

HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

JULY 2nd, 2018

7:00 P.M.

6:00 p.m. – Finance & Administration Committee

- A. PLEDGE OF ALLEGIANCE
- B. CONSENT AGENDA
 - 1. SIGNATURES
 - 2. SECRETARY'S REPORTS
 - a. Council Budget Work Session Minutes – May 23, May 29, May 30, 2018
 - 3. COMMUNICATIONS
 - 4. REPORTS
 - a. Finance Committee Minutes – June 4, 2018
 - b. Infrastructure Committee Minutes – None
 - 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 the proposed Fees Ordinance amendments—*referred by Town Council on June 18th*
 - 3. NOMINATIONS – APPOINTMENTS – ELECTIONS

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

4. UNFINISHED BUSINESS

5. NEW BUSINESS

- a. Recommend Council authorization for the expenditure of \$2,514.65 from the Roads/Streets Reserve account (03-761-00) for the purpose of repairs to the pedestrian traffic signal at the intersection of Western Avenue and Route 1A – requested by DPW Director Sean Carrier
- b. Councilor Conduct – requested by Councilor McAvoy

E. COMMITTEE REPORTS

F. MANAGER'S REPORT

G. COUNCILORS' COMMENTS

H. ADJOURNMENT



HAMPDEN TOWN COUNCIL
FY19 BUDGET WORK SESSION
HAMPDEN MUNICIPAL BUILDING

AGENDA

MINUTES

WEDNESDAY, MAY 23, 2018

6:00 PM

TOWN COUNCIL CHAMBERS

Attending:

Mayor McPike

Councilor McAvoy

Councilor Cormier

Councilor Ryder

Councilor Marble

Councilor Wilde

Town Manager Angus Jennings

Town Clerk Paula Scott

DPW Director Sean Currier

James Chandler

CEO Myles Block

Eric Jarvi

- 1. Call to Order** – *Mayor McPike called the meeting to order at 6:00 p.m.*
- 2. Motion to add an item to agenda** – *Councilor Marble made a motion, seconded by Councilor Ryder to add an item to the agenda to discuss the water spigot installation. Unanimous vote in favor, 6-0.*

Resolution 2018-72

- 3. Councilor Marble made a motion, seconded by Councilor Ryder to approve the Little League to install a water spigot. Unanimous vote in favor, 6-0.**

Resolution 2018-73

4. Review of Proposed Town Manager FY19 Budget

- a. Capital Program** – *The proposed position of Town Engineer/Assistant DPW Director was discussed. Manager Jennings handed out a task list of duties currently under Director Currier that would be handled by the Engineer/Assistant Director, allowing the Director to focus on other duties. Discussed tree removal, discussed possible increase in price of fuel. Discussed the resurfacing of roads and the 10-year rotation. Director Currier passed out the scenario sheet comparing an 8 v 11-year rotation. Discussed use of GPS for data, vehicle replacement and capital program, advertising and contracted services. Councilors discussed construction of School House Lane and whether to repair both sides or one. Discussed possible funding scenarios with Environmental Trust. CEO Block spoke in support of the engineer for benefit in other departments. Eric Jarvi spoke urging Councilors to not have differing wage scales between union and non- union employees. A motion was made and seconded to support the engineer/assistant DPW Director position. Councilors Marble and McPike voted in favor, Councilors McAvoy, Ryder, Wilde and Cormier voted in opposition. Motion fails, 2-4. Manager Jennings stated that items reduced due to the possibility of the position will need to be adjusted, such as increasing contract services. Councilors voted to refer the departmental budget with amendment, to the June 4th Council meeting for further referral to public hearing, 4-2.*
- b. Municipal Building** – *Councilors reviewed budget as presented. Adjustment was made in the price of fuel and the gallons. Councilors voted to refer the departmental budget with amendment, to the June 4th Council meeting for further referral to public hearing, 5-1.*
- c. Reserves** - *Councilors reviewed budget as presented. Councilors voted to refer the departmental budget, to the June 4th Council meeting for further referral to public hearing, 6-0.*
- d. Sewer Budget** - *Councilors reviewed budget as presented. Councilors voted to refer the departmental budget, to the June 4th Council meeting for further referral to public hearing, 6-0.*
- e. Debt Service** - *Councilors reviewed budget as presented. Councilors voted to refer the departmental budget, to the June 4th Council meeting for further referral to public hearing, 6-0.*
- f. Tax Increment Financing** - *Councilors reviewed budget as presented. Councilors voted to refer the departmental budget, to the June 4th Council meeting for further referral to public hearing, 6-0.*

5. Adjourn – *With no further business, the meeting adjourned at 8:10 p.m.*

The next budget meeting will be held on Wednesday, May 29th at 6:00 p.m. at the Town Office, Town Council Chambers

Respectfully Submitted,

A handwritten signature in black ink that reads "Paula A. Scott". The signature is written in a cursive, flowing style.

