.00	720.00

Acct. No. 60-10-20-53

DEPARTMENT HEAD SIGNATURE
DATE 6/10/19

pd 6/17/19

TERMS: NET 30 DAYS.
Interest at the rate of 2% PER month will be added for every month missed after 6 months an interest rate of 4% will take into effect. Acceptor to pay all collection costs including reasonable attorneys fees.

Total **\$720.00**



Stillwater Environmental Engineering, Inc.
PO Box 426
Target Technology Center
20 Godfrey Drive
Orono, ME 04473 US
207-949-0074
pruck@stillwaterenv.com
http://www.stillwaterenv.com

BILL TO

Sean Currier
Town of Hampden
106 Western Avenue
Hampden, ME 04444

Invoice 2019-764

DATE 06/07/2019 TERMS NET 15

DUE DATE 06/22/2019

DATE	ACTIVITY	AMOUNT
06/30/2019	Engineering Consulting Services:Senior Project Manager/Senior Environmental Engineer Employee - Phil Ruck Tasks: <ul style="list-style-type: none">* Client correspondence* Prepare for Cleanup event (meet with staff, recon around Town, review maps)* Quarterly Stormwater Team meetings (Q2 - 2019)* Participate in Statewide MS4 Stakeholder meetings with MDEP on Town's behalf* Review PY6 compliance checklist and discuss action items with Town staff* Help facilitate stenciling activities with Hampden Academy, Laura Wilson and others* Review PY6 inspection results with staff* Provide PY6 pollution prevention training to PW crew (O&M Plan, SPCC), 12 @ \$105.00	1,260.00
06/30/2019	Engineering Consulting Services:Project Manager Employee - Jeffry Spaulding Tasks: <ul style="list-style-type: none">* PY6 Cleanup and stenciling assistance* PY6 Infrastructure inspection preparation* Surfactant testing protocol for MS4 clients* MS4 catch basin inspection oversight* PY6 post-construction inspections and summary report, 26 @ \$75.00	1,950.00

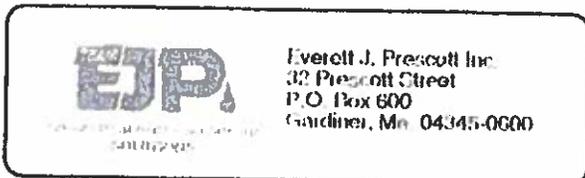
10-10-22-05
JTR
6/10/19

Thank you for your business!

pd
6/17/19

DATE	ACTIVITY	AMOUNT
06/30/2019	Engineering Consulting Services:Project Scientist Employee - Cara Belanger Tasks: * PY6 Stenciling preparation * PY6 infrastructure inspection preparation with SEE interns * Participate in PY6 stenciling events on behalf of Town (5/21/19, 6/4/19, and 6/10/19) * Prepare inspection summary reports * Assist with annual training prep * Assist with E coli testing, 18 @ \$65.00	1,170.00
06/30/2019	Engineering Consulting Services:intern Employee - Baxter Hughes Tasks: * MS4 Outfall inspections * MS4 Catch basin inspection preparation Employee - Carly Buswell * MS4 catch basin inspections Employee - Nathan Pratt-Holt * MS4 catch basin inspections, 106 @ \$40.00	4,240.00
06/30/2019	Technology Fee 1 Monthly Fulcrum App Charge for April, May, and June, 3 @ \$75.00	225.00
06/30/2019	Reimbursable Expenses * Pavement Marking Paint for PY6 Stenciling Activities (\$25) * E coli analyses (\$600), 1 @ \$625.00	625.00
Professional services provided by SEE for the period of April 1 through June 30, 2019.		
TOTAL DUE		\$9,470.00

Thank you for your business!



