



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

.....
MONDAY

May 6th, 2019

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

- A. PLEDGE OF ALLEGIANCE
- B. CONSENT AGENDA
 - 1. SIGNATURES
 - 2. SECRETARY'S REPORTS
 - a. April 16th, 2019
 - 3. COMMUNICATIONS
 - a. Renewal Victualer's license – Angler's Restaurant
 - 4. REPORTS
 - a. Finance Committee Minutes – 04/01/2019
 - b. Infrastructure Committee Minutes – 03/25/2019
 - c. Planning & Development Committee Minutes – 03/06/2019
 - d. Services Committee Minutes – 02/11/2019
- C. PUBLIC COMMENTS
- D. POLICY AGENDA
 - 1. NEWS, PRESENTATIONS & AWARDS
 - 2. PUBLIC HEARINGS
 - 3. NOMINATIONS – APPOINTMENTS – ELECTIONS
 - 4. UNFINISHED BUSINESS
 - 5. NEW BUSINESS
 - a. Council approval of a renewal Liquor license for Angler's Restaurant, located at 91 Coldbrook Rd., owned and operated by Albert Hall IV of Swanville

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

AGENDA

- b. Council referral to Public Hearing – Potential Sewer Rate increase – *referral from Infrastructure Committee*
- c. Council referral to Public Hearing proposed Amendments to Fees Ordinance – Sewer Rates – *referral from Infrastructure Committee*
- d. Council referral to Public Hearing proposed Amendments to the Outdoors Facilities Ordinance – *referral from Services Committee*
- e. Request for authorization for the expenditure of \$10,000 from Equipment Reserve account (3-717-00) for a down payment on a public works truck– *referral from Finance & Administration Committee*
- f. Request for authorization for bid process waiver and permission to complete the purchase of a public works truck on July 1st – *referral from Finance & Administration Committee*
- g. Request for authorization for the expenditure of an amount up to \$30,000 from Equipment Reserve account (3-717-00) for the purchase of a public works pick-up truck – *referral from Finance & Administration Committee*
- h. Request for authorization for the expenditure of an amount up to \$46,000 from Fire Truck Reserve account (3-741-00) for the purchase of a public safety utility truck - *referral from Finance & Administration Committee*
- i. Town Manager’s presentation of the proposed FY20 budget message and budget

- E. COMMITTEE REPORTS
- F. MANAGER’S REPORTS
- G. COUNCILOR’S COMMENTS
- H. ADJOURNMENT



**HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES**

.....
TUESDAY
.....

April 16th, 2019

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

Attending:

Mayor McPike

Councilor Ryder

Councilor Marble

Councilor Jarvi

Councilor McAvoy

Jim Chandler, Town Manager

Paula Scott, Town Clerk

Sean Currier, DPW Director

Tammy Ewing, Finance Director

Marie Baker

Members of Sgt. Bailey's family

Members of Sgt. Webber's family

Members of the Dep't of Public Safety

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

- A. PLEDGE OF ALLEGIANCE** – *Mayor McPike invited the audience to join in the Pledge of Allegiance, led by Chris Bailey.*
- B. CONSENT AGENDA** – *Councilor McAvoy made a motion, seconded by Councilor Wright, to approve the consent agenda. Unanimous, 6-0.*

Resolution 2019-41

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. **April 4, 2019**

3. COMMUNICATIONS

- a. **Written testimony regarding LD1371 and Cable Consortium – Kyle Severance, IT Specialist**
- b. **Status of Abatements and Supplemental bills issued to date – Kelly Karter, Assessor**
- c. **Information regarding in-kind documentation of Hampden staff time for BACTS FY2019 annual audit preparation**
- d. **Notification of a State of Maine public hearing to be held on Friday, April 26th for the potential approval of an agency liquor store at the Tradewinds Variety**
- e. **Status of Real Estate and Personal Property Tax collections – Barbara Geaghan, Tax Collector**

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

4. REPORTS

- a. **Finance Committee Minutes – 3/18/2019**
- b. **Infrastructure Committee Minutes – None**
- c. **Planning & Development Committee Minutes – 3/6/2019**
- d. **Services Committee Minutes – None**

C. PUBLIC COMMENTS – None

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

- a. **Reading of Proclamation for retiring Public Safety Director Joe Rogers** – Sgt. Bailey read a Proclamation honoring Joe Rogers on his retirement. (Attached, Exhibit A) Chief Rogers received the proclamation and thanked everyone in attendance. Mayor McPike called for comments. Past Town Manager Marie Baker spoke to the accomplishments of Chief Rogers and thanked him for all he did for Hampden.

2. PUBLIC HEARINGS - None

3. NOMINATIONS – APPOINTMENTS – ELECTIONS – Council consented to acting on items 3-b and c first.

- a. **Appointment of David Caliendo to the Edythe Dyer Library Board of Trustees – referral from Finance & Administration Committee - Councilor Marble made a motion, seconded by Councilor Wright, to appoint David Caliendo to the Edythe Dyer Library Board of Trustees. Unanimous, 6-0.**

Resolution 2019-42

- b. **Council confirmation of the appointment of Chris Bailey as the Hampden Public Safety Director –Jim Chandler, Town Manager - Town Clerk Paula Scott administered the Oath of Office to Chris Bailey for both the Fire Chief and Police Chief positions which are separate offices by statute.**

- c. **Appointment of Scott Webber as the Hampden Deputy Police Chief - Chris Bailey, Public Safety Director – Town Clerk Paula Scott administered the Oath of Office to Scott Webber for Deputy Police Chief**

4. UNFINISHED BUSINESS – None

5. NEW BUSINESS

- a. **Service Fees – Request approval for abatement requests based on 2% revenue threshold – Referral from Finance & Administration Committee**
- i. **Community Housing of Maine, requested abatement \$2,160.87 – Councilor Wright made a motion, seconded by Councilor Marble, to grant the abatement in the amount of \$2,160.87. Unanimous, 6-0. Resolution 2019-43**
 - ii. **New Communities, requested abatement \$5,963.17 – Councilor Wright made a motion, seconded by Councilor Marble, to grant the abatement in the amount of \$5,963.17. Unanimous, 6-0. Resolution 2019-44**
 - iii. **OHI George Street, requested abatement \$1,687.86 – Councilor Wright made a motion, seconded by Councilor Marble, to grant the abatement in the amount of \$1,387.86. Unanimous, 6-0. Resolution 2019-45**
 - iv. **OHI Patterson Road, requested abatement \$1,714.88 – Councilor Wright made a motion, seconded by Councilor Marble, to grant the abatement in the amount of \$1,714.88. Unanimous, 6-0. Resolution 2019-46**
 - v. **Penquis Mental Health Services, requested abatement \$2,080.09 – Councilor Wright made a motion, seconded by Councilor Marble, to grant the abatement in the amount of \$2,080.09. Unanimous, 6-0. Resolution 2019-47**
 - vi. **Acadia Hospital Corp./Aspenledge, requested abatement \$13,606.87 – No request, error noted at meeting, stricken. Agenda corrected 4/17/2019**
- b. **Request Council select Key Bank for issuance of a Bond Anticipation Note (BAN) with the proposed rate and terms for \$2,500,000 at 2.55% associated with financing Capital Improvement Projects to repair roads, bridges and install a new Fire Suppression Waterline to the Hampden Business and Commerce Park – Referral from Finance & Administration Committee – Councilor Wright made a motion, seconded by Councilor Marble, to award the Bond Anticipation Note to Key Bank. Unanimous, 6-0.**
- Resolution 2019-48*
- c. **Request for authorization for the Town Manager to transfer \$4,539.00 from the Computer Reserve account (3-711-00) for the purchase, setup and installation of a new Trio Network SQL Server for the Town Office – Referral from Finance & Administration Committee – Councilor Wright made a motion, seconded by Councilor Ryder, to authorize an expenditure in**

an amount up to \$4,539 for the purchase, set up and installation of a new Trio SQL server. Unanimous, 6-0.

Resolution 2019-48

E. COMMITTEE REPORTS

Planning & Development – Councilor Jarvi reported that the last meeting was a discussion on the Town Center and that there was a highschool student in attendance who spoke and to whom questions were asked. Committee agreed that the Town Center plan needs to be incorporated into the market study and members anticipate forming a citizen’s committee. Other business included discussions on zoning considerations.

Finance & Administration – Councilor Wright reported that all items voted on tonight were first discussed and referred out of Committee

Services – Councilor Marble reported that the last meeting was postponed until the 29th

Councilor Ryder – Reported that the next meeting is Monday the 22nd at 6:00 p.m.

F. MANAGER’S REPORT – Attached, Exhibit B

G. COUNCILORS’ COMMENTS

Councilor McAvoy – Offered commentary that the \$505,000 paid to the Water District for hydrant rental was half the amount of the entire Fire Department budget and it seemed more like a subsidy.

Councilor Jarvi – No comment

Councilor Wright – No comment

Councilor Marble – Stated that this was the best meeting ever and thanked everyone for attending

Councilor Ryder – Stated that he was an employee when Joe was first hired. He said the Fire and Police Departments didn’t really get along but Joe brought them together. He said two great guys filled his shoes.

Mayor McPike – Echoed Councilor Ryder’s comments. He reported that he was proud to have sat in on the interview process and that we are lucky to have a force like this. He recognized the first responders to the tragedy on the interstate that took the life of Trooper Campbell.