Paula A. Scott, CCM
Town Clerk

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

TOWN OF HAMPDEN
IN THE TOWN COUNCIL

Terry McAvoy (3)
David I. Ryder (4)
Mark S. Cormier (A/L)

Resolution 2018-74

Adoption: May 23rd, 2018

RESOLUTION TO REFER SECTIONS OF PROPOSED FY19 BUDGET TO TOWN COUNCIL FOR FURTHER CONSIDERATION AND REFERRAL TO PUBLIC HEARING

RESOLVED, the Hampden Town Council hereby give notice that they have referred with their recommendation the following sections of the Town Manager's proposed FY19 Budget, as may be amended, for further consideration by the Town Council:

Capital Program	60 Sewer Budget (revenue)
Reserves	50-10 Debt Service
01-10 Municipal Building	67-10 Tax Increment Financing (TIF)
60-10 Sewer Budget (expense)	

IT IS FURTHER RESOLVED, that copies of the above-named sections, including any and all amendments, clarifications, or notations added by vote of a majority of Councilors, shall be made available for public inspection in hard copy and on the Town website on Tuesday, May 29th;

IT IS FURTHER RESOLVED, that the Town Manager shall cause the Town Clerk to post in public locations and to the Town website the above-named sections, together with all other sections of the budget referred by the Council, by the close of business hours on Thursday, May 31st;

IT IS FURTHER RESOLVED, that at its regularly scheduled meeting on June 4, the Town Council shall vote to refer the above-named sections, together with all other sections of the budget referred by the Council, each in its present form or as may be amended prior to said Council vote, for further consideration at a duly noticed public hearing on Monday, June 18th.

This order is adopted on May 23rd, 2018.

Town Clerk:

ORDERED by a majority of the Town Council:



Paula Scott



HAMPDEN TOWN COUNCIL
FY19 BUDGET WORK SESSION
HAMPDEN MUNICIPAL BUILDING

AGENDA

MINUTES

TUESDAY, MAY 29, 2018

6:00 PM

TOWN COUNCIL CHAMBERS

Attending:

Mayor McPike

Councilor McAvoy

Councilor Cormier

Councilor Ryder

Councilor Marble

Councilor Wilde

Town Manager Angus Jennings

Town Clerk Paula Scott

Library Director Debbie Lozito

Assessor Kelley Karter

Town Planner Karen Cullen

IT Specialist Kyle Severance

Rec Director Shelley Abbott

CEO Myles Block

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

2. **Review of Proposed Town Manager FY19 Budget**
 - a. **Library** – *Discussed the adjustment to fuel costs due to new contract. Director Lozito answered questions on books, publications and the endowment. Councilors voted to refer the departmental budget to the June 4th Council meeting for further referral to public hearing, 6-0.*

 - b. **Recreation** – *Councilors voted to refer the departmental budget to the June 4th Council meeting for further referral to public hearing, 6-0.*

 - c. **Rec Programs**- *Discussed program revenues categorized by seasons. Discussed comparisons to last years and that the revenue and expenses*

stay constant. Rec Director answered questions about turf maintenance which simply means lawns and fields. Discussed moving this to buildings and grounds in the future. Councilors voted to refer the departmental budget to the June 4th Council meeting for further referral to public hearing, 6-0.