JUN 13 2019

SEE CONDITIONS OF SALE AND PAYMENT TERMS ON REVERSE

PAGE NO.	1
INVOICE NO.	5550259
INVOICE DATE	6/07/19
PACKING SLIP NO.	5550259
CUSTOMER NO.	1343
WAREHOUSE	210

REMIT TO: TEAM EJP Bangor, ME.
E.J. PRESCOTT INC.
P.O. BOX 350002
BOSTON, MA

WAREHOUSE > TEAM EJP Bangor, ME.
101 Target Circle
Target Industrial Park
Bangor, ME 04401-0000
Telephone: 207-990-5000

ORIGINAL INVOICE

02241-0502

SOLD TO >

SHIP TO >

TOWN OF HAMPDEN MAINE
106 WESTERN AVENUE
HAMPDEN, ME
04444

Customer Pickup

CUSTOMER P.O. NO.	JOB NAME	JOB NO.	SLS.	DATE DUE	DATE SHIPPED	SHIPPING METHOD
KEN VERBAL	PUBLIC WORKS		HSE	7/07/19	6/07/19	Pickup

LINE	PRODUCT NUMBER AND ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	EXTENDED AMOUNT
1	91840 08MB 4 S150BN MDOT BLANKET 60SQY	SQY	900	1.27	1,143.00
2	91831 1 6" ROUND TOP STAPLES (1000) PERBX	BOX	0	65.00	.00

Acct. No. 10-10-22-10
DEPARTMENT HEAD SIGNATURE
DATE 6/20/19

enu frust

PD 6/27/19

PLEASE USE THE REMIT TO ADDRESS BELOW TO MAIL YOUR PAYMENT FOR FASTEST CREDIT TO YOUR ACCOUNT.
P.O. BOX 350002 BOSTON, MA. 02241-0502

THANK YOU FOR YOUR BUSINESS!
PLEASE NOTE: OUR TERMS ARE NET 30 DAYS. YOUR HELP IS NEEDED AND

AMOUNT	1,143.00
TAX	.00
FREIGHT	.00
TOTAL	.00

SERVICE CHARGE IS 1 1/2% PER MONTH (18 % A.P.R.) ON THE BALANCE OVER 30 DAYS OF AGE. THE BUYER AGREES TO PAY ALL COSTS AND EXPENSES OF COLLECTION, INCLUDING REASONABLE ATTORNEY'S FEES, AND EJP CLAIMS A MECHANIC'S LIEN UNDER APPLICABLE STATE LAW



Hughes Bros., Inc.
 719 Main Road North
 Hampden, Maine 04444-1901
 TEL 207-942-4606
 FAX 207-990 3956

JUN 17 2019

Invoice

Date	Invoice #
6/10/2019	627793

Bill To
Town of Hampden 106 Western Ave. Hampden, Me 04444

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			6/10/2019	Pick Up	IIP	

Quantity	Item Code	Description	Price Each	Amount
6.75	3/4" Crushed Ledge	3/4" Crushed Ledge - HQ	15.20	102.60

Acct. No. 10-10-22-01
 DEPARTMENT HEAD SIGNATURE
 DATE 6/20/19

pd 6/27

Env Trust

Total \$102.60

Invoice #

ERMS: Invoice Not Paid Within 30 Days Of Invoice Date Are Subject To A Finance Charge At The Perodic rate of 1.5% Per Month On The Unpaid Balance At An Annual Percentage Rate of 18%



Hughes Bros., Inc.
 719 Main Road North
 Hampden, Maine 04444-1901
 TEL 207-942-4606
 FAX 207-990-3956

PAID
 JUN 17 2019

Invoice

Date	Invoice #
6/10/2019	627794

Bill To

Town of Hampden
 106 Western Ave.
 Hampden, Me 04444

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			6/10/2019	Pick Up	WP	

Quantity	Item Code	Description	Price Each	Amount
40	3/4" Washed Stone	3/4" Crushed Stone (WP)	16.50	660.00

Acct. No. 10-10-27-01
 DEPARTMENT HEAD SIGNATURE _____
 DATE 6/20/19

PO 6127
 Env Trust

Total	\$660.00
--------------	----------

Invoice #

ERMS: Invoice Not Paid Within 30 Days Of Invoice Date Are Subject To A Finance Charge At The Periodic Rate of 1.5% Per Month On The Unpaid Balance At An Annual Percentage Rate of 18%