H. ADJOURNMENT – With no further business, the meeting adjourned at 7:35 p.m.

Respectfully Submitted,



*Paula A. Scott, CCM
Town Clerk*

Exhibit A



Proclamation Honoring Joseph L. Rogers on the Occasion of His Retirement

WHEREAS, Joseph "Joe" Rogers, Public Safety Director of the Town of Hampden Department of Public Safety will officially retire on May 1, 2019, after thirty-two years of outstanding and meritorious service to the residents of the Town of Hampden; and

WHEREAS, Joe began his public safety career with the Town in 1987, and as a result of diligent work and demonstrated ability, he successfully implemented a combined public safety department, advancing him to his final and most important position as Hampden's Public Safety Director in 1994, becoming the face of our Public Safety Department; and

WHEREAS, throughout his thirty-two years of service, Joe has also been an integral piece of the State of Maine's public safety community. As such, Joe has served as an example to his peers, and the residents of this community and this State, both in his personal and professional achievements, with fairness and dedication;

NOW, THEREFORE, BE IT RESOLVED, that we, the Members of the Hampden Town Council, take this opportunity to express our sincere and grateful appreciation, and hereby extend to Joseph "Joe" Rogers, our congratulations on his well-earned retirement, and our best wishes to him for continued success, happiness, and good health in the years to come

Mayor McPike, Town of Hampden



MEMORANDUM

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

TO: Town Council
FROM: Jim Chandler, Town Manager *JNC*
DATE: April 16, 2019
RE: Manager's Report – Activities Summary

Summary of recent and current activities in and around the Town of Hampden, including topics that may not be otherwise addressed on this Council Meeting Agenda.

Administrative Matters

Public Safety Director Promotional Process completed

- Sgt. Chris Bailey – Promoted to Public Safety Director
- Sgt. Scott Weber – Promoted to Deputy Police Chief

New Front Counter Administrative Assistant started, Amanda Day, who joins the Town from her former position in the private sector

We bid farewell and best wishes to Amy Millett, and hope she enjoys her new life in sunny Florida. She will be missed!!!

Recognition Reception for retiring Public Safety Director Joe Rogers will be in the Council Chambers from 2:00 until 4:30 PM, Wednesday, May 1st – all are welcome to visit and thank him for 32 years of service to the Town of Hampden

FY-2020 Budget Preparations

Department Budgets continue to be developed, with the most significant time spent focusing on recreating a Community & Economic Development Department, preparing to outsource Information Technology and addressing rate increases to sustain the Sewer Division

Capital Projects Management and Construction

The Coastal Resources – Fiberight facility continues to move toward commissioning and full commercial operations

- The Town received the latest revised Operations Manual and has determined that changes made will require the Planning Board to hold a Public Hearing in May

Rt1A Construction Bid Opening is tomorrow and may be viewed online at the link below, for WIN 011577.00 & 021692.00:

- https://www.maine.gov/tools/whatsnew/index.php?topic=DOT_projects&id=1193983&v=full-planholder-rfi-2016

B-3-a

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



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

April 29, 2019

Albert Hall IV
Angler's Restaurant
91 Coldbrook Rd.
Hampden, ME 04444

RE: Victualer's license for Angler's Restaurant

Dear Albert:

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

Please call if you have any questions.

Sincerely,

Paula
Town

Encl:

VICTUALER'S LICENSE CERTIFICATE

MUNICIPALITY OF HAMPDEN, MAINE

No. 19-09

To all whom these presents may concern: Date: May 07, 2019

KNOW YE, that Albert Hall IV, doing business as Angler's Restaurant has been duly licensed as a Victualer at 91 Coldbrook Rd in the Municipality of Hampden by said Municipality until 05/18, 2020, and has paid to the Municipal Treasurer the fee of One hundred Dollars (\$100.00).

Authorized Municipal Officer **CODE ENFORCEMENT OFFICER**

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday April 1st, 2019
6:00 P.M.
Hampden Town Office

MINUTES

Attending:

Councilor Wright, Chair

Mayor McPike

Councilor Ryder

Councilor Marble

Councilor Jarvi

Councilor McAvoy

Councilor Wilde (arriving at 6:15)

Town Manager Jim Chandler

Town Clerk Paula Scott

Rec Director Shelley Abbott

1. Approval of Minutes

- a. **March 18th, 2019** - *Councilor Marble made a motion, seconded by Councilor McAvoy, to approve the March 18th minutes. Unanimous, 6-0.*

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

3. Unfinished Business

- a. **Council rules review – standing item** – *Chairperson Wright noted that this item is on the Council agenda for sub committee appointment.*
- b. **Recommend Council abate the 2018 real estate taxes in the amount of \$1,118.72 assessed to the Estate of George Hand, further identified as Map 38 Lot 001** – *Councilor Marble made motion, seconded by Mayor McPike, to abate the 2018 real estate taxes assessed to the Estate of George Hand in the amount of \$1,118.72. Unanimous, 6-0.*
- c. **Recommend Council abate the 2017 real estate taxes in the amount of \$1,110.20 assessed to the Estate of George Hand, further identified as Map 38 Lot 001** – *Mayor McPike made a motion, seconded by Councilor Marble, to abate the 2017 real estate taxes assessed to the Estate of George Hand in the amount of \$1,110.20. Unanimous, 6-0.*

4. New Business

TOWN OF HAMPDEN
Finance & Administration Committee Meeting
Agenda
April 1st, 2019

- a. **Discussion regarding a potential Sewer rate increase and public hearing** – *Manager Chandler informed members that the City of Bangor will be increasing rates by 3.5%. Additionally, upcoming borrowing for sewer projects may also contribute to an increase in our rates. This is just notification that this information will be solidified and brought back to Council on the 16th for possible referral to public hearing for a rate increase.*

- 5. Manager's Items** – *In conjunction with discussion on potential sewer rate increase above, Manager Chandler discussed with committee members information on loans ready to retire, and repayment of future debt service with regard to tax payers vs. rate payers.*

- 6. Public Comment** - *None*

- 7. Committee Member Comments**
Mayor McPike – Stated that if needed in an emergency situation, we could forego a year of paying the \$100,000 annual payment to the General Fund from the Sewer Fund
Councilor Ryder – No comment
Councilor Wilde – Apologized for being late
Councilor Marble – No comment
Councilor Wright – Commented on the process by which items are added to the agenda
Councilor McAvoy – Commented with exception to points made by Councilor Wright

- 8. Adjournment** – *With no other business, the meeting adjourned at 6:40 p.m.*

Respectfully Submitted,

*Paula A. Scott, CCM
Town Clerk*

Town of Hampden

INFRASTRUCTURE COMMITTEE MEETING

Monday, March 25, 2019

MINUTES

Attending:

*Councilor McAvoy
Mayor McPike
Councilor Wilde
Councilor Marble*

*Jim Chandler, Town Manager
Sean Currier, Public Works Director
Paula Scott, Asst. Town Manager/
Town Clerk*

Councilor McAvoy called the meeting to order at 6:10 PM.

MINUTES

a. *March 25, 2019 Meeting – A Motion was made by Councilor McAvoy and seconded by Mayor McPike to approve the minutes. Motion carried – Unanimous.*

1. COMMITTEE APPLICATION & CITIZEN INITIATIVES

None

2. UNFINISHED BUSINESS

None

3. New Business

a. **Public Works Garage Lift System for Vehicle Repairs and Service Request of Public Works Director Sean Currier** - Councilor McAvoy requested a detailed report of where the FEMA funds during the 2018 windstorm were allocated, including labor and overtime. His main interest was the remaining funds of \$40,000.00 that was put into Reserve Fund accounts and not into the General Funds account. Town manager, Jim Chandler gave a detailed explanation as to how funds were allocated. Asst. Town Manager, Paula Scott retrieved records of fund allocation. There was further discussion. Explanation was given that the \$40,000.00 was monies requested by the Town Administration for benefit of the town, therefore being considered as a Grant. It was decided by Mayor McPike, Councilor Wilde and Councilor Marble that more time should be scheduled to discuss this matter, and come to an agreement in regards to purchasing the lifts. Town Manager Jim Chandler made mention of a special infrastructure meeting in mid-April to address this business. It was decided by all attending to solicit that request to the Committee Chair and get back to council on that decision.

Town of Hampden

- b. **Snow on Town ways being moved onto private property – Request of Councilor Wilde** – Councilor Wilde expressed concern of snow being pushed back at the Triangle and Old County Road, and that snow is being pushed onto properties instead of being taken away. This is causing concern for damage to vegetation, driveways and guardrails. Town Manager Chandler presented a map provided by Sean Currier that shows that the snow is visibly being moved onto a public right of way on the Triangle Road, not onto private property. On Old County Road the snow is being pushed around the guardrail, and down into a culvert, and a few small trees were damaged. Councilor Wilde stated that ditches and culverts are being filled with snow, and that is causing damage. Town Manager Chandler's concern is across the road on Triangle Road where the ditches are not deep enough, especially at the entrance of the condominium complex and up the road where there are large businesses, and ice jamming is a problem. It was agreed that no action be taken as of now. Discussion only.

5. Capital Projects Management

- a. **Schoolhouse Lane contract Award & Notice to Proceed-Award** has been made and Notice to Proceed. Project to begin May 6, 2019 at earliest (60 days construction), and completed by July. Councilor McAvoy inquired about savings. Director Currier informed him of the \$15,000.00 savings.
- b. **Engineering Consulting Services – Woodard & Curran Contract Support of Capital Projects** – This item was requested by Councilor Ryder. At the Town Manager Jim Chandler's request, Councilor Ryder is not at this meeting, so discussion will be deferred until he is present. Decision agreed by all attending.
- c. **Hampden Business & Commerce Park Fire Suppression Waterline** – Town Manager has had meetings with Woodard & Curran's engineer, Nate, who has been hired by Hampden Water District. They are engineering an alignment of the new water line that is going to be offset from Rt. 202 about 80 feet. The new estimate is \$499,359.00.
- d. **Town Marina Streetlight** – Light is on McLaughlin's property. Per Town Manager, he will bring future information regarding having the pole in a different location.

