

HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

NOVEMBER 4, 2019

7:00 P.M.

- A. PLEDGE OF ALLEGIANCE
- B. CONSENT AGENDA
 - 1. SIGNATURES
 - 2. SECRETARY'S REPORTS
 - a. Minutes from 10/21/2019
 - 3. COMMUNICATIONS
 - 4. REPORTS
 - a. Finance & Administration Committee Minutes – 10/07/2019
 - b. Infrastructure Committee Minutes – 08/26/2019
 - 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. Consideration of proposed amendments to the Zoning Ordinance
 - b. Consideration of proposed repeal and replacement of the Shoreland Zoning Ordinance
 - c. Consideration of proposed amendments to the Post Construction Stormwater Management Ordinance
 - d. Consideration of proposed amendments to the Non-Stormwater Discharge Ordinance
 - e. Consideration of proposed amendments to the Fees Ordinance
 - f. Consideration of proposed Private Event Venue Licensing Ordinance
 - g. Consideration of proposed zoning map amendment- *requested by Jeffrey Bacon*

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

AGENDA

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. November 5th election reminder

4. UNFINISHED BUSINESS

- a. Town Manager search update – if needed

5. NEW BUSINESS

- a. Council consideration of a renewal liquor license for Armstrong Tennis Center, located at 60 Mecaw Rd., owned and operated by Dean Armstrong of Bangor
- b. Council re-authorization of the Emergency Ordinance Regarding Medical Marijuana Registered Caregiver Operations
- c. Request for authorization for the expenditure of an amount not to exceed \$4,000 from Municipal Building reserve account (3-702-00) for installation of the dehumidification unit in the basement - *referral from Finance & Administration Committee*
- d. Request for authorization for the expenditure of an amount not to exceed \$7,054 from Municipal Building reserve account (3-702-00) to replace the exterior site lighting - *referral from Finance & Administration Committee*
- e. Request for authorization for the expenditure of \$2,280 from the Environmental Trust, Income for the purpose of reimbursement of eligible FY19 stormwater management expenses – *referral from Finance & Administration Committee*
- f. Request for authorization for the expenditure of \$34,521.51 from the Environmental Trust, Income for the purpose of reimbursement of eligible FY20 stormwater management expenses – *referral from Finance & Administration Committee*
- g. Request for authorization for the expenditure of an amount not to exceed \$1,100 from Library Reserve account (3-763-00) to pay for the emergency replacement of the hot water heater - *referral from Finance & Administration Committee*
- h. Request for authorization for the expenditure of \$1,516.18 from Computer Reserve account (3-711-00) to purchase a replacement scanner for the Code Department - *referral from Finance & Administration Committee*

.....
MONDAY

OCTOBER 21, 2019

7:00 P.M.
.....

AGENDA
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- i. Council award of contract for the Western Avenue sidewalk project –
referral from Finance & Administration Committee

E. COMMITTEE REPORTS

F. MANAGER'S REPORT

G. COUNCILORS' COMMENTS

H. ADJOURNMENT



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY

OCTOBER 21, 2019

7:00 P.M.

Attending:

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

- Paula Scott, Interim Town Manager/Clerk
- Jessica Albee, Recording clerk

Mayor McPike called the meeting to order at 7:01 P.M.

- A. PLEDGE OF ALLEGIANCE – Mayor McPike led the Pledge of Allegiance
- B. CONSENT AGENDA - Councilor Wilde motioned to approve the consent agenda, seconded by Councilor Ryder. Unanimous 6-0-0. Resolution 2019-184

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. 10/07/2019

3. COMMUNICATIONS

4. REPORTS

- a. Finance & Administration Committee Minutes – 09/16/2019
- b. Infrastructure Committee Minutes – None
- c. Planning & Development Committee Minutes – 09/04/2019
- d. Services Committee Minutes – 09/09/2019

C. PUBLIC COMMENTS- None

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

2. PUBLIC HEARINGS

- a. Consideration of a new liquor license for Pat's Pizza, located at 662

Main Road North, owned and operated by Mark and Tina Carroll of Greenbush

At 7:03 pm motion made by Councilor Wright to open the public hearing; seconded by Councilor McAvoy. Unanimous 6-0-0. Resolution 2019-185

At 7:04 pm with no further questions or comments Councilor Wright made the motion to close the public hearing; seconded by Councilor McAvoy. Unanimous 6-0-0. Resolution 2019-186

Councilor Wright made the motion to approve the new liquor license for Pat's Pizza; seconded by Councilor McAvoy. Unanimous 6-0-0. Resolution 2019-187

NOMINATIONS – APPOINTMENTS – ELECTIONS

a. Appointment of Richard Tinsman to the Planning Board from an associate member to full member to serve the unexpired term expiring in 2023

Motion by Councilor Jarvi; seconded by Councilor McAvoy. Unanimous 6-0-0. Resolution 2019-188

b. Appointment of Ladoiya Wells to the Planning Board from an associate member to a full member to serve the unexpired term of, expiring in 2021

Motion by Councilor Jarvi; seconded by Councilor McAvoy. Unanimous 6-0-0. Resolution 2019-189

Mayor Ivan McPike thanked Peter Weatherbee and Thomas Dorrity for their time on the Planning Board. There will now be two openings for an Associate member on the Planning Board.

3. UNFINISHED BUSINESS

a. Town Manager search update

- Ads have been placed
- Department heads have been interviewed
- Next public meeting is Oct. 30th in the Council chambers to speak to Citizens and see what they want and don't want in a Town Manager.

4. NEW BUSINESS

MINUTES

- a. Request for authorization for the expenditure of \$600.00 from Cemetery Reserve (3-708-00) to repurchase Plots 1241, 1242 and 1243 at Lakeview Cemetery from Delbert and Anita Davis - *referral from Finance & Administration Committee*

Councilor Wright made the motion to approve; seconded by Councilor Jarvi. Unanimous 6-0-0. Resolution 2019-190

It was agreed by Council to refer items b-g by reading each item being sent to Public Hearing, on November 4th, instead of voting on each item.

- b. Council referral of proposed amendments to the Zoning Ordinance to public hearing for November 4th – *referral from the Planning Board*
- c. Council referral of proposed repeal and replacement of the Shoreland Zoning Ordinance to public hearing for November 4th – *referral from the Planning Board*
- d. Council referral of proposed amendments to the Post Construction Stormwater Management Ordinance to public hearing for November 4th – *referral from Planning & Development Committee*
- e. Council referral of proposed amendments to the Non-Stormwater Discharge Ordinance to public hearing for November 4th – *referral from Planning & Development Committee*
- f. Council referral of the proposed amendments to the Fees Ordinance to public hearing for November 4th – *referral from Planning & Development Committee*
- g. Council referral of the proposed Private Event Venue Licensing Ordinance to Public Hearing for November 4th – *referral from Planning & Development Committee*

E. COMMITTEE REPORTS

Planning and Development- Councilor Jarvi mentioned there hasn't been a meeting since the last Council meeting, so there isn't a report.

Finance and Administration- Councilor Wright mentioned that Council Rules and Committee Assignments were discussed at the meeting in detail. It is the intent of Council to try and bring more transparency to the government process and to public. That was the only item discussed besides the expenditure of the repurchasing of the Cemetery plots.

MINUTES

Services Committee Meeting- Interim Manager, Paula Scott spoke in Councilor Marble's absence. The items discussed included:

- Further discussion on the Kiwanis Building- Received the Engineers report on the state of the building. There are a few columns that need to be replaced on the bottom of the basement. There are also some cracks in the foundation and what they call the "dog door" that need to be fixed to stop the water from leaking in. The Engineer also mentioned to get more mileage he recommended insulating the floor instead of spray foam insulation. Public Works will measure the building to see how much material will need to be purchased.
- Reached out to the Army Core of Engineers to find out where we need to begin dredging in front of the Marina. Whether or not we will be responsible for dredging all that section.
- Whether or not the Post office will ask or be asked to renew their Lease. The consensus was not to renew the lease and use the building for town purposes.

Infrastructure Meeting- Councilor Ryder said that there hasn't been an Infrastructure meeting since the last Council meeting, but they do have one scheduled next Monday October 28th at 6 pm.

F. MANAGER'S REPORT

- State referendum and municipal election is right around the corner. Busy getting things ready for the election. Polls open at 8 am and close at 8 pm. Absentee ballots are currently available.
- Made a formal offer of employment to the IT Directors position.
- Currently doing the background check on the Deputy Public Works Director position. Expect to make a formal offer at the end of this week.
- The period closed for the Front Office Clerk. Interviews scheduled tomorrow, Wednesday and Thursday for this week.
- Amanda Day has been named our General Assistance Administrator and will be attending training in Augusta this Thursday and Friday.
- The Recreation Department is holding a Halloween Party on October 30th at the Skehan Center from 4-6:30 pm.

G. COUNCILORS' COMMENTS

Councilor McAvoy – Reminded everyone to vote on November 5th. He also encouraged everyone to shop local and buy American. He wished Hampden a good night.

Councilor Jarvi – No Comment

Councilor Wright – Speaking of Halloween wanted to say thank you to everyone that lives in those neighborhoods that tend to be the hot spots on Halloween, we appreciate you and all you do for the children and teenagers in Hampden. Be aware that a lot of kids are on the road, some not well lite walking around, so your patience and safety mindedness is much appreciated for all those vehicles in the neighborhoods. Thank you very much, and Happy Halloween.

MINUTES

Councilor Wilde- No Comment

Councilor Ryder –No Comment

Mayor McPike – Once again thank you to the departing members of the Planning Board. If anyone would like to get involved in that please step forward. It is a task, sometimes not admitted by everyone that they do a wonderful job. If you are interested at all in taking the first step in government, step in as an associate member and work your way through.

H. ADJOURNMENT- *With no further business, the meeting adjourned at 7:18 p.m.*

Respectfully Submitted

Jessica Albee
Recording Clerk

**Memorandum**

TO: Town Council
FROM: Paula Scott, Interim Manager
DATE: October 21, 2019
RE: Manager's Report

The following represents a summary of activities and items of interest to Council:

November 5th Election

The State referendum and Municipal election is just around the corner and I have been spending a large part of my time in taking care of all the minutiae that goes along with an election. From receiving, counting and checking for accuracy ballots, fulfilling absentee ballot requests, scheduling election clerks and testing tabulators to name a few, we are gearing up. It is important to remember that although the election in and of itself may not be a big election and we may have low voter turn-out, the work is the same and deadlines for returns and required forms have been shortened. I will be placing a higher importance on anything related to the election for the next couple of weeks.

Continuity of Operations

Due to a successful background check, on Friday, I made a formal offer of employment for the IT Director's position. This person was expected to give notice today. We are currently doing the background check on the Deputy DPW Director's position, and I will be interviewing for the front office clerk this week. Amanda Day has been named our new General Assistance administrator and will be going to Freeport Thursday and Friday of this week for training.

Recreation

I want to remind the public that Hampden Recreation will be holding their Halloween party on October 30th from 4:00 – 6:30 at the Skehan Center.

Town of Hampden**FINANCE & ADMINISTRATION COMMITTEE MEETING**Monday, October 7th, 2019**6:00 P.M.**

Hampden Town Office

Minutes*Attending:**Mayor McPike**Councilor Wright**Councilor Ryder**Councilor Marble**Councilor Jarvi**Councilor McAvoy**Councilor Wilde**Paula Scott, Interim Town Manager/Clerk**Jessica Albee, Recording Clerk**Chair Wright called the meeting to order at 6:00 p.m.*

1. Meeting Minutes – 09-03-2019, 09-16-2019
Councilor Marble made the motion to approve the Meeting Minutes from 9/3/19 and 9/16/19; Seconded by Councilor Jarvi after noting above correction. Unanimous 7-0-0.
2. Review & Sign Warrants
3. Old Business – *Council rules discussion- Was not discussed at this meeting.*
4. New Business
 - a. Discussion with Don Gerrish to determine timeline and details for the Town Manager search
Don Gerrish discussed the process of looking for new Town Manager. An expediated timeline will be drafted. He is determined to have a Town Manager named before Christmas.
5. Public Comment-None
6. Committee Member Comments-None
7. Manager's Comments-None
8. Adjourn- *The meeting adjourned at 6:58 p.m.*

Town of Hampden

Finance & Administration Committee Meeting
10-7-2019
Minutes

Respectfully Submitted

Jessica Albee
Recording Clerk

TOWN OF HAMPDEN
INFRASTRUCTURE COMMITTEE MEETING
AGENDA

Monday, August 26, 2019
6:00 P.M.
HAMPDEN TOWN OFFICE

Attending:

Mayor McPike
Councilor Ryder
Councilor Wilde (arrived 6:10)
Councilor Marble
Councilor McAvoy
Councilor Jarvi
Paula Scott, Interim Town Manager, City Clerk
Sean Currier, Director of Public Works

Councilor Ryder called the meeting to order at 6:00 PM

1. MINUTES

- a. July 29, 2019 Meeting – Mayor McPike motioned to approve the minutes, Councilor Marble seconded. Councilor McAvoy brought up minutes and referred to Title 1, Chapter 13, paragraph 403.3 that states that audio or video recording is recognized as an acceptable way to record minutes. Interim Town Manger Paula Scott stated that her prior comments at the July 29, 2019 meeting were taken out of context and clarified her prior statement by saying that the State Archivist sets the retention schedules for municipality minutes, which is a record of the proceeding. State Archives only recognize paper, microfiche or microfilm because technology sometimes fails and doesn't migrate forward. Motion to approve the minutes was brought to vote. Councilor's Ryder, Jarvi, and Mayor McPike voted in favor, Councilor McAvoy voted in opposition, Councilor Marble abstained as he was not in attendance at the prior meeting. Motion carries, 3-1-1. (Councilor Wilde absent for this vote)

2. OLD BUSINESS –

- a. **Hopkins Paving Bid Award and Future Paving** – Hopkins is unable to get to our paving until the end of September. Director Currier proposed using Wellman Paving, they were the second lowest bidder on the HMA 12.5 mm surface which are the roads that are a priority, in particular: Mayo Rd.,

Coldbrook Rd., the Business Park, Carey Circle. and Commerce Ct. and a few other streets. If Director Currier can get Hopkins in to reclaim Coldbrook Rd. from Laskey Ln. to Tradewinds, and have Wellman come pave that section he will, if time is limited due to weather Wellman will repave, and the rest of the work will be done next year (paving from 1A to 202). Director Currier's intention is to give 4200 ton to Wellman and 800 ton to Hopkins. Councilor Ryder took a vote regarding Director Currier overseeing the Wellman paving aspect of the paving – Unanimous, 6-0.