Env. trust

Town of Hampden
Finance Department
Check Request Form

Date: 6/13/19 Vendor#: _____

Payee: Dudley Patterson

Address: _____

Reason for Check: Hay bales for ditch mulching

Charge Account #: 10-10-22-10

\$4/bale @ 100 bales

Amount: \$ 400.⁰⁰ Person Making Request: Sean Currier

Department Head Initial For Approval: SC.

pd
6/27/19

SEE CONDITIONS OF SALE AND PAYMENT TERMS ON REVERSE



Everett J. Prescott Inc.
32 Prescott Street
P O Box 600
Gardiner Me 04345-0600

RECEIVED
JUN 24 2019
BY:

PAGE NO.	1
INVOICE NO.	5550457
INVOICE DATE	6/14/19
PACKING SLIP NO.	5550457
CUSTOMER NO.	1343
WAREHOUSE	210

ORIGINAL INVOICE



EMIT TEAM EJP Bangor, ME.
0> E.J. PRESCOTT INC.
P.O. BOX 350002
BOSTON, MA

WAREHOUSE > TEAM EJP Bangor, ME.
101 Target Circle
Target Industrial Park
Bangor, ME 04401-0000
Telephone: 207-990-5000

02241-0502

SOLD TO >

SHIP TO >

TOWN OF HAMPDEN MAINE
106 WESTERN AVENUE
HAMPDEN, ME

04444

Customer Pickup

CUSTOMER P.O. NO.	JOB NAME	JOB NO.	SLS.	DATE DUE	DATE SHIPPED	SHIPPING METHOD
OPEN VERBAL	PUBLIC WORKS		030	7/14/19	6/14/19	Pickup

LINE	PRODUCT NUMBER AND ITEM DESCRIPTION	UOM	QUANTITY	UNIT PRICE	EXTENDED AMOUNT
1	91831 1 6" ROUND TOP STAPLES (1000) PER BX	BOX	2	65.00	130.00

Env. Trust

Acct. No. 10-05-10-20

DEPARTMENT HEAD SIGNATURE _____

DATE 6/26/19

FY19

pd 6/27/19

PLEASE USE THE REMIT TO ADDRESS BELOW TO MAIL YOUR PAYMENT FOR FASTEST CREDIT TO YOUR ACCOUNT.
P.O. BOX 350002 BOSTON, MA. 02241-0502

THANK YOU FOR YOUR BUSINESS!
PLEASE NOTE: OUR TERMS ARE NET 30 DAYS. YOUR HELP IS NEEDED AND APPRECIATED

AMOUNT	130.00
TAX	.00
FREIGHT	30.00
	.00
TOTAL DUE	160.00

SERVICE CHARGE IS 1 1/2% PER MONTH (18 % A.P.R.) ON THE BALANCE OVER 30 DAYS OF AGE. THE USER AGREES TO PAY ALL COSTS AND EXPENSES OF COLLECTION, INCLUDING REASONABLE ATTORNEY'S FEES, AND EJP CLAIMS A MECHANIC'S LIEN UNDER APPLICABLE STATE LAW.



Hughes Bros., Inc.
 719 Main Street
 Hampden, ME 04444
 Tel: 207-882-4400
 Fax: 207-882-4400

Invoice

Date	Invoice #
6/19/2019	627922

Bill To
Town of Hampden 106 Western Ave. Hampden, Me 04444

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			6/19/2019	Pick Up	WP	

Quantity	Item Code	Description	Price Each	Amount
52	3/4" Washed Stone	3/4" Crushed Stone (WP)	16.50	858.00
		<p><i>10-10-22-01 ✓</i></p> <p><i>JNL</i></p> <p><i>6/26/19</i></p> <p><i>AD 6/27</i></p> <p><i>Env trust</i></p> <p><i>FY19</i></p>		

Total	\$858.00
--------------	----------

Invoice #



Hughes Bros. Inc.
 175 Main St.
 Hampden, Maine 04442
 Tel: 109 546-1111
 Fax: 109 546-1112