- d. Skehan Center** - *Discussed the projected fuel increase. Discussed snow removal contract versus the Town doing it. It is a manpower issue and not an equipment issue. Councilors voted to refer the departmental budget to the June 4th Council meeting for further referral to public hearing, 5-1. (McAvoy)*
- e. Pool** – *Discussed salaries and wages, cost of fuel, water and sewer. Discussed the draining and refilling of the pool. Discussed the projected revenue in relation to projected expenses. Councilors voted to refer the departmental budget to the June 4th Council meeting for further referral to public hearing, 5-1. (McAvoy)*
- f. Planning/Assessing** – *Discussed the fees for Trio Software. Discussed legal fees, especially regarding Service Fees. Discussed the contract Planner wages from the TIF. Councilors voted to refer the departmental budget to the June 4th Council meeting for further referral to public hearing, 6-0.*
- g. Economic Development** – *Discussed that economic development related expenses can be paid from TIF. Discussed reopening discussions with Emera to amend terms of eligible expenses. Councilors voted to refer the departmental budget to the June 4th Council meeting for further referral to public hearing, 6-0.*
- h. GIS/IT** - *Councilors voted to refer the departmental budget to the June 4th Council meeting for further referral to public hearing, 6-0.*
- i. Capital Program (cont. from 5/23)** – *Discussed Suckerbrook/Baker Rd and the DPW equipment reserve, reduction of payments and seed for replacement. Discussed use of TIF funds, Baker Rd to be done in house, Suckerbrook with either TIF or ET funds. Discussed the replacement schedule for the ambulances, SCBA gear, cruiser replacement and truck for public safety. Much discussion on School House Lane repair or reconstruction and funding options. **Continued to 5/30.***
- j. Reserves (cont. from 5/23)** **Did not discuss, continued to 5/30.**

- 3. Adjourn** – *With agreement to continue items i. and j., the meeting adjourned at 8:15 p.m.*

The next budget meeting will be held on Wednesday, May 30th at 6:00 p.m. at the Town Office, Town Council Chambers

Respectfully Submitted,

A handwritten signature in black ink that reads "Paula A. Scott". The signature is written in a cursive style with a large initial 'P' and 'S'.

*Paula A. Scott, CCM
Town Clerk*

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

TOWN OF HAMPDEN
IN THE TOWN COUNCIL

Terry McAvoy (3)
David I. Ryder (4)
Mark S. Cormier (A/L)

Resolution 2018-75

Adoption: May 29th, 2018

RESOLUTION TO REFER SECTIONS OF PROPOSED FY19 BUDGET TO TOWN COUNCIL FOR FURTHER CONSIDERATION AND REFERRAL TO PUBLIC HEARING

RESOLVED, the Hampden Town Council hereby give notice that they have referred with their recommendation the following sections of the Town Manager's proposed FY19 Budget, as may be amended, for further consideration by the Town Council:

20-10 Library

20-01, 20-05, 20-10 Recreation

20-20 Lura Hoit Pool

01-25 Assessor/Planning

01-30 Economic Development

01-02 GIS/IT

IT IS FURTHER RESOLVED, that copies of the above-named sections, including any and all amendments, clarifications, or notations added by vote of a majority of Councilors, shall be made available for public inspection in hard copy and on the Town website on Thursday, May 31st;

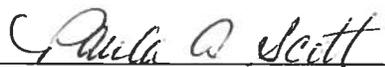
IT IS FURTHER RESOLVED, that the Town Manager shall cause the Town Clerk to post in public locations and to the Town website the above-named sections, together with all other sections of the budget referred by the Council, by the close of business hours on Thursday, May 31st;

IT IS FURTHER RESOLVED, that at its regularly scheduled meeting on June 4, the Town Council shall vote to refer the above-named sections, together with all other sections of the budget referred by the Council, each in its present form or as may be amended prior to said Council vote, for further consideration at a duly noticed public hearing on Monday, June 18th.

This order is adopted on May 29th, 2018.

Town Clerk:

ORDERED by a majority of the Town Council:



Paula Scott



HAMPDEN TOWN COUNCIL
FY19 BUDGET WORK SESSION
HAMPDEN MUNICIPAL BUILDING

AGENDA

MINUTES

WEDNESDAY, MAY 30, 2018

6:00 PM

TOWN COUNCIL CHAMBERS

Attending:

Mayor McPike

Councilor McAvoy

Councilor Cormier

Councilor Ryder

Councilor Wilde

Town Manager Angus Jennings

Town Clerk Paula Scott

DPW Director Currier

CEO Myles Block

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

2. **Review of Proposed Town Manager FY19 Budget**
 - a. **Capital Program – Continued from 5/29** – *Discussed the set aside of \$20,000 for parking lot paving. Discussed the Suckerbrook culvert replacement by using Emera TIF or Environmental Trust funds. Discussed the \$50,000 in solid was supposed to be in stormwater. Discussed the future Shaw Brook and Suckerbrook Watershed Management Plan funding. Discussed the Manning Mill Bridge deck and stabilization time frame. Discussed starting in FY20 putting in streets and roads. Discussed setting some aside for Sawyer for FY20, and Coldbrook Rd. water infrastructure. Discussed LED lighting and town center lighting repair which could possibly be funded from a down town TIF. Discussed the Route 1A & Route 202 signalization being outdated, anticipated at a cost of approximately \$250,000. Discussed financing options for School House Lane, Western Ave. sidewalk and the balance of encumbrances in the Host Community Benefit account. Discussed possible rip rap for bank stabilization at the marina,*