- b. **Budgeting for Paving in Advanced** – Councilor Ryder proposed that if we know a fair average of how much paving costs the town yearly, that amount could be put into the budget, allowing Director Currier to put the paving bid out January 1, therefore allowing paving to begin July 1 to avoid a lack of contractors available. Director Currier recommends that he put together the last five (5) years of a paving budget and expenditures, so that going forward the Town and Council would have an idea of how much to allow in advance. Discussion and suggestions of what statistics the spreadsheet should contain followed and will be finalized at a later date.

3. NEW BUSINESS –None

4. STAFF UPDATES

- a. **Rt 202 Waterline** – Per Director Currier the pipe is in the ground, it has been pressure tested, escrow with Sargent and Webb has been solidified. DOT wants to leave gravel (packed down) on the side of the road and let it settle. Director Currier is recommending to them that it be paved to avoid traffic accidents.
- b. **Salt Bid** – Last year the price was \$56.19 per ton, this year the lowest bid was for \$46.24 to New England Salt. Director Currier asked that the bid for \$46.24 be referred to Council. Salt Bid has to be voted in to be on the Agenda. Vote taken - Unanimous. Councilor Marble motioned to take the acceptance of this bid to Finance at the Council Meeting, Councilor Ryder seconded. Unanimous. 6-0.
- c. **Fees ordinance for the Sewer increase** - \$12.00 per 100 cu. ft. and \$36.00 minimum charge. Mayor McPike motioned to send increase to Finance, Councilor Marble seconded. Unanimous, 6-0.

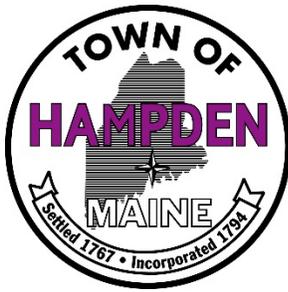
- 5. **PUBLIC COMMENTS** - Director Currier apologized for the last-minute decision to have an Infrastructure Meeting, due to information he received last minute on Hopkins Paving. Mayor and councilors did not feel there was cause for apologies.

6. **COMMITTEE MEMBER COMMENTS** – Mayor McPike wants the committee to think about Bouchard Way, and the Town accepting half of that road. Businesses can't go forward with any developments until the Town takes over and they get road frontage. Director Currier pointed out that by accepting part of that road we are accepting part of the sewer, or we would have to have sewer easements on the remainder of the road. Mayor McPike brought up the advantage of the tax income that would be generated from business. Councilor Marble stated the road would have to be at standard for a business to want to operate there, Interim Town Manager Paula Scott concurred and stated she would not recommend accepting half a road.

7. **ADJOURN** – Meeting adjourned at 6:42 PM

Respectfully Submitted

Nikole Jensen, Public Works Administrative Assistant



Town of Hampden

Town Planner

Memorandum

To: Town Council
Paula Scott, Interim Town Manager
From: Karen M. Cullen, AICP, Town Planner *KMC*
Date: October 30, 2019
RE: Public Hearing of Various Ordinance Amendments

There are six ordinances that were set for Public Hearing by Town Council on this meeting's agenda:

1. Proposed amendments to the Zoning Ordinance, referred from the Planning Board after their public hearing. The Planning Board voted 7/0/0 on October 9, 2019 to refer to Town Council for public hearing with the recommendation that these proposed amendments be adopted as written. Adoption by Town Council requires a simple majority vote of those members present and voting. The proposed amendments can be viewed by following [this link](#).
2. Proposed repeal and replacement of the Shoreland Zoning Ordinance, referred from the Planning Board after their public hearing. The Planning Board voted 7/0/0 on September 11, 2019 to refer to Town Council for public hearing with the recommendation that the Shoreland Zoning Ordinance be repealed and replaced with the proposed new ordinance as written. Adoption by Town Council requires a simple majority vote. The proposed amendments can be viewed by following [this link](#).
3. Proposed amendments to the Post Construction Stormwater Management Ordinance, referred from the Planning & Development Committee. The Committee voted 4/0/0 on October 2, 2019 to refer the proposed amendments as submitted to Town Council for public hearing. The proposed amendments can be viewed in the October 2, 2019 P&D Packet by following [this link](#).
4. Proposed amendments to the Non-Stormwater Discharge Ordinance, referred from the Planning & Development Committee. The Committee voted 4/0/0 on October 2, 2019 to refer the proposed amendments as submitted to Town Council for public hearing. The proposed amendments can be viewed in the October 2, 2019 P&D Packet by following [this link](#).

5. Proposed amendments to the Fees Ordinance, referred from the Planning & Development Committee. The Committee voted 4/0/0 on October 2, 2019 to refer the proposed amendments as submitted, with one additional amendment, to Town Council for public hearing. The proposed amendments, as amended by P&D, [are attached](#).
6. Proposed Private Event Venue Licensing Ordinance, referred from the Planning & Development Committee. The Committee voted 4/0/0 on October 2, 2019 to refer the proposed amendments as submitted, with one additional amendment, to Town Council for public hearing. The proposed ordinance, as amended by P&D, [are attached](#).

The Town of Hampden Hereby Ordains
Proposed Amendments to the Fees Ordinance

Deletions are ~~Strikethrough~~ Additions are Underlined

**TOWN OF HAMPDEN, MAINE
FEES ORDINANCE**

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ADOPTED: Hampden Town Council October 20, 1986
Effective: November 19, 1986

AMENDED: Hampden Town Council December 7, 1987
Effective: January 5, 1988

AMENDED: Hampden Town Council March 21, 1991
Effective: April 21, 1991

AMENDED: Hampden Town Council July 6, 1993
Effective: August 5, 1993

AMENDED: Hampden Town Council December 20, 1993
Effective: January 19, 1994

AMENDED: Hampden Town Council May 6, 1996
Effective: June 6, 1996

AMENDED: Hampden Town Council February 7, 1998
Effective: March 18, 1998

AMENDED: Hampden Town Council November 17, 2003
Effective: December 17, 2003

AMENDED: Hampden Town Council March 21, 2005

	Effective: April 20, 2005	
AMENDED:	Hampden Town Council April 4, 2005 Effective: May 4, 2005	
AMENDED:	Hampden Town Council October 6, 2008 Effective: November 5, 2008	
AMENDED:	Hampden Town Council June 15, 2009 Effective: July 15, 2009	
AMENDED:	Hampden Town Council August 3, 2009 Effective: September 2, 2009	
AMENDED:	Hampden Town Council January 19, 2010 Effective: February 18, 2010	
AMENDED:	Hampden Town Council September 19, 2011 Effective: October 19, 2011	8.8.4, 8.9, 8.10, 8.11, 8.15, 8.16.1, 8.16.3, 8.16.5 (new 8.11 added and remainder of Article 8 re-numbered)
AMENDED:	Hampden Town Council April 23, 2012 Effective: May 23, 2012	New 1.13 added and remainder of Article 1 re-numbered, 3.5, 3.6, 3.7, 3.8, 7.2, 7.3, added 7.4 and 7.5
AMENDED:	Hampden Town Staff, November 27, 2012 Effective: December 27, 2012	Deleted Article 8.12 and 8.13
AMENDED:	Hampden Town Council, April 22, 2014 Effective: May 22, 2014	Articles 6.2, 6.3 and 6.4
AMENDED:	Hampden Town Council, September 2, 2014 Effective: October 2, 2014	Articles 8.1, 8.2, 8.3, 8.4, 8.5, 8.6, 8.7, 8.8, 8.9, 8.10, and 8.16
AMENDED:	Hampden Town Council, December 1, 2014 Effective: December 31, 2014	Articles 3.1, 3.3, 3.5, 3.7 and 3.8; 3.9 and corrected numbering of Article 3; and Articles 4.2, and 4.4
AMENDED:	Hampden Town Council, February 16, 2016 Effective March 17, 2016	Article 2.9
AMENDED:	Hampden Town Council, April 19, 2016 Effective May 19, 2016	Articles 1.8, 1.9, 1.15 (new), 2.3, 2.5, 2.7, 2.8, 2.13, 5.1, 5.2, 8.1, 8.3, 8.4, 8.6, 8.7, 8.10, 8.14, and 8.16
AMENDED:	Hampden Town Council, May 16, 2016 Effective June 16, 2016	Articles 2.6, 2.12.2, 2.12.4, 2.16.2, 2.16.4, 2.16.5, and 2.16.8
AMENDED:	Hampden Town Council, September 8, 2016 Effective October 8, 2016	Article 6.3.8, 6.3.9, and 6.4.4
AMENDED:	Hampden Town Council, February 21, 2017 Effective March 21, 2017	Articles 6.2.1- 6.2.7, 6.3.1 – 6.3.4, 6.3.11
AMENDED:	Hampden Town Council, May 15, 2017 Effective June 14, 2017	Preamble, Articles 1.2, 1.6, 1.10, 1.16, 1.17 2.9.1, 2.9.3, 2.9.4, 2.9.5, 2.12, 2.12.4 –

2.12.6, Footnote 1, 2.15, 2.16.2.1 – 2.16.2.5,
2.16.4, 2.16.4.1 – 2.16.4.3, 2.16.5, 2.16.9,
2.16.9.1 – 2.16.9.2, 2.16.10.4, Footnote 2,
2.16.10.4.1 – 2.16.10.4.4, 2.16.11.1, 2.16.12,
2.16.12.1 – 2.16.12.3, 5.2.5

- AMENDED: Hampden Town Council, August 7, 2017
Effective September 6, 2017 Article 2.1
- AMENDED: Hampden Town Council, November 6th, 2017
Effective December 5th, 2017 Preamble, Article 1.12, 1.13,
1.16, 2.10.1 - 2.10.3, 2.11.1,
5.2.2-5.2.3, 8.2 – 8.12, 8.14, 8.16,
8.16.2, 8.16.5
- AMENDED: Hampden Town Council, July 2, 2018
Effective August 1, 2018 Article 2.12.6, 2.16.8 (site plan),
2.16.11 (deleted commercial secure
landfill applications), 2.16.9 (added
conditional use)
- AMENDED: Hampden Town Council, Oct. 15, 2018
Effective November 14, 2018 Article 1.2.1,1.2.2,1.2.3, 1.7.2.6.2, 2.6.3,
2.6.4, 7.6, 7.6.1, 7.6.2, 7.6.3
- AMENDED: Hampden Town Council, May 20, 2019
Effective June 19, 2019 Article 2.9
- AMENDED: Hampden Town Council, _____, 2019 Article 2.16 (added), Article 2.17 (added)
Effective _____, 2019



CERTIFIED BY: _____
Paula Scott, Town Clerk

Affix Seal

**TOWN OF HAMPDEN, MAINE
 FEES ORDINANCE**

The Town of Hampden hereby ordains:

In addition to those Town fees and charges, the authorization of which is provided for by Town Ordinances, the following schedule of fees for Town services is approved:

Exemptions: All Town Government activities and projects shall be exempt from these fees except in the case where Maine Statutes dictate otherwise. Organizations located in Hampden with a not-for-profit status recognized by the Internal Revenue Service pursuant to 501(c)(3) shall be exempt from building permit fees (2.16.1), demolition fees (2.16.2(1-3)), sign permit fees (2.16.3), fees for certificates of occupancy and compliance (2.16.4) and additional inspection fees (2.16.5) *(Amended 11/6/17)*

**ARTICLE 1
 ADMINISTRATION**

Amended 11-17-03, 3-21-05, 6-15-09, 4-23-12, 4-19-16, 5-15-17

Please note: Fees for items which are state regulated are subject to change without notice