Invoice

Date	Invoice #
6/18/2019	627913

Bill To
Town of Hampden 106 Western Ave. Hampden, Me 04444

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			6/18/2019	Pick Up	WP	

Quantity	Item Code	Description	Price Each	Amount
56	3/4" Washed Stone	3/4" Crushed Stone (WP)	16.50	924.00
		<div style="border: 1px solid black; border-radius: 50%; padding: 10px; display: inline-block;"> Env. trust </div> SPL 6/26/19 10-10-22-01 PD 6/27		

Total	\$924.00
--------------	----------

Invoice #



Houghton Products, Inc.
 777 Main St., Dept. 100
 Hampden, MA 01907
 Tel: 413-253-1234
 Fax: 413-253-1235

Invoice

Date	Invoice #
6/14/2019	627912

Bill To
Town of Hampden 106 Western Ave. Hampden, Me 04444

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			6/14/2019	Pick Up	WP	

Quantity	Item Code	Description	Price Each	Amount
52	3/4" Washed Stone	3/4" Crushed Stone (WP)	16.50	858.00

Acct. No. 10-10-22-01 ✓
 DEPARTMENT HEAD SIGNATURE _____
 DATE 6/26/19

pd 6/27

Env trust

FY19

Total \$858.00

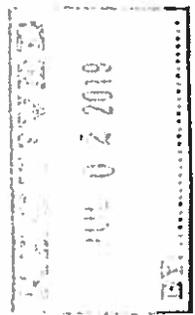
Invoice #



Sales Invoice

Invoice Address:
Town of Hampden
Arlington Territory
100 Western Avenue
Hampden, ME, 04444

Sales Order: 17853990
Invoice No: 3569328
Invoice Date: 06/17/19 09:01 AM
Order Type: Estimate
Customer: 028222
Year End: Same as retail
Checked By: James Subitanski
Delivery Address:
Town of Hampden
Hampden Public Works
355 Condon Road
Hampden, Maine
Sean Currier
663-3337



Product	Description	Qty/Feetage	Price	Per	Total
9913	Deliver Monday or Tuesday Before 3:30 12"x 20" ADS IN12 IB CULVERT SMOOTH WALL INTERIOR NO COUPLING NEEDED	10 ea	174.64	ea	1,746.40
9914	15"x 20" ADS IN12 IB CULVERT SMOOTH WALL INTERIOR NO COUPLING NEEDED	10 ea	225.99	ea	2,259.90
9915	18"x 20" ADS IN12 IB CULVERT SMOOTH WALL INTERIOR NO COUPLING NEEDED	4 ea	338.52	ea	1,354.08

Total Amount	5,362.38
Sales Tax	0.00
Invoice Total	5,362.38

In the event this buyer's obligations remain unpaid, the invoice will be sold through a collection agency or attorney with or without notice or any other proceedings. Buyer agrees to pay all collection costs or reasonable attorney fees of 20% of the principal invoice due plus court costs.

BAHMET (207) 383-3400 **BLUE HILL** (207) 374-3344 **HANCOCK** (207) 423-1371 **HARVARD** (207) 844-3119 **LACONVILLE** (207) 238-0971
MADAWASKAN (207) 364-6992 **MILLVILLE** (207) 444-7028 **YORK** (207) 866-3207 **YORKVILLE** (207) 275-3446
 Mailing Address: PO Box B, Belfast, ME 04915

ENV trust

Acct. No. 10-10-22-C1
 DEPARTMENT HEAD SIGNATURE
 DATE 7/8/19

7/15/19

CUSTOMER NUMBER LG-00225 4
INVOICE # 108272
BILLING INQUIRIES (207) 394-4372
VOICE DATE 6/24/19

RECEIVED
100 02 2019
BT

SERVICE ADDRESS
106 WESTERN ROAD
HAMPDEN ME 04444

DATE	DESCRIPTION	QTY.	RATE	TOTAL
6/17/19	GRIT SCREENING	8.77	65.780	576.89
6/17/19	WEIGHT TICKET#: 380418			.00
6/17/19	P.O. : 10690			.00

Gov. trust
Storm cb cleanings
7/15/19

Acct. No. 10-10-22-01
JR
DEPARTMENT HEAD SIGNATURE
DATE 7/8/19

FOR SERVICE DURING

PAY THIS AMOUNT
\$576.89

PLEASE RETURN THIS PORTION WITH PAYMENT. DO NOT ATTACH CHECK TO STUB.