possible Chevron consent decree funds. Discussed the air handler system for the pool and reviewed the replacement schedule. Life is now extended due to her preventative maintenance. Manager will look at the endowment. Councilor McAvoy clarified that Rec reserve funds can be used for pool expenses. Discussed the code requirements for the concrete at the sand and salt shed. Discussed replacement pumps on Summer and Ferry St. stations. Discussed the Bangor WWTP costs. Reduced the cost of book restoration due to a clerical error. Discussed engaging a study for Public Works to determine if department responsibilities should be contracted out v in-house work with no consensus to fund a study. Councilors voted to refer the departmental budget to the June 4th Council meeting for further referral to public hearing. 5-1.

b. Reserves – Continued from 5/30 – *Discussion on the reserves was held in conjunction with discussion with the Capital Program. Councilors voted to refer the departmental budget to the June 4th Council meeting for further referral to public hearing. 5-1.*

3. Adjourn – *With no other business to discuss the meeting adjourned at 7:37 p.m.*

The budget will be presented for referral at the Town Council meeting on June 4th, at 7:00 p.m. at the Town Office, Town Council Chambers.

Respectfully Submitted,



Paula A. Scott, CCM
Town Clerk



HAMPDEN TOWN COUNCIL
FY19 BUDGET WORK SESSION
HAMPDEN MUNICIPAL BUILDING

AGENDA

MINUTES

WEDNESDAY, MAY 30, 2018

6:00 PM

TOWN COUNCIL CHAMBERS

Attending:

Mayor McPike

Councilor McAvoy

Councilor Cormier

Councilor Ryder

Councilor Wilde

Town Manager Angus Jennings

Town Clerk Paula Scott

DPW Director Currier

CEO Myles Block

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

2. Review of Proposed Town Manager FY19 Budget

a. Capital Program – Continued from 5/29 – *Discussed the set aside of \$20,000 for parking lot paving. Discussed the Suckerbrook culvert replacement by using Emera TIF or Environmental Trust funds. Discussed the \$50,000 in solid was supposed to be in stormwater. Discussed the future Shaw Brook and Suckerbrook Watershed Management Plan funding. Discussed the Manning Mill Bridge deck and stabilization time frame. Discussed starting in FY20 putting in streets and roads. Discussed setting some aside for Sawyer for FY20, and Coldbrook Rd. water infrastructure. Discussed LED lighting and town center lighting repair which could possibly be funded from a down town TIF. Discussed the Route 1A & Route 202 signalization being outdated, anticipated at a cost of approximately \$250,000. Discussed financing options for School House Lane, Western Ave. sidewalk and the balance of encumbrances in the Host Community Benefit account. Discussed possible rip rap for bank stabilization at the marina,*

possible Chevron consent decree funds. Discussed the air handler system for the pool and reviewed the replacement schedule. Life is now extended due to her preventative maintenance. Manager will look at the endowment. Councilor McAvoy clarified that Rec reserve funds can be used for pool expenses. Discussed the code requirements for the concrete at the sand and salt shed. Discussed replacement pumps on Summer and Ferry St. stations. Discussed the Bangor WWTP costs. Reduced the cost of book restoration due to a clerical error. Discussed engaging a study for Public Works to determine if department responsibilities should be contracted out v in-house work with no consensus to fund a study. Councilors voted to refer the departmental budget to the June 4th Council meeting for further referral to public hearing. 5-1.

b. Reserves – Continued from 5/30 – *Discussion on the reserves was held in conjunction with discussion with the Capital Program. Councilors voted to refer the departmental budget to the June 4th Council meeting for further referral to public hearing. 5-1.*

3. Adjourn – *With no other business to discuss the meeting adjourned at 7:37 p.m.*

The budget will be presented for referral at the Town Council meeting on June 4th, at 7:00 p.m. at the Town Office, Town Council Chambers.