6. Staff Updates & Manager Items

- a. **Coastal Resources of Maine - Certificate of Occupancy Status Update** - Coastal Resources of Maine is looking to have outside storage. They will have to go to the DEP for approval before the town would agree to that. Fire Marshall and Fire Inspectors are still working with them regarding their fire safety. More discussion will take place as information is received on the policy. Town Manager

Town of Hampden

Chandler will be attending the MRC meeting, and will share the information he obtains on the First of the month.

4. PUBLIC COMMENTS

None

5. COMMITTEE MEMBER COMMENTS

Councilor Marble inquired about the status with F.W. Webb. Deal was closed on the sale. And we will be moving forward with the project.

6. ADJOURN

The meeting was adjourned at 7:40 p.m.

*Respectfully Submitted,
Nikole Jensen, Administrative Assistant*



Town of Hampden
Planning and Development Committee

Wednesday March 6, 2019, 6:00 pm

Municipal Building Council Chambers

Minutes

Attending:

Committee/Council

Eric Jarvi - Chair
 Dennis Marble
 Terry McAvoy
 David Ryder

Staff

Karen Cullen, Town Planner
 Jim Chandler, Town Manager
 Myles Block, CEO
 Chief Rogers, Public Safety Director

Public

Jim Davitt, , and
 Ladoiya Wells
 Wayne Reilly

Chairman Jarvi called the meeting to order at 6:00 pm.

1. Minutes for the February 6, 2019 meeting – **Motion** to approve as submitted made by Councilor Marble; second by Councilor McAvoy; carried 4/0/0.
2. Committee Applications:
 - a. Jim Davitt for a two year term to fill a vacancy in an unexpired term on the Historic Preservation Commission. Mr. Davitt stated he serves on the Planning Board, is a “semi-professional” historian with a degree in American History and a strong interest and experience in restoring historic homes and in preserving the history of Hampden. **Motion** made by Councilor Marble to refer to Town Council with a recommendation that Jim Davitt be appointed to a two year term to fill the unexpired term of a vacancy on the Historic Preservation Commission; second by Councilor McAvoy; carried 4/0/0.
 - b. Ladoiya Wells for a three year term to fill a vacancy on the Historic Preservation Commission. Ms. Wells stated she moved to Hampden a year or so ago and has been living in Maine for 11 years. She has a degree in anthropology and loves the area, and wants to help her community and help preserve the rich history here. **Motion** made by Councilor Ryder to refer to Town Council with a recommendation that Ladoiya Wells be appointed to a three year term to fill a vacancy on the Historic Preservation Commission; second by Councilor Marble; carried 4/0/0.
 - c. Wayne Reilly for a three year term to fill a vacancy on the Historic Preservation Commission. Mr. Reilly stated he has lived in Hampden for 43 years, and worked at the Bangor Daily news for many years. While there he wrote a column on history in the region and has written four books on local history. He is interested in serving on the Commission and noted his wife had served on it before she became ill, and had been working on a signage program that he is interested in. **Motion** made by Councilor Marble to refer to Town Council with a recommendation that Wayne Reilly be appointed to a three year term to fill a vacancy on the Historic Preservation Commission; second by Councilor McAvoy; carried 4/0/0.

The committee members and Town Manager Chandler thanked the applicants for their interest in serving Hampden, and mentioned that this year is the 225th birthday of the Town and there is strong interest in working with Children's Day to partner on a celebration of this event.

At Chairman Jarvi's request, the agenda was suspended to take item 8c out of order out of courtesy to Chief Rogers since he is here.

8.c. Manager Items, Public access to the Public Safety Building

Chief Rogers handed out a memo dated 2/5/2019 addressed to Manager Chandler and reviewed the history of the space commonly referred to as the Community Room but which is really a training room. The space was opened for use by the general public in July 2009, but after a number of concerns were raised the policy was changed in January 2016 to limit the use of the room to training, meetings for government related business (e.g. non-profit organizations working with town staff or providing training to multiple municipalities), and voting. The policy allows the Town Manager and Public Safety Director to make exceptions on a case by case basis. The concerns regarding allowing general public use of the room relate to safety, privacy, information security, disruption of public safety business operations, lack of separation of space used by the public safety personnel on a daily basis, and inadequate parking. Chief Rogers recommends that the needs of the public safety department remain the highest priority in determining use of the space.

Highlights of discussion:

- Suggestion to write a short explanation to provide to people or groups who inquire about using the space.
- Suggestion to relabel the room to "Public Safety Training Room."
- Concern about the public entering that section of the building to access the Code Enforcement team; staff does not believe that will be a problem since the majority of the concerns related to large groups of children (scouts, etc.), not individual adults; staff is trying to improve the customer service of Code Enforcement regarding both staffing and location.
- If there is a desire to open the space up to the general public, that part of the building will need to be renovated to address the concerns discussed above, but will still not alleviate all the issues (e.g. parking).

Chairman Jarvi returned to the agenda.

3. Citizen's Initiatives: None
4. New Business: None
5. Unfinished Business: None
6. Zoning Considerations/Discussions: None
7. Updates:
 - a. MRC/Fiberight:

Discussion regarding the completeness of the site plan application; concern that any application is processed when incomplete. Need to adhere to the applicable ordinances to ensure the public's interest is protected. Manager Chandler noted he has requested the Town Attorney to address the issue of surety for roads that are meant to be accepted by the Town but are not subject to subdivision review and approval. It was noted that the Planning Board had been advised during the review process that they had no jurisdiction

over the road and that the Town Council would be responsible under the Town Ways Ordinance. It was suggested that a performance guarantee could be required for \$X for two years before the Town accepts the road. Another possible solution was suggested, to accept the portion of the road from Coldbrook Road to the point where the serious problems begin, if the owner of the adjacent property will provide room to widen the right-of-way for the construction of a turn-around; the remaining roadway to the Fiberight facility would be private. That would allow the abutting landowner to have development potential for the land abutting the (then public) portion of the road. Manager Chandler stated that staff will not recommend acceptance of the road at this time. Chairman Jarvi stated that if a request is made to Town Council for road acceptance, there are options to consider.

- b. Staff Report: Planner Cullen mentioned we had just received a preliminary subdivision plan for a cluster single family housing development on Main Road North just north of Coldbrook Road. It has 39 proposed lots.

8. Manager Items:

- a. History of Shoreland Zoning Ordinance – Manager Chandler reported back to the Committee the results of additional research by staff (memo by Town Clerk Scott) responding to the request made at the February P&D meeting regarding whether the Council had previously voted to adopt the state guidelines. The result of the research was that there is no record of any vote by Town Council to repeal the Shoreland Zoning Ordinance (SZO), which would have been required to “adopt” the state standards. Town Council had voted to refer the proposed amendments to the SZO to the Planning Board in May 2016. Town Planner Cullen was hired late July 2016 and upon reviewing the proposed amendments discovered some serious problems with it, and recommended the Planning Board not move forward with the amendments as proposed; the Board tabled the public hearing. The councilors expressed their frustration at the difficulties in getting this ordinance completed. It was noted that other, higher priorities interfered in the process for getting this ordinance completed, most notably the rewrite of the Zoning Ordinance last year. Chairman Jarvi noted the SZO is nearly done; Planner Cullen said the only thing holding us up now is a response from DEP regarding the classification of several wetlands to determine if they are jurisdictional under the SZO. Once that is received she can complete the map and then schedule the public hearing with the Planning Board, then it will go to public hearing with Town Council.
- b. LED streetlight communication – Manager Chandler reported we are dealing with the LED streetlights in a reactive manner; when we get a complaint we contact Emera and they go out to install shields on the fixtures. That seems to be addressing the complaints. He added we haven’t received any complaints recently. Discussion on operating costs, Manager Chandler said the cost has dropped about a dollar or two per fixture.
- d. Manager Chandler expressed his concern that some councilors have felt staff has failed to fulfill the Council’s expectations on some issues. He stated we have a lean organization and whenever there are absences the impact is felt by everyone. He invited councilors to talk to him regarding such issues so he can deal with them.

9. Public Comments: None

10. Committee Member Comments:

- a. Councilor Ryder asked CEO Block about a sign change a constituent had asked about; CEO Block responded that if the size is staying the same then no permit is needed.

- b. Councilor Marble recognized Councilor McAvoy for his “running interference” and protecting the taxpayers regarding the surety issue for the MRC road. He also recognized Manager Chandler for his handling of that situation and staff’s insistence regarding not accepting the road without appropriate protections in place. He noted that he tends to look at things from a broad view, and sometimes gets frustrated at the level of detail we get into. He added that we’re all here trying to do our best for the town.
- c. Councilor McAvoy said he doesn’t think the Town Council should be involved in Planning Board issues, he simply wants things to be done by the book.
- d. Chairman Jarvi said he is excited to continue to work with this committee, the Council, and town staff.

11. Adjournment: Chairman Jarvi adjourned the meeting at 7:15 pm.

*Respectfully submitted by
Karen Cullen, Town Planner*

Items from this meeting for April 3, 2019 P&D meeting:

- Agenda Items:
 - none
- Staff Report:
 - none

SERVICES COMMITTEE MEETING

Monday, February 11, 2019

6:00 pm

HAMPDEN TOWN OFFICE

MINUTES**Attending:**

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

*Town Manager – Jim Chandler
Shelley Abbott – Recreation Director
Assistant Town Manager – Paula Scott
Scott Braley – Plymouth Engineering*

Meeting was called to order by Chairman Marble at 6:00pm

1. MINUTES

- a. **January 14, 2019** – *Councilor McAvoy made a motion, seconded by Councilor Ryder to accept the minutes as presented. Unanimous vote in favor, 7-0.*

2. COMMITTEE APPLICATIONS & CITIZEN INITIATIVES**3. UNFINISHED BUSINESS**

- a. **Western Avenue Municipal Properties Stormwater Permitting – Progress Update and Report of Recent and Current Activities from Manager & Plymouth Engineering staff**
Manager Chandler updated the Committee on Plymouth Engineering progress on the stormwater permitting of the Western Avenue Municipal properties.

Introduced Scott Braley, with Plymouth Engineering and recounted the purpose of the process, with the intent of securing the Council's support of submitting the permit application, and the accompanying Council Resolution. Both discussed the goal of bringing the Town into compliance with the DEP for the prior 30 years of development on the properties that do not meet the current stormwater management regulatory requirements.

DEP requires management of stormwater in the following manner:

- 95% of all impervious surfaces
- 80% of all otherwise developed landscape surfaces, including the above

His analysis thus far leads to recommending stormwater facilities in most locations (where they fit) be USF's as depicted on the site plan handouts and display. USF = Underdrain Soil Filters.

Significant discussion followed in referring to the drawings on display for justifying the selection of particular solutions to the locations around the post office, municipal building and pool site (including the building, existing parking areas and existing athletic fields).

Dennis asked if questions may be asked “as you go” and that was answered affirmatively by Scott.

David made the observation that the USF was a “pot hole” to collect water behind the post office.

Scott explained in more detail the differences between the different facilities being recommended.

Jim noted that the proposed improvements to the parking lot near the fire bays were made after alternatives were discussed with Public Safety Director Joe Rogers. His input was critical to the development of these recommendations. Particularly the use of the more expensive – but more compact “focal point 36P” structure at the end of the parking area; and the installation of curbing along the edge of existing pavement to directionally control sheet flow.

Scott noted the current DEP threshold is 1 acre of impervious surface and the Town locations total 2.99 acres <+/-> and the permit would be valid for seven years. Since the Town is currently out of compliance, a Notice of Violation could be issued by the State at any time.

Scott and several Council Members discussed the idea of building new facilities that don’t need to be moved or changed in the future if additional development was desirable or needed.

Scott affirmed the ability to negotiate with DEP over the life of the permit if phased implementation were desired, and David mentioned the desire and ability to someday build more athletic fields over the pipelines and how that impacted locating facilities. Scott confirmed the intent to locate new SW facilities at the lowest point topographically, to avoid needing to move them in the future; and to build the simplest structure possible around the existing fields. A berm and rip-rap buffer strip is the least expensive, easiest to install and required the least maintenance.

Most of this discussion revolved around references to the drawings on display.

Dennis asked if the existing athletic fields were accurately displayed, and it was confirmed they were by Shelley and Scott.

Scott added that the site posed challenges due to the topography and the current and future efforts to “shoe-horn” as much development onto the site as it would physically handle.

Terry asked a question about the cost estimates presented for construction of the proposed facilities. Scott referred to the handout and Jim and Shelby both added to the discussion related to construction management and inspections.

Shelby made the observation that Terry has a very small bucket and any drop makes a big splash, so it was important to keep the cost of construction management and inspections in perspective – as they relate to the overall costs. Scott observed that the estimate was about 10% of the total cost, and Jim mentioned past practices of using former employee Greg Nash to keep this type of cost lower.

David asked about the life-cycle of the USF's and Scott said he's been using them on other projects in the region since 2005. Only issues have been with those installed incorrectly.

Terry didn't recall the phase one option from Woodard & Curran costing \$700,000. Several Councilors joined the discussion. Jim and Scott pointed out the differences in the scope and level of design being different, and the previous scope called for more parking in previous concept designs.

David pointed out the differences in the work being conducted by Plymouth versus work done by W&C.

Terry stated the lack of value in the previous presentations and that "they were not based in any reality."

Several other Councilors argued that the scope and level of detail were different, and that the discussion today was focused on the Plymouth work, not the W&C concepts.

Scott repeated that Plymouth's Scope was very limited, and Jim stated the difference in the work completed by the two firms was "orders of magnitude different."

Terry maintained that the prior presentations by W&C "were not correct, not even close, and were incredibly deceptive."

Shelby suggested that the Town probably received from W&C "what you asked for" in the form of concept designs.

Dennis interjected and said, "he took issue with the use of the term deceptive as it conveys intent."

Eric asked a question of Shelley about the number of parking spaces being proposed, to which she replied that growth in the use of the fields, particularly the fall soccer programs had led to the number being proposed as sufficient to begin fully using all three fields.

Eric asked again if the 138 spaces being proposed was enough? Discussion about the past parking issues occurred and the question was resolved to his satisfaction.

Scott mentioned again that the property had topographical and physical constraints and Shelley confirmed that usage of all the fields and the topography were concerns.

Ivan asked if "what we're doing is to allow expansion" in the future for additional fields, and David answered that, "yes but we still have space" for more fields. Scott affirmed that the SW facilities are being designed and located to allow for additional fields in the future and parking needs would be dictated by use and scheduling – assuming the Town's

assumption about being able to build new fields over the underground pipelines on the property was correct?

Ivan, Shelby and Dennis all discussed David's observation about expanding the fields in the future and that the Town understood it could build fields over the pipelines.

Dennis asked the "\$94,000-dollar question directed to staff, specifically Shelley, that prior discussions about a very expensive building be included in the project, and would it need more parking?"

Shelley and Jim both confirmed that if another development, including a new community center of any type, were to be added that additional parking would likely be needed, especially if coincidental uses were contemplated that would have people parking for the pool, athletic fields and other activities in a new building at the same time.

David said design should allow for future development.

Scott discussed the details of other SW facilities that could be added to building, including underdrains, drip strips and piping to carry water away from a new building. But, that multi-use parking would need to be addressed as well.

More discussion ensued about the site being very constrained.

David just wanted to be sure we didn't end-up with a similar situation to one where the Town built a sewer line at a size that proved to be too small for future development.

Stephen offered another example of the MRC road being built to minimum standards, and if it had been designed differently we wouldn't have the problems we currently do there.

Shelby observed that Hampden is growing and will continue to require additional services and facilities.

Dennis asked what information was going to be shared with the public at the upcoming public meeting on Thursday?

Scott and Jim explained the nature of the required DEP pre-application submittal meeting to allow abutters the opportunity to see what was being submitted to the State. And that this would not be advertised to the general public. Jim added that the meeting had been announced to the public and that all were welcome, and it was posted on the Town's website.

Scott mentioned the need for a Planning Board public hearing, and that the Town may wish to have other public hearings.

Dennis asked other committee members if they were satisfied with the presentation, and several David, Stephen and Ivan all said this was helpful and felt "much better" now that more detailed information had been shared with them.

Ivan asked about the DEP review process and if they would be coming back with questions or required changes to the Town's concepts.

Scott said, “he was certain the DEP would have questions, but in 35 years he’s never had a permit denied.” He further described the nature of the back-and-forth during the DEP review process and comments are expected, but DEP “was expecting the application and were glad to see it coming” as it’s been expected for some time. Both Jim and Scott discussed the multiple conversations with DEP engineers and the two pre-application meetings held already to gain their insights on the application to ensure it was one they would be reviewing from a ‘supportive perspective’ and could support.

Dennis questioned the fee amount.

Jim affirmed the fee was budgeted for, and it was a single fee – not double, as had been previously discussed being a possibility.

Dennis asked what the next steps involved?

Jim and Scott explained the needed Council Resolution required for the permit, that stated, “Council has the intent and capability” to complete the work being proposed in the permit application.

Terry stated, “If I understand the permit process at all, the permit is good for 3 years?”

Scott replied, no – the permit is for 7 years, with work needing to begin in the first year and finished within 7 years. He offered the example of an open permit in Hermon lasting 14 years without adverse action from DEP.

David said we could satisfy the first-year requirement by simply cutting the trees.

Jim added that submitting the permit demonstrated the Town’s commitment to bringing itself into compliance with DEP’s current regulations, to which Scott agreed.

Terry asked, “what work could we do to get us into compliance, without building any parking?”

Dennis and Shelby both responded that even spending just the \$207,000 (from the Plymouth estimate) would at least keep the town from being fined and have to be reactive to violations and timelines imposed upon the Town by DEP for being out-of-compliance.

David and Scott both observed that just adding the exit lane, as part of a paving budget improvement would also satisfy the initial starting requirement. David added that using the “hot top” budget to build the exit lane and the curbing at public safety would be enough. The project “out front is simple enough, it’s not rocket science.”

Eric stated support of the Manager’s suggestion that we do some work in-house to show intent to complete the project.

Scott added that it was as simple as just clearing the trees needed for the new parking lot would be enough.

Jim acknowledged David’s ‘al-a-carte’ approach and that he was looking at the project with a phased approach, and without putting any numbers to paper yet, and looking at past-practices using various Town funds, over time, in a fiscally responsible manner. For

example, use of environmental trust funds for stormwater and environmental features; paving budget for the road, parking and curbing improvements at the municipal building; and using the recreation reserve for the athletic field parking lot expansion – subject to discussions with Shelley and Council. Use other legitimately available funds.

Dennis looked to Shelley and asked, “Can I accurately read your mind to see, that when we start talking about a 7-8 year process, that we’ve already waited too long?”

Shelley replied that we have already seen growth in all our recreation programs, and we need to plan for the future, make decisions on programs and facilities to determine staffing and programs. All have logistics to them. Parents are asking questions.

Pause in discussion.

David suggested the next step is getting a construction estimate.

Jim replied that we would need to take this draft concept “permit-level” site plan to the next level of detail. These were about 70% complete, and bid plans and specifications are need about 90-95% detail – to get us to the bidding process.

Scott affirmed this, and stated final engineering was on the estimate before them and contemplated about 10% (of the overall project cost) and this would likely be lower. Added this as a contingency, but we haven’t done final design.

David interjected and said, “he looked at things differently, and would want to look at how much could be saved if we did some of the work in-house?”

Scott suggested the buffer berm behind the soccer fields as an example of a part of the project easily constructed by the Town, and Jim interjected that he considered that a possible Scout project, with donated support and coordination with our crew. That might save \$44,000 dollars. No reason we couldn’t do it if we have the crew and equipment.

Ivan said, “he hated to hear you (Jim) say that, because we still have a cost for doing that.”

Jim apologized and, “acknowledged he had misspoken about the true savings, and that there is certainly an opportunity cost for our crew doing that work instead of doing something else.”

David and others discussed the current bidding climate, and high bids being received on other projects.

Jim stated that we’re very worried about the current bid environment for other projects going out to bid, Rt 1A, Schoolhouse Lane, and others and MDOT’s horror stories about projects coming in at 30% over estimates.

Ivan noted the current low cost of oil being a positive thing.

Dennis suggested we bring the discussion to a close and asked if any other Councilors have comments. We’ve established that, “Terry doesn’t have a bucket” but what else do we need to discuss. Any other major questions? We have a public meeting and council

meetings coming up. President's Day is a holiday, but Valentine's Day isn't, too bad that there's "not enough love in the world."

What we have ahead is the public meeting Thursday, and then the need for the resolution at the Council Meeting.

4. NEW BUSINESS - None

5. STAFF UPDATES & MANAGER ITEMS.

a. Vafiades Landing – Update

Chris couldn't make it, but he had conversations with the him about the acquisition process and the obtaining of an appraisal.

Jim offered that Chris would be back at a future meeting to discuss progress on the private fund-raising efforts; and that he (Jim) had been invited to attend a land trust meeting later in the month to speak about the project and hear input from their group.

b. BACTS transit -2018 Ridership Report & 2019 Regional Study Discussion – Manager

Manager attended the consultants meeting the day before the public outreach meeting, at the BACTS/City of Bangor Regional Transit Study. Jim is on the working group, and discussed the study.

Stephen mentioned that he and Eric had attended the public meeting. Several good points, made but that the Town did have concerns about the ridership levels.

Shelley asked if was well attended?

Stephen suggested about 40 people were there, and he offered a suggestion that some here might not agree with, but that benches and signs would help increase ridership.

Jim affirmed that he had offered that same point the day before, and if increased ridership was to occur on a fixed-route system, you needed more infrastructure to support access.

Eric observed that 2-weeks for the survey was a 'gross injustice' and it needed to be open a lot longer. Jim said the consultant had heard this same complaint from others, and to Stephen's point, we'll finally get the data we need, and have needed to make good decisions.

Jim mentioned that he had offered at the working group that the Town of Hampden, "appreciated being a member of a regional transit system, but that a significant concern of community leaders was the appearance that the bus was empty or had very few riders."

Councilors, particularly Stephen – appreciated that issue being raised to that group.

6. PUBLIC COMMENTS – None

7. COMMITTEE MEMBER COMMENTS – None

8. ADJOURN

Manager had a couple of quick informational items before adjournment:

Kids Korner complaint letter, and staff's response – particularly as it related to the program's ADA issues. Led to a meeting with our attorney being set for follow-up. No court action was threatened; however, the letter had a legal tone.

Discussion ensued about the definitions of accommodation, and measures taken to adjust the program – unsuccessfully.

Terry pressed the matter wanting more detail, that the Manager stated would not be appropriate for an open meeting.

Two Dates – advised that the Town was 225 years old in 2019. And the Children's Day is celebrating its 40th Anniversary.

Last item – asked Committee Chairpersons to consider Mission Statements for each Committee? For future discussion, perhaps on the 30th at the workshop? Examples handed out.

Shelby motioned to adjourn the meeting.

*With no further business, the meeting adjourned
Respectfully submitted, Jim Chandler*

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

D-5-a

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: 5/19/19

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: _____ SELF-SPONSORED EVENTS
 (QUALIFIED CATERERS ONLY)

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>Anglers Inc.</u>		Business Name (D/B/A) <u>Anglers Restaurant</u>	
APPLICANT(S) –(Sole Proprietor) _____ DOB: _____		Physical Location: <u>91 Coldbrook Rd.</u>	
Address <u>60 West Evergreen Lane</u>		City/Town <u>Hampden</u>	State <u>Maine</u>
Address <u>Swanville Maine 04915</u>		Mailing Address <u>Same As Above?</u> <input checked="" type="checkbox"/>	
City/Town <u>207-322-5071</u>	State <u>862-2120</u>	City/Town	State
Telephone Number <u>01-0531899</u>	Fax Number	Business Telephone Number <u>207-862-2121</u>	Fax Number <u>207-862-2120</u>
Federal I.D. # <u>hampden@anglersrestaurant.net</u>		Seller Certificate #: or Sales Tax #:	
Email Address:		Website:	

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
2. State amount of gross income from period of last license:
 ROOMS \$ -0- FOOD \$ _____ LIQUOR \$ _____
3. 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.
4. 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: John Moody

7. Business records are located at: 91 Coldbrook Rd, Hampden, 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
Albert Hall IV	3/1/56	Sandford, ME
John Moody	12/11/1987	Milford, CT

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

Name: <u>Albert Hall IV</u>	City: <u>Swanville, Maine</u>	State: <u>Maine</u>
Name: <u>John Moody</u>	City: <u>Hampden, Swanville, Searsport</u>	State: <u>Maine</u>
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: John Moody Date of Conviction: October 12, 2012

Offense: DUI Location: Hampden

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: Mortgage thru Camden Nat. Bank

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

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? .8 mile

Which of the above is nearest? Church

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

If YES, give details: Camden National Bank Mortgage

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

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

Dated at: Hampden on 4/18/19, 20
Town/City, State Date

PLEASE SIGN IN BLUE INK

Albert Hall Jr
Signature of Applicant or Corporate Officer(s)
Albert Hall Jr
Print Name

John Moody
Signature of Applicant or Corporate Officer(s)
John Moody
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 Penobscot
City/Town (County)
On: May 6, 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.**

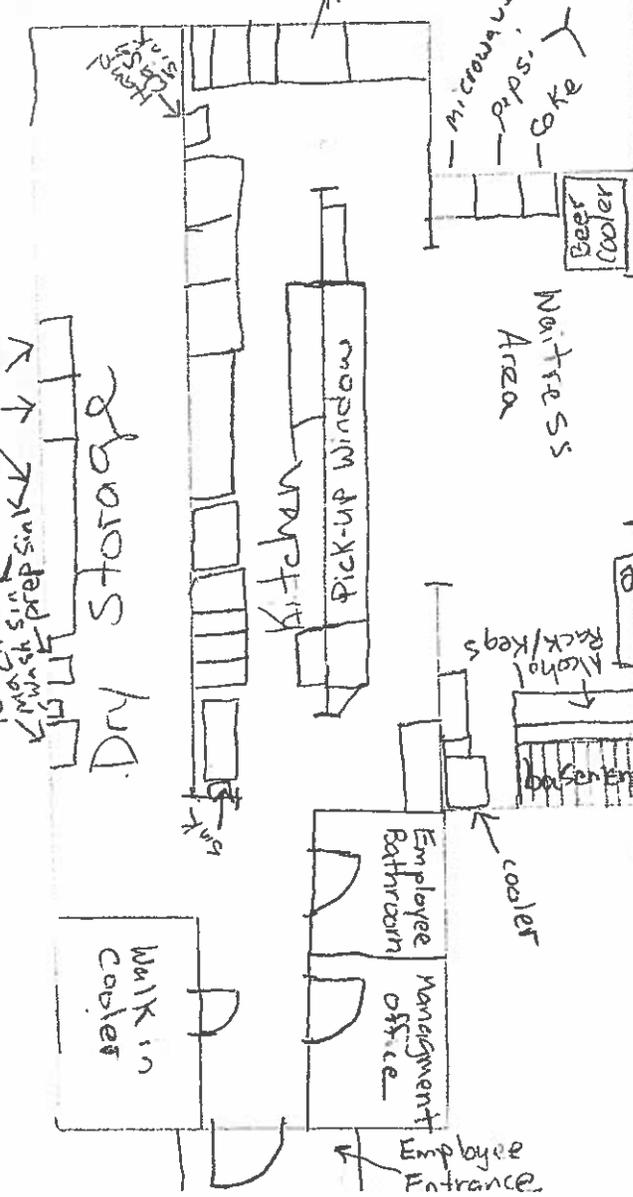
A large, empty rectangular box with a thin black border, intended for the applicant to draw a facility drawing or floor plan.

Not to Scale

John M

2/2/2014

Wash prep sink
Dry storage

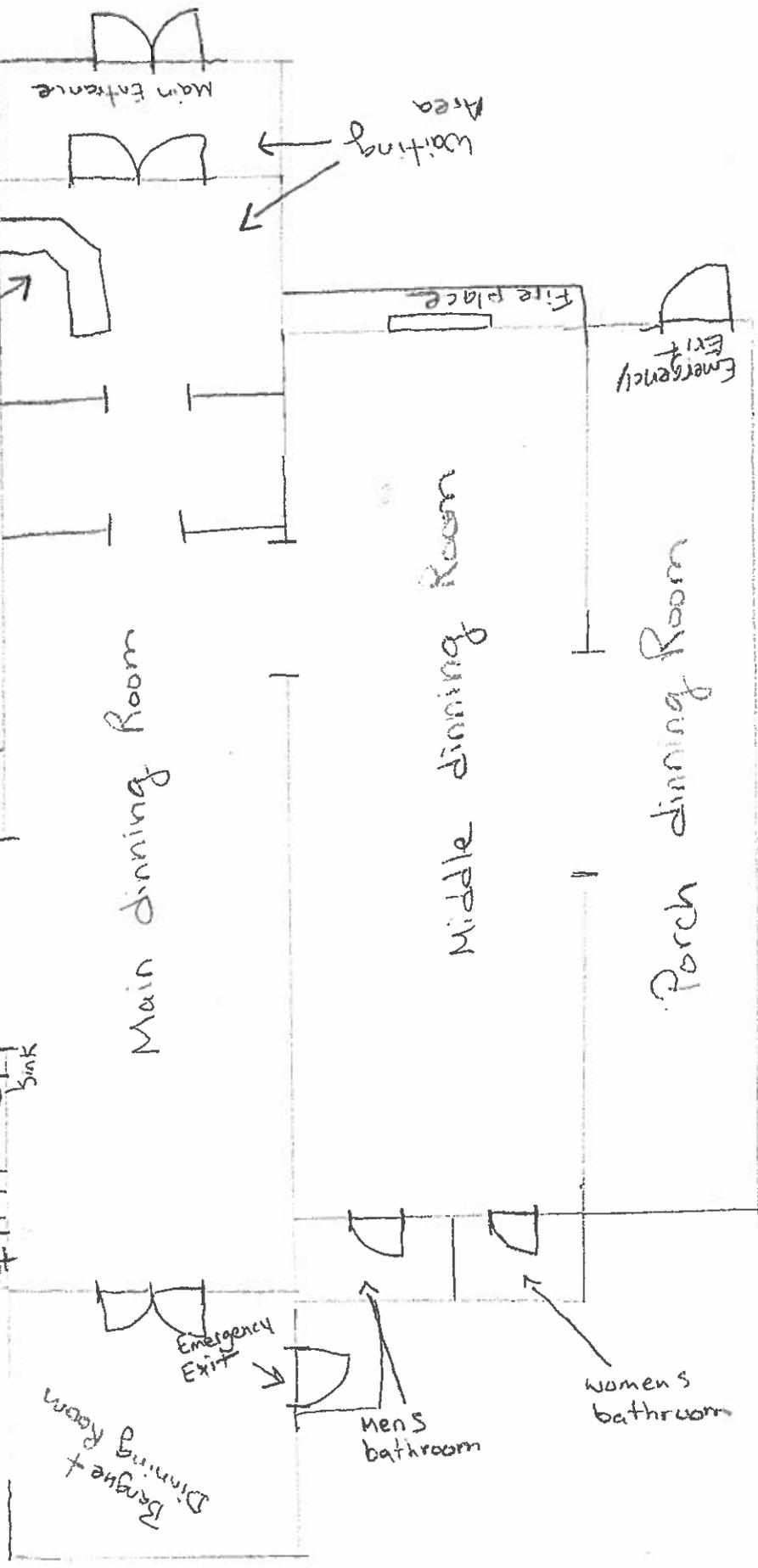


Front desk/cashier

Microwave
Pops
Coke
Fountain Soda

Waitress Area

Alcohol Rack/kegs
cooler



Breakfast + Dining Room

Women's bathroom

Men's bathroom



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

Memorandum

TO: Finance-Administration Committee & Town Council
FROM: Jim Chandler, Town Manager *JNC*
COPY: Sean Currier, Public Works Director
DATE: May 6, 2019
RE: Future Interim Sewer Rate Increase – Proposed Referral to Public Hearing

The Town needs to consider an increase to the Sewer Rates charged to customers in Fiscal Year 2020.

The Town failed to maintain a fiscally viable Sewer Collections system for more than 20 years, with negative operating and capital improvement balances dating to 1998. This trend was exacerbated in FY-2003 when the practice began of borrowing funds from other sources (primarily the Town's General Fund) to maintain operational viability, while continuing to operate with negative balances that were compounding each year until FY2017.

By not adequately funding the Sewer Budget, with either operating or capital funds; and, by not assessing the appropriate capital improvement and major maintenance cost increases during those years, the Town was forced increased sewer rates rather dramatically in 2016 and 2017.

- Sewer Fund deficit was prioritized by former Manager Jennings, and rates were increased from \$4.28/100^{cf} to \$9.74/100^{cf} in February 2016; and again from \$9.74/100^{cf} to \$11.60/100^{cf} in February 2017.

No rate increase was proposed in 2018; however, the need to increase rates continues as additional major maintenance, repairs, system improvements and capital replacement needs are warranted by the aging infrastructure and development of new users – both residential and commercial – within the area of Town served by the Sewer Collection System.

Background information was provided and discussed in detail at the April 22nd Infrastructure Committee Meeting. In lieu of a significant restructuring of the Sewer Billing process at this time, and it was decided to propose a simple rate increase to match the City of Bangor rate increase of 3.5% to our customers effective July 1, 2019. This will equate to an increase from \$11.60/100^{cf} to \$12.00/100^{cf} for all customers.

Staff Recommendation

Staff requests referral of a proposed Sewer Rate of \$12.00/100^{cf} increase to a Public Hearing for May 20, 2019; and to refer the discussion of a new rate structure, with additional consumption rate increases, Capital Cost recovery and Impact Fee charges for later this year.

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)</i>	\$11.60 \$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

*Town of Hampden, Maine
Outdoor Facilities Ordinance*

The Town of Hampden Hereby Ordains
Proposed Amendments to the OUTDOOR FACILITIES ORDINANCE

Deletions are ~~Strikethrough~~ Additions Double Underlined

ADOPTED DATE: Hampden Town Council, August 6, 2012
EFFECTIVE DATE: September 5, 2012

AMENDED: Hampden Town Council, November 14, 2016
EFFECTIVE DATE: December 13, 2016

AMENDED: Hampden Town Council, May 20, 2019
EFFECTIVE DATE: June 19, 2019

CERTIFIED BY: _____
Paula Scott, Town Clerk

Affix Seal

**TOWN OF HAMPDEN, MAINE
OUTDOOR FACILITIES ORDINANCE
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*Town of Hampden, Maine
Outdoor Facilities Ordinance*

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**ARTICLE I.
PURPOSE**

1.1 Purpose. The purpose of this Ordinance is to provide rules and regulations for the use of and conduct in outdoor facilities situated in Hampden. This Ordinance hereby repeals the Dorothea Dix Park Ordinance (adopted 10/16/89) and Papermill Road Recreation Area Ordinance (last amended 5/18/09).

**ARTICLE II.
AUTHORITY**

2.1 Authority. Pursuant to the provisions of Title 30-A M.R.S. Sections 3001 and 3281-3284 and the Charter of the Town of Hampden, Article II, Section 212, and Article III, Section 302, there is hereby established an Outdoor Facilities Ordinance to be organized, administered and governed in accordance with the following provisions.

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**ARTICLE III.
APPLICABILITY**

3.1 Applicability. This Ordinance provides full power and authority over all outdoor facilities within the Town.

**ARTICLE IV.
DEFINITIONS**

4.1 Definitions. Unless specifically defined below, words and phrases used in this Ordinance shall have the customary dictionary definitions that give this Ordinance its most reasonable application. Words used in the present tense include the future, the singular number includes the plural, and the plural number includes the singular. The word “may” is permissive; “shall” is mandatory and not discretionary.

Alcoholic Beverage: any beverage containing any amount of alcohol as regulated under state law.

Controlled Substance: any legal or illegal drug, narcotic, hallucinogen, opiate, prescription drug, or any other such substance regulated by state or federal law.

Electronic Smoking Device: a device used to deliver nicotine or any other substance intended for human consumption that may be used by a person to simulate smoking through inhalation of vapor or aerosol from the device, including, without limitation, a device manufactured, distributed, marketed or sold as an electronic cigarette, electronic cigar, electronic pipe, electronic hookah or so called vape pen.

Motorized Vehicle: any vehicle that is propelled by an engine, including but not limited to: cars, trucks, motorcycles, snowmobiles, ATVs, OHVs, dune buggies, dirt bikes, three-wheelers, go-karts, and golf carts.

*Town of Hampden, Maine
Outdoor Facilities Ordinance*

Outdoor Facility: any park, sports field, forest, wooded area, field, playground, or other property for which the Town of Hampden is the deeded owner.

Parks: Includes the following outdoor facilities: Dorothea Dix Park, Papermill Road Recreation Area, Western Avenue Recreation Area, Turtle Head Marina Park, or other areas designated as such.

Public Safety Department: Includes Police, Fire, and Emergency Medical Services (EMS) Departments.

Sports Fields: Includes the following outdoor facilities: Ball Field Road Ball Field, VFW Recreation Area, Western Avenue Recreation Area, or other areas formally designated as such by the Town Council.

Tobacco Products: cigars, cigarettes, chewing tobacco, snuff, or any other product containing tobacco as regulated under state law.

**ARTICLE V.
PROHIBITIONS**

5.1 Camping. No person shall set up tents, shacks, or any other temporary shelter for the purpose of overnight camping in outdoor facilities, nor shall any person leave in outdoor facilities after closing hours, any movable structures or special vehicle that could be used for such purposes. Upon prior approval of a law enforcement officer of the Town of Hampden, overnight camping may be permitted in situations involving unique circumstances.

5.2 Discharge of Firearms. No person shall discharge a firearm within parks or sports fields as defined herein.

5.2.1 ~~Exceptions~~ – The foregoing prohibition on the discharge of firearms shall not apply to the firing or discharge of firearms at any military exercise or review; nor to any military personnel or law enforcement officers in the performance of their duties or authorized training; nor to any person in the lawful defense of his or her person, family, or property. This Section shall also not prohibit discharges as part of sporting events, or ceremonial or historical events, with prior notice to the Police Chief.

Deleted:

5.3 Fires. No person shall kindle, build, maintain or use a fire except in areas designated for such purposes. All fires shall be properly extinguished before the person utilizing the same leaves the outdoor facility. Any fires shall be continuously under the care and supervision of a competent person from the time it is kindled until it is extinguished. Fires may be prohibited by the Recreation Director, ~~Town Forester~~ Harbor Master, and or employees of the Public Safety Department when, in his or her judgment, the conditions are such that any fire would represent a safety hazard.

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5.4 Wood. No person shall cut any wood on any outdoor facility without a prior permit from the Town Forester, who shall have the discretion to deny any application for such a permit if he or

*Town of Hampden, Maine
Outdoor Facilities Ordinance*

she determines that the proposed activity is inconsistent with the goals of the forest management plan for the property.

5.5 Alcoholic Beverages. No person shall consume or be under the influence of alcoholic beverages in any outdoor facility.

5.6 Tobacco Products. No person shall consume or use tobacco products within any outdoor facility.

5.7 Controlled Substances. No person shall consume or use any controlled substance legal or illegal while within any outdoor facility, unless the person has a labeled container and proof of prescription.

5.8 Trash. No person shall scatter, drop or leave any debris trash or other rubbish within any outdoor facility except in receptacles provided for that purpose.

5.9 Animals. All animals brought into any outdoor facility shall be under the owner's control at all times so as to not interfere with the enjoyment of the outdoor facility by other members of the public, if present. No animal shall be off a leash at any time at any sports field as defined herein, or at any part of the Western Avenue Recreation Area. Owners shall pick up after their animals.

5.10 Motor Vehicle Access. Access to outdoor facilities by motor vehicles shall be governed by the rules for that facility contained in ~~Appendix A, entitled the Recreation Department policy document~~ "Outdoor Facilities Rules and Regulations." Upon prior approval of a law enforcement officer of the Town of Hampden, motor vehicle access may be permitted in situations involving unique circumstances. For specific restrictions for each outdoor facility, please refer to ~~the Recreation Department policy document~~ "Outdoor Facilities Rules and Regulations." Appendix A. Motor vehicle access to a facility's parking area is allowed, as this section is meant to address access to parts of facilities that are not meant for motor vehicles.

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5.11 Other Vehicles Prohibited. No person shall operate a trail bike, all-terrain vehicle, snowmobile, or any other motorized recreational vehicle within any outdoor facility except for on designated trails or areas, or for purposes of maintenance or rescue.

5.12 Smoking. No person shall smoke within any outdoor facility, park, or sports field. "Smoking" includes carrying or having in one's possession a lighted or heated cigarette, cigar, or pipe, or a lighted or heated tobacco or plant product intended for human consumption through inhalation whether natural or synthetic in any manner or in any form. "Smoking" includes the use of an electronic smoking device.

**ARTICLE VI.
OPERATION**

6.1 Hours & Dates of Operation. Outdoor facilities shall be open to the public from a half hour before dawn to an hour after sunset. Outdoor facilities are open 365 days a year as weather allows. For information on reservations, which facilities are plowed during the winter, and

*Town of Hampden, Maine
Outdoor Facilities Ordinance*

closing times for areas with artificial lighting, please see ~~the Recreation Department policy document "Outdoor Facilities Rules and Regulations."~~ Appendix A. Snowmobiles are permitted after dark on designated trails.

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**ARTICLE VII.
ENFORCEMENT**

7.1 Law Enforcement. Any law enforcement officer of the Town of Hampden shall have the authority to enforce the provisions of this Ordinance and revoke the permission of any individual to use an outdoor facility when the officer observes, or has probable cause to believe, that such individual has violated any provisions of this Ordinance, committed a civil infraction within the facility, or has violated any provision of the laws and Ordinances of the State of Maine or the Town of Hampden within the facility. The Recreation Department, ~~Town Forester Harbor~~ Master, and Code Enforcement Officer also have the authority to revoke the permission of any individual to use an outdoor facility if they are found to have violated the provisions of this Ordinance.

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7.2 Enforcement Mechanism. This Ordinance may be enforced by the institution of legal or equitable proceedings in court, including proceedings pursuant to 30-A M.R.S. §4452.

**ARTICLE VIII.
PENALTIES**

8.1 Penalties. Any person, firm or corporation violating any provisions of this Ordinance shall be fined not less than Twenty-Five Dollars (\$25.00) nor more than One Hundred Fifty Dollars (\$150.00) for each violation. Each day that such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such. Any fines recovered shall inure to the benefit of the Town of Hampden.

**ARTICLE IX.
SEVERABILITY**

9.1 Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed as a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

**ARTICLE X.
EFFECTIVE DATE**

10.1 Effective Date. Pursuant to Section 213(c) of the Town Charter, this Ordinance shall become effective at the expiration of 30 days after its adoption by the Town Council.

Appendix A:
Town of Hampden Outdoor Facilities Ordinance
Rules and Regulations

Motor Vehicle Access

Shall be permitted as weather allows for all facilities that have areas for motor vehicle access. No person shall operate a motor vehicle in or on an Outdoor Facility or in any area except established roads, driveways, or parking areas, or such other areas as may, on occasion, be specifically designated as temporary parking areas by Town of Hampden. No person shall operate a motor vehicle in the park, or leave a motor vehicle standing or parked therein, during times when it is closed to the public.

Snowmobile Access

Snowmobiles are permitted after dark seasonally on designated trails only.

Reservations

Please see the details for each facility in the sections below regarding what can and cannot be reserved. Reservations should be made with the Recreation Director (sports fields/facilities) or Public Works Director (parks). Applicable fees for reserved use are included in the Town of Hampden Fees Ordinance.

Law Enforcement

After receiving multiple complaints (two or more) for violations of the Ordinance or these Rules, the Hampden Public Safety Director, or designee, shall have the authority to require that the person(s) to whom the complaint was against leave the area until the next day.

Rules and Regulations by Facility

Dorothea Dix Park

Seasonal access permitted between April 1 and November 1 (conditions permitting). Motor vehicle access may be controlled by barriers seasonally to prevent damage. This park is a public space and no sections or parts may be reserved for exclusive use. Park is not lit, therefore is available for use from half an hour before dawn to an hour after sunset.

Papermill (Road) Park

Seasonal access permitted between April 1 and November 1 (conditions permitting). Motor vehicle access will be controlled by barriers year-round. Small parking area provided at the roadside. This is a carry in/carry out park. This park is a public space and no sections or parts may be reserved for exclusive use. Park is not lit, therefore is available for use from half an hour before dawn to an hour after sunset.

*Town of Hampden, Maine
Outdoor Facilities Ordinance*

Marina Park

Seasonal access permitted between April 1 and November 1 (conditions permitting). This park is a public space and no sections or parts may be reserved for exclusive use. The park is not currently lit but used for a boat launch for events that may take place after dark, therefore available for use from half an hour before dawn to 11pm. After dark use is limited to the boat launch and parking lot. Facility is closed for public use from 11 pm until half hour before dawn.

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Western Avenue Recreation Area

Year-round access permitted. The gazebo and playground area are public spaces and no sections or parts may be reserved for exclusive use. The sand volleyball courts and sports field may be reserved for exclusive use/programmatic use, during such times these areas are closed to the general public. Reservation requests must be made with the Recreation Director. The Recreation Area is minimally lit, and existing lighting is timed to end at 10 pm. After dark use is limited to the playground, sand volleyball court, and parking lot. Facility is closed for public use from 10 pm until half hour before dawn.

VFW Recreation Area

Seasonal access permitted between April 1 and November 1 (conditions permitting). Motor vehicle access may be controlled by barriers seasonally to prevent damage. This Recreation Area is a public space however sections or parts may be reserved for exclusive use/programmatic use, during such times these areas are closed to the general public. Reservation requests must be made with the Recreation Director. The Recreation Area has user activated lighting for timed night use. After dark use is limited to the tennis courts and outdoor basketball courts. Facility is closed for public use from 11 pm until half hour before dawn.

Ball Field Road Ball Field

Seasonal access permitted between April 1 and November 1 (conditions permitting). The softball field and adjacent parking lot are public spaces however the complex may be reserved for exclusive use/programmatic use, during such times these areas are closed to the general public. During a portion of the spring/early summer season, temporary fencing is left in place reducing the field size and limiting complex use. Reservation requests must be made with the Recreation Director. The Recreation Area has user activated fee based lighting for night use. Facility is closed for public use from 11 pm until half hour before dawn.



TOWN OF HAMPDEN DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

May 2, 2019

To: Jim Chandler
From: Sean Currier
Subject: Truck Purchase Request/Bid Process Waiver Request

Every year the Public Works Department evaluates and replaces equipment based on need, consequence of failure, equipment rotation schedule and budget. This allows the department to run with as little equipment down time as possible.

This year, the existing equipment has been evaluated and a couple of trucks have been found to be deficient:

Number 10, a 2013 Ford F-250 is in severe need of replacement. The floorboards have disintegrated and are in need of replacement. The undercarriage is rusted (oil pan, etc.) and has been replaced and the condition is worsening. The vehicle has over 126,000 miles on it. I am requesting reserve fund authorization to purchase a replacement $\frac{3}{4}$ ton pick-up with a plow and lift gate in the amount of up to \$30,000 for the replacement of this vehicle. If approved, we will go through the request for bids process and purchase the lowest cost replacement vehicle with the current equipment reserve account 3-717-00.