INVOICE #	INVOICE AMOUNT	CUST #
108272	\$576.89	LG-00225 4

PAYMENT DUE 30 DAYS FROM
INVOICE DATE (A LATE FEE WILL
BE APPLIED TO ANY BALANCE OVER
30 DAYS)
DUE DATE: 07/24/2019

AMOUNT ENCLOSED
\$ _____



31202-GH42*TILOENJFH000015

03160

TOWN OF HAMPDEN
106 WESTERN ROAD
HAMPDEN, ME 04444-1436

NEWSME LLC LG
PO BOX 1372
WILLISTON, VT 05495-1372

Memo

August 1, 2019

To: Town of Hampden; Finance Committee

From: Barbara Geaghan, Tax Collector

CC: Paula Scott, Interim Town Manager

Re: Abatement of Uncollectable Tax

I am requesting that the 2019 taxes, interest, and penalties, for property at 681 Main Road North, Map 20 Lot 51-25.

It was recently brought to our attention that the mobile home was demolished.

Thank you for your consideration.

**Town of Hampden
Tax Information Sheet
As of: 07/30/2019**

Account: 1784 **Name:** CRAWFORD, ZACKOREY

Location: 681 MAIN RD NO

Map and Lot: 20-0-051-25

Sale Date: 08/19/2017

Deed Reference:

Sale Price: \$300

Land:	0	Total Acres:	0
Building:	2,700	Tree Growth:	Soft : 0 Mixed : 0 Hard : 0
Exempt	0	Farmland:	
Total:	<u>2,700</u>	Open Space:	
		Zoning:	33 - CommercialServic
		SFLA:	0

	Amount	Mill Rate
Last Billed : 2019-1	52.92	19.600
Previous Billed : 2018-1	00.00	18.400

Outstanding Taxes					
Year	Per Diem	Principal	Interest	Costs	Total
2019-1	0.0116	52.92	2.42	9.80	65.14
	0.0116	52.92	2.42	9.80	65.14
2019-1 Period Due					
10/03/2018		26.46	2.42	9.80	38.68
04/03/2019		26.46			<u>26.46</u>
					65.14

Information Given By: _____

Title: _____ 07/30/2019

Tax year July 1 - June 30. Sewer acct # _____

All calculations are as of: 07/30/2019



DEMO PERMIT

Permit Number: 18-231 Permit Fee: \$50.00
Yellow Copy-Must be posted on-site in a visible location
White Copy- Retained by Applicant or Owner

*2018-51-25
Demol.*

Property Information:

Owner: Hampden Mobile Estates
Location: 681 Main Road North
Map: 20 Lot(s): 51-25
Zoning District: Commercial Services

Applicant Information:

Name:
Address:
City, State, Zip: Brewer, ME
Phone:

Contractor Information:

Name: DL Green
Address: 223 Main Road
City, State, Zip: Holden, ME 04429
Phone: 207-460-4709

Project Description: Demolition of Mobile Home #25

Required Inspections:

Final (When all work is complete)

Please call 862-8427 for Inspections

Standard Conditions: (1) NO CONSTRUCTION/DEMOLITION SHALL BE COMMENCED PRIOR TO PLACEMENT OF PROPER EROSION & SEDIMENTATION CONTROL DEVICES.

(2) ANY VEGITATION DISTERBED MUST BE REVEGITATED AT THE COMPLETION OF THE PROJECT.

Other Conditions:

(3) All demolition debris must be removed from the site and disposed of in appropriate facilities.

(4) Applicant to ensure any utilities connected to the structure are properly disconnected.