Respectfully Submitted,



*Paula A. Scott, CCM
Town Clerk*

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

TOWN OF HAMPDEN
IN THE TOWN COUNCIL

Terry McAvoy (3)
David I. Ryder (4)
Mark S. Cormier (A/L)

Resolution 2018-76

Adoption: May 30th, 2018

RESOLUTION TO REFER SECTIONS OF PROPOSED FY19 BUDGET TO TOWN COUNCIL FOR FURTHER CONSIDERATION AND REFERRAL TO PUBLIC HEARING

RESOLVED, the Hampden Town Council hereby give notice that they have referred with their recommendation the following sections of the Town Manager's proposed FY19 Budget, as may be amended, for further consideration by the Town Council:

Capital Program
Reserves

IT IS FURTHER RESOLVED, that copies of the above-named sections, including any and all amendments, clarifications, or notations added by vote of a majority of Councilors, shall be made available for public inspection in hard copy and on the Town website on Thursday, May 31st;

IT IS FURTHER RESOLVED, that the Town Manager shall cause the Town Clerk to post in public locations and to the Town website the above-named sections, together with all other sections of the budget referred by the Council, by the close of business hours on Thursday, May 31st;

IT IS FURTHER RESOLVED, that at its regularly scheduled meeting on June 4, the Town Council shall vote to refer the above-named sections, together with all other sections of the budget referred by the Council, each in its present form or as may be amended prior to said Council vote, for further consideration at a duly noticed public hearing on Monday, June 18th.

This order is adopted on May 30th, 2018.

Town Clerk:

ORDERED by a majority of the Town Council:


Paula Scott

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, June 4th, 2018

MINUTES

Hampden Town Office

Attending:

*Councilor Terry McAvoy, Chair
Mayor Ivan McPike
Councilor Mark Cormier
Councilor Dennis Marble
Councilor David Ryder
Councilor Stephen Wilde
Town Manager Angus Jennings
Town Attorney Ed Bearor*

*Incoming Manager Jim Chandler
Town Clerk Paula Scott
DPW Director Sean Currier
Rec Director Shelley Abbott
Bangor Asst. City Mgr Mike Crooker
Resident Walt Cupples
Resident Marge Lawrence
Residents*

Chairman McAvoy called the meeting to order at 6:00 p.m.

1. Meeting Minutes

a. May 21st, 2018 – *There was a motion by Councilor Marble seconded by Mayor McPike to approve the minutes. Approved 6-0.*

2. Review & Sign Warrants – *Warrants were presented and signed. Mayor McPike asked about expenditures to Nicklebeth Turf on warrants #92 and #94 totaling \$16,220 and wanted to ensure that these expenses were properly budgeted in the proposed FY19 budget, noting that the total expenses exceed the budgeted amount for grub prevention in the Buildings & Grounds budget. Manager Jennings verified that the costs had been properly budgeted for FY19, and that these invoices had been paid out of the Buildings & Grounds budget and the Rec Budget.*

3. Unfinished Business – *None.*

4. New Business

a. Recommend Council authorization to expend funds from the Personnel Reserve Account (3-733-00) for the purpose of paying accrued vacation and a portion of accrued sick time to a departing employee – *Motion by Chairman McAvoy seconded by Councilor Marble to recommend Council authorization to expend \$8,735.21 for the purpose of paying accrued vacation and a portion*

of accrued sick time to departing employee Angus Jennings in accordance with the Town personnel policy. Motion passed 6-0.

- b. Recommend award of the concrete work for the DPW Salt Building bid to C W Martin Concrete** – requested by DPW Director Currier – Motion by Mayor McPike seconded by Councilor Marble to recommend Council award of the bid for concrete work at the DPW Salt Shed to C.W. Martin Concrete, with an amount not to exceed \$40,400. Motion passed 6-0.
- c. Request for Council authorization for the expenditure of an amount not to exceed \$40,400 from the Solid Waste Reserve Account (3-777-00) for concrete work for the new DPW Salt Building** – requested by DPW Director Currier – Manager Jennings advised that this reserve funding had been previously authorized by the Council in October 2017, so no vote is needed. The item was passed over.
- d. Recommend award of the carpentry work for the DPW Salt Building bid to Complete Construction** – requested by DPW Director Currier – Motion by Mayor McPike seconded by Councilor Marble to recommend Council award of the bid for carpentry work at the DPW Salt Shed to Complete Construction, with an amount not to exceed \$35,000. Motion passed 6-0.
- e. Request for Council authorization for the expenditure of an amount not to exceed \$35,000 from the Solid Waste Reserve Account (3-777-00) for carpentry work for the new DPW Salt Building** – requested by DPW Director Currier – Manager Jennings advised that this reserve funding had been previously authorized by the Council in October 2017, so no vote is needed. The item was passed over.
- f. Committee review and discussion regarding the possible waiver and consent agreement with Waste Management to allow delivery of MSW to PERC for a waiver fee** – There was discussion of the terms recently approved by the MRC Board whereby communities may choose to pay a waiver fee in order to send waste to PERC rather than to landfill during the “bridge period” prior to full operations at Fiberight. It was reported that, with the waiver fee, the per ton cost would go to \$120/ton instead of the contracted cost of \$70/ton. The Committee agreed this did not make sense to pursue. Councilor Marble said that the consequence of the extended bridge period is anti-environmental, due to landfilling, and said he hopes that MRC and Fiberight would minimize what appears to be an

irresponsible method of waste disposal.

- g. Recommend Council waiver of the residency requirement for new Town Manager James Chandler** – *Motion by Councilor Marble seconded by Councilor Wilde to recommend Council waiver of the residency requirement for new Town Manager James Chandler. Mayor McPike asked what kind of timeframe? Incoming Manager Chandler said it may be next spring. Councilor Wilde said that this requirement in the Town Charter seems kind of antiquated. Motion passed 6-0.*
- h. Recommend Council referral of proposed FY19 budget to public hearing for June 18th** – *Manager Jennings said that the Council will be asked to refer a proposed budget to public hearing, and presented a series of slides summarizing the budget process to date, major topics discussed during the budget process, factors affecting FY19 costs and revenues, and summarized recommended changes he asked the Council to incorporate prior to referral. These changes included increases and decreases in various personnel line items for Administration, Police, Fire and Recreation with a net impact of adding \$9,576 to the budget; these changes were due to updates to the personnel budgeting workbook, and included applying 2% COLA to public safety. He also recommended funding The Bus for the full year at the amount initially proposed of \$106,352. He noted that a reduced local share of Bus costs may result from a process now underway in Bangor, but because any changes in the funding allocation are not yet official it is recommended to budget for the original amount. He also reported that a decision on the Service Fee litigation had been received today and was not favorable to the town, so he is recommending a reduction of \$4,430 in budgeted FY19 Service Fee revenues.*

Councilor Ryder asked about applying COLA at 2% across the board, not just union, and Manager Jennings advised this would add about \$17,000 to the budget. Chairman McAvoy said this would be more equitable, and Councilor Marble said this would avoid staff morale issues if all parts of the organization receive the same COLA. Mayor McPike agreed. Councilor Cormier said that union members pay dues whereas non-union employees do not. There was a call for a vote and the recommendation to apply 2% COLA across the board passed 5-1 with Councilor Cormier opposed.

There was discussion of Schoolhouse Lane, which is proposed for complete reconstruction in the draft budget. Councilor Wilde asked if the cost of paving could be broken out so that this could be either reduced from the project budget (with paving costs coming out of the

paving budget for FY19) or reduced from the paving budget (with the costs paid from the street construction budget). Manager Jennings asked DPW Director to prepare an estimate of the road paving costs for inclusion in the June 18 meeting packet.

Resident Marge Lawrence spoke in favor of the bus, saying that it helps make Hampden a livable community. Resident Walt Cupples of 213 Canaan Road said he's lived in Hampden 30 years and it is the best of both worlds, between Hampden and Bangor. He said the bus is a critical link and we would like to see service expanded in the future, but for the current budget process would like to keep the current level of service. Marge Lawrence said that people live here who couldn't live in Hampden without the bus. People also need it if injured, and as they get older. She said it's a needed service.

Councilor Ryder asked about the estimated mil rate impact of the proposed budget. Manager Jennings said that an estimate would be prepared for inclusion in the June 18 meeting materials.

There was a motion to refer the proposed budget to public hearing, including the recommended changes discussed tonight (including funding for the bus, the 2% COLA, and the other revisions to various personnel lines). The motion passed 4-2 with Councilors Cormier and Wilde opposed.

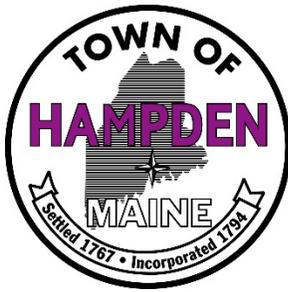
5. Public Comment – None.

6. Committee Member Comments – *Councilor Wilde said this has been a really tough budget season. Proposed school, County, water rate increases have contributed to a proposed \$1.3 million increase, which could have been even higher. He said that the Councilors will still be looking closely at it over the next couple of weeks.*

7. Adjournment

There being no further business, the meeting was adjourned at 6:56 PM.