1.1.	<u>Business or Certificate of Sole Proprietor filing</u> <i>(Amended 10/15/2018)</i>	\$10.00 (State Regulated)
	<u>Certificate of Partnership filing</u>	<u>\$10.00 (State Regulated)</u>
1.2.	Copy of Vital Record <i>(Amended 5/15/17) (Amended 10/15/2018)</i>	
1.2.1.	Certified Copy <i>(Amended 10/15/2018)</i>	\$15.00 (State Regulated)
1.2.2.	Each additional copy purchased the same day <i>(Amended 10/15/2018)</i>	\$ 6.00 (State Regulated)
1.2.3.	Attested Copy <i>(Amended 10/15/2018)</i>	\$10.00 (State Regulated)
1.3.	Copy of Subdivision Ordinance	At Cost
1.4.	Copy of Zoning Ordinance	At Cost
1.5.	Copy of other ordinances	
1.5.1.	up to 20 pages	\$0.25/page
1.5.2.	and a page after that	\$0.15/page
1.6.	Photocopies	
1.6.1.	8 ¹ / ₂ inch x 11 inch or smaller (B&W)	\$0.25/page
1.6.2.	8 ¹ / ₂ inch x 14 inch (B&W)	\$0.50/page
1.6.3.	11 inch x 17 inch (B&W)	\$0.75/page
1.6.4.	8 ¹ / ₂ inch x 11 inch or smaller (color) <i>(Amended 5/15/17)</i>	\$1.00/page
1.6.5.	8 ¹ / ₂ inch x 14 inch (color) <i>(Amended 5/15/17)</i>	\$1.25/page
1.7.	Marriage License <i>(Amended 10/15/2018)</i>	\$40.00 (State Regulated)

1.8. Notary Fee	Free for Hampden residents \$3.00 for non-residents
1.9. Record Search	\$15.00/hour (for hours over 1)
1.10. Recording of Pole Permits <i>(Amended 5/15/17)</i>	\$4.00
1.11. Tax Maps	
1.11.1. (11 inch x 17 inch)	\$50.00/complete set
1.11.2. (24 inch x 36 inch) <i>(Amended 05/15/17)</i>	\$8.00 map
1.12. Compact Disk copies of ordinances, documents or recorded meetings (audio only) <i>(Amended 11/6/17)</i>	\$5.00
1.13. DVD copies of video recorded meetings <i>(Added 4/23/12)</i> <i>(Amended 11/6/17)</i>	\$5.00
1.14. Liquor License <i>(Amended 6/15/09)</i>	
New or renewal _____	\$(State Regulated by type, paid
directly to the State)(Public hearing not required)	\$ 50.00
Cost for public notices and mailings – (new license only)(Public hearing is required)	_____
\$150.00	At cost
1.15. Incoming Faxes	\$1.00/page
1.16. Hunting on Town Land Authorization and Map Book <i>(Amended 5/15/17) (Amended 11/6/17)</i>	\$12.00 (resident) \$17.00 (non-resident)
1.17. Dog Licensing:	
1.17.1. Spayed/Neutered dog <i>(Amended 5/15/17) (Amended 10/15/18)</i>	\$ 6.00 (State Regulated)
1.17.2. Male/Female dog <i>(Amended 5/15/17) (Amended 10/15/18)</i>	\$ 11.00 (State Regulated)
1.17.3. Late Fee <i>(Amended 5/15/17) (Amended 10/15/18)</i>	\$25.00 (State Regulated)

**ARTICLE 2
FEES FOR ACTIVITIES REGULATED BY TOWN ORDINANCE**

Amended 11-17-03, 3-21-05, 6-15-09, 8-3-09, 4-19-16, 05/15/17

- 2.1. Animal Control Ordinance**
 - 2.1.1. Animal Impoundment Fee (*Amended 8/7/17*)

	\$35.00 First offense
	\$45.00 Second offense
	\$55.00 Third offense

- 2.2. Cable Television Ordinance**
 - 2.2.1. Initial Franchise Application Filing Fee \$500.00
 - 2.2.2. Renewal Franchise Application Filing Fee \$500.00
 - 2.2.3. Modification of a Franchise Agreement \$500.00
 - 2.2.4. Combined Filing Fee for participating towns \$7,000.00

- 2.3. Cemetery Ordinance**
 - 2.3.1. Lot Fees including perpetual care.
 - 2.3.1.1. Resident ~~– Adult, Infant, or Cremation~~ \$325.00
 - ~~2.3.1.2. Resident Infant or Cremation \$325.00~~
 - 2.3.1.3. Non-Resident ~~– Adult, Infant, or Cremation~~

	\$450.00
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 - ~~2.3.1.4. Non-Resident Infant or Cremation \$450.00~~
 - 2.3.2. Interment fees
 - 2.3.2.1. Grave Openings Weekdays Adult \$400.00
 - 2.3.2.2. Grave Openings Weekdays Infant or Cremation \$150.00
 - 2.3.2.3. Grave Openings Weekends or Holidays Adult \$600.00
 - 2.3.2.4. Grave Openings Weekends or Holidays Infant or Cremation \$300.00
 - 2.3.3. Town Crypt Fees
 - 2.3.3.1. Resident Free
 - 2.3.3.2. Non-Resident \$50.00
 - 2.3.4. Disinterment \$1,000.00
 - 2.3.5. Vault Cremation \$400.00
 - 2.3.6. Cemetery Crew Labor After 3:00 PM \$35.00/hour/person

- 2.4. Concourse Gathering Ordinance**
 - 2.4.1. Concourse Gathering Permit Fee \$100.00

- 2.5. Floodplain Management Ordinance**
 - 2.5.1. Application Fee \$100.00
 - 2.5.2. Experts Fee

	\$500.00 horizontal review
	\$1,000.00 vertical review and horizontal review.
	This is a draw account established for a professional to establish flood elevation data where possible. Any unspent funds are to be returned to the applicant
 - 2.5.3. Cost for public notices and mailings

	At cost
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(Any “at cost” fee must be paid to the Town before the issuance of approved permits or variances, or action on a board order is undertaken).

2.6. Harbor Ordinance		
2.6.1.	Private mooring	\$100.00 annual fee.
2.6.2.	Unattended tie-ups <i>(Added 10/15/2018)</i>	\$25.00 - \$100.00/day
2.6.3.	Moorings violation <i>(Added 10/15/2018)</i>	\$25.00 - \$100.00/violation
2.6.4.	Willful destruction of channel marker/buoy <i>(Added 10/15/18)</i>	\$100.00 - \$200.00/violation
2.7. Historic Preservation Ordinance		
2.7.1.	Certificate of Appropriateness Application Fee	\$75.00
2.7.2.	Historic Site or Landmark Designation Application Fee	\$150.00
2.7.3.	Cost of public notices and mailings	At cost
2.8. Mobile Home Park Ordinance		
2.8.1.	Annual Mobile Home Park License <i>(This includes application review, initial inspection of premises and a follow-up inspection).</i>	\$200.00
2.8.2.	Additional Inspection Fee <i>(If the town needs to perform additional inspections as a result of applicant deficiencies, each inspection will be charged prior to the inspection).</i>	\$200.00
2.9. Sewer Ordinance <i>(Amended 8/3/09, 2/16/16)</i>		
2.9.1.	Sewer Service Charge Rate <i>(Amended 8/3/09) (Amended 5/15/17) (Amended 05/20/2019)</i>	\$12.00 per 100 cubic feet of water (c.f.w.) consumed as indicated by consumer's water meter.
2.9.1.1.	Sewer Charge Flat Rate Town Water No Meter <i>(Amended 5/15/17) (Deleted 10/15/2018)</i>	\$0.00
2.9.1.2.	Sewer Charge Flat Rate Well Water No Meter <i>(Amended 5/15/17)</i>	\$182.66
2.9.2.	Sewer Service Capital Charge <i>(Deleted 10/15/2018)</i>	\$0.00
2.9.2.1.	<i>(Deleted 10/15/2018)</i>	\$0.00
2.9.2.2.	<i>(Deleted 10/15/2018)</i>	\$0.00
2.9.2.3.	<i>(Deleted 10/15/2018)</i>	\$0.00
2.9.2.4.	<i>(Deleted 10/15/2018)</i>	\$0.00
2.9.3.	Sewer Service Minimum Charge Rate <i>(Amended 5/15/17)</i>	\$31.39
2.9.4.	Sewer Service "Ready to Serve" Charge <i>(Amended 5/15/17)</i>	\$31.39
2.9.5.	Special Sewer Service Charge (Sewer Ord. Sec. 10.4) <i>(Amended 5/15/17)</i>	As determined by Town Council.
2.9.6.	Sewer Service Charge Rate Outside Town Limits	As determined by Town Council.
2.10. Solid Waste Flow Control Ordinance		
2.10.1.	License Application Fee (initial one-time fee, Per Company, up to 4 Vehicles) <i>(Amended 5/15/17) (Amended 11/6/17)</i>	\$200.00
2.10.2.	License Application Fee (initial one-time fee, Per Company, more than 4 Vehicles) <i>(Amended 11/6/17)</i>	\$250.00
2.10.3.	Annual License Fee Per Vehicle	\$ 50.00

(Amended 5/15/17) (Amended 11/6/17)

2.11. Special Amusement Ordinance (Amended 11/6/17)

2.11.1. Permit Application Fee (Public Hearing Required)	\$ 125.00 <u>\$150.00</u>
2.11.2. Cost for public notices and mailings	At cost

2.12. Subdivision Ordinance

2.12.1. Subdivision Sketch Plan	No Charge
2.12.2. Minor Subdivision (Amended 5/15/17)	\$100.00 plus \$20.00/lot
2.12.3. Minor Subdivision Review/Inspection Draw	Not required
2.12.4. Major Subdivision Preliminary Plan	
2.12.4.1 on existing road (Amended 5/15/17)	\$150.00 plus \$50.00/lot
2.12.4.2 with new road	\$500.00 plus \$50.00/lot
2.12.4.3 Draw Account Deposit (for technical review) ^{1, 2, 3} (Amended 5/15/17)	\$2,000.00
<u>2.12.4.4 Draw Account Deposit (for review of construction cost estimate for improvement guarantee, due prior to Final Plan submittal)^{1, 2, 3}</u> (Amended _____)	<u>\$1,000.00</u>
2.12.5 Major Subdivision Final Plan (Amended 5/15/17)	
2.12.5.1 Following Preliminary Plan	\$150.00 plus \$20.00 per lot
2.12.5.2 If no Preliminary Plan	\$500.00 plus \$50.00 per lot
2.12.5.3 Draw Account Deposit (for technical review) ^{1, 2, 3}	None if Preliminary Plan completed and no significant modifications to infrastructure made; otherwise \$2,000.00.
2.12.6. Draw Account Deposit for Construction Inspections ^{2, 3} (Required prior to the start of construction for any subdivision with infrastructure that is proposed to be accepted by the Town of Hampden.) (Amended 7/2/18)	\$5,000.00
2.12.7 Cost for public notices and mailings (Amended 5/15/17)	At cost

2.13. Victualers Ordinance (Amended 6/15/09, 4/19/16)

2.13.1. Victualers License Application	
2.13.1.1. Public hearing not required	\$100.00
2.13.1.2. Public hearing is required	\$150.00
2.13.1.3. Cost for public notices and mailings	At cost

The above fees include all inspections required by Town of Hampden Victualers Ordinance. If an inspection is performed and the Code Enforcement Officer or Fire Inspector, or their alternate, believe a reinspection is needed because of a fault of the applicant or agent then a fee per 2.16.5 will be charged and due prior to the issuance of the Victualers License.

2.14. Waste Disposal Facility Licensing Ordinance

2.14.1. Application Fee	\$50,000.00
<i>This is a draw account to be used by the Council to hire consultants as necessary to review the proposal. If at any time</i>	

balance drops to \$10,000.00 the applicant shall deposit an additional \$10,000.00. Any unexpended balance shall be returned after a final decision on the application is rendered.

2.15. Zoning Ordinance

2.15.1. Building Permit Applications for all Construction	\$25.00 plus \$0.10 per sq. ft. of total building area including but not limited to finished areas, basements, attics, decks, pools, porches, sheds, garages, etc.
<u>2.15.1.1 Residential/Commercial - new construction</u>	<u>\$25.00 plus \$0.40 per sq. ft. of total building area</u>
<u>2.15.1.2 Other Residential permits</u>	<u>\$25.00 plus \$0.25 per sq. ft. including but not limited to garages, additions, etc</u>
<u>2.15.1.3 Decks – not attached & over 200 sq.ft.</u>	<u>\$25.00 plus \$0.15 per sq.ft.</u>
<u>2.15.1.4 Sheds – over 200 sq. ft.</u>	<u>\$25.00 plus \$0.10 per sq.ft.</u>
<u>2.15.1.5 Residential Interior Alterations</u>	<u>\$25.00 plus \$0.15 per sq.ft.</u>
<u>2.15.1.6 Commercial Interior Alterations</u>	<u>\$25.00 plus \$0.25 per sq.ft.</u>

(Plumbing Permit Application) State Regulated

2.15.2. Demolition/Earth Moving Permit Application	
2.15.2.1 Demolition (residential-with sewer connection) <i>(Amended 5/15/17)</i>	\$100.00
2.15.2.2 Demolition (residential-no sewer connection) <i>(Amended 5/15/17)</i>	\$50.00
2.15.2.3 Demolition (commercial) <i>(Amended 5/15/17)</i>	\$150.00
2.15.2.4 Earth Moving (Code Enforcement Issued) <i>(Amended 5/15/17)</i>	\$100.00
2.15.2.5 Earth Moving (Planning Board Issued) <i>(Amended 5/15/17)</i>	\$200.00

2.15.3. Sign Permit Application \$25.00 per sign

2.15.4. Certificate of Compliance or Occupancy	
2.15.4.1 Certificate of Compliance Application <i>(Amended 5/15/17)</i>	\$100.00
2.15.4.2 Certificate of Occupancy Application <i>(Amended 5/15/17)</i>	\$100.00
2.15.4.3 Dual applications (filed together) <i>(Amended 5/15/17)</i>	\$150.00

2.15.5. Additional Inspections \$35.00 per hour per inspector
(If the town needs to perform additional inspections as a result of applicant deficiencies). (Amended 5/15/17)