Notes: All Structures must comply with the Town of Hampden Zoning Ordinance, the Town of Hampden Shoreland Zoning Ordinance, the Maine Uniform Building & Energy Code, The Town of Hampden Life Safety Code and all other pertinent codes, laws, regulations, rules, and ordinances. This permit does not substitute State of Maine Internal or Subsurface Plumbing Permits. This permit will expire 12 months from the date issued if work has not commenced and two years if the work is not substantially complete.

05/29/2018

Date

Myles M. Block
Code Enforcement Officer

MOBILE HOME BILL OF SALE

\$1 + outstanding balance owed to

In Consideration of the sum of \$ HME \$14740 (US Dollars) paid by

Hampden Mobile Estates

with a mailing address of

C/O MREM 21 Main St. Bangor Maine 04401

(Hereinafter known as the "Buyer") to

Zackorey Crawford

with a mailing address of

26 Autumn St Unit B Bangor, Me 04401

(Hereinafter known as the "Seller") conveys

the following described mobile home:

Manufacturer: Mark IV Model: unknown

Serial Number: unknown Size: 53'

Year (Manufactured): _____ Location of Home: _____

Lot 23 Hampden Mobile Estates Bangor Maine

The above described mobile home is sold free and clear of any liens, encumbrances, or mortgage. Seller certifies that they are the legal and true owner of the mobile home.

The mobile home is to be sold in "as-is" condition with the following conditions: _____

IN WITNESS WHEREOF, the buyer and seller agree to the terms of this Bill of Sale on the 18 day of April, 2017.

Buyer's Signature [Signature] Print Tina McClary Date 4/18/18
Agent

Seller's Signature [Signature] Print Zackorey Crawford Date 4/18/18

Witness's Signature [Signature] Print Ann Marie Dalton Date 4-18-2018

Witness's Signature _____ Print _____ Date _____

D-5-j

Memo

To: Town of Hampden Finance Committee
From: Barbara A. Geaghan, Tax Collector
cc: Paula Scott, Interim Town Manager
Date: August 1, 2019
Re: 2020 Tax Club

I am requesting the authorization of a tax club for tax year 2020. Authorization is needed annually.

During the 2018/2019 Tax Year, there were approximately 50 citizens enrolled in the program.

Thank you for your consideration.

Ivan P. McPike (Mayor, A/L)
Stephen L. Wilde (1)
Dennis R. Marble (2)

TOWN OF HAMPDEN
IN THE TOWN COUNCIL

Terry McAvoy (3)
David I. Ryder (4)
Eric Jarvi (A/L)
Shelby Wright (A/L)

Order: 2019-06
Adoption: August 5, 2019

ORDER AUTHORIZING THE ESTABLISHMENT OF A TAX CLUB FOR 2020 TAXES

BE IT RESOLVED, by the Town Council of Hampden, Maine, that:

The Tax Collector of the Town of Hampden may enter into a standard agreement with taxpayers establishing a tax club payment plan pursuant to Title 36 §505-506 for commercial and/or residential real estate property taxes, whereby:

- 1.) The taxpayer agrees to pay specified monthly payments to the town based on his/her estimated and actual tax obligation for current year real estate property taxes;
- 2.) The town agrees not to charge interest on timely payments made pursuant to the tax club agreement;
- 3.) The town authorizes the collector to accept tax club payments for current year taxes which may be due prior to the commitment of those taxes;
- 4.) The agreement is automatically terminated if a scheduled payment is late, and the taxpayer then becomes subject to the same due date(s) and interest date(s) and rate as other taxpayers who are not participating in a tax club;
- 5.) Only taxpayers who do not have outstanding tax obligations for prior tax years are eligible to participate in the tax club program; and
- 6.) Taxpayers wishing to participate in a tax club for a particular property tax year shall enter an agreement with the town by a publicly-advertised deadline determined by the tax collector.