The second vehicle is Number 14, a 2010 Freightliner M2106V 6-yard, dump/plow truck. This vehicle has cost \$58,000 in repairs in the last 4-years and is in need of replacement prior to next plow season. The current situation with large plow truck purchase is the timeframe in which to receive a new vehicle if ordered today. This is a projected term of at least 18 months to get a new vehicle putting us past the next plow season with the current vehicle. This has prompted us to approach the Council today with the idea of purchasing a truck already built by putting a \$10,000 deposit down (from the existing DPW Equipment Reserve account 3-717-00) and committing to purchase the vehicle in full on July 1, 2019. We have found 2 vehicles that fit this process. The first is a 2019 Freightliner 108SD (41k gvw, 300hp Cummins) with Viking equipment and the second is a Western Star (44k gvw, 350hp Cummins) with HP Fairfield equipment.

The cost proposal from Freightliner is \$161,525 with \$28,000 for a trade-in bringing the total purchase price to \$133,525. The cost proposal from Daigle and Houghton for the Western Star is \$ 164,650 with a \$28,000 for a trade-in bringing the total purchase price to \$136,800.

There are several towns interested in both vehicles so quick action will be necessary to secure the purchase of one of these available vehicles. I would like to recommend the purchase of the Western Star from Daigle and Houghton for \$136,800 for a few reasons: 1) the Western Star currently has HP Fairfield equipment synonymous with our fleet and would take the same bed chains, cutting edges, etc. while the Freightliner has Viking equipment and would require different parts., 2) The Western

D-5-e
D-5-f
D-5-g

Star has a larger horsepower engine (330hp vs 300hp) which would allow us to put it on any route in Town and a 3k higher gross vehicle weight rating., 3) and finally the Western Star truck typically has a higher trade in value when we look to replace the vehicle in 10 years.

In-case the vehicle we would prefer is sold at the time this is brought to Council, I am requesting authorization to expend \$10,000 from existing reserve (3-717-00) for a down payment on one of these vehicles (preferably the Western Star) with authorization to purchase the vehicle in full (up to the amount of \$126,800) on July 1, 2019. Thank you for your consideration as we try to provide the most fiscally responsible procurement for the residents of Hampden.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Currier', written in a cursive style.

Sean Currier
Director of Public Works
Town of Hampden

EQUIPMENT COST

#	YEAR	BRAND	ITEM	MODEL	HRS	MILES	ORIGINAL PRICE	PUCHASE PRICE W/TRADE	BUY BACK (OR TRADE IN \$)	\$/W OPTIONAL EQUIP ADD	COST PER YEAR	HRS / YR	COST / HR	MILES / YEAR	COST / MILE
10	2013	FORD	PICKUP	F250		125,941	31,681.00	19,876.00			3,139.97			19896	\$0.16
		(traded every 4 yrs back then for better value)					2009 F250 4x4, Trade value \$11,805								
10	2019	FORD	PICKUP	F250			\$31,000.00	\$21,000.00		\$29,000.00	\$4,833.33			19896	\$0.24
		*NOTE: PRICE ONLY GOOD FOR 30 DAYS. WILL INCREASE \$3000+ MID JUNE													
14	2010	FREIGHTLINER	DUMP TRK	M2106V		61,543	\$130,456.00	\$118,456.00	\$12,000.00		\$11,845.60			6154.3	\$1.92
		SINCE 2015 SPENT \$58,785.15 ON THIS VEHICLE FOR REPAIRS IN ADDITION TO PURCHASE PRICE									1998 Ford L-8501, trade value \$12,000				
								\$177,241.00			17,724.10			6154.3	\$2.88
14	2019	WESTERN STAR	DUMP TRK			61,543	168,005.00	\$136,800.00			\$13,680.00			6154.3	\$2.22
14	2019	FREIGHTLINER	DUMP TRK	108SD		61,543	159,900.00	\$133,525.00			\$13,352.50			6154.3	\$2.17
		DIFFERENCE OF \$0.22 TO \$0.35 PER MILE FROM OLD TRUCK LESS REPAIR COSTS													

=OLD TRUCK COST
 =PROPOSED TRUCK COST

Current Account Status

G 3-717-00 RESERVE ACCT / EQUIPMENT

-23,996.48 = Beg Bal
-81.38 = Adjust

-31,198.18 = YTD Net
0.00 = YTD Enc

-55,276.04 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
07	0051	1965	07/19/18	00329 MAINE SAVING	CEMETERY P/U TRUCK	R AP	21,000.00	0.00
07	0405		11/08/18		BBA RESERVE INTEREST	B GJ	0.00	81.38
07	0636		07/31/18		JULY INTEREST	R GJ	2.12	0.00
07	0640		07/31/18		JULY INTEREST	C GJ	-2.12	0.00
07	0645		01/28/19		JULY INTEREST	R GJ	0.00	2.12
08	0646		08/31/18		JULY INTEREST	R GJ	0.00	1.46
09	0194		09/10/18		09/10/2018 C/R	R CR	0.00	140,030.00
09	0647		09/30/18		SEPT INTEREST	R GJ	0.00	164.44
10	0410		09/30/18		JULY-SEPT INTEREST	R GJ	0.00	236.37
10	0635		09/30/18		JULY-SEPT INTEREST	R GJ	236.37	0.00
10	0650		10/31/18		OCT INTEREST	R GJ	0.00	52.12
11	0651		11/30/18		NOV INTEREST	R GJ	0.00	147.87
12	0652		12/31/18		DEC INTEREST	R GJ	0.00	270.17
01	0529	2034	01/03/19	00533 WHITED FORD	2019 FORD F350	R AP	44,235.00	0.00
01	0529	2034	01/03/19	00533 WHITED FORD	2019 FORD F350	R AP	44,235.00	0.00
01	0643		01/28/19		JULY INTEREST	R GJ	0.00	2.12
01	0644		01/28/19		JULY INTEREST	C GJ	0.00	-2.12
Totals-							109,706.37	140,985.93

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	21,000.00	2.12	0.00	81.38
August	0.00	1.46	0.00	0.00
September	0.00	140,194.44	0.00	0.00
October	236.37	288.49	0.00	0.00
November	0.00	147.87	0.00	0.00
December	0.00	270.17	0.00	0.00
January	88,470.00	0.00	0.00	0.00
Totals	109,706.37	140,904.55	0.00	81.38

D/C Scott Webber
Inv. Joel Small
Ofc. Ben Eyles
Ofc. Marc Egan
Ofc. David Mustrall
Ofc. Monic Christian

Sgt. T.D. Stewart
Ofc. J.D. Burke
Ofc. Shawn Devine
Ofc. Wm. Miller
Ofc. Tony Lorenz



Lt. Dan [redacted] **D-5-h**
Lt. Jason [redacted]
FF Jared LeBarnes
FF Shaun McNally
FF Matt Roope
FF Gavin Webb
FF Ken Roy
FF Oliver Bianchi

Ofc. Joe Dunton
FF Matt Thomas
CEO Myles Block
FF Chris Liepold
FF Ed Gardella
FF Chad Sparrn
FF Mike Simmons

Kandy McCullough, Office Manager
Chief Christian Bailey, Director of Public Safety

POLICE **FIRE** EMS CODE ENFORCEMENT LOCAL HEALTH OFFICE

MEMORANDUM

TO: Jim Chandler, Town Manager
FROM: Christian Bailey, Public Safety Director
RE: Public Safety Utility Pickup
DATE: May 2, 2019

I'm requesting the fire utility pickup be funded from the Town of Hampden Reserve Account. Due to the dire condition of the pickup, I'm requesting it be funded this fiscal year.

The basic specifications, information and cost estimates are as follows:

- 2019 Ford F-350 4x4 Crew Cab - 6.2L V-8 Gasoline Engine
 - Base price \$36,323
 - Emergency, Safety & Communications Equipment \$6,474
 - Tailgate transfer and lettering \$2,590

Total estimated cost \$45,387

Note – This vehicle will replace the existing 2004 F-350 4x4 Crew Cab - 6.0L Diesel V-8 Engine (with 84,140 miles, EGR, rust and serious undercarriage issues). It will have the capability to haul heavy pieces of equipment, i.e. trailers, boats etc. if necessitated by immediate incident response circumstances or potentially other mobile equipment acquired in the future.

Current Account Status

G 3-741-00 RESERVE ACCT / FIRE TRUCK

-187,556.93 = Beg Bal
-636.08 = Adjust

-51,055.35 = YTD Net
0.00 = YTD Enc

-239,248.36 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
07	0405		11/08/18		BBA RESERVE INTEREST	B GJ	0.00	636.08
07	0636		07/31/18		JULY INTEREST	R GJ	129.93	0.00
07	0640		07/31/18		JULY INTEREST	C GJ	-129.93	0.00
07	0645		01/28/19		JULY INTEREST	R GJ	0.00	129.93
08	0646		08/31/18		JULY INTEREST	R GJ	0.00	89.92
09	0647		09/30/18		SEPT INTEREST	R GJ	0.00	216.51
10	0410		09/30/18		JULY-SEPT INTEREST	R GJ	0.00	310.84
10	0635		09/30/18		JULY-SEPT INTEREST	R GJ	310.84	0.00
10	0650		10/31/18		OCT INTEREST	R GJ	0.00	68.62
11	0651		11/30/18		NOV INTEREST	R GJ	0.00	194.68
12	0652		12/31/18		DEC INTEREST	R GJ	0.00	355.69
01	0643		01/28/19		JULY INTEREST	R GJ	0.00	129.93
01	0644		01/28/19		JULY INTEREST	C GJ	0.00	-129.93
04	0855		04/03/19		FY19 APPROPRIATION	R CR	0.00	50,000.00
Totals-							310.84	52,002.27

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	129.93	0.00	636.08
August	0.00	89.92	0.00	0.00
September	0.00	216.51	0.00	0.00
October	310.84	379.46	0.00	0.00
November	0.00	194.68	0.00	0.00
December	0.00	355.69	0.00	0.00
April	0.00	50,000.00	0.00	0.00
Totals	310.84	51,366.19	0.00	636.08