Respectfully submitted –
Angus Jennings, Town Manager



Town of Hampden
Land & Building Services

Memorandum

To: Town Council
From: Karen M. Cullen, AICP, Town Planner *KME*
Date: June 21, 2018
RE: Proposed Amendments to Fees Ordinance

Due to the changes in the Zoning Ordinance related to the application process for conditional uses and for site plan review, the attached amendments to the Fees Ordinance are proposed. In addition, the amendments add draw accounts for construction inspection under Section 2.12, Subdivision Ordinance, and 2.16.10, Site Plan Review Applications; these apply whenever there is infrastructure to be accepted by the Town of Hampden, to ensure the installation of the infrastructure is done correctly. Finally, the amendments delete Section 2.16.11, Commercial Secure Landfill Applications, since this will never be used again in Hampden (i.e. there will not be any more landfills here, per the Zoning Ordinance).

The Planning & Development Committee reviewed these proposed amendments on June 20, 2018 and have recommended they be adopted by Town Council.

TOWN OF HAMPDEN

Town of Hampden, Maine
Fees Ordinance

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

Deletions are ~~Strikethrough~~ Additions are Underlined

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

2.11.1. Permit Application Fee (Public Hearing Required) \$125.00

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
on existing road (Amended 5/15/17) \$150.00 plus \$50.00/lot

with new road \$500.00 plus \$50.00/lot

Draw Account Deposit (for technical review)^{1,2,3} \$2,000.00

(Amended 5/15/17)

2.12.5. Major Subdivision Final Plan (Amended 5/15/17)

Following Preliminary Plan \$150.00 plus \$20.00 per lot

If no Preliminary Plan \$500.00 plus \$50.00 per lot

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} \$5,000.00

(Required prior to the start of construction for any subdivision with infrastructure that is proposed to be accepted by the Town of Hampden.)

2.12.6~~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.

~~⁺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. Upon exhausting in excess of 75% of the funds in the original deposit, the applicant shall provide additional funding increments of 50% of the original deposit. Any remaining funds held in the draw account upon completion of the review process shall be returned to the applicant. (Amended 5/15/17)~~

2.14. Waste Disposal Facility Licensing Ordinance

2.14.1. Application Fee \$50,000.00

This is a draw account to be used by the Council to hire consultants as necessary to review the proposal. If at any time 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.

2.16. Zoning Ordinance

2.16.1. 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.

(Plumbing Permit Application) *State Regulated*

2.16.2. Demolition/Earth Moving Permit Application

2.16.2.1 Demolition (residential-with sewer connection) \$100.00
(Amended 5/15/17)

2.16.2.2 Demolition (residential-no sewer connection) \$ 50.00
(Amended 5/15/17)

2.16.2.3 Demolition (commercial) \$150.00
(Amended 5/15/17)

2.16.2.4 Earth Moving (Code Enforcement Issued) \$100.00
(Amended 5/15/17)

2.16.2.5 Earth Moving (Planning Board Issued) \$200.00
(Amended 5/15/17)

2.16.3. Sign Permit Application \$25.00 per sign

2.16.4. Certificate of Compliance or Occupancy

2.16.4.1 Certificate of Compliance Application \$100.00
(Amended 5/15/17)

2.16.4.2 Certificate of Occupancy Application \$100.00
(Amended 5/15/17)

2.16.4.3 Dual applications (filed together) \$150.00
(Amended 5/15/17)

2.16.5. 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)

2.16.8. Zoning Board of Appeals Variance Application

2.16.8.1. General Variance \$250.00

2.16.8.2. Dimensional Variance \$250.00

2.16.8.3. Disability Variance Free

2.16.8.4. Administrative Appeal Application \$250.00

2.16.8.5 Cost for public notices and mailings At cost

2.16.9. Zoning Ordinance Map Amendment Request <i>(Amended 5/15/17)</i>		
2.16.9.1	Amendment Application <i>(Amended 5/15/17)</i>	\$650.00
2.16.9.2	Cost for public notices and mailings	At cost
2.16.10. Site Plan Review Applications		
2.16.10.1.	Minor Development Revision <i>This includes reuse proposal or new structures with less than 3,000 sq. ft., and total site improvements of less than 5,000 sq. ft</i>	\$75.00
2.16.10.23.	Major Development Site Plan	
2.16.10.3.1	Less than 1 acre of land disturbance	\$500.00
2.16.10.3.2	1 to < 3 acres of land disturbance	\$750.00
2.16.10.3.3	3 to < 5 acres of land disturbance	\$1,000.00
2.16.10.3.4	5 acres or more of land disturbance	\$1,500.00
	<i>This includes new structures in excess of 20,000 sq. ft or developments with more than 50,000 sq. ft. of site improvements</i>	
2.16.10.32.	All Others Minor Site Plan	\$150.00
2.16.10.4	Draw Account Deposit (for technical review) ^{1, 2, 3} <i>(Amended 5/15/17)</i>	
2.16.10.4.1	General Engineering <i>(Amended 5/15/17)</i>	\$800.00
2.16.10.4.2	Stormwater Analysis <i>(Where proposed use disturbs more than one acre 20,000 sq. ft. of land).</i> <i>(Amended 5/15/17)</i>	\$600.00
2.16.10.4.3	Traffic Analysis <i>(Where proposed use will generate at least 350 average daily trip ends).</i> <i>(Amended 5/15/17)</i>	\$1,000.00
2.16.10.4.4	Construction Inspections ^{2, 3} <i>(Where proposal includes any infrastructure proposed to be accepted by the Town of Hampden.)</i>	\$5,000
2.16.10.5	Cost for public notices and mailings <i>(Amended 5/15/17)</i>	At cost

^{2,1} 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 ~~completion of the review process~~ 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)*

~~2.16.11. Commercial Secure Landfill Applications \$0.005/cubic yard of capacity~~

~~(Application to expand or construct a Commercial Secure Landfill in addition to the above fees).~~

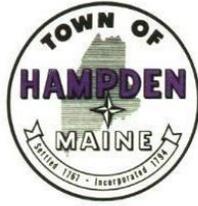
~~2.16.11.1 Cost for public notices and mailings At cost
(Amended 5/15/17)~~

~~2.16.12-11 DELETED Conditional Use Applications (Amended 5/15/17)~~

~~2.16.1211.1 DELETED Conditional Use without site plan (Amended 5/15/17) \$75~~

~~2.16.1211.2 DELETED Conditional Use with site plan (Amended 5/15/17) \$50
(This is in addition to the site plan review application fee)~~

~~2.16.1211.3 DELETED Cost for public notices and mailings (Amended 5/15/17) At Cost~~



D-5-a

TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

June 26, 2018

To: Jim Chandler
From: Sean Currier
Subject: Roads/Streets Reserve Fund Request

The Public Works Department is requesting approval to use Roads/Streets reserve funds (**03-761-00**) in the amount of \$2,541.65 to pay for the repair of the pedestrian traffic signal completed by the City of Bangor in June 2018.

The repair was an unbudgeted expense, therefore reserve funds are being requested.

Thank you for your consideration.

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

Sean Currier



INVOICE: 5200001743 PAGE 1
 DATE: Jun 21, 2018 OF 1
 SERVICE: PUBLIC WORKS
 CUSTOMER PO:
 CUSTOMER PH:
 TERMS: 30 DAYS
 DUE DATE: Jul 21, 2018

CUSTOMER NO: 0000059109

HAMPDEN, TOWN OF
 106 WESTERN AVENUE
 HAMPDEN, ME 04444

RECEIVED
 JUN 25 2018
 BY:

SERVICE ADDRESS:

HAMPDEN, TOWN OF
 106 WESTERN AVENUE
 HAMPDEN, ME 04444

-----DESCRIPTION-----	QTY	UNIT PRICE	TOTAL PRICE	TAX
W.O.#4826-N. MAIN ST. @ WESTERN AVE.-TROUBLESHOOT PED. WIRING MATERIALS:SMART MMU & ECONO- LITE CONTROLLER	1.00	2,279.230	2,279.23N	
PUBLIC WORKS ADMIN COSTS	1.00	103.180	103.18N	
CITY WIDE OVERHEAD	1.00	57.240	57.24N	
ELECTRICAL MATERIALS	1.00	102.000	102.00N	

need to o o Request 3-761-00

Acct. No. 3-761-00
 DEPARTMENT HEAD SIGNATURE [Signature]
 DATE 6/26/18

FOR QUESTIONS CONCERNING THIS INVOICE,
 PLEASE CONTACT THE PUBLIC WORKS
 DEPARTMENT AT (207) 992-4507.

TOTAL CHARGES: 2,541.65
 TOTAL TAX: 0.00

 TOTAL INVOICE: 2,541.65
 PAYMENTS: 0.00
 ADJUSTMENTS: 0.00
 TOTAL DUE: 2,541.65