NOW, THEREFORE, BE IT HEREBY VOTED AND ORDERED BY THE TOWN COUNCIL OF HAMPDEN, MAINE:

Dated this 5th day of August 2019, in Hampden, Maine

Town Clerk:

ORDERED by a majority of the Town Council:

Paula Scott

D-5-K



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

July 25, 2019

To: Paula Scott, Interim Town Manager
From: Sean Currier, Director of Public Works
Subject: Ammo Park Sewer Acceptance

Maine Ground Developers has recently completed replacing the sewer system in Ammo Industrial Park. The Public Works department has been involved with the sewer construction process in Ammo Park since the beginning of the project. The project was engineered by Down To Earth Professional Land Services and constructed by Thorton Construction. The Town has also employed a third-party inspector (Greg Nash) to oversee the day-to-day construction process which was paid for by the applicant.

Mr. Nash has provided project close-out documentation stating that the construction process has met all testing procedures with passing results per the approved sewer ordinance and current engineering practices. An as-built drawing has also been submitted to the Town by Down To Earth.

The only outstanding item is the easement to be solidified by legal representation for maintenance of the system.

Given the positive testing results and inspection confidence, I recommend conditional acceptance of the sewer as shown on the attached as-built drawing. The only condition to be solidified would be the easement procurement which is currently underway.

Respectfully,

Sean Currier
Director of Public Works
Town of Hampden

D-5-1



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

July 22, 2019

To: Paula Scott, Interim Town Manager
From: Sean Currier, Road Commissioner
Subject: Webb Drive Road Acceptance

Sargent Corporation has completed Phase 2 of the proposed business park, Webb Drive (east portion).

Hampden Public Works has been involved with the road construction process in the Business Park since the beginning of the project. The project was originally engineered by WBRC located in Bangor and constructed by Sargent Corporation, based in Stillwater. The Town has also employed a third-party inspector (Woodard and Curran, W&C) to oversee the day-to-day construction process and utility installation. Survey services were provided by Shyka, Sheppard and Garster Land Surveyors of Bangor.

W&C has provided project close-out documentation stating that the construction process has met all testing procedures with passing results per the approved subdivision plan, the Town Ways Ordinance and current engineering practices. An as-built drawing has also been submitted to the Town by Sargent Corporation. Emera Maine and the Hampden Water District have accepted the utilities within the newly constructed road right-of-way.

Given the positive testing results and applicable utility companies taking possession and responsibility for utilities within the right-of-way, I recommend road acceptance by the Town of Webb Drive, located within the Hampden Business Park.

Respectfully,

Sean Currier
Director of Public Works
Town of Hampden

**COMMITMENT & INTEGRITY
DRIVE RESULTS**

One Merchants Plaza | Suite 501
Bangor, Maine 04401
www.woodardcurran.com

T 800.564.2333
T 207.945.5105
F 207.945.5492



July 22, 2019

Sean Currier
Public Works Director
Town of Hampden
106 Western Avenue
Hampden, ME 04444

Re: Final Hampden Business & Commerce Park Inspection Summary – Webb Drive and associated Sanitary Sewer Utilities

Dear Sean:

Woodard & Curran performed periodic checks of Sargent's activities as it completed the Work defined by the Construction Drawings prepared by Sargent, and subsequently accepted by the Town, dated August 6, 2014. The Commerce Park expansion occurred within the 2014 and 2015 construction seasons, including cold winter months when weather permitted.

We observed the Work periodically starting with the installation of sanitary sewer utilities. We continued to make site visits during Sargent's completion of the earthwork. We checked in regularly with their field representative to confirm schedule and to verify that S.W. Cole was engaged for proper testing of materials and placements.

In all instances, it appeared that Sargent staff was coordinating and conducting the Work effectively and following good construction practices. As noted above, it appeared that they were performing regular testing to confirm the methods were yielding the desired outcome which was confirmed by the test results.

We observed the pressure testing and deflection testing of the sewer mains as well as vacuum testing of manholes. All testing was successful in accordance with ordinance testing requirements and industry standards.

We feel the Work has been performed satisfactorily.