2.15.6. Zoning Board of Appeals Variance Application	
2.15.6.1 General Variance	\$250.00

2.15.6.2	Dimensional Variance	\$250.00
2.15.6.3	Disability Variance	Free
2.15.6.4	Administrative Appeal Application	\$250.00
2.15.6.5	Cost for public notices and mailings	At cost
2.15.7. Zoning Ordinance Map Amendment Request <i>(Amended 5/15/17)</i>		
2.15.7.1	Amendment Application <i>(Amended 5/15/17)</i>	\$650.00
2.15.7.2	Cost for public notices and mailings	At cost
2.15.8. Site Plan Review Applications <i>(Amended 7/2/18)</i>		
2.15.8.1	Minor Revision	\$75.00
2.15.8.2	Minor Site Plan	\$150.00
2.15.8.3	Major Site Plan	
2.15.8.3.1	Less than 1 acre of land disturbance	\$300.00
2.15.8.3.2	1 to < 3 acres of land disturbance	\$600.00
2.15.8.3.3	3 to < 5 acres of land disturbance	\$850.00
2.15.8.3.4	5 to < 8 acres of land disturbance	\$1,200.00
2.15.8.3.5	8 acres or more of land disturbance	\$1,500.00
2.15.8.4	Draw Account Deposit (for technical review) ^{1, 2,3} <i>(Amended 5/15/17)</i>	
2.15.8.4.1	General Engineering <i>(Amended 5/15/17)</i>	\$800.00
2.15.8.4.2	Stormwater Analysis <i>(Where proposed use disturbs more than 20,000 sq. ft. of land). (Amended 5/15/17, 7/2/18)</i>	\$600.00
2.15.8.4.3	Traffic Analysis <i>(Where proposed use will generate at least 350 average daily trip ends). (Amended 5/15/17)</i>	\$1,000.00
2.15.8.4.4	Construction Inspections ^{2, 3} <i>(Where proposal includes any infrastructure proposed to be accepted by the Town of Hampden.) (Amended 7/2/18)</i>	\$5,000
2.15.8.5	Cost for public notices and mailings <i>(Amended 5/15/17)</i>	At cost
2.15.9 Conditional Use Applications <i>(Amended 7/2/18)</i>		
2.15.9.1	Conditional Use without site plan	\$75
2.15.9.2	Conditional Use with site plan	\$50

¹ In addition to the Planning Board application fees the applicant must make a deposit for a Peer Technical Review draw account when the nature of the review exceeds the technical capability of Town personnel. Applications which require subsequent re-review of additional information, or amended submittals shall be responsible to provide additional funds to cover the full peer review costs. *(Amended 5/15/17)*

² Upon exhausting in excess of 75% of the funds in the original deposit, the applicant shall provide additional funding in increments of 50% of the original deposit. *(Amended 5/15/17)*

³ Any remaining funds held in the draw account upon endorsement of the plan (for technical review accounts) or issuance of a certificate of compliance (for construction inspections), after all invoices are paid, shall be returned to the applicant. *(Amended 5/15/17, 7/2/18)*

(This is in addition to the site plan review
application fee)

2.15.9.3 Cost for public notices and mailings At Cost

2.16 Post-Construction Stormwater Management Ordinance (added 11/4/2019)

2.16.1	Administrative Fee (initial approval)	\$50
2.16.2	Draw Account Deposit (for technical review) ^{1, 2, 3}	\$1,000
2.16.3	Annual Certification Review Fee (paid each year with the annual report)	\$150

2.17 Private Event Venue Licensing Ordinance (added 11/4/2019)

2.17.1	Private Event Venue License – Initial Application	\$200
2.17.2	Private Event Venue License – Renewal Application	\$100
2.17.3	Cost for public notices and mailings	At Cost

ARTICLE 3
FIRE DEPARTMENT
Amended 11-17-03, 4-4-05; 4-23-12; 12-1-14

- 3.1. **DELETED** (Amended 12-1-14)
- 3.2. **Report Copies** \$10.00
- 3.3. **DELETED** (Amended 12-1-14)
- 3.4. **Fee for pumping:** 1 time emergency Free
- 3.5. **DELETED** (Amended 12-1-14)
- 3.6. **Advanced Life Support 1 Rates** (Amended 4-23-12)
- 3.6.1. ALS 1 Base Rate \$685.00
 - 3.6.2. ALS 2 Base Rate \$885.00
 - 3.6.3. ALS Non-Emergency Rate \$475.00
 - 3.6.4. ALS Mileage \$ 17.00
 - 3.6.5. ALS Backup Fee ~~\$100.00~~200.00
- 3.7. **Basic Life Support Rates** (Amended 4-23-12; 12-1-14)
- 3.7.1. BLS Base Rate \$550.00
 - 3.7.2. BLS Non-Emergency Rate \$450.00
 - 3.7.3. DELETED (Amended 12-1-14)
 - 3.7.4. BLS Mileage \$ 17.00
- 3.8. **Ambulance Stand-by fee for special events** (Amended 4-23-12; 12-1-14)
\$143.06 per EMS staff member per 0 to 4 hour event. Each additional 0 to 4 hour event shall be billed at an additional \$143.06 per EMS staff member.
- 3.9. **DELETED** (Amended 12-1-14)

ARTICLE 4
POLICE DEPARTMENT
Amended 11-17-03; 12-1-14

- | | |
|--|---|
| 4.1. Report Copies (accident or criminal) | \$10.00 for the first page
plus .25 per page
thereafter |
| 4.2. Special Detail (Dances, games, guard duty, etc.) (Amended 12-1-14) | \$143.06 per officer for the first
two hours. Each additional hour
shall be billed at the current
average overtime rate plus
administrative fee.
<u>\$As determined by the
Collective Bargaining Unit</u> |
| 4.3. Concealed Weapons (Hand Gun) Permit | |
| 4.3.1. First Permit - State Maximum | \$35.00 |
| 4.3.2. Renewal | \$20.00 |
| 4.4. DELETED (Amended 12-1-14) | |

ARTICLE 5
PUBLIC WORKS
Amended 11-17-03, 4-19-16

5.1. Additional Fees

5.1.1.	Public Works Dept. Labor After 3:00 PM	\$200.00 per person (up to 4 hours); \$50.00 per person per hour for every hour above 4.
5.1.2.	Street Opening/Utility Connection Permit	\$50.00
5.1.3.	Sewer Connection	Determined based on proposed use and flow in accordance with Sewer Connection Fee Calculation Worksheet and Sewer Connection Fee Schedule.

5.2. Solid Waste Fees

5.2.1.	(DELETED 11/6/17)	Refer to Article 2
5.2.2.	(DELETED 11/6/17)	Refer to Article 2
5.2.3.	(DELETED 11/6/17)	Refer to Article 2
5.2.4.	Resident Transfer Station Decal	\$10.00
5.2.5.	Replacement of lost Transfer Station Decal <i>(Amended 5/15/17)</i>	\$5.00
<u>5.2.6.</u>	<u>Resident Demo/Transfer Station Decal</u> <i>(Amended 11/04/2019)</i>	<u>\$100.00</u>

ARTICLE 6
RECREATION
Amended 11-17-03, 4-22-14

6.1. **Recreation Fee Waiver Policy:** Any person interested in any Hampden Recreation program that feels they do not have the financial means to afford the full fee shall receive a waiver at the sole discretion of the Recreation Director. Full or partial fee waivers may be given as determined by financial need and the recreation program for which the waiver is requested.

6.2. **Program Fees:**

6.2.1.	Kids Kamp (full week) (<i>Amended 2-21-17</i>)	\$140.00-\$160.00
6.2.2.	Kids Korner AM Program (day) (<i>Amended 2-21-17</i>)	\$ 8.00-\$11.00
6.2.3.	Kids Korner PM Program (day) (<i>Amended 2-21-17</i>)	\$12.00-\$15.00
6.2.4.	Kids Korner Half Day Program (12-6 PM) (day)	\$25.00-\$30.00
6.2.5.	Kids Korner Full Day Program (7 AM-6 PM) (day)	\$40.00-\$45.00
6.2.6.	Team Sport-Resident (depend on session length)	\$35.00-\$40.00
6.2.7.	Team Sport-Non Resident (depend on session length)	\$40.00-\$45.00
6.2.8.	Program Registration Late Fee (per person, per program)	\$10.00

6.3. **Skehan Recreation Center Fees:**

(all requests are subject to availability and require advance written reservation contract and payment)

6.3.1.	Gymnasium Rental-1/2 Gym (<i>Amended 2-21-17</i>)	\$25.00-\$40.00/hour
6.3.2.	Gymnasium Rental-Full Gym (<i>Amended 2-21-17</i>)	\$50.00-\$75.00/hour
6.3.3.	Allen Fitness Room Rental (<i>Amended 2-21-17</i>)	\$25.00-\$40.00/hour
6.3.4.	Interior Classroom Rental (<i>Amended 2-21-17</i>)	\$25.00-\$40.00/hour
6.3.5.	Gymnasium Rental Full Day	negotiated at contract
6.3.6.	Allen Fitness Room Rental Full Day	negotiated at contract
6.3.7.	Interior Classroom Rental Full Day	negotiated at contract
6.3.8.	Affiliated Program Rental 1/2 Gym	negotiated at contract
6.3.9.	Affiliated Program Rental Full Gym	negotiated at contract
6.3.10.	Gymnasium Rental-Multi Day/Multi Week	negotiated at contract
6.3.11.	Private Party Rental (<i>Amended 2-21-17</i>)	\$100.00-\$150.00

2 hours full gym includes classroom for any food consumed

6.4. **RESERVED Outdoor Play Field/Space Rental Fees:** Ball Field or Soccer Field

(all requests are subject to availability and require advance written reservation contract and payment)

6.4.1.	Single Field/Single Game-Resident	\$25.00
6.4.2.	Single Field/Full Day-Resident	\$50.00
6.4.3.	Single Field-Multi Day/Multi Week-Resident	negotiated at contract
6.4.4.	Affiliated Program Rental	negotiated at contract
6.4.5.	Single Field/Single Game-Non Resident	\$50.00
6.4.6.	Single Field/Full Day- Non Resident	\$100.00
6.4.7.	Single Field-Multi Day/Multi Week-Non Res.	negotiated at contract
6.4.8.	Single Field-Light Use	\$15.00 per event

ARTICLE 7
LIBRARY

Amended 11-17-03, 1-19-10; 4-23-12

7.1. Library Fees	
7.1.1. Resident Annual Fee	Free
7.1.2. Non-Resident Annual Fee	\$35.00/year
7.1.3. Overdue Fees	
7.1.3.1. Books and Periodicals	\$0.10/day
7.1.3.2. Audio or Video	\$0.10/day
7.1.3.3. Maximum Overdue Fee	\$3.00/item
7.2 Self-service Photocopies (Amended 4/23/12)	\$0.25/page
7.3 Self-service Printer Pages (Amended 4/23/12)	\$0.25/page
7.4 Self-service Sending of Faxes (Added 4/23/12)	
7.4.1. Within United States	\$1.00/page
7.4.2. International	\$2.00/page
7.5 Receiving of Faxes (Added 4/23/12)	Not Allowed
7.6 Meeting Room Use (Added 10/15/2018)	
7.6.1 Non-profit organizations during business hours	No Charge
7.6.2 For-profit organizations during business hours	\$50.00/up to three hours
7.6.3 Any use outside of business hours	\$50.00/hour

ARTICLE 8
POOL

Amended 11-17-03, 4-4-05, 10-6-08, 9-19-11, 11-27-12, 9-2-14, 4-19-16

8.1. Susan G. Abraham Memorial Endowed Scholarship provides the opportunity to learn to swim (see 8.9 & 8.10) to those who could not otherwise afford it. The scholarship is based on individual assessment of financial need and recipient must be resident of RSU #22 District.
(Amended 9/19/2011; 9/2/2014)

8.2. Annual Resident Membership Fees: *(Amended 9/2/2014)_(Amended 11/6/17)*

8.2.1. Family	\$276.00
8.2.2. Single Adult	\$168.00
8.2.3. Youth/Teen	\$130.00
8.2.4. Senior	\$157.00

8.3. Six Month Resident Membership Fees: *(Amended 9/2/2014; 4/19/16) (Amended 11/6/17)*

8.3.1. Family	\$173.00
8.3.2. Single Adult	\$106.00
8.3.3. Youth/Teen	\$ 83.00
8.3.4. Senior	\$101.00

8.4. Three Month Resident Membership Fees: *(Amended 9/2/2014; 4/19/16) (Amended 11/6/17)*

8.4.1. Family	\$106.00
8.4.2. Single Adult	\$ 67.00
8.4.3. Youth/Teen	\$ 57.00
8.4.4. Senior	\$ 62.00

8.5. Annual Non-Resident Membership Fees: *(Amended 9/2/2014) (Amended 11/6/17)*

8.5.1. Family	\$309.00
8.5.2. Single Adult	\$198.00
8.5.3. Youth/Teen	\$160.00
8.5.4. Senior	\$188.00

8.6. Six Month Non-Resident Membership Fees: *(Amended 9/2/2014; 4/19/16) (Amended 11/6/17)*

8.6.1. Family	\$193.00
8.6.2. Single Adult	\$125.00
8.6.3. Youth/Teen	\$103.00
8.6.4. Senior	\$119.00

8.7. Three Month Non- Resident Membership Fees: *(Amended 9/2/2014; 4/19/16) (Amended 11/6/17)*

8.7.1. Family	\$119.00
8.7.2. Single Adult	\$ 80.00
8.7.3. Youth/Teen	\$ 68.00
8.7.4. Senior	\$ 74.00

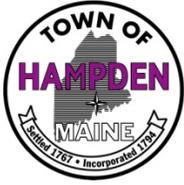
8.8. Daily Swim Fee for non-members *(Amended 9/19/2011; 9/2/2014) (Amended 11/6/17)*

8.8.1. Single Swim - Resident	\$ 5.00
8.8.2. Single Swim – Non-Resident	\$ 6.00
8.8.3. Resident 12 Use Punch Card	\$ 48.00
8.8.4. Non-Resident 12 Use Punch Card	\$ 60.00

- 8.9. Resident Swim Lessons** (Amended 9/19/2011; 9/2/2014) (Amended 11/6/17)
- | | | |
|--------|-------------|------------------|
| 8.9.1. | Members | \$5.00 per class |
| 8.9.2. | Non-Members | \$6.50 per class |
- 8.10. Non-Resident Swim Lessons** (Amended 9/19/2011; 9/2/2014; 4/19/16) (Amended 11/6/17)
- | | | |
|---------|-------------|------------------|
| 8.10.1. | Members | \$7.00 per class |
| 8.10.2. | Non-Members | \$9.00 per class |
- 8.11. Private Swim Lessons** (Amended 9/19/2011) (Amended 11/6/17)
- | | | |
|---|--------------------------------|--|
| — | 8.11.1 Resident Member | \$16.00 per child person, per class |
| — | 1 Child | \$16.00 per class |
| — | 2 Children | \$21.00 per class |
| — | 8.11.2. Resident Non-member | \$21.00 per child person, per class |
| — | 1 Child | \$21.00 per class |
| — | 2 Children | \$26.00 per class |
| — | 8.11.3 Non-resident Member | \$21.00 per child person, per class |
| — | 1 Child | \$21.00 per class |
| — | 2 Children | \$26.00 per class |
| — | 8.11.4 Non-resident Non-member | \$26.00 per child person, per class |
| — | 1 Child | \$26.00 per class |
| — | 2 Children | \$32.00 per class |
- 8.12. Deleted** November 27, 2012
- 8.13. Deleted** November 27, 2012
- 8.14. Adult Aqua Fitness:** (Amended 4/19/16) (Amended 11/6/17)
- | | | |
|---------|---------------|--------------|
| 8.14.1. | Residents | \$5.00/class |
| 8.14.2. | Non-Residents | \$6.00/class |
- 8.15. Gentle Aerobics** (deleted 9/19/2011)
- 8.16. Pool Party Package** (Limited Availability): (Amended 9/19/2011; 9/2/2014; 4/19/16) (Amended 11/6/17)
- | | | |
|---------|---|---------------|
| 8.16.1. | Resident Pool/Lounge Rental (up to 50 total guests) | \$100.00/hour |
| 8.16.2. | (DELETED 11/6/17) | |
| 8.16.3. | Non-Resident Pool/Lounge Rental (up to 50 total guests) | \$125.00/hour |
| 8.16.4. | (DELETED 11/6/17) | |
| 8.16.5. | (DELETED 11/6/17) | |
- Note: Pool Party Package payments due in full at time of rental. Payments may be made online or in person, and may be paid by cash, check or credit card.*
- 8.17. Swim Diaper** \$1.00

ARTICLE 9
ANNUAL REVIEW BY TOWN COUNCIL

- 9.1** An itemized listing of fees for each town department will be submitted to the Town Council by the Town Manager on or before October of each year for the Council's review, revision, and approval.



**Appendix A: Town of Hampden
Sewer Connection Fee Calculation Worksheet**

Date: _____

Sewer Connection Location: _____

Address: _____

Contractor Name & Address

Name: _____

Address: _____

Phone: _____

Paid:

Check Number:

Eng Receipt:

Date:

Owner Name & Address

Name: _____

Address: _____

Phone: _____

Property Use: If applicable

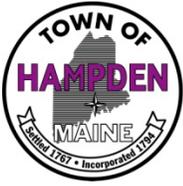
Food Service Provided Y N

Grease Interceptor Y N

Oil/Sand Separator Y N

Area 1:	gpd/unit	\$/gpd	Fee	Category
Square feet		1.06	\$	
Units		1.06	\$	
Seats		1.06	\$	
Beds		1.06	\$	
Other		1.06	\$	
Area 2:	gpd/unit	\$/gpd	Fee	
Square Feet		1.06	\$	
Units		1.06	\$	
Seats		1.06	\$	
Beds		1.06	\$	
Other		1.06	\$	
Area 3:	gpd/unit	\$/gpd	Fee	
Square Feet		1.06	\$	
Units		1.06	\$	
Seats		1.06	\$	
Beds		1.06	\$	
Other		1.06	\$	

Total Connection Fee: \$ _____
(minimum Fee for Sewer Connection \$50.00)



**Appendix B: Town of Hampden
Sewer Connection Fee Schedule**

Amusement Park		Determined by Public Works Director
Apartment Building	185	gpd/unit
Auto Body Shop	0.05	gpd/ft ²
Auto Sales Garage	0.05	gpd/ft ²
Bakery	0.15	gpd/ft ²
Bank	0.1	gpd/ft ²
Barber Shop	0.35	gpd/ft ²
Beauty Salon	0.75	gpd/ft ²
Boarding House	50	gpd/bed
Bowling Alley	75	gpd/lane
Car Wash		Determined by Public Works Director
Church (sanctuary)	185	gpd
Day Care	10	gpd/child
Dry Cleaners	0.15	gpd/ft ²
Duplex, any Combination	270	gpd/unit
Fast Food Restaurant (no table service)	20	gpd/seat
Funeral Home	0.05	gpd/ft ²
Government Building	0.1	gpd/ft ²
Health Club	0.15	gpd/ft ²
Hospitals	150	gpd/bed
Hotels/Motels	100	gpd/unit
Industrial (process flow)		Determined by Public Works Director
Laundry	2.0	gpd/20lb machine
Lodge	0.25	gpd/ft ²
Medical/Dental	0.15	gpd/ft ²
Mobile Homes	270	gpd
Nursing	100	gpd/bed
Offices	0.06	gpd/ft ²
Restaurant	35	gpd/seat
Retail	0.05	gpd/ft ²
Retirement	120	gpd/unit
Schools	10	gpd/student
Senior Housing Facility	65	gpd/island
Single Family Homes	270	gpd
Supermarket	0.05	gpd/ft ²
Taverns, Bars, Lounges	0.09	gpd/ft ²
Theater	3	gpd/seat
Train/Bus Stations	0.075	gpd/ft ²
Utilities	0.01	gpd/ft ²
Veterinarians	0.65	gpd/ft ²
Warehouse	0.05	gpd/ft ²

Section 1. Purpose. The purpose of this ordinance is to license Private Event Venues as defined in the Zoning Ordinance to ensure compliance with local approvals and to provide an opportunity for the public to provide comments on the operation of such venues.

Section 2. Applicability. All Private Event Venues in the Town of Hampden are required to comply with the provisions of this Ordinance.

Section 3. License Required. In order to operate within the Town, the owner of a Private Event Venue must obtain a license from the Town Council on an annual basis.

Section 4. Relationship to Other Ordinances and Regulations.

- A. Zoning Ordinance. All Private Event Venues must be approved in accordance with the provisions of the Zoning Ordinance prior to applying for a license under this Ordinance.
- B. Victualers Ordinance. A Private Event Venue which provides food or drink to attendees which is prepared at the venue or by the owner/operator of the venue is required to obtain a Victualers License on an annual basis. A Private Event Venue that only provides food or drink via a duly licensed caterer is not required to obtain a Victualers license.
- C. Liquor License. A Private Event Venue which provides alcoholic beverages to attendees must possess a valid Liquor license from the state of Maine, which requires approval of the Town Council. A Private Event Venue that only provides alcoholic beverages via a duly licensed caterer is not required to obtain a Liquor license.
- D. Concourse Gathering Ordinance and Special Amusement Ordinance. Events, except as provided below, held at approved and licensed Private Event Venues are exempt from the Concourse Gathering Ordinance and from the Special Amusement Ordinance, however no event may exceed the maximum number of attendees or other limits as approved by the Planning Board. Outdoor concerts or events open to the general public for which an admission charge (monetary or otherwise) is imposed are limited to daylight hours unless a permit has been obtained under the Concourse Gathering Ordinance or the Special Amusement Ordinance, as applicable.

Section 5. New Year's Eve Events.

- A. If the owner of a Private Event Venue desires to hold events on New Year's Eve, The Town Council has the authority to permit a later closing time for that event provided the following criteria are met:
 - 1. A written request must be submitted to the Town Council at least 3 months in advance of the event (September 30th) which states the time upon which all attendees will vacate the property;
 - 2. There are no residences within 500 feet of the building in which the event is to take place;

3. There must not be any outdoor activity associated with the event; and
 4. Notification must be mailed to all property owners which directly abut the Private Event Venue parcel as well as to anyone who has requested notification under §4.26.2 of the Zoning Ordinance.
- B. The Town Council has the authority to approve the request as submitted, approve it with a different closing time, approve it with other conditions, or deny it.

Section 6. Application and Process.

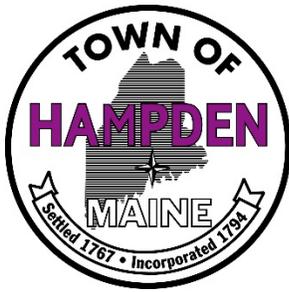
- A. Application for a Private Event Venue license or license renewal shall be made on a form available from the Town Clerk. Each application must be accompanied by payment of an application fee pursuant to the Fees Ordinance. Incomplete applications will not be processed.
- B. Applications will be heard by the Town Council at a public hearing held at a regularly scheduled meeting. A notice of the hearing will be published in a local newspaper at least seven days prior to the meeting. Such notice will be mailed to all property owners of parcels within 300 feet of the subject property, plus any other property owners who request such notification.
- C. All Private Event Venues must be inspected prior to the issuance of a license or license renewal by the Code Enforcement Officer and the Fire Inspector to determine if they are in compliance with all local and state regulations and ordinances.
- D. The Treasurer and Tax Collector must certify that all sewer user fees and applicable taxes are current as of the date of the application.
- E. Reports on the operation of the venue may be submitted by other Town staff, including but not limited to the Director of Public Safety, the Director of DPW, and the Town Planner, and are to be considered by the Town Council in their deliberations on the application.
- F. Town Council shall make a decision on the application within 30 days of the close of the public hearing. The application may be denied if the Town Council finds cause based on the results of the required inspections, failure to pay sewer fees or personal property taxes, the reports of any Town staff, or testimony from abutters and others within the neighborhood where the venue is located. Town Council may issue a license or license renewal with conditions that must be complied with during the license period (e.g. reduced hours of operation from that approved by the Planning Board in the case of repeated violations or neighborhood complaints).
- G. A new license, when granted, is valid for one year and must be renewed annually in the month in which it was first issued.
- H. The current license must be displayed at the Private Event Venue in a location where it can readily be viewed by any attendee.

- I. In cases where multiple local licenses are required, they can be applied for concurrently and Town Council may grant them with a single public hearing.

Section 7. Penalty. Violations of this ordinance shall be prosecuted pursuant to 30-A M.R.S. § 4552. Any violation of this ordinance constitutes a nuisance. Any person found guilty of operating a Private Event Venue without a valid license to do so shall be subject to a fine of \$2,500.00 per day for each day of operation without the required license. If the Town prevails in an enforcement action pursuant to 30-A M.R.S. § 4552, it shall be awarded reasonable attorneys' fees and costs associated with bringing the enforcement action. The Town Council may also seek preliminary and permanent injunctive relief.

Section 8. Suspension or Revocation of License. The Town Council, upon notice and hearing, for cause, may at any time suspend or revoke a Private Event Venue license issued pursuant to this ordinance. Cause shall mean the violation of any license provision or any provision of this ordinance, or any condition constituting a threat to the public health, safety, or welfare, including but not necessarily limited to neighborhood disruption, disorderly attendees, or excessively loud or unnecessary noise that initiates complaints to or requires a response from police, fire, or other town regulatory bodies or employees.

Section 9. Severability. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of the Ordinance.



Town of Hampden

Town Planner

Memorandum

To: Town Council
From: Karen M. Cullen, AICP, Town Planner *KMC*
Date: October 17, 2019
RE: Zoning Map Amendment Request

At the October 9, 2019 Planning Board meeting, a public hearing was held to consider a request by a landowner to rezone a 2.5 acre parcel of land at 271 Western Avenue, parcel 20-0-011, from the Residential B district to the Business District. No one spoke in opposition to the proposed amendment. The Planning Board voted 7/0/0 to refer the application for the proposed zoning map amendment to Town Council with a recommendation to adopt the change as proposed.

Background: The applicant indicated at the Planning Board hearing that the reason for the request was that to extend the public sewer line to the property from the corner of Mayo Road would be costly, and they believe the best use of the parcel is for a self-service storage facility which does not require plumbing. I noted that if this amendment is adopted, then any use allowed in the Business district will be allowed; the rezoning is not tied to the proposed use of a self-storage facility. I also noted the surrounding zoning and land uses are a mixture of commercial and residential and the proposal is not spot zoning.

The application and a map showing surrounding districts and uses are attached.



File #: _____

Land & Building Services

106 Western Ave.
Hampden, ME 04444
207-862-4500
www.hampdenmaine.gov

Application for Zoning District (Map) Amendment

APPLICANT

Name of Applicant (primary contact): Jeffrey Bacon Agent: Jim Kiser
Company: _____ Kiser & Kiser Co
Mailing Address: 450 Back Winterport Rd, Hampden, ME 04444 PO Box 282, Hampden, ME 04444
Phone: 745-0920 Cell: Agent: 862-4700
Email Address: trudyb@tds.net jim@kiser-kiser.com

OWNER

Name of Owner: Same
Mailing Address: _____
Daytime phone: _____

PROPOSAL

Location of Property: 271 Western Ave
Assessor's Tax Map/Parcel Number(s): TM 29, Lot 11
Current Zoning District: Res B Proposed Zoning District: Business
Acreage of area proposed to be rezoned: 2.5 ac

If the area of the proposed map amendment does not align with current tax map parcel boundaries, provide a written description of the area: Same as tax map

Proposed development (reason why the map amendment is proposed):
The area does not have access to sewer for Res B development; therefore, less intense wastewater use is better option. Business district abuts the property.

Benefit to the Town if the proposed map amendment is adopted:
Commercial use similar to area, tax advantage, school costs avoided.

Attach a map showing the approximate area of the proposed map amendment in relation to the surrounding area, including current zoning districts.

Town of Hampden
RECEIVED

SEP 12 2019

Planning & Zoning
Office

SIGN

Applicant's signature: [Signature]
Owner's signature: _____
Date: 9-11-19

Official Use Only:

Application Fee: \$ 650 Date Paid: 9-12-2019 Check #: 4041
Public Notice Fee: \$ _____ Date Paid: _____ Check #: _____ Date of Public Hearing: _____
Decision of Planning Board: _____



Hampden Planning Board/Council
c/o Karen Cullen
106 Western Ave
Hampden, ME 04444

Rezoning, 271 Western Ave

Dear Board/Council

On behalf of Jeffrey Bacon, we are requesting a rezoning of 271 Western Ave from Residential B to Business district. This property is located adjacent to the existing antique shop at the railroad crossing on Western Ave and across from the former bottle redemption center. These two properties are currently zoned Business due to long term commercial activity in that area. In addition, several properties in close proximity to this site are in the Commercial Services district.

This portion of town does not have sewer service, which ends at Mayo Road approximately 350' to the east of the properties easterly boundary. To extend sewer to this site would be cost prohibitive for development on this lot. In addition, to develop this into a residential development, subsurface wastewater disposal would restrict the site due to the system's size requirements and the State's minimum lot size law.

The home on the property has been removed as training for the Hampden Public Safety department. The owner is looking to develop a commercial business, specifically self-storage units, on the property that will require little or no wastewater generation. This use would, by ordinance, require a buffer along the easterly property line to mitigate impacts to abutting residential district/use. This use would also provide little demand on town services while providing a sound tax base for the town. This use is currently in high demand with minimal availability in the central service area of town.

We look forward to working with the town to amend the zoning for this property; however, if you have any questions prior to meetings, please contact us at your convenience.

Best regards,

James R. Kiser, PE
Kiser & Kiser Co.

Enc.

C: Jeffrey Bacon



Bacon Property

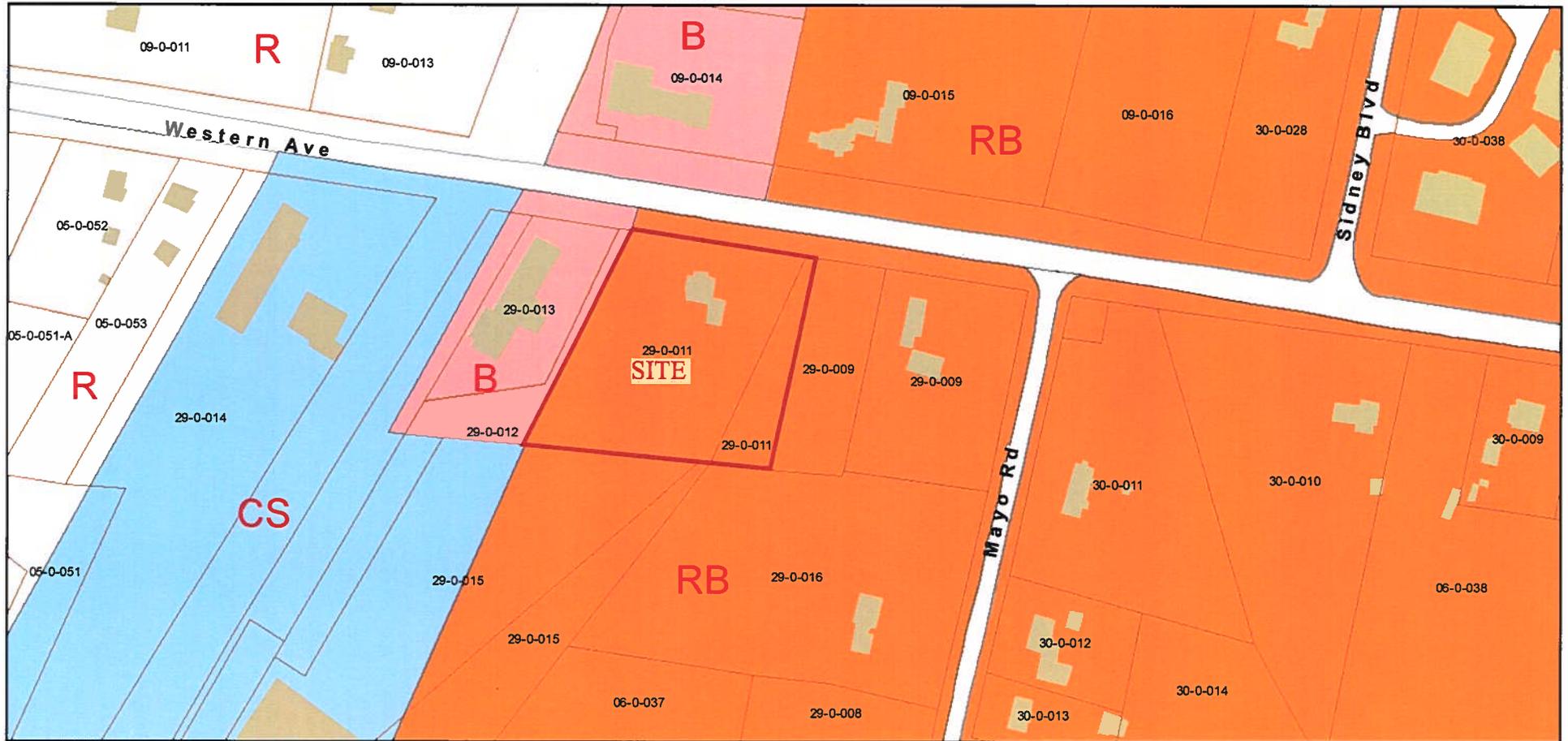
271 Western Ave

1 inch = 200 Feet



September 10, 2019

www.cai-tech.com



Street Names	Rural
Parcel Lines - No Ortho	Business
Buildings	Commercial Service
Residential B	

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

**QUITCLAIM DEED
WITH COVENANT**

PCM REAL ESTATE LLC, a South Carolina Limited Liability Company with a principal place of business at Gilbert, County of Lexington and State of South Carolina, for consideration paid, grants to **JEFFREY BACON and TRUDY BACON**, both of Hampden, County of Penobscot, and State of Maine, with **QUITCLAIM COVENANT**, as Joint Tenants, a certain lot or parcel of land, with any buildings or improvements thereon, situated in Hampden, County of Penobscot, and State of Maine, bounded and described as follows, to wit:

Parcel One: A certain lot or parcel of land with the buildings thereon situated in Hampden, County of Penobscot, State of Maine, on the Southwesterly side of the County Road running Westerly from Hampden Upper Corner and now designated Route #9, bounded and described as follows: Beginning at a point on the Southwesterly side of said Route #9, said point being 20 Feet Southeasterly measuring along the Southwesterly side of said Route #9 from the most Easterly corner of that parcel of land conveyed by Percy E. Severance to General Mills, Inc., dated October 25, 1947, recorded in Penobscot County Registry of Deeds at Volume 1279, Page 220, and said point of beginning, being the most Easterly corner of a certain parcel of land conveyed by said Percy E. Severance to Kenneth T. Newcomb by Deed dated May 2, 1958, to be recorded in Penobscot County Registry of Deeds, thence Southwesterly along the generally Easterly line of land conveyed to said Kenneth T. Newcomb by Deed dated May 2, 1958, 330 Feet, more or less, to an iron stake; thence Easterly in the generally Southerly line of land conveyed to Percy E. Severance by Orrin W. Dunton by Deed dated November 15, 1927, recorded in said Registry in Volume 1079, Page 39, 243 Feet, more or less, to an iron stake; thence Northeasterly 330 Feet to an iron stake in the Southwesterly line of said Route #9; thence Westerly along the generally Southwesterly line of said Route #9, 243 Feet to the point of beginning.

This conveyance is subject to the following:

- a. Easement to Hampden-Newburg Light and Power Co. Recording in Volume 1607, Page 100;
- b. State of Maine Notice of Layout and Taking recorded in Volume 1633, Page 275; and
- c. Easement to Bangor Hydro-Electric Co. recorded in Volume 2716, Page 255.

Parcel Two: A certain lot or parcel of land situated in the Town of Hampden, County of Penobscot and State of Maine, bounded and described as follows: Beginning at the Northeast corner of land, now or formerly owned by Finely C. Gardner, said point located on the Southerly sideline of Route #9 as laid out by the State Highway Commission and shown on Plan File #10-106 for State Highway Route #210 commonly known as Route #9, said point of beginning also located North 64 Degrees 09' West 254.9 Feet from an iron rod at the intersection of said Southerly line of the new highway right-of-way and the Westerly line of the Mayo Road, so called; thence Easterly by and along the Southerly line of said Route #9, South 64 Degrees 09' East 142 Feet; thence South 31 Degrees 49' West 299.2 Feet to a point on the Northerly line of land now or formerly of Robert L. Wass; thence Westerly by and along said Northerly line of land now or formerly of Robert L. Wass, North 63 Degrees 55' West 77.6 Feet to an iron rod; said iron rod being at the Easterly corer of land conveyed by Robert L. Wass and Natalie R. Wass to Green Valley Lumber Company by Deed dated October 31, 1973, and recorded in the Penobscot County Registry of Deeds in Volume 2416, Page 173; thence North 43 Degrees 28' East 311.9 Feet to the point of beginning, containing 13,660 Square Feet.

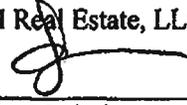
Reference meridian is based on Bangor Aroostook Railroad right-of-way shown on right-of-way plan through Town of Hampden.

1. The lien of taxes and assessments for the current year and subsequent years;
2. Matters that would be shown by an accurate survey and inspection of the property;
3. All covenants, restrictions, conditions, easements, reservations, rights-of-way, and other matters of record, to the extent valid, subsisting and enforceable;
4. Zoning requirements, statues, rules, orders, restrictions, regulations and ordinances of governmental agencies or their instrumentalities relating to the property, the buildings located thereon, their construction and uses, in force on the date hereof (if any such exist);
5. All roads and legal highways;
6. Rights of parties in possession; and
7. Any licenses, permits, authorizations or similar items (if any) in connection with the conduct of any activity upon the property.

Being the same premises as described in a deed from JPMorgan Chase Bank, National Association to PCM Real Estate LLC, dated August 23, 2017 and recorded in Book 14639, Page 258, in the Penobscot County Registry of Deeds.

In witness whereof, PCM Real Estate LLC, by Luz Bouleris, its Manager has caused this instrument to be executed this 2 day of November, 2017.


Witness

PCM Real Estate, LLC
By: 
Luz Bouleris

~~STATE OF MAINE~~ South Carolina
COUNTY OF Richland, ss

November 2, 2017.

Personally appeared the above named Luz Bouleris, Manager of PCM Real Estate, LLC and acknowledged the foregoing instrument to be her free act and deed in said capacity and the free act and deed of PCM Real Estate LLC.

Before me,

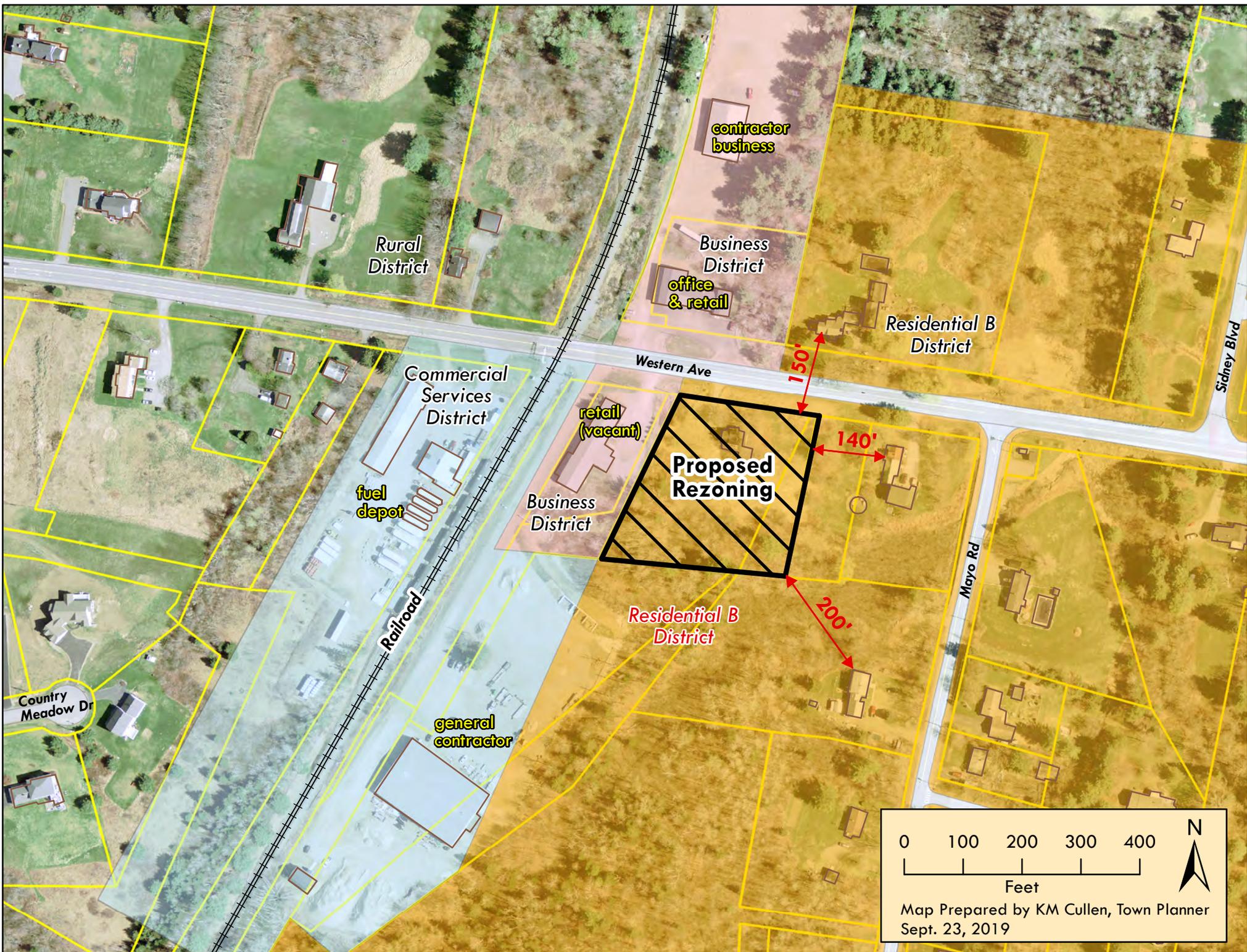

Notary Public

Elliot D. Hays
(Print Name and Affix Seal)



Maine Real Estate
Transfer Tax Paid

Susan F. Bulay, Register
Penobscot County, Maine



D-5-a

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: 12/12/19

NEW application: Yes No

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

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

INDICATE TYPE OF PRIVILEGE: MALT VINOUS SPIRITUOUS

INDICATE TYPE OF LICENSE:

- 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)
- GOLF COURSE (Class I,II,III,IV)
- TAVERN (Class IV)
- QUALIFIED CATERING
- OTHER: INDOOR TENNIS Club
- SELF-SPONSORED EVENTS (QUALIFIED CATERERS ONLY)

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>ARMSTRONG TENNIS CENTER ATC</u>	Business Name (D/B/A) <u>ATC TENNIS CENTER</u>
APPLICANT(S) - (Sole Proprietor) DOB:	Physical Location: <u>60 MEADOW ROAD</u>
DOB:	City/Town <u>Hampden</u> State Zip Code
Address <u>91 CENTER ST</u>	Mailing Address <u>same</u> Same As Above? <input type="checkbox"/>
City/Town <u>BANGOR</u> State <u>ME</u> Zip Code <u>04401</u>	City/Town State Zip Code
Telephone Number <u>207-478-5838</u> Fax Number <u>NONE</u>	Business Telephone Number <u>207 942-4836</u> Fax Number
Federal I.D. # <u>01-0376232</u>	Seller Certificate #: or Sales Tax #: <u>0186516</u>
Email Address: <u>DEAN@ARMSTRONGTENNIS.COM</u>	Website:

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
- State amount of gross income from period of last license:
ROOMS \$ NONE FOOD \$ 2500.00 LIQUOR \$ NONE
- 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: N/A
 7. Business records are located at: 60 MEDAW TCD, HAMPTON, ME 04444

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
DEAN B ARMSTRONG	6/23/1935	WATERVILLE, ME

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

Name: <u>DEAN ARMSTRONG</u>	City: <u>BANGOR</u>	State: <u>MAINE</u>
Name: _____	City: _____	State: _____
Name: _____	City: _____	State: _____

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

Name: _____ Date of Conviction: _____
 Offense: _____ Location: _____
 Disposition: _____ (use additional sheet(s) if necessary)

13. Will any law enforcement official benefit directly in your license, if issued? Yes No If Yes, give name: _____

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

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

16. Describe in detail the premises to be licensed: (On Premise Diagram Required)
INDOOR 4 COURT TENNIS CLUB WITH LOBBY & LOCKER ROOMS

17. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services? YES NO Applied for: _____

18. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 3-4 miles - HAMPTON ACADEMY
 Which of the above is nearest? _____

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: MACHIAS SAVINGS BANK - BREWER, ME 04412

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

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

Dated at: Hampden Maine 04444 on 10/25, 2019
Town/City, State Date

Dean Armstrong

PLEASE SIGN IN BLUE INK

Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

DEAN ARMSTRONG

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.	
SELF-SPONSORED EVENTS: Qualified Caterers Only	\$ 700.00

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 Pendscot
City/Town (County)
On: Nov 4, 2019
Date

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

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

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

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

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

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

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

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

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

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

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

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

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

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

[2009, c. 81, §§1-3 (AMD) .]

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

A. [1993, c. 730, §27 (RP) .]

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

[1995, c. 140, §6 (AMD) .]

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

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

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

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

*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.**

Attached



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

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

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

Please clearly complete this form in its entirety.

- Exact legal name: ARMSTRONG TENNIS CLUB
- Doing Business As, if any: ATC TENNIS
- Date of filing with Secretary of State: _____ State in which you are formed: MAINE
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
DEAN ARMSTRONG	91 CENTER ST BANGOR MAINE	6/23/1985	PRESIDENT	100%

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

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

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 7, please complete the following: (attached additional sheets as needed)

Name: _____

Date of Conviction: _____

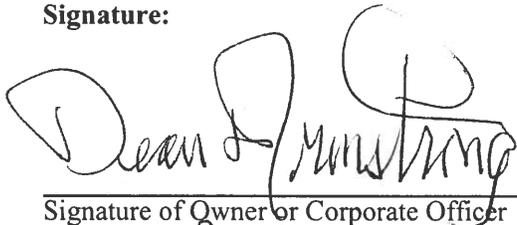
Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:

PLEASE SIGN IN BLUE INK



10/25/2019

Signature of Owner or Corporate Officer

Date

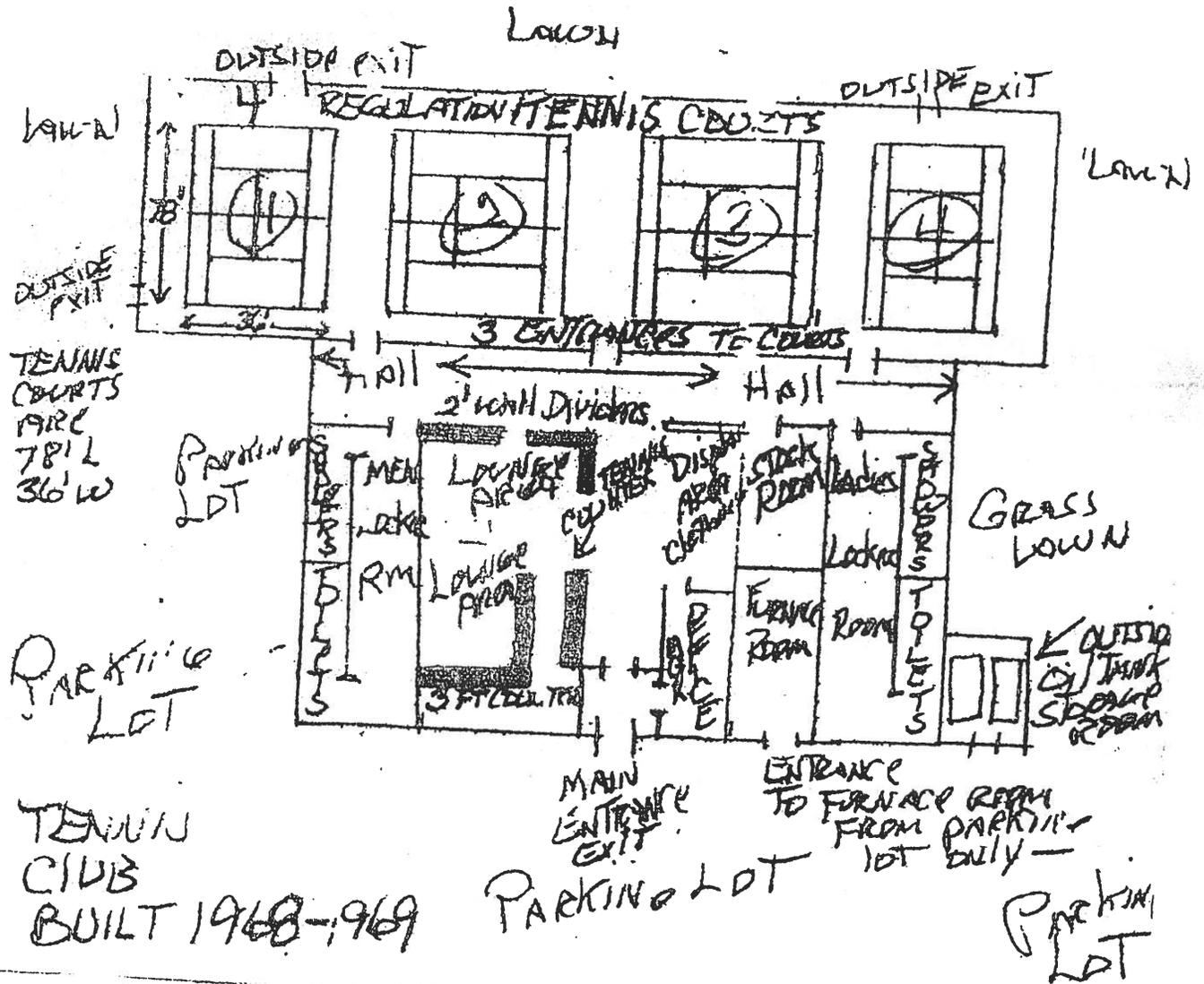
DEAN ARMSTRONG

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

PREMISE DIAGRAM



Town of Hampden**EMERGENCY ORDINANCE REGARDING MEDICAL MARIJUANA REGISTERED CAREGIVER OPERATIONS**

WHEREAS, the legislative body of the Town of Hampden (the "Municipality") makes the following findings:

- (1) The Maine Medical Use of Marijuana Act (the "Act") was passed by the Maine Legislature in 2009 and has been codified in the Maine Revised Statutes ("M.R.S.A.") in Title 22, Chapter 558-C and amended in 2018; and
- (2) The Act (22 M.R.S.A. § 2430-D(3)) and the Maine Medical Use of Marijuana Program Rules promulgated pursuant thereto (10-144 CMR Ch. 122, § 6(K)), permit an unlimited number of medical marijuana registered caregivers to operate on a single parcel, which raises legitimate and substantial questions about the impact of properties where multiple registered caregivers operate in the Municipality, including questions as to compatibility with existing land uses and developments; potential adverse health and safety effects on the community; and potential impacts on the value of abutting properties; and
- (3) The Act permits a municipality to regulate registered caregivers provided they are not prohibited and there is no limitation on the number operating in the municipality (22 M.R.S.A. § 2429-D); and
- (4) As a result of the foregoing issues, the operation of multiple medical marijuana registered caregivers on a single parcel within the Municipality has potentially serious implications for the health, safety and welfare of the Municipality and its residents; and
- (5) The Municipality currently has no regulations governing medical marijuana registered caregivers, and existing ordinances are insufficient to prevent serious public harm that could result from the unregulated development of properties with multiple registered caregivers; and
- (6) The Municipality intends to draft and adopt a new section of the Town of Hampden Maine Marijuana Ordinance to regulate medical marijuana registered caregivers within the Municipality, which process will take time to ensure appropriate regulation of this use; and
- (7) In the judgment of the Hampden Town Council, the foregoing findings and conclusions constitute an emergency within the meaning of 30-A M.R.S.A. § 4356 and Section 214 of the Hampden Town Charter requiring immediate legislative action.

NOW THEREFORE, pursuant to 30-A M.R.S.A § 4356, be it ordained by the Municipality as follows:

Section 1. Limitation. The Municipality does hereby declare that to protect the public health, safety, and welfare, that to the extent authorized by the Act, there shall be allowed to operate on a single property, as that term is defined in the Town of Hampden Maine Marijuana Ordinance, no more than one medical marijuana registered caregiver within the Residential A, Residential B, and Town Center zoning districts, and no more than three medical marijuana registered caregivers within any other zoning districts.

No person or organization shall exceed these limits on or after the effective date of this Ordinance. During the time this Emergency Ordinance is in effect, no officer, official, employee, office, administrative board or agency of the Municipality shall approve any application for an operation exceeding these limits.

Section 2. Pending Proceedings. Notwithstanding 1 M.R.S.A. § 302 or any other law to the contrary, this Emergency Ordinance shall govern any proposal for multiple medical marijuana registered caregivers that exceeds the limits set forth in Section 1 for which an application for a building permit, certificate of occupancy, site plan or any other required approval has been submitted to the Municipality, prior to the enactment of this Emergency Ordinance, whether or not it is a pending proceeding.

Section 3. Medical Use of Marijuana Act. This Ordinance will not limit any other privileges or rights afforded by the Maine Medical Use of Marijuana Act (22 M.R.S.A. Chapter 558-C). This Ordinance shall not be construed as a vote to allow caregiver retail stores, registered dispensaries, testing facilities, or manufacturing facilities pursuant to 22 M.R.S.A. § 2429-D(3), except to the extent such uses are already allowed under the Town of Hampden Zoning Ordinance.

Section 4. Personal Use of Marijuana. This Ordinance will not limit the privileges or rights concerning the personal use of marijuana afforded by the Maine Adult Use Marijuana Law (28-B M.R.S.A. Chapter 3).

Section 5. Conflicts/Savings Clause. Any provisions of the Municipality's ordinances that are inconsistent or conflicting with the provisions of this Emergency Ordinance are hereby repealed to the extent applicable for the duration of this Emergency Ordinance. If any section or provision of this Emergency Ordinance is declared by any court of competent jurisdiction to be invalid, such a declaration shall not invalidate any other section or provision.

Section 6. Violations. If any property is found to be in violation of this Emergency Ordinance, each day of any continuing violation shall constitute a separate violation of this Emergency Ordinance and the Municipality shall be entitled to all rights available to it pursuant to 30-A M.R.S.A. § 4452, including, but not limited to, fines and penalties, injunctive relief, and its reasonable attorney's fees and costs in prosecuting any such violations.

Section 7. Effective Date. This Emergency Ordinance shall become effective immediately upon its adoption and shall remain in full force and effect for a period of 60 days thereafter, unless extended pursuant to law by the Municipality.

Adopted: September 16, 2019

Effective: September 16, 2019



Certified by: Paula Scott, Town Clerk

D-5-c & d



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

October 23, 2019

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

During the FY20 budget process, we had requested funds to install a dehumidification unit in the basement of the municipal building to prevent future mold issues. This was prompted by the mold remediation project last year. The amount of \$5,000.00 was set aside for this purpose by Council.

I would like to request expenditure of funds from the Municipal Building reserve account, 3-702-00 in the amount not to exceed \$4,000.00 for installation of the dehumidification unit in the municipal building basement. Please see attached cost estimate for the amount of \$3,655.74 for this work. The request for the additional \$344.26 is only for incidentals that may be necessary during the installation to prevent an additional request to the finance committee.

Also in the FY20 budget process, we had requested funds to replace the exterior site lighting on the existing poles from high pressure sodium to LED. This was approved in the municipal reserve budget (3-702-00) in the amount of \$8,520.00. I would like to request authorization for expenditure of up to \$7,054.00 for this work (estimate also attached).

Thank you for your consideration,

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

Sean Currier

D-5-c

Penobscot Temperature Controls, Inc.
54 Nadines Way
Hampden, ME 04444
(207) 945-9350
pentemp@myfairpoint.net



Estimate 1305

DATE 08/07/2019

ADDRESS

Town of Hampden
106 Western Avenue
Hampden, ME 04444

ORDERED BY

Sean

LOCATION

Locker room area.

QTY	ITEM	DESCRIPTION	UNIT PRICE	AMOUNT
		Provide and install one dehumidifier for lower level locker room area.		
19	Labor		70.00	1,330.00
1	Dehumidifier	DR65A2000, 65 pint unit is obsolete new unit is DR65A3000/U	1,646.40	1,646.40
2	Truck charge		18.00	36.00
2	Air Grill,2X2		39.17	78.34
1	Duct Work Fittings	8 inch flex, 90s, unit-strut, 3/8" threaded rod anchors.	150.00	150.00
1	Power Wiring Estimate		275.00	275.00
1	Shipping		140.00	140.00

TOTAL

\$3,655.74

Accepted By

Accepted Date

Thank-you for your business!!!!



337 Perry Rd. Suite #1. Bangor, ME 04401
Phone: (207) 942-6255 Fax: (207) 942-5498

October 23, 2019

Hampden Public Works
Attn: Mr. Sean Currier
106 Western Ave.
Hampden, ME 04444

RE: Municipal Building – Replace parking lot pole lighting (Maxlite) REV-1

Sean,

Please accept our proposal for the amount of **\$7,054.00** to perform the electrical scope of work for the above referenced project.

Our proposal Includes:

- Furnish & Install 11 MAXLITE Slim Gen 2 replacement fixtures on the 11 existing poles.
- Provide labor to remove and dispose of the existing 400W HPS Fixtures.
- Provide recycling for the HID lamps.
- Provide all bucket truck usage.

Return on Investment:

- The town of Hampden would be eligible for \$1,760.00 in Efficiency Maine Incentives at today's current rates.
- Average 12 hours per day annual usage and \$0.17/KWH electricity rate, we have estimated the usage of the current HID lighting system to have an annual operating cost of \$4,054.35/Year.
- Average 12 hours per day annual usage and \$0.17/KWH electricity rate, we have estimated the usage of the proposed LED lighting system to have an annual operating cost of \$1,310.50/Year.
- This will provide an annual estimated savings of \$2,744.35 in electricity usage.

Our proposal Excludes:

- State of Maine Sales Tax.
- Night or weekend work.

Sincerely,

A handwritten signature in black ink, appearing to read "Christopher R Carson", with a long horizontal flourish extending to the right.

Christopher R Carson

EXHIBIT A
FORM OF CERTIFICATE OF TOWN

D-5-e

Bangor Savings Bank (Institutional Trustee)
c/o Julie A. Shephard, Account Administrator
5 Senator Way
Augusta, ME 04330

Re: Demand for Funds Pursuant to Trust Indenture Dated As of October 1, 1991 between Town of Hampden, as Grantor and Bangor Savings Bank, as Institutional Trustee (the "Trust Indenture")

Gentlepersons:

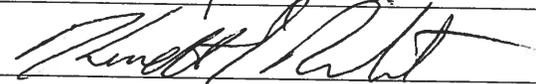
This certificate is provided to you pursuant to the above-referenced Trust Indenture. Capitalized terms used herein without definition shall have the meaning set forth in the Trust Indenture.

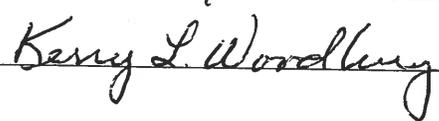
The undersigned do hereby certify:

1. That they are the Individual Trustees of the Trust.
2. The Individual Trustees have approved use of property held in the Fund for purposes set forth in the Trust Indenture, in the amount set forth below.
3. You are hereby directed to pay **from the Environmental Trust, Income** to the Town of Hampden the sum of \$2,280.00.

INDIVIDUAL TRUSTEES







CERTIFICATE OF TOWN CLERK

The undersigned DOES HEREBY CERTIFY:

1. That he/she is the duly appointed and incumbent Clerk of the Town of Hampden, Maine.
2. That the foregoing certificate of the Individual Trustees was duly approved by a majority of the members of the Town Council of the Town of Hampden on 10/24, 2019.



Paula Scott
Clerk, Town of Hampden

cc: Town of Hampden

EXHIBIT A
FORM OF CERTIFICATE OF TOWN

Bangor Savings Bank (Institutional Trustee)
c/o Julie A. Shephard, Account Administrator
5 Senator Way
Augusta, ME 04330

Re: Demand for Funds Pursuant to Trust Indenture Dated As of October 1, 1991 between Town of Hampden, as Grantor and Bangor Savings Bank, as Institutional Trustee (the "Trust Indenture")

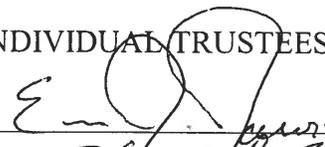
Gentlepersons:

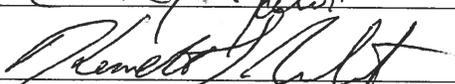
This certificate is provided to you pursuant to the above-referenced Trust Indenture. Capitalized terms used herein without definition shall have the meaning set forth in the Trust Indenture.

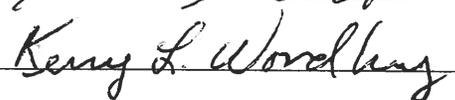
The undersigned do hereby certify:

1. That they are the Individual Trustees of the Trust.
2. The Individual Trustees have approved use of property held in the Fund for purposes set forth in the Trust Indenture, in the amount set forth below.
3. You are hereby directed to pay **from the Environmental Trust, Income** to the Town of Hampden the sum of \$34,521.51.

INDIVIDUAL TRUSTEES







CERTIFICATE OF TOWN CLERK

The undersigned DOES HEREBY CERTIFY:

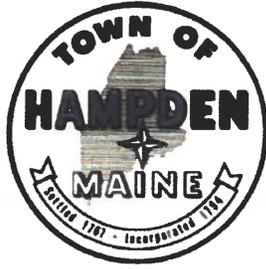
1. That he/she is the duly appointed and incumbent Clerk of the Town of Hampden, Maine.
2. That the foregoing certificate of the Individual Trustees was duly approved by a majority of the members of the Town Council of the Town of Hampden on 10/24, 2019.



 Paula Scott
 Clerk, Town of Hampden

cc: Town of Hampden

D-5-9



Memorandum

TO: Town Council
FROM: Paula Scott, Interim Manager
DATE: 10/30/2019
RE: Library reserve request

The hot water heater at the library lost the bladder and needed to be replaced quickly. Director Lozito contacted our vendor who was able to secure a replacement and install it without delay. I authorized the repair as it was an emergent situation. We have not yet been invoiced for this work and would like to request library reserve funds to pay for this repair.



Paula Scott <clerk@hampdenmaine.gov>

FW: Hot Water heater

1 message

Debbie Lozito <debbie.lozito@edythedyer.lib.me.us>
To: clerk@hampdenmaine.gov

Tue, Oct 29, 2019 at 8:42 AM

~Debbie

Debbie Lozito, library director

Edythe Dyer Library

269 Main Road North

Hampden, Maine 04444

(207)862-3550

From: pentemp@myfairpoint.net [mailto:pentemp@myfairpoint.net]

Sent: Monday, October 28, 2019 9:00 AM

To: debbie.lozito@edythedyer.lib.me.us

Subject: Hot Water heater

Good morning Debbie.

We found replacement hot water heat at FWWebb here in Bangor.

Price for the heater \$582.82

Labor will be around \$420.00

Misc. piping, truck charge \$52.00

Total will be around \$1054.82

WE hope to do replacement this afternoon

Thanks

Dana

D-5-h



Memorandum

TO: Town Council
FROM: Paula Scott, Interim Manager
DATE: 10/30/2019
RE: Computer reserve request

The practice of scanning documents into a cloud-based drive is one that we employ for various disciplines. The Code Office has historically scanned documents to a shared drive so that all building permits for any structure can be captured in one place. The Assessor has access to this drive so that when a permit has been issued she is able to capture any increased value for the property.

When the former Code Enforcement Officer was here, we knew that we were at end of life for the scanner but were hoping that it would last until the next budget cycle. Unfortunately, the scanner has reached its end of life before we reached the new fiscal year.

We are requesting authorization to use computer reserve funds for the purchase of a new scanner to replace the failed unit.

Memorandum

To: Paula Scott, Interim Town Manager

From: Ryan M. Carey, Code Enforcement

For: Hampden Town Council

Subject: Printer Acquisition

As part of an effort to improve efficiency between departments, code enforcement would like to begin scanning permit-related documents and storing them to a common cloud-based drive. I have spoken with Kelly in tax assessing and the process should work well for her. During discussion, we realized we would need to purchase a new scanner for the code department, as the current one's document feed has been broken for some time.

I have met with Phil Levesque of Levesque Business Solutions to discuss our options. He stated that document scanning is hard on consumer-grade all-in-one machines and that they are simply not designed for an office environment. He recommended a Savin MP402SPF. He has provided us with a quote for the models in that range.

I am requesting that we approach the Town Council to approve the purchase of a new printer for the code department. The total for the Savin MP402SPF is \$1516.18.

Attachments:

Levesque Business Solutions Quote

CC: Chief Christian Bailey

LEVESQUE business solutions

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1185 Hammond Street Unit 8
Bangor, ME 04401
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46 Aldrich Drive
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Tel. 207-493-3382
Fax. 207-493-4449

167 Fox Street
Madawaska, ME 04756
Tel. 207-728-3386
Fax. 207-728-3396

October 25, 2019

Mr. Ryan Carey
Town of Hampden
106 Western Avenue
Hampden, ME 04444

Dear Ryan,

I am enclosing this Savin Copier Pricing for your consideration.

Savin MP305SPF	Savin MP402SPF	Savin MP501SPF
List \$3,245	List \$3,325	List \$3,499
US Communities \$1,360	US Communities \$1,456	US Communities \$2,141

ARDF	SPDF	ARDF
11 X 17	Letter or Legal	Letter or Legal

Toner \$39 (9K) \$.0043	Toner \$60.18 (10.4K) \$.0058	Toner \$135 (25K) \$.0054
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Integrated Cloud Environment: (Advanced License)

1 year \$289
5 year \$1,156

Please feel free to contact me with any questions. 942-2226 X203 or 944-5297 Cell

Thank you


Philip W. Levesque
President