Please feel free to contact me at 207-558-4225 with any questions. Thank you for this opportunity to work with you and assist the Town of Hampden.

Sincerely,

WOODARD & CURRAN


James D. Wilson, P.E.
Senior Project Manager

JDW/jeh
PN: 0213351.36

**Memorandum**

TO: Town Council
FROM: Paula Scott, Interim Manager
DATE: July 30, 2019
RE: HR 763

The item before you, the HR 763 Proclamation, or the Proclamation on Carbon Fee and Dividend proposal before Congress has been discussed in two different Planning & Development Committee meetings. At the July 17th meeting, the intended referral was not actually made as there was no motion on the floor like originally thought. In lieu of placing this item on yet another P & D agenda, Councilor Jarvi requested this be placed on the Council agenda for discussion. He also suggested that the wording be changed to reflect only the 'undersigned' Councilors so that not all would have to sign if they didn't want to endorse it.

The signing of Proclamations and Resolutions is not uncommon in municipalities, however, the inquiries and comments from Councilors regarding the legality of the act prompted me to seek a legal opinion from Senior Staff Attorney Richard Flewelling, excerpted below:

This Proclamation, like similar resolutions, is, in essence, an expression of political sentiment. It is not illegal or inappropriate for a public body, such as the Town Council, to adopt such a resolution. But by the same token, the Council has no obligation – legal, ethical, or otherwise – to adopt it. Whether the Council endorses this, or any such resolution is entirely within the judgment and discretion of its members. If Councilors choose to act on the matter, however, I suggest they do so by formal motion and vote, and that the Proclamation be restored to its original wording as a Proclamation by the Hampden Town Council, not individual members. To allow individual Councilors to sign it without a vote by the Council as a whole could create substantial confusion about whether the Proclamation reflects the sentiment of the Council itself or simply a self-selected group of individual Councilors. If the Council as a body chooses not to act or the motion to adopt the Proclamation is defeated, individual Councilors who support the Proclamation may always express their sentiments to Congress directly but as individuals.

Having the legal opinion settles the question on whether or not a Council signing a Proclamation is legal; it is. If a Councilor believes that endorsing *any* governmental act by Proclamation or Resolution is something Council should not ever do, that is a philosophical discussion. Whether or not this Council chooses to endorse it will be evidenced by your vote.

Proclamation on Carbon Fee and Dividend Proposal before the U.S. Congress

WHEREAS, Maine recognizes that the health of our citizens is dependent on the high quality of our air, water, and natural resources and that the health of much of the state's economy, including agriculture, forestry, fishing and tourism are favored by a stable climate; and

WHEREAS, the University of Maine's Climate Change Institute agrees with the consensus of climate scientists worldwide, that the climate is rapidly changing as the result of increased concentration of pollutant emissions of carbon dioxide and other greenhouse gases derived from burning carbon fuels; and

WHEREAS, the State of Maine has pursued efforts through the Regional Greenhouse Gas Initiative to reduce the burning of carbon fuels for generation of electricity, and is on target to reduce all emissions to 10% below 1990 levels by 2020, with a targeted 80% reduction by 2050; and

WHEREAS, putting a price on carbon fuels is widely accepted by economists as being the most effective means to achieve this goal; with revenues returned to the economy through equitable dividends distributed to households; and

WHEREAS, the carbon-fee-and-dividend proposal is expected to be revenue-neutral, effective, good for people, good for the economy, and bipartisan;

NOW THEREFORE BE IT RESOLVED that the undersigned Councilors of the Town of Hampden

1. Strongly urges the U.S. Congress to enact a carbon fee and dividend system (HR 763) that both:
(a) reduces CO₂-equivalent emissions to 10% of 1990 levels; and (b) encourages similar actions by other nations trading with the United States by suitable carbon-content-based tariffs for imports from, and rebates for exports to, nations that have not taken similar actions; and
2. That the U.S. Congress implement this policy with the speed appropriate to the gravity and urgency of the situation, and in recognition of the benefits that will be realized by a transition to clean energy.

Town Clerk:

RESOLVED by a majority of the Town Council:
