

HAMPDEN TOWN COUNCIL  
HAMPDEN MUNICIPAL BUILDING  
AGENDA

MONDAY

SEPTEMBER 18<sup>th</sup>, 2017

7:00 P.M.

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

A. PLEDGE OF ALLEGIANCE

B. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

a. September 5th, 2017 Council Meeting Minutes

3. COMMUNICATIONS

a. Designation of Manager Jennings as the voting delegate for the Town of Hampden at the MMA annual business meeting

b. Notice to the public regarding the Obsolete Pesticides Collection Program to help Mainers dispose of unusable and waste pesticides – *Sponsored by the Department of Agriculture and the Department of Environmental Protection*

c. Public invitation to the Hampden VFW Whitcomb Baker Post 4633 Hunter's Breakfast on Saturday, November 11<sup>th</sup>

d. Hampden Historical Society's Summer Newsletter

e. Victualer's license – Eat at Joe's

f. Outdoor Wood-fired Boiler renewal licenses

g. Notification of the regulatory framework for new marijuana legislation and notice of public hearing for bill LR2395 to be held September 26<sup>th</sup>

h. Notification of the Bangor Region Chamber of Commerce Open House on September 22<sup>nd</sup>

4. REPORTS

a. Finance Committee Minutes –08/21/2017

b. Infrastructure Committee Minutes – None

c. Planning & Development Committee Minutes – 08/16/2017

d. Services Committee Minutes – 08/14/2017

C. PUBLIC COMMENTS

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

## D. POLICY AGENDA

## 1. NEWS, PRESENTATIONS &amp; AWARDS

- a. Proclamation in support of Team Hailey's Hugs and to recognize September as Childhood Cancer Awareness Month

## 2. PUBLIC HEARINGS –

- a. Consideration of the proposed amendments to the Town of Hampden Cemetery Ordinance
- b. Consideration of the proposed amendments to the appendices of the Town of Hampden General Assistance Ordinance

## 3. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. Appointment of Susan Witt to the Edythe L. Dyer Library Board of Trustees – *referral from Services Committee*
- b. Municipal Warrant and Notice of Election for November 7<sup>th</sup>

## 4. OLD BUSINESS –

- a. Acceptance of Conservation Easement Holder designation for Constitution Avenue – *referral from Finance & Administration Committee*

## 5. NEW BUSINESS

- a. Request authorization for the expenditure of an amount not to exceed \$2,213 from Municipal Building Reserve (3-702-00) for the purpose of paying Penobscot Temperature Controls to install a replacement propane monitor heater in the Municipal storage garage – *referral from Finance & Administration Committee*
- b. Request authorization for the expenditure of \$751.52, plus accrued but unposted interest, up to the remaining balance of the Planning Board Reserve account (3-723-00) for the purpose of interim contract planning services – *referral from Finance & Administration Committee*
- c. Request authorization for the expenditure of \$120.02, plus accrued but unposted interest, up to the remaining balance of the Planning & Development Reserve account (3-721-00) for the purpose of interim contract planning services – *referral from Finance & Administration Committee*

- d. Request authorization for the expenditure of \$13,140.97 out of the Environmental Trust, Income for the purpose of reimbursement of eligible stormwater management expenses – *referral from Finance & Administration Committee*
- e. Contract award for the Snowplowing, Salting & Removal Services at the Skehan Center – *referral from Finance & Administration Committee*
- f. Council referral to public hearing the proposed amendments to the Edythe L. Dyer Community Library Ordinance – *referral from Services Committee*

E. COMMITTEE REPORTS

F. MANAGER'S REPORT

G. COUNCILORS' COMMENTS

H. ADJOURNMENT



B-2-a

HAMPDEN TOWN COUNCIL  
HAMPDEN MUNICIPAL BUILDING  
MINUTES

TUESDAY SEPTEMBER 5<sup>th</sup>, 2017 7:00 P.M.

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

*Attending:*

- Mayor Ryder*
- Councilor Sirois*
- Councilor McPike*
- Councilor Wilde*
- Councilor Marble*
- Councilor Cormier*
- Councilor McAvoy*

- Town Manager Angus Jennings*
- Town Clerk Paula Scott*
- Andrew Colford*
- Donna Colford*
- Joseph Segari*
- Nancy Segari*

- A. PLEDGE OF ALLEGIANCE** – *Mayor Ryder led the Pledge of Allegiance*
- B. CONSENT AGENDA** – *Councilor McAvoy made a motion, seconded by Councilor Marble, to accept the consent agenda. Unanimous vote in favor.*

**1. SIGNATURES**

**2. SECRETARY’S REPORTS**

- a. August 21st, 2017 Council Meeting Minutes**

**3. COMMUNICATIONS**

- a. Notification and Press Release announcing the receipt of a dividend payment in the amount of \$7,172.00 from the MMA Workers Compensation Fund for sound risk management practices**

**4. REPORTS**

- a. Finance Committee Minutes –08/21/2017**
- b. Infrastructure Committee Minutes – 07/24/17**
- c. Planning & Development Committee Minutes – None**
- d. Services Committee Minutes – None**

- C. PUBLIC COMMENTS** – *Andrew Colford of 115 Fowler’s Landing Road was recognized and approached the podium. He complimented the Town of Hampden for all the road paving that has been taking place, however lodged a complaint about the chip seal that was put down on Pond Road. He said he was speaking on behalf of*

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

MINUTES

*others who did not think their road should have been the “trial” for this product and who would like the road put to tar again, stating that the rocks from the chip seal were flying up and chipping vehicles. He presented a cup full of pebbles for the Council to see. Manager Jennings responded to Mr.Colford by letting him know that the rubble and dust is an interim condition of chip seal until it completely binds. He stated that while it might be something new to Hampden, it is widely used by municipalities throughout the state. This road was chosen for the chip seal because it is a relatively lightly traveled road with a good gravel base and structurally intact. The process is to put down a 1” shim, or binder and then the stone on top. Once it is fully bound, it will be swept again, likely more than once. A few more cold nights will help the binding process and Sean would like to wait another week. Driving the posted speed will help keep from kicking up rubble. This is a huge cost savings with the same ten year lifespan. Councilor Marble stated that he drove down there today, driving cautiously, below 30 miles an hour. Leaving, he increased his speed and noticed a small amount of rocks and dust, but nothing like it would be if it was a dirt road. He stated the Council was involved in the decision making, and thinks that the cost savings will benefit everyone.*

**D. POLICY AGENDA**

**1. NEWS, PRESENTATIONS & AWARDS - None**

**2. PUBLIC HEARINGS –**

**a. New Victualer’s License for Eat at Joe’s, a mobile food vendor, owned and operated by Joseph & Nancy Segari – Councilor Sirois made a motion, seconded by Councilor McAvoy, to open the public hearing at 7:10 p.m. Unanimous vote in favor. Councilor McAvoy clarified that this mobile unit was a part of the Farmer’s Market, which was confirmed by Mr. Segari. He explained where he will be parked within the market. He stated that he is locally sourcing meat and bread, and that it all has to be local, fresh and organic. He only intends on working the Farmer’s Market and does not intend on setting up anywhere else. There was no further discussion and Councilor Marble made a motion, seconded by Councilor Sirois, to close the public hearing at 7:15 p.m. Unanimous vote in favor. Councilor Marble made a motion to approve the new Victualer’s license to Joe and Nancy Segari for Eat at Joe’s. Councilor Sirois seconded the motion. Unanimous vote in favor.**

**3. NOMINATIONS – APPOINTMENTS – ELECTIONS**

**4. OLD BUSINESS –**

## MINUTES

- a. **Acceptance of Conservation Easement Holder designation for Constitution Avenue – referral from Planning & Development Committee** – Mayor Ryder stated that there were a couple of items that needed to be clarified in the easement so this was tabled until September 18<sup>th</sup>.
- b. **Proposed Order 2017-05 to amend the Bid Procedure Guidelines – referral from Finance & Administration Committee** – Councilor McPike made a motion, seconded by Councilor McAvoy. Unanimous vote in favor.

**5. NEW BUSINESS**

- a. **Approval of the modifications to the terms of the lease with Hampden Kiwanis Club – referral from Services Committee** – Councilor Marble explained that this has been discussed several times in Committee and was referred to Finance Committee and discussed tonight. The former lease was not modified; upon advice from legal counsel, a new lease was written. Councilor Marble made a motion, seconded by Councilor McPike, to approve the modifications to the terms of the lease with Hampden Kiwanis Club. Councilors Sirois, McPike, Wilde, Marble, Cormier and Mayor Ryder voted in favor. Councilor McAvoy voted in opposition. Motion carries, 6-1.
- b. **Request authorization for the expenditure of an amount up to \$9,000 from the Host Community Benefit fund for the purpose of taking over financial responsibility for operations and maintenance of the Kiwanis Civic Center for Federal FY 18 (Oct. 1, 2017-Sept. 30, 2018) – referral from Finance & Administration Committee** – Councilor Sirois made a motion to authorize the expenditure in an amount up to \$9,000 from Host Community Benefit Fund for the purpose of taking over maintenance and operations of the Kiwanis Civic Center, seconded by Councilor McPike. Councilor Wilde inquired about the plowing and Manager Jennings said that the same vendor will be used. Motion was brought to vote. Councilors Sirois, McPike, Wilde, Marble, Cormier and Mayor Ryder voted in favor. Councilor McAvoy voted in opposition. Motion carries, 6-1.
- c. **Request authorization for the expenditure of an amount not to exceed \$3,000 from Municipal Building Reserve (3-702-00) for the purpose of installing an automatic ADA compliant door opener at the town office – referral from Finance & Administration Committee** – Councilor McPike made a motion to authorize the expenditure of \$3,000 from Municipal Building Reserve for a new ADA

## MINUTES

*compliant door opener at the town office, seconded by Councilor Wilde. Unanimous vote in favor.*

- d. **Request authorization for the expenditure of an amount not to exceed \$1,000 from Municipal Building Reserve (3-702-00) for the purpose of paying Hampden Electric to provide electricity to the ADA door openers – referral from Finance & Administration Committee – Councilor Sirois made a motion to authorize the expenditure of an amount not to exceed \$1,000 from Municipal Building Reserve for the purpose of paying Hampden Electric to provide electricity for the ADA door openers. Councilor Wilde seconded the motion. Unanimous vote in favor.**
- e. **Request authorization for the expenditure of an amount not to exceed \$3,300 from Municipal Building Reserve (3-702-00) for the purpose of paying Hampden Electric for the conversion of exterior wall pack lighting to LED – referral from Finance & Administration Committee – Councilor Sirois made a motion, seconded by Councilor Marble, to authorize the expenditure of an amount up to \$3,300 from Municipal Building Reserve to pay Hampden Electric for the conversion of exterior wall pack lighting to LED. Unanimous vote in favor.**
- f. **Request authorization for the expenditure of an amount not to exceed \$2,225.00 from Fire Building Reserve (3-745-00) for the purpose of paying Penobscot Temperature Controls to repair/replace the automated exhaust system attached to the bay doors – referral from Finance & Administration Committee - Councilor Sirois made a motion, seconded by Councilor Marble, to authorize the expenditure of up to \$2,225 from Municipal Building Reserve to repair the exhaust system on the bay doors. Unanimous vote in favor.**
- g. **Request authorization for the expenditure of an amount not to exceed \$2,213 from Municipal Building Reserve (3-702-00) for the purpose of paying Penobscot Temperature Controls to install a new propane monitor heater in the Municipal storage garage – referral from Finance & Administration Committee – Mayor Ryder reported that there were some questions regarding this and has been tabled until September 18<sup>th</sup>.**
- h. **Council referral to public hearing the proposed amendments to the Cemetery Ordinance – referral from Infrastructure Committee – Mayor Ryder reported that this has been discussed by Committee and proposed changes accepted for referral. Councilor Wilde made a motion, seconded by Councilor Marble, to refer the Cemetery**

**MINUTES**

*Ordinance to public hearing for September 18<sup>th</sup>. Unanimous vote in favor.*

- i. **Council referral to public hearing the amendments to the General Assistance Ordinance - as prepared by the Office of Family Independence, State of Maine** – Councilor Marble made a motion, seconded by Councilor Wilde to refer the amendments to the General Assistance Ordinance to public hearing. Unanimous vote in favor.

**E. COMMITTEE REPORTS**

*Services Committee – Councilor Marble reported that the next Services meeting is Monday, September 11<sup>th</sup>.*

*Planning & Development Committee – Councilor McPike reported that the next meeting is Wednesday, September 7<sup>th</sup>.*

*Finance & Administration - Councilor Sirois recapped the purpose for the purchasing policy, which is to standardize the process, thereby securing the advantages of centralized and uniform purchasing, to increase public confidence in public purchasing, to save taxpayers money, provide for equitable treatment of vendors and services, and to set forth interdepartmental processes to trust the purchasing system.*

*Infrastructure Committee – Mayor Ryder reported that the Sewer CSO Master Plan Grant application was not approved but thanked staff for their hard work. Discussed the possibility of having to move some manholes, discussed the draft changes to the Cemetery Ordinance, discussed culverts and road striping. He stated that they did an excellent job ditching Hopkins Road. He reported that the State is supposed to put a skinny mix on Western Avenue, and that the Chip Seal is finished and that we need to wait for the full process. The Committee reviewed updates on the plow truck financing and are still waiting for pricing from the PUC on the LED street lights.*

- F. MANAGER'S REPORT** – *Highlighted MDOT will be holding a public meeting on September 27<sup>th</sup> at 5:30. Thursday September 28<sup>th</sup> at 6:00 p.m. will be the second public meeting for the pool and municipal site analysis. He reported that the auditor will be here the week of the 26<sup>th</sup>.*

**G. COUNCILORS' COMMENTS**

*Councilor Sirois – no comment*

*Councilor McPike – no comment*

*Councilor Wilde – no comment*

*Councilor Marble – Stated that Chief Rogers did a fine job while Manager Jennings was on vacation*

*Councilor Cormier – no comment*

*Councilor McAvoy – Reminded everyone to shop local and buy American and wished Hampden goodnight.*

*Mayor Ryder – Stated that in the earlier Finance meeting, the boy scouts were in*

**MINUTES**

*attendance to learn about civics, and thanked them for coming.*

- H. ADJOURNMENT** – Councilor Sirois made a motion, seconded by Councilor McPike, to adjourn at 7:40 p.m. Unanimous vote in favor.

*Respectfully Submitted,*



Paula A. Scott, CCM  
Town Clerk

B-3-a



Maine Municipal  
Association

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

Town of Hampden  
RECEIVED

SEP 06 2017

Office of the  
Town Manager

## MEMORANDUM

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

**FROM:** Stephen W. Gove, Executive Director

**DATE:** September 1, 2017

**SUBJECT:** Voting Credentials for MMA Annual Business Meeting

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The Maine Municipal Association Annual Business Meeting is being held in conjunction with the MMA Annual Convention and will take place on **Wednesday, October 4, 2017, at 1:30 p.m. in the Cumberland Room at the Augusta Civic Center.** The MMA Bylaws entitle each member community to one (1) voting representative.

Enclosed please find the ***MMA Voting Delegates Credential Form*** on which the municipal officers may designate their municipality's voting representative and alternate. We have also attached the Proposed Agenda for the MMA Annual Business Meeting for your reference. The current MMA Bylaws as adopted in 2013 will be available at the MMA Annual Business Meeting or may be viewed on the MMA website at:

<http://www.memun.org/public/MMA/Gov/bylaws.pdf>.

Please note that the MMA Executive Committee is not putting forth any proposed amendments to the MMA bylaws for this year. If you plan to be at the MMA Annual Convention and would like to have a Voting Delegate represent your municipality, please complete the MMA Voting Delegate Credential Form and return to our office by **Tuesday, October 3, 2017** or bring it with you to the MMA Annual Business Meeting. We have provided a self-addressed, self-stamped envelope for your convenience.

We look forward to seeing you at this year's 81<sup>st</sup> MMA Annual Convention at the Augusta Civic Center. We have a great line up of speakers, workshops and networking opportunities at this year's convention. If you have any questions on this information, please contact Theresa Chavarie at 1-800-452-8786 ext. 2211 or in the Augusta area at 623-8428.

**Maine Municipal Association  
Annual Business Meeting  
Wednesday, October 4, 2017  
1:30 – 2:15 p.m.  
Augusta Civic Center, Augusta, Maine  
Cumberland Room**

Town of Hampden  
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SEP 06 2017

Office of the  
Town Manager

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**PROPOSED AGENDA**

1. **Introductions and Welcoming Remarks** – MMA President Laurie Smith  
(Town Manager, Kennebunkport)
2. **Approval of 2016 MMA Annual Business Meeting Minutes** – Laurie Smith
3. **Introduction of New Executive Committee Members** – Laurie Smith
4. **MMA President's Report** – Laurie Smith
5. **Executive Director's Report** – Stephen Gove, MMA Executive Director
6. **Other Business** (*comments from the floor*)
7. **Adjournment**

**MAINE MUNICIPAL ASSOCIATION  
VOTING DELEGATE CREDENTIALS**

Angus Jennings  
(name) is hereby designated as the official Voting Delegate and  
\_\_\_\_\_ as the alternate voting delegate for Hampden  
(name) (municipality)  
to the Maine Municipal Association Annual Business Meeting which is scheduled to be held,  
Wednesday, October 4, 2017, 1:30 p.m., at the Augusta Civic Center, Augusta, Maine.

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

Date: 09/18/2017 Municipality: Hampden

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

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Or Signed by a Majority of Municipal Officers:

COPY


Please return this form no later than **Tuesday, October 3, 2017** or bring it with you to the MMA Annual Business Meeting. If mailing, send to:

**MMA Annual Business Meeting  
Maine Municipal Association  
60 Community Drive  
Augusta, Maine 04330  
FAX: 207-626-3358**

Town of Hampden  
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SEP 07 2017

Office of the  
Town Manager

## For Immediate Release - Joint Press Release

September 1, 2017

Contact: Cam Lay 207-287-2731, [pesticides@maine.gov](mailto:pesticides@maine.gov)

### Mainers Urged to Sign Up for Free Disposal of Unusable Pesticides

AUGUSTA—This October, the Maine Department of Agriculture, Conservation and Forestry's (DACF) Board of Pesticides Control (BPC) will team up with the Maine Department of Environmental Protection (DEP) to help Mainers dispose of unusable and waste pesticides. The Obsolete Pesticides Collection Program, jointly sponsored by the BPC and DEP, and funded through pesticide product registration fees, has kept more than 99 tons of pesticides out of the waste stream since its start in 1982.

This free annual program is open to homeowners, family-owned farms and greenhouses. Collections will occur at four sites: Presque Isle, Bangor, Augusta, and Portland. **Participants must pre-register by September 29, 2017. Drop-ins are not permitted.** The collected chemicals will be taken to out-of-state disposal facilities licensed by the federal Environmental Protection Agency where they are incinerated or reprocessed.

Pesticides may become unusable due to age, freezing or evaporation, or because their legal registration changes. It is important to remember that the term "pesticides" includes not only insecticides, but also herbicides, fungicides and rodenticides. Past participants in the program have reported finding obsolete pesticides in barns of inherited properties, garages of newly purchased homes and other unexpected places.

Governor Paul R. LePage is urging Mainers to take advantage of this opportunity to protect the environment and save money through this once a year collection event that highlights cooperation between government agencies. "This is an opportunity for Mainers to dispose of unusable pesticides properly and at no expense," said Governor LePage. "Through consolidated collections at four central locations and the use of in-house resources and expertise, disposal costs are reduced to about \$2 per pound. That is a great value for Maine taxpayers lowers costs and helps protect the environment."

DACF Commissioner Walt Whitcomb is encouraging Mainers to seize this free opportunity for pesticide disposal. "This program provides essential protection of the public, wildlife, and environment. Pesticides thrown in the trash or poured down the drain contaminate drinking water and cause environmental damage," said Commissioner Whitcomb. "I urge people storing these products to contact the BPC and register as soon as possible for the October program."

"Providing Maine residents with a free and easy solution to properly dispose of pesticides gives everyone an opportunity to make a positive impact on our environment and public health," said Paul Mercer, DEP Commissioner.

To register, get details, and learn important information about the temporary storage and transportation of obsolete pesticides, go to the BPC Web site at [thinkfirstspraylast.org](http://thinkfirstspraylast.org), or call 207-287-2731.

- For more information on the Maine Board of Pesticides Control, go to: [thinkfirstspraylast.org](http://thinkfirstspraylast.org).
- For more information on the Maine Department of Environmental Protection, go to: [maine.gov/dep](http://maine.gov/dep)

**Important Note to the Media:** Since pre-registration is required, please post any information from this release as soon as possible. This will allow adequate time for participants and the Board of Pesticides Control to process applications. Thank you for your help in getting the word out!

**Finally,** a way to dispose of old,  
unusable pesticides safely, easily  
and for free



## **Maine's Obsolete Pesticide Collection Program**

**Maine Board of Pesticides Control**

**Maine Department of Environmental Protection**

## **October 2017 Collection:**

- Registration is required;  
no drop-ins accepted
- Register by September 30<sup>th</sup>
- Sites in Presque Isle, Bangor,  
Augusta, and Portland

**For more information and  
to register:**

**[www.thinkfirstspraylast.org](http://www.thinkfirstspraylast.org)**

**207-287-2731**



# Annual Obsolete Pesticide Collection

## The program

The Board of Pesticides Control (BPC) and the Department of Environmental Protection (DEP) provide Maine citizens with a responsible, free opportunity to dispose of their obsolete pesticides. Once a year, these agencies collect obsolete, banned, or otherwise unusable pesticides for secure disposal. The program is available to homeowners, family farms and greenhouses.

## How to participate

1. Obtain an Obsolete Pesticide Inventory form online at [thinkfirstspraylast.org](http://thinkfirstspraylast.org), or call the BPC at (207) 287-2731 to have one mailed to you.
2. Fill out the form completely. Describe unidentified products in as much detail as possible.
3. Store unwanted pesticides properly until the date of the collection. BPC staff will contact you two weeks prior to the collection to inform you of your local collection date and location. Travel directions with a map, transport instructions, and two copies of shipping papers will be mailed to you.
4. Safely pack and transport your pesticides to the assigned site on the collection date. At the appropriate time.

## Safe storage and transportation

Until the day of the collection, safe storage practices remain the best way to prevent a health or environmental crisis from occurring in your backyard.

- Keep pesticides high, dry and locked away from kids and pets.
- Dry materials should be free of moisture and wrapped in heavy duty plastic bags.
- If a bottle, bag, or other container leaks, call DEP for advice on proper cleanup.
- Never transport pesticides in the interior of your vehicle. Use the truck bed or the car trunk and brace items to prevent shifting while traveling.
- During travel, keep emergency numbers and one copy of the shipping papers on yourself. Keep the other copy in your vehicle in case an accident requires you leave the vehicle and inform authorities.
- Drive directly to the pesticide collection site after you load your vehicle. Drive carefully, please! You are responsible for any spills and their subsequent clean-up costs.

## Prevention

The best way to prevent obsolete pesticides is to buy the right product and only enough for a given job.

- Know your pest. Not sure?
  - ◆ Visit our [GotPests.org](http://GotPests.org) site
  - ◆ Call the University of Maine Cooperative Extension Pest Management Office at 1-800-287-0279
  - ◆ Call the Maine Forest Service at (207) 287-2791
- Make sure the product you buy controls that pest. If the pest is not listed on a product's label, the product is not for you!
- Avoid volume and buy-one-get-one-free promotions. The dollar or two saved today can later cost hundreds in hazardous waste disposal fees.
- Surplus pesticides can be difficult to store properly.
- Keep products in good condition. Don't let liquids freeze or moisture damage dry materials.
- Give recently purchased pesticides you no longer need to someone who does. **The best way to dispose of a pesticide is to use it according to its labeled directions.**

For questions and more information:

**Maine Board of Pesticides Control**

Tel. 207-287-2731

[thinkfirstspraylast.org](http://thinkfirstspraylast.org)





Angus Jennings <townmanager@hampdenmaine.gov>

### Event Invitation: Hunter's Breakfast

1 message

Facebook <notification+kr4knx4nyber@facebookmail.com>  
Reply-To: noreply <noreply@facebookmail.com>  
To: Angus Jennings <townmanager@hampdenmaine.gov>

Thu, Sep 7, 2017 at 7:32 AM

Samuel L. Cannon invited you to Hampden VFW Whitcomb Baker Post 4633's event



#### Hunter's Breakfast

🕒 Saturday, November 11 at 5 AM

📍 Hampden VFW Whitcomb Baker Post 4633 in Hampden, Maine

- Going
- Interested
- Not Interested

Join us for our annual early morning breakfast! Cost is \$5 for individuals or \$20 per family.

Samuel L. Cannon and 2 others are going.



Pending Invites (2)

Block invites from Samuel?

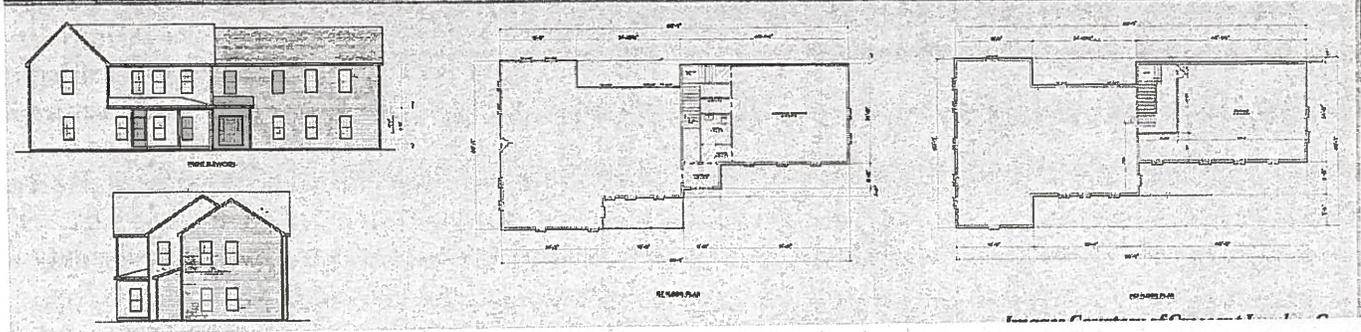
This message was sent to townmanager@hampdenmaine.gov. If you don't want to receive these emails from Facebook in the future, please unsubscribe.

Facebook, Inc., Attention: Community Support, 1 Hacker Way, Menlo Park, CA 94025



# Hampden Historical Society Newsletter – Summer 2017

*Our History Lives Here!* The new archival wing and renovations to Kinsley House



## It's Official! The new Archives building is on its way!

**O**n June 20 the Society launched its Capital Campaign for the replacement of the Archives wing at Kinsley House.

The current archival wing was a large shed that was moved here and attached to the house. A recent environmental study of the structure determined that the archive space must be completely replaced.

- There is no foundation; the roof is sagging and the eaves are rotting.
- The space is too small for the collection and it is not climate controlled.
- There is no space for multiple people to work at the same time.

The Capital Campaign will fund construction of a new two-story, climate-controlled and fireproof archival wing expanding both the work and storage areas. The campaign will also address other exterior and interior areas of the Kinsley House, including:

- New windows, siding and insulation.
- Addition of an ADA-compliant bathroom.

- A new heating system (funded by a grant from the Davis Family Foundation).
- Repairing the foundation, the front sills, the front entrance and a new entrance to the second floor.

Reporters and photographers from three local TV stations were at the Kinsley on the 20<sup>th</sup> and spent time talking with members and filming the official opening of the campaign. It was a very exciting day – the campaign is on its way – and over half funded! Bob Hawes

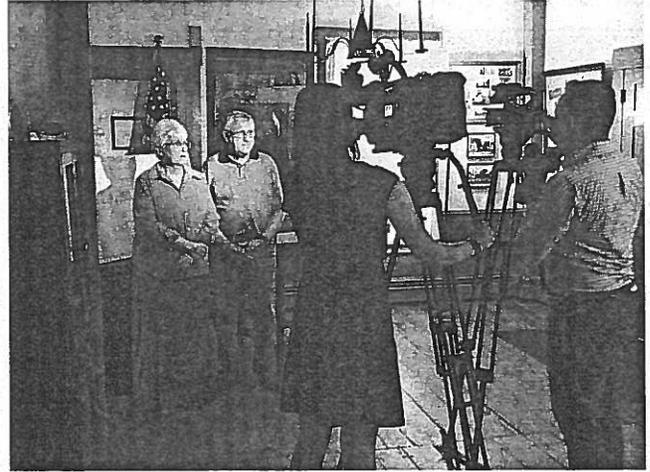


### Our Capital Campaign “Thermometer”

Our thermometer shows that, to date, we have collected or have promised just over half of the funds needed. This is a wonderful accomplishment and we look forward to the completion of the campaign.

### Filming the Announcement

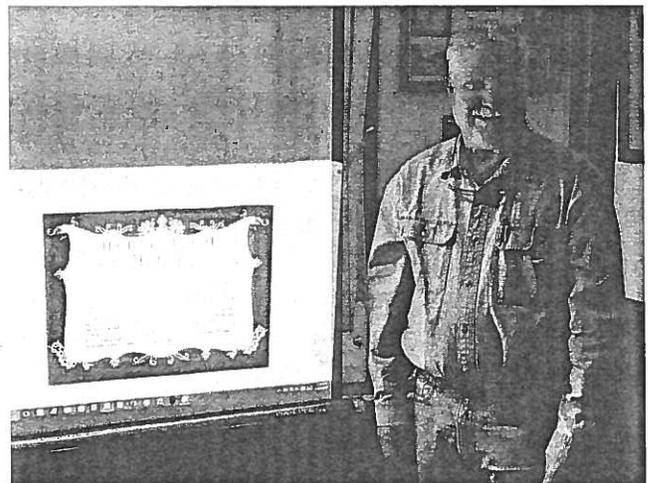
Camera people from Channel Five are shown filming the official announcement of the Campaign opening by the Campaign Co-Chairs: President Mary Poulin and Assistant Treasurer Herb Frost.



(Photos by Patsy Husson)

### Early Mail Service in Hampden

The photo below shows Jim Husson displaying a letter from his collection of Hampden postal items. Jim was our speaker at the April 2017 meeting and provided many interesting facts on Hampden's early post offices. The letter Jim has is to Rev. Harris and was written by Jedediah Herrick in 1809, telling of the death of Elijah Dix. Dix was an early settler in this area and once owned much of the land of the town which now bears his name (Dixmont). He was the grandfather of Hampden's Dorothea Dix. The letter reads, in part, “It is my mellancholly duty to acquaint you of the death of Doc. Elijah Dix.”



Hampden 29 May 1819

Sir it is my melancholly duty to acquaint  
you of the death of Doct. Elyat Dorr. I am  
not in possession of particulars but am  
informed that he died suddenly at Dedham  
at yesterday.

From circumstances which you  
are doubtless acquainted with, it must  
be unnecessary for me to remind you of the  
condition of his estate in this respect.

I am very respectfully  
Yours At Service  
Jesse's Permitt

Chas. M. Harris

## Hampden Food Cupboard

### July is the month for the HHS

The Historical Society is the main group responsible for the Hampden Neighborhood Food Cupboard for the month of July. Donations fall off in the summer months so it is important for us to contribute. Items that are always needed are: cereals, beans (baked or kidney), peanut butter, toilet paper, shampoos, dish soap, laundry soap; and of course cash is always welcome. Please leave donations in the "cabinet" at the downstairs side door of the Congregational Church. A note with the items saying that they came from an HHS member would be appreciated. Thank you for your help.

### Annual Meeting

The Annual Meeting of the Society was held on May 22, 2017 at Kinsley House. A pot-luck supper was enjoyed by the membership. The main order of business was the election of officers for 2017-2018. The new slate is as follows:

#### Officers:

President	Mary Poulin
Past President(s)	Ken Rowell and Jerry Stanhope
Vice President	Ellyn Chase
Secretary/Treasurer	Vivian Gresser
Assistant Treasurer	Herb Frost

#### Board of Directors:

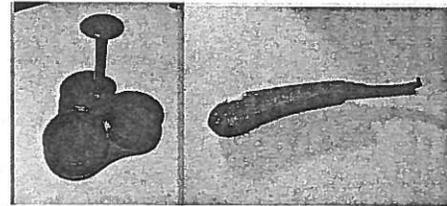
Class of 2018	Storie Brown
Class of 2019	Patsy Husson
Class of 2020	Will Nickerson

The membership appreciates the efforts of Mary Poulin for her work this past year as President. Storie Brown has taken over the unexpired term of Karen Reilly and we thank her for that. Jim Husson's term on the Board expired and we thank him for his time and dedication to this job. Jim is being replaced by Will Nickerson. We are very appreciative for all these folks who are volunteering their time to the Society.

The Nominating Committee

## Helpers for this Edition

Members and friends who contributed to this edition of the newsletter are: Jerry Stanhope, Rod Stanhope, Vivian Gresser, Mary Poulin, Alice Hawes, Carol Lamb, Janice Von Brook, Jean London, Ellyn Chase, Patsy Husson and Bob Hawes.



### What is it?

In the Spring edition of the newsletter we offered two items for your identification that had been used in a monthly presentation last fall. We didn't get many takers.

The item #1 is an egg poacher and can be seen in the summer kitchen. Eggs could be broken into one of the three rings and then the unit was lowered into the boiling water. When the eggs were cooked they could be released by lifting the three rings, using the round knob at the top.

The item #2 is a hoof knife, used by a farrier to clean out the horse's hoof prior to shoeing. The hook at the end could be used to clean out debris from inside the hoof and then the knife blade was used to pare away dead tissue. This was identified by Janice Von Brook; thanks, Janice.

THE  
NATIONAL MAGAZINE.

AUGUST, 1853.



JOHN HAMPDEN.

AMONG all the honored names which history bears on its pages as those of martyrs of liberty, there is not one which justly challenges greater regard from Americans than that of John Hampden. The purity of his life, the integrity of his motives, the solidity of his character, the devotedness of his zeal, commend him as a model republican patriot, while the interest he felt in the American colonies, and the intimate connection for the struggle in which he died with the origin of our own free institutions, mark his name as almost our own. We American people have not honored his memory as he deserved. Our youth are not made as familiar as they ought to be with his name and history. His memory is not embalmed, as justice requires, along with that of our own Washington. The great development of the spirit of liberty among the people of England dur-

Vol. III, No. 2.—H

### John Hampden – revisited

Shown above is the first page of an article recently donated to the Society regarding the life and legacy of John Hampden. Hampden was born in 1594 in the English county of Buckinghamshire. His death came at the Battle of Charlgrove Field in 1643. We assume that one of the reasons that the name “Hampden” was chosen for our town was the fact that John Hampden was a dedicated anti-royal and the founding of the town came on the 200<sup>th</sup> anniversary of his birth. The article above was published in “The National Magazine,” vol. III, July to December, 1853. The entire article covers five pages and is a little too long for the newsletter, but can be read at Kinsley House. We’re here—10:00 am to 4:00 pm, every Tuesday, April through October. Come by and learn more about John Hampden!

Hampden Historical Society

## Hampden Historical Society Annual Report June 2016 through May 2017

<u>Receipts</u>	<u>Amount</u>
Archives	\$181.76
Collections	0.00
Fundraisers	8,384.52
Interest	635.75
Membership Dues	1,655.00
Memorials	0.00
Rental Income	8,100.00
Sales of HHS Items	152.00
Scholarship	473.00
<b>Total Receipts</b>	<b>\$19,582.03</b>
<b>Profit or (Loss)</b>	<b>\$6,479.31</b>

Archive Building Fund	\$124,178.96
Building Fund & Whitten CD Interest	248.15
Yearly Campaign Income	\$124,427.11
Less Expenses	(\$27,116.41)
<b>Total</b>	<b>\$97,310.70</b>

### 'Nother Version

Beneath the spreading chestnut tree  
The village smithy snoozes.  
No nag, since 1934,  
Has come to him for shoses.

From: The Sedan (Hampden Academy)  
New Years Number, 1938

### 2017 Book, Bake and Yard Sale

The HHS Book, Bake and Yard Sale was held on Saturday, June 10 with a total income of \$1,441.20. Prior to the sale, members worked hard to price items, make phone calls, bake, pick up items, display items, assist customers and then pack up the leftovers. Thanks to all members who helped in any way. It seems like a lot of work, but in the end the profit will help maintain the buildings and grounds and pay the utilities.

## Upcoming Meetings and Programs

The HHS Board meets on the 2<sup>nd</sup> Monday of the month at 6:30 p.m. The Society meets on the 4<sup>th</sup> Monday at 7:00 p.m. from March through October. No meetings are scheduled for November, December, January or February.

### July 24, 2017

#### "A Civil War Soldier's Letters to Home" - Part II

Presenter: Ellyn Chase

Hospitality - Herb Frost and Jerry Stanhope

### August 28

#### Hampden's Patterson Family

Presenter: George Patterson

Hospitality - Vivian Gresser and Jean London

### September 25

#### Paper Money Before The Civil War

Presenter: Frank Coombs

Hospitality - Mary Poulin and Storie Brown

### October 23

#### What's That? Come and try to identify antique tools and kitchen items

Presenter: Bob Hawes

Hospitality - Sandra Boynton and Polly Levesque

## All Are Welcome

### Open Hours at HHS

Kinsley House Museum and Archives will be open 10:00 a.m. to 4:00 p.m. every Tuesday, April through October, or by appointment.

### Change of Address?

Please let us know if you have a change of address

HHS Email : [hampdenhistorical@gmail.com](mailto:hampdenhistorical@gmail.com)

Hampden Historical Society  
PO Box 456  
Hampden, ME 04444

Nonprofit Org.  
U.S. Postage Paid  
Permit 201  
Hampden, ME

Address service requested

Hampden Town Office  
106 Western Ave.  
Hampden, ME 04444



Victualer's License No. 17-14

Granted to:

Joseph/Nancy Segari

Premises Licensed: Eat at Joe's

Eat at Joe's

Address: 18 McDonald Avenue

Ellsworth, Me 04605

Issued: 09/06/17 Expires: 09/05/18

Amount: \$125.00

COPY

VICTUALER'S LICENSE CERTIFICATE

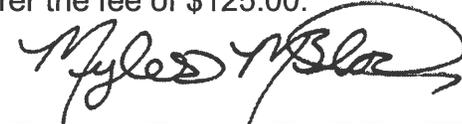
B-3-e

No. 17-14

**MUNICIPALITY OF HAMPDEN, MAINE**

To all whom these presents may concern: Date: Sept. 06, 2017

**KNOW YE**, that Joeseeph & Nancy Segari, doing business as Eat at Joe's has been duly licensed as a Victualer as a Mobile Food Vendor at the Hampden Farmer's Mkt. in the Municipality of Hampden by said Municipality until Sept. 5, 2018, and has paid to the Municipal Treasurer the fee of \$125.00.



Authorized Municipal Officer / CODE ENFORCEMENT OFFICER



# TOWN OF HAMPDEN

## OUTDOOR WOOD-FIRED BOILER ANNUAL LICENSE APPLICATION

**AUG 17 2017**  
**INSPECTION REQUIRED**

Code Enforcement Office

Application Date: 8/17/17

**Property Information:**

Property Owner's Name: Gary Thibodeau

Phone #: [REDACTED]

Street Address: 665 Western Ave.

Mailing Address: Same

If this is a renewal and there have been no changes since last license was issued, please check here and sign, date and return form to Town Office. No further information is required.  
Last license issued: 10/05/2016

Zoning District: Rural (not permitted in Resource Protection District)

Lot Size: 25.26 Acres Square Feet (3 acre min. lot size)

Outdoor Wood-fired Boiler Setback to Nearest Property Line: \_\_\_\_\_ feet (150 ft. min.)

Distance to Nearest Residential Structure: \_\_\_\_\_ feet (200 ft. min.)

Assessor's Tax Map: 8 and Lot: 14

1. Please complete plot plan (see other side) drawn to scale showing the location of the outdoor wood-fired boiler in relation to property lines and existing structures.
  2. Please include installation instructions provided by Manufacturer.
- I have received a copy of the *Town of Hampden Fire Prevention Code*  
→ Outdoor wood-fired boilers in place as of the effective date of this ordinance need not obtain the permit required by section F-308.3.1 of said ordinance.
  - I have received a copy of the *Town of Hampden Outdoor Wood-Fired Boiler Annual Licensing Ordinance*  
→ Outdoor wood-fired boilers in place as of the effective date of this ordinance need not comply with sections 4.2, 4.3, and 4.4 except that the units shall not be made any more non-conforming.
  - I have received a copy of DEP *Chapter 150: Control of Emissions From Outdoor Wood Boilers*  
QUESTIONS: PLEASE CALL DEP: 287-2437

I hereby agree to operate my outdoor wood-fired boiler in accordance with the *Town of Hampden Fire Prevention Code* and the *Town of Hampden Outdoor Wood-Fired Boiler Annual Licensing Ordinance*. I also acknowledge my responsibility to renew my license annually.

Owner Signature: Gary Thibodeau Date: 8/17/17

Code Enforcement Officer Action: Approved Denied Date: 9/5/17

CEO Signature: [Signature] Date: 9/5/17

\*This License Expires: 10/5/18  
Date



TOWN OF HAMPDEN
OUTDOOR WOOD-FIRED BOILER ANNUAL
LICENSE APPLICATION
INSPECTION REQUIRED

Application Date: \_\_\_\_\_

Property Information:

Property Owner's Name: Rodney Stanhope

Phone #: \_\_\_\_\_

Street Address: 540 Western Ave.

Mailing Address: Same

If this is a renewal and there have been no changes since last license was issued, please check here and sign, date and return form to Town Office. No further information is required. Last license issued: 10/05/2016

Zoning District: \_\_\_\_\_ (not permitted in Resource Protection District)

Lot Size: \_\_\_\_\_ Acres Square Feet (3 acre min. lot size)

Outdoor Wood-fired Boiler Setback to Nearest Property Line: \_\_\_\_\_ feet (150 ft. min.)

Distance to Nearest Residential Structure: \_\_\_\_\_ feet (200 ft. min.)

Assessor's Tax Map: 8 and Lot: 26

1. Please complete plot plan (see other side) drawn to scale showing the location of the Hampden outdoor wood-fired boiler in relation to property lines and existing structures.

2. Please include installation instructions provided by Manufacturer.

I have received a copy of the Town of Hampden Fire Prevention Code

Outdoor wood-fired boilers in place as of the effective date of this ordinance need not obtain the permit required by section F-308.3.1 of said ordinance.

I have received a copy of the Town of Hampden Outdoor Wood-Fired Boiler Annual Licensing Ordinance

Outdoor wood-fired boilers in place as of the effective date of this ordinance need not comply with sections 4.2, 4.3, and 4.4 except that the units shall not be made any more non-conforming.

I have received a copy of DEP Chapter 150: Control of Emissions From Outdoor Wood Boilers

QUESTIONS: PLEASE CALL DEP: 287-2437

I hereby agree to operate my outdoor wood-fired boiler in accordance with the Town of Hampden Fire Prevention Code and the Town of Hampden Outdoor Wood-Fired Boiler Annual Licensing Ordinance. I also acknowledge my responsibility to renew my license annually.

Owner Signature: Rodney W. Stanhope Date 12 Aug 2017

Code Enforcement Officer Action: Approved Denied Date: 9/5/17

CEO Signature: \_\_\_\_\_ Date: 9/5/17

\*This License Expires: 10/5/18 Date



B-3-9

Angus Jennings <townmanager@hampdenmaine.gov>

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## New marijuana legislation, public hearing scheduled

1 message

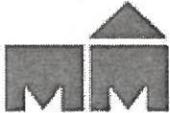
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Laura Ellis <EBulletin@imail.memun.org>

Wed, Sep 13, 2017 at 11:24 AM

Reply-To: LEllis@memun.org

To: "ebulletin@imail.memun.org" <ebulletin@imail.memun.org>



Maine Municipal  
Association

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

To: Key Municipal Officials

From: Garrett Corbin

Date: September 13, 2017

Re: New Marijuana Legislation

For the better part of this year, the Legislature's Marijuana Legalization Implementation Committee has worked to craft legislation containing many important amendments to Maine's Marijuana Legalization Act. The Act, which legalizes the use of marijuana by persons over 21 years of age as well as industries associated with such use, became law earlier this year as a result of a statewide referendum approved by the voters in last November's election.

The Committee's bill, LR 2395, "An Act To Amend the Marijuana Legalization Act," was made publicly available yesterday.

What follows is a description of LR 2395 as well as additional information regarding the channels for communicating your perspective on this matter if you wish. The full text of the bill is available [here](#), and an article printed in the most recent edition of the *Maine Townsman* which includes background information you may find helpful is available [here](#). Additionally, a link to a compilation of MMA's resources on this topic may be found on the right-hand side of the MMA homepage at [www.memun.org](http://www.memun.org).

**MMA Description of LR 2395 - An Act To Amend the Marijuana Legalization Act.** This bill provides the regulatory framework necessary to implement the citizen initiated law legalizing the recreational use of marijuana for person 21 years of age or older, which as proposed in the bill is referred to as the “adult use” of marijuana.

**Local Control.** Of greatest significance to municipal officials, the bill expressly authorizes municipalities to prohibit the operation of some or all types of marijuana establishments (e.g. cultivation, manufacture, testing, retail stores and social clubs) within the municipality and also limit the number of any type of establishment that may be approved or licensed to operate in the community. The bill authorizes communities to adopt reasonable land use ordinances regulating the location of all marijuana establishments within the community and impose reasonable licensing requirements addressing matters not regulated by the state. The bill specifies that municipalities can adopt ordinances that: (1) place reasonable restrictions on size, content and location of signs and advertisements used by marijuana establishments, except that provisions must prohibit the placement of signs and advertisements within 1,000 feet of the property line of a preexisting public or private school; (2) establish reasonable municipal licensing fee schedules; and (3) enforce odor control measures for both commercial and personal cultivation of marijuana. Furthermore, municipalities are authorized to deny an application for the location of a marijuana establishment within the community without first adopting an ordinance regulating marijuana establishments.

The standards adopted by the municipality, however, cannot be more restrictive than or otherwise conflict with explicit state regulations. Municipalities are expressly prohibited from approving or licensing marijuana establishments that seek to locate within 1,000 feet of the property line of an existing public or private school, although municipalities may expand that minimum distance. Municipalities are also prohibited from granting a license to an applicant that has not demonstrated that the applicant owns or leases the property from which the proposed establishment will operate. The bill requires applicants to submit a site plan designating the location, size and layout of the proposed establishment. If the applicant is approved or granted a license to operate in the community, the municipality must provide the Department of Administrative and Financial Services (DAFS) with a copy of the submitted site plan.

As provided in the bill, a municipality’s failure to act on a request for approval or a license to operate a marijuana establishment cannot be construed to satisfy the approval or licensing process. If at any time a municipality withdraws approval for a marijuana establishment or revokes a municipal license, the establishment must immediately cease operations and may apply to DAFS for a relocation permit.

Finally, municipalities are required to notify DAFS within 14 days of a decision to: (1) approve or deny the location of a marijuana establishment; (2) issue or renew a license; (3) withdraw the approval or suspend or revoke a license; (4) approve the relocation of a licensed premises; or (5) approve a transfer of ownership interest in a licensed establishment.

**Taxation.** The bill assesses a 20 percent state sale tax on products sold at marijuana retail stores and social clubs. Five percent of all monthly tax revenue generated within each municipality by all marijuana stores and social clubs within the municipality must be distributed to that municipality. One percent of the total monthly tax revenue generated statewide must be distributed in equal amounts to each municipality that had a cultivation facility, product manufacturing facility, marijuana store or social club in operation in the municipality during the prior month. Twelve percent of the total monthly tax revenue must be transferred to the Adult Use Marijuana Public Health and Safety Fund to be used to facilitate public health and safety awareness education programs and for enhanced training for local, county and state law enforcement officers.

**State Agency Authority.** Regulatory implementation and oversight of the law is assigned primarily to DAFS and the Department of Agriculture, Conservation and Forestry (DACF). As proposed in the bill, DAFS is authorized to:

- Adopt the major substantive rules establishing: (1) initial license and renewal application processes; (2) qualifications for licensure; (3) licensing fees; (4) appeals process for a denial of an application and the conduct of appeals and hearings; and (5) security requirements for marijuana stores and social clubs. DAFS must provisionally adopt these rules on or before March 15, 2018.
- Implement and administer a system to track adult use marijuana from immature plant to the point of retail sale, disposal or destruction.
- Develop programs or initiatives to facilitate the collection and analysis of data regarding the impacts and effects of the use of marijuana in the State, including youth and adult marijuana use; school suspension and discipline; E-911 calls, emergency department visits and hospitalizations; operating under the influence arrests; motor vehicle accidents; and violent crimes associated with the use of marijuana.
- Develop and implement programs, initiatives and campaigns focused on educating the public on the health and safety matters related to the use of marijuana.
- Develop and implement programs or initiatives providing enhanced training for criminal justice agencies in the requirement and enforcement of the law, including training law enforcement officers in the inspections, investigations, searches, seizures, forfeitures and personal use and home cultivation allowances.
- In collaboration with DACF annually submit a report to the joint standing committee of the Legislature with jurisdiction over adult use marijuana. The report must include information on the number and types of applications, total amount of application and license fees received and the amount of sales tax revenue collected; volume and value of adult use marijuana sold by stores, social clubs and cultivation facilities; number of inspections conducted; number of license violations committed; public health and safety data; and recommendations for legislation to address issues associated with adult use marijuana. The first report must be submitted on February 15, 2019.

DACF is directed by the bill to implement, administer, enforce and adopt rules to regulate the cultivating, manufacture and testing of adult use marijuana including: (1) marijuana seeds, clones and plants; (2) security requirements (e.g., lighting, physical security, alarms and other internal control and security, etc.); (3) use of pesticides, fungicides and herbicides, harvesting and storage of marijuana products; (4) limits on the concentration of THC and other cannabinoid per product serving; (5) odor control, sanitary, refrigeration, storage and warehousing standards; and (6) packaging and labeling of marijuana products. DACF must provisionally adopt these rules on or before March 15, 2018.

The bill also:

**State Licensing Authority.** Establishes several initial, renewal, transfer of ownership, relocation of premises licensing criteria, include delaying the licensing of social clubs until June 1, 2019. If an application is approved, the state is required to issue a conditional license. An active license to operate a marijuana establishment is issued only if and when the applicant obtains municipal approval or a municipal license to operate within the municipality's boundaries. A conditional license expires in one year.

**Regulation in the Workplace.** Allows employers to: (1) prohibit the use, consumption, possession, trade, display, transport, sale or cultivation of marijuana in the workplace; (2) adopt policies restricting the use of marijuana by employees; and (3) discipline employees who are under the influence of marijuana in the workplace according to the employer's policies.

**Operating, Testing, Labeling and Packaging Requirements.** Sets into place the many operating, testing, labeling and packaging requirements for the cultivation, manufacturing and testing facilities, as well as for retail stores and social clubs.

**License Violation.** Implements the process for fining a licensee or suspending or revoking licenses for violations of state law.

**Personal Use of Marijuana Products.** Establishes qualitative limits for the personal use, consumption, cultivation and possession of marijuana by persons 21 years of age or older.

**Marijuana Advisory Commission.** Creates the 15 member Marijuana Advisory Commission, which includes a representative of a statewide association representing municipalities appointed by the Speaker of the House. The commission is tasked with reviewing the laws and rules pertaining to the adult use and medical marijuana industries and recommending changes to the laws and rules that are necessary to preserve public health and safety. Beginning January 15, 2019, and annually thereafter, the commission is required to submit a report containing findings and recommendations to the joint standing committee or committees of the Legislature having jurisdiction over medical marijuana and adult use marijuana matters.

**Adult Use Marijuana Public Health and Safety Fund.** Creates a dedicated, non-lapsing fund within DAFS capitalized by 12% of the sales tax revenue generated by the 20% tax imposed on the products sold in retail stores and social clubs and all funding from other public or private sources. The revenues dedicated to the fund must be evenly divided between to public health and safety awareness and education programs and enhanced state, county and municipal law enforcement training programs related to the sale and use of adult use marijuana.

**Additional information regarding the legislative process.** The MLI Committee will be holding a public hearing on the bill on Tuesday, September 26, starting at 9:00 am in the Appropriations and Financial Affairs Committee room (State House, Room 228). All members of the public are welcome to submit comments on LR 2395 in person at the public hearing, or in writing through the Committee's Legislative Advocate at [Daniel.Tartakoff@legislature.maine.gov](mailto:Daniel.Tartakoff@legislature.maine.gov).

Because the Committee anticipates a large turnout for the hearing, they are advising the following:

- Those who do intend to testify at the hearing are asked not to submit testimony in advance but instead to bring 25 copies of that testimony to the public hearing to be distributed when testifying.
- People who wish to testify should sign up at the table outside Room 228 the morning of the hearing. The order of testimony will follow the order of the sign-up sheets. Sign-up sheets will be available starting at 8:15 am on the 26th.
- Testimony will be limited to 3 minutes per individual speaker.
- There will be two overflow rooms available if seating in Room 228 is full. Information on the overflow rooms will be provided at the hearing.

Additionally, MMA's Legislative Policy Committee (LPC) has been asked to take a position on this legislation. Municipal officials are encouraged to share their comments, suggestions, or concerns with representatives on the LPC in the meantime. Municipal officials looking for their LPC members' contact information, or wishing to be added to MMA's "MLI" notification list, may contact Laura Ellis in MMA's State and Federal Relations Department at [lellis@memun.org](mailto:lellis@memun.org) or (207) 623-8428. The MLI Committee's members, staff, schedules, and live online audio streaming of meetings are all available through its website at <http://legislature.maine.gov/committee/#Committees/MLI>.

Finally, MMA would like to stress the relatively high degree of Home Rule deference afforded to municipalities in this legislation, and in the existing Act. Municipal officials have significant latitude to adjust their ordinances to meet their communities' needs.

You are welcome to contact the MMA State and Federal Relations Department's Legislative Advocate Garrett Corbin at [GCorbin@memun.org](mailto:GCorbin@memun.org) or 1-800-452-8786 with any questions pertaining to this legislation.

Questions pertaining to the implementation of a moratorium in your community, or other municipal or legal actions, should be directed to MMA's Legal Services Department at [Legal@memun.org](mailto:Legal@memun.org) or 1-800-452-8786.



B-3-h

Angus Jennings <townmanager@hampdenmaine.gov>

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**Your Invitation: Chamber Open House - September 22nd!**

1 message

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**Bangor Region Chamber of Commerce** <shelley@bangorregion.com>

Reply-To: shelley@bangorregion.com

To: townmanager@hampdenmaine.gov

Thu, Sep 14, 2017 at 3:09 PM

  
**BANGOR REGION**  
CHAMBER OF COMMERCE

**OPEN HOUSE**

**at our NEW LOCATION**  
**2 HAMMOND STREET, SUITE ONE**  
*(the old Hammond Street Senior Center)*



**Friday, September 22, 2017**  
10am - 3pm | Coffee, snacks, building tours  
*Enjoy all-day goodies and coffee from Bagel Central!*

Help the Chamber make this event even better with your generous donation of coffee and other goodies provided by your business for our Open House!

Bring a friend! **Members and Non-Members invited!**

We are also having 2 "**Chamber 101**" Sessions where *Deb Neuman, Chamber President*, and *Shelley Sund, Director of Marketing*, will talk about the many benefits of membership, opportunities for involvement, upcoming events and the future of the Chamber!

***Sign up today!***

11AM-12PM - Session

1PM - 2PM Session

Questions? Email us at [admin@bangorregion.com](mailto:admin@bangorregion.com)



Bangor Region Chamber of Commerce | 2 Hammond Street, Suite One, Bangor, ME 04401

Unsubscribe [townmanager@hampdenmaine.gov](mailto:townmanager@hampdenmaine.gov)

Update Profile | About our service provider

Sent by [shelley@bangorregion.com](mailto:shelley@bangorregion.com) in collaboration with



Try it free today

**FINANCE & ADMINISTRATION COMMITTEE MEETING**

Monday August 21st, 2017

**MINUTES**

Hampden Town Office

*Attending:*

*Councilor Greg Sirois, Chair  
Mayor David Ryder  
Councilor Stephen Wilde  
Councilor Terry McAvoy  
Councilor Mark Cormier  
Councilor, Dennis Marble  
Councilor Ivan McPike*

*Town Manager Angus Jennings  
Assessor Kelly Karter  
DPW Director Sean Currier  
GIS/IT Kyle Severance  
Town Clerk Paula Scott  
Resident*

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

**1. Meeting Minutes**

- a. **August 7<sup>th</sup>, 2017** – *Motion by Councilor Marble seconded by Councilor McAvoy to approve the minutes as written. Motion passed 7-0.*

**2. Review & Sign Warrants** – *Warrants were reviewed and signed.***3. Old Business**

- a. **Proposed Order # 2017-05 to amend the Bid Procedure Guidelines** – *Continued from the August 7<sup>th</sup> meeting – Manager Jennings summarized the intent of the proposed revisions. Councilor McAvoy noted a discrepancy between purchasing procedures for items less than \$10,000 between Sec. 3 and Sec. 4. Manager Jennings noted that this appeared to be an error. Councilor McPike asked about procedures to remove vendors from the vendor book. Manager Jennings acknowledged that the language as written refers to adding vendors but not removing them, and this could be clarified. It was recommended to table this item until the next meeting to allow these revisions to be made. The Committee agreed.*
- b. **Council Resolution #2017-04 to authorize a land swap with Maine Ground Developers** – *Continued from the August 7<sup>th</sup> meeting – Manager Jennings summarized the proposed land swap, referring*

*to two map exhibits in the packet to illustrate the affected land. He said this goes back at least to 2001 but became more pressing due to the pending acceptance of Ammo Park sewer as public. Motion by Mayor Ryder seconded by Councilor McAvoy to recommend Council authorization of Resolution 2017-04 to authorize a land swap with Maine Ground Developers. Motion carried 7-0.*

#### **4. New Business**

- a. Town Manager’s recommendation for award of the 2017 Tax Anticipation Note** – *Chairman Sirois requested to recuse himself due to a conflict of interest. Mayor Ryder made a motion to allow Councilor Sirois to recuse himself, the motion was seconded, and it passed 6-0. Councilor Sirois recused himself from the matter. Manager Jennings summarized the bank interest rate bids received for the TAN, and recommended the Camden National Bank bid as the most advantageous. Motion by Councilor Marble seconded by Councilor McAvoy to recommend Council acceptance of the bid of 1.19% interest from Camden National Bank for the FY18 Tax Anticipation Note. Motion passed 6-0.*
- b. Contract award for the Public Works plow/dump truck and associated equipment to replace truck #13** – *recommended by Sean Currier, Director of Public Works – Director Currier summarized his process to solicit quotes for two plow trucks. He summarized the quotes received, described his follow-up with different vendors to ensure that all bids met specifications, and circulated an updated bid sheet reflecting adjustments to ensure “apples to apples” comparison. He recommended acceptance of the Freightliner bid of \$126,143. Motion by Councilor McAvoy seconded by Councilor Marble to recommend Council acceptance of the Freightliner bid. Motion passed 7-0.*
- c. Contract award for the Public Works plow/dump truck and associated equipment to replace truck # 20** – *recommended by Sean Currier, Director of Public Works – Director Currier summarized his process to solicit quotes for two plow trucks. He summarized the quotes received, described his follow-up with different vendors to ensure that all bids met specifications, and circulated an updated bid sheet reflecting adjustments to ensure “apples to apples” comparison. He said an initial bid came in significantly lower but on follow-up it was verified that the bid was for a two-wheel drive truck when the specification called for four-wheel drive. He recommended acceptance of the Freightliner bid of \$128,228. Councilor McAvoy asked who installs the parts and Director Currier said Freightliner provides the body and chassis to H.P. Fairfield who installs the parts.*

*Motion by Councilor Marble seconded by Councilor McAvoy to recommend Council acceptance of the Freightliner bid. Motion passed 7-0.*

- d. Request authorization for the expenditure of \$42,315 from DPW Vehicle Reserve (3-717-00) for the purpose purchasing a plow/dump truck for the Department of Public Works – requested by Angus Jennings, Town Manager – Manager Jennings said the request is for the remaining balance in the DPW Vehicle Reserve account, in order to put a down-payment toward Truck #20 with the balance being financed based on the most advantageous terms. Motion by Councilor Marble seconded by Councilor McAvoy to refer to Council a recommended authorization for the expenditure of up to \$42,315 from DPW Vehicle Reserve (3-717-00) for the purpose of purchasing a plow/dump truck for the Department of Public Works. Motion passed 7-0.**
- e. Request authorization for the expenditure of \$1,215.39 from Rec Area Reserve (3-767-00) for the purpose of paying for printing and postage costs associated with promotion of Pool Site Study and upcoming public workshops – Motion by Councilor Marble seconded by Councilor Wilde to refer to Council a recommended authorization for the expenditure of \$1,215.39 from Rec Area Reserve (3-767-00) for the purpose of paying for printing and postage costs associated with promotion of Pool Site Study and upcoming public workshops. Motion passed 7-0.**
- f. Request authorization for the expenditure of \$8,928 from IT Computer Reserve (3-711-00) for the purpose of purchasing a replacement server for the town office – requested by Kyle Severance, IT Specialist – Mr. Severance described that the current server is 4 years old and, while the expected lifespan is 5 years, there have been increasing problems with this unit which supports 20 work stations and 15 users. He said he also needs a proper size server rack. Councilor Marble asked how this relates to cloud based services and Mr. Severance said that due to security all connections to the server must be hard-wired. Councilor McAvoy asked if there is a problem with temperature in the server room but Mr. Severance said no, an A/C unit was added to the server room about 5 years ago. Councilor McAvoy asked if there was residual value to the current server and Mr. Severance said not much but that he would reclaim any parts with continuing value. Motion by Councilor McPike seconded by Councilor Wilde to recommend Council authorization of \$8,928 from the IT Reserve for the purchase of a replacement server for the town office. Motion passed 7-0.**

- g. Request authorization for the expenditure of \$1,823 from IT Computer Reserve (3-711-00) for the purpose of purchasing a server rack and battery backup – requested by Kyle Severance, IT Specialist – Motion by Councilor McPike seconded by Councilor Wilde to recommend Council authorization of \$1,823 from the IT Reserve for the purchase of a server rack and battery backup for the town office server. Motion passed 7-0.**
- h. Review of mil rate calculation form and setting the mil rate for 2017/2018 – recommended by Kelly Karter, Tax Assessor – Manager Jennings summarized the estimated impacts of the recommended 18.4 mil rate, an increase from the prior year’s 18.2 rate. Due to changes in the Homestead Exemption, homes taking advantage of the Homestead Exemption would still see their bottom line taxes lowered if their home is valued less than about \$450,000. Houses that do not take advantage of Homestead would see property tax bills increase by \$10 for every \$50,000 in assessed value. Assessor Karter presented her methodology regarding establishing assessed valuations and calculating the mil rate. There were Councilor questions about the minimum/maximum mil rates on the form, the amount and purpose of overlay, and the financial impact of existing TIF agreements. There was a motion by Councilor McAvoy seconded by Councilor Marble to recommend Council commitment of the 18.4 mil rate. Motion passed 7-0.**
- i. Update on the role of the League of Women Voters for the Candidate Forum – Manager Jennings summarized the Town Clerk’s memo in the meeting packet. Councilor Marble said he thinks this is a good step to take.**

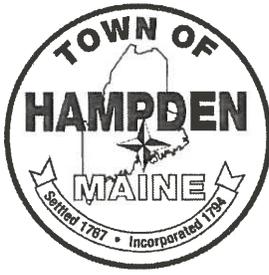
**5. Public Comment – None.**

**6. Committee Member Comments – Councilor McAvoy noted that tomorrow night’s public workshop on the pool site was not on the website calendar. Manager Jennings said this was an oversight and that it would be added.**

**7. Adjournment**

*There being no further business, the meeting was adjourned at 6:45 PM.*

Respectfully submitted –  
Angus Jennings, Town Manager



Town of Hampden  
**Planning and Development Committee**  
 Wednesday August 16, 2017, 6:00 pm  
 Municipal Building Council Chambers

## Minutes

Attending:

Committee/Council

Ivan McPike-Chair  
 Terry McAvoy  
 David Ryder  
 Dennis Marble  
 Stephen Wilde  
 Greg Sirois

Staff

Angus Jennings, Town Manager  
 Myles Block, Code Enforcement Officer  
 Karen Cullen, Town Planner (*first 10 min*)

Public

Connie and Paul Potvin  
 Penny Markowitz-Moses  
 Other residents

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

1. **Approval of July 19, 2017 Minutes – Motion** to approve as submitted made by Councilor Marble with second by Councilor McAvoy; carried 6-0.
2. **Committee Applications: Penny Markowitz-Moses for Board of Appeals –** Chairman McPike welcomed Ms. Markowitz-Moses and thanked her for her interest in serving. Councilor Marble asked what motivated her, and she referred to her prior public service in a community she used to live in, and said she believes in giving back to her community. Motion by Councilor Marble seconded by Councilor Wilde to recommend Council appointment of Penny Markowitz-Moses to the Board of Appeals. Motion carried 6-0.
3. **Updates:**

Manager Jennings announced that the Town Planner would be out for an extended period of time due to recurring health concerns, and that he is corresponding with potential contracted resources to help manage workload in the Planner's absence. Planner Cullen expressed her hope that her health would improve to allow her to return, and the Committee shared this hope.

  - A. **MRC/Fiberight –** Manager Jennings provided an update on the infrastructure construction and work to date on site prep. Biweekly calls including MRC, Fiberight, the Town and DEP continue to keep a constant flow of information. Project financing has not yet closed and the Town will await confirmation when this milestone is reached.
  - B. **Staff Report –** Manager Jennings updated the Committee on the ongoing State DECD review of the proposed Business Park TIF. Two items were

identified during the review and required changes to the TIF: one relating to “portage” of funds to a potential future Downtown TIF District; the State will not approve this even though it was part of the Emera TIF as well. The second change related to clarification of what portion of the Sucker Brook Watershed would be an eligible area for expenditure of TIF funds.

The second staff report item related to the memo from the Building Inspector regarding the building at 106 Main Road South. The building is visually deteriorated but was found to be structurally sound and does not represent a danger to public safety. Therefore under the current ordinances this is not an area where the Town has an enforcement interest.

#### **4. Old Business:**

**A. Conservation Easement for Colonial Heights Phase 3 –** Manager Jennings summarized the two changes proposed by the developer since the prior Council vote to not become the Grantee for the Conservation Easement. One change provides public access to a portion of the property - the snowmobile trail – and the other change clarifies that it is the Grantor’s responsibility to mark and maintain boundaries. Mayor Ryder said it makes more sense to allow public access, and said he feels better about it. Councilor Marble referred to the market study’s findings about Hampden’s strength in housing, and said he thinks accepting the C.E. will support this development and be “business friendly.” He also said he likes the public access aspect, especially because it’s adjacent to protected land. There was a motion by Councilor Marble seconded by Councilor Wilde to recommend Council acceptance of the Conservation Easement, upon Town Attorney review of the proposed language. The motion carried 6-0.

#### **5. New Business:**

**A. Landfill Post Closure Monitoring Report –** Manager Jennings summarized the recent report from Drumlin, LLC and noted the comments received from resident Bill Lippincott. Councilor McPike noted that the Environmental Trust Committee acts in a supporting role, with the primary roles held by the landowner (Casella) and DEP. Councilor Marble said he struggles with the technical nature of the reports. There was brief discussion of the fire at the landfill last Friday, and it was agreed that incident reports for such events should be shared with Drumlin, DEP and Councilors.

**B. Citizen’s Climate Lobby – Proposed Resolution on climate change –** Hampden residents Connie and Paul Potvin appeared to express their concern about the environment in Hampden, in Maine, and the national and global environment. They are 27-year Hampden residents, and volunteers with the Citizens Climate Lobby. They are recommending a policy to establish a carbon fee and dividend. They expressed support for the service of elected officials, and said they have also met with the U.S. Senators and Congressional offices. They said climate change is a non-partisan issue and that the carbon fee and dividend would be revenue neutral. They asked the Town to support federal action on climate change. They said the proposal they’re advocating is effective, reduces carbon emissions, creates jobs,

*stimulates the economy, and saves lives. They noted impacts of climate change on Maine industries including shrimp, lobsters, tourism and property values.*

*Councilors expressed concern about the role of the federal government in this policy proposal, and whether funds taken for that purpose would be used for that purpose. There was a question about how the proposal would affect the cost of fossil fuels and it was said that it would add to the cost of gas but that biomass would be exempt. There was a question about what if China will not participate, and there was discussion of a border adjustment tax.*

*There was discussion about whether this was the type of action the Council should be considering. Councilor McAvoy said he doesn't think the Council should be endorsing a specific policy or program. Councilor Marble said he didn't think this could be figured out in one night, and Councilor McPike said he would like to have more information to consider. Councilor Wilde said he would like to read up further on the organization. Connie Potvin said they'd be glad to meet with Councilors or others one on one to review their proposal. Chairman McPike said to add this item for continued discussion, not at the next meeting but a couple of meetings out to allow time for review.*

**6. Zoning Considerations/Discussion:**

**A. Recreational Marijuana** – *Manager Jennings summarized the draft zoning language, which is focused exclusively on prohibiting retail marijuana sales and social clubs, but does not extend to other retail marijuana uses (i.e. cultivation, processing, testing). There was a motion by Councilor Marble seconded by Councilor Sirois to refer the amendments to Council for their referral to the Planning Board for hearing and recommendation. Motion carried 6-0.*

**7. Citizens Initiatives** – *None.*

**8. Public Comments** – *None.*

**9. Committee Member Comments** – *Chairman McPike emphasized the importance of getting the Planning Department's staffing needs covered during the period when the Town Planner will be unavailable. He noted the many efforts underway and said we need to continue to make progress. He and Councilor Marble agreed that the workload could not simply shift to the Town Manager due to overall workload, and that outside resources would be needed.*

**10. Executive Session pursuant to 1 MRSA Sec. 405(6)(E)** - *to confer with the Town's legal counsel concerning the legal rights and duties of the Town – There was a motion by Councilor Marble seconded by Councilor Sirois to enter Executive Session in order to confer with the Town's legal counsel concerning the legal rights and duties of the Town. There was a roll call vote: Wilde – yes; McAvoy – yes; Marble –*

yes; Ryder – yes; McPike – yes; Sirois – yes. The Committee entered Executive Session including the Town Manager and outside counsel Kate Grossman of Farrell, Rosenblatt & Russell. The Committee exited Executive Session by roll call vote at 7:48.

11. **Adjournment:** There was a **motion** and a **second** to adjourn at 7:49 pm. The motion carried 6-0.

*Respectfully submitted –  
Angus Jennings, Town Manager*

**SERVICES COMMITTEE MEETING****Monday, August 14, 2017****MINUTES**

## Attending:

*Councilor Dennis Marble, Chair*  
*Mayor David Ryder*  
*Councilor Stephen Wilde*  
*Councilor Ivan McPike*  
*Councilor Terry McAvoy*

*Councilor Mark Cormier*  
*Councilor Greg Sirois*  
*Town Manager Angus Jennings*  
*Curt Slininger, Kiwanis Club*

*Chairman Marble called the meeting to order at 6 p.m.*

**1. MINUTES**

- a. **July 10, 2017** – *Motion by Councilor Sirois seconded by Councilor McAvoy to approve the meeting minutes. Approved 6-0.*

**2. COMMITTEE APPLICATIONS – None.****3. OLD BUSINESS**

- a. **Update on Hampden Children's Day 2017** – *Manager Jennings provided an update regarding Saturday's event and said, looking ahead to 2018, he'd like Committee direction regarding whether the Town's level of involvement should change or stay the same. Several Councilors said that the current Town role – providing staff support through the Rec Department and limited financial support – was appropriate, along with the Town's direct sponsorship and organization of the parade. Councilors said that funds should be requested as part of the annual budget process, consistent with the Outside Organizations Funding policy. Chairman Marble said the parade was very well organized and successful this year.*
- b. **Update on potential lease modification and budgeting related to Town potentially taking over temporary responsibility for operations and maintenance costs of Town-owned Kiwanis Civic Center** – *Manager Jennings summarized draft revisions to the Kiwanis lease. Councilor McAvoy said he supported it for one year, not two, and that any extension should be brought forward and considered within next year's budget process. During discussion, Curt Slininger said the Cub Scouts would continue to mow the grass, so this would not need to be taken over. Mayor Ryder asked if we would use the same fuel oil vendor as we do for other Town buildings and Manager Jennings said yes. Councilor McPike said that many groups need a place to go and meet, and they use the*

*Kiwanis Civic Center, and that's part of what makes a community. He said he's fully in favor for a year. Motion by Councilor McPike seconded by Councilor Sirois to refer to Finance the proposal to modify the Kiwanis lease. Motion passed 6-1 with Councilor McAvoy opposed.*

- c. Preview of August 22 public workshop regarding design for parking and potential expanded recreational facilities on Lura Hoyt Pool Site –** *Manager Jennings referred to the two public mailers that were included in the packet, and discussed the format and objectives of the public workshop. He said it will be important to clarify for attendees that the purpose of the meeting is public input, and that it is not the time the Councilors would be deliberating or voting recommendations. Depending on the feedback received at the first workshop, the consultants will prepare revised plans for the September 28 workshop.*

#### **4. NEW BUSINESS**

- a. Request for authorization of \$1,215.39 from Rec Area Reserve (3-767-00) for printing and postage costs associated with promotion of Pool Site Study and upcoming public workshops –** *Motion by Councilor Sirois seconded by Councilor McPike to recommend to Finance Committee the authorization of \$1,215.39 from Rec Area Reserve (3-767-00) for printing and postage costs associated with promotion of Pool Site Study and upcoming public workshops. Motion passed 7-0.*

#### **5. PUBLIC AND STAFF COMMENTS – None.**

- 6. COMMITTEE MEMBER COMMENTS –** *It was asked that the Town Manager verify that the paving contractor would be addressing low shoulders that don't line up with driveways.*

*There being no further business, the meeting was adjourned at 6:49 PM.*

*Respectfully submitted –  
Angus Jennings, Town Manager*

## PROCLAMATION

*The State of Maine is Going Gold in the month of September  
to support Childhood Cancer Awareness.*

***Whereas,** cancer is the leading cause of death by disease among U.S. children and is detected in more than 15,000 of our country's sons and daughters every year; and*

***Whereas,** In the State of Maine cancer affects more than 50 new children and families annually, where more than 400 children are undergoing treatment currently and where we are ranked in the top range of incidence of all cancers at 468.3 per 100,000 people; and*

***Whereas,** September is nationally recognized as Childhood Cancer Awareness Month; and*

***Whereas,** thanks to ongoing advances in research and treatment, the five year survival rate for all childhood cancers has climbed from less than 50 percent to 80 percent over the last several decades; and*

***Whereas,** innovative studies are leading to real breakthroughs reminding us of the importance of supporting scientific discovery and moving closer to finding cures, though much work remains to be done; and*

***Whereas,** 1 in 5 children diagnosed will not survive, during National Childhood Cancer Awareness Month we remember the many children who have been taken from us too soon and we extend our support to all those who continue to battle this illness with incredible strength and courage.*

***Now, therefore,** as Mayor of the Town of Hampden, Maine, and on behalf of the Town Council, I Mayor Ryder, proclaim that Hampden will help Maine **Go Gold** in support of **Team Hailey's Hugs** and all of the children and families affected by Childhood Cancer and in doing so from this day forward recognize September as Childhood Cancer Awareness Month. This is our way of paying tribute to the families, friends, professionals and communities who lend their strength to children fighting pediatric cancer.*

---

Mayor Ryder, Town of Hampden

**TOWN OF HAMPDEN**

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

Deletions are ~~Strikethrough~~ Additions Double Underlined

**TOWN OF HAMPDEN, MAINE  
CEMETERY ORDINANCE**

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SECTION 7. REGULATIONS FOR IMPROVING LOTS ..... 3

ADOPTED: Hampden Town Council September 8, 1981  
Effective Date: October 8, 1981

AMENDED: Hampden Town Council November 7, 1983  
Effective Date: December 7, 1983

AMENDED: Hampden Town Council September 8, 1986  
Effective Date: October 15, 1986

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

AMENDED: Hampden Town Council, 2017  
Effective Date:, 2017

## TOWN OF HAMPDEN, MAINE

### CEMETERY ORDINANCE

#### *Section 1. Cemeteries, Definition*

The term cemeteries, as used in this ordinance, shall be construed to include all lands now or hereafter deeded to and accepted by the Town of Hampden for burial purposes including the following locations:

1. Locust Grove (downtown)
2. Riverview (East Hampden)
3. Neally's Corner (Kennebec Road)
4. Lakeview (Western Avenue/Route 9)
5. Old Burial Grounds

#### *Section 2. Definitions*

1. **Cemetery Deed** – A document that conveys burial rights, or the right of Interment for a Cemetery Lot. A deed establishes the lot owners and lineage of direct heirs to the lot. The recorded lot owner is determined by the purchaser at the time of the sale. The Cemetery Deed will detail, and not be limited to the following: name of the Cemetery; location of the cemetery lot(s) (row, area/section, plot number and grave or lot number); amount paid; name of person who purchased the lot(s); name of lot owner/grantee; lineage of direct heirs, if applicable; and trustee and witness signatures.
2. **Grave** – An area suitable for the interment of one body, except in the case of parent and child or two infants buried in one casket simultaneously. Further variation may be made in the case of cremations with family lots subject to the placing of markers and upon approval of the Cemetery Sexton.
3. **Lot** – A plot of land approximately 4 feet by 8 feet sufficient for one or more graves.
4. **Resident** – A person who has resided in the Town for at least two years during some point in their life, or is a current resident of the Town.
5. **Grave-stones** – Any stone which marks a grave or grave site.

#### *Section 3. Lot Ownership*

1. **Right of Burial** – The term “owner of lot” shall mean an individual who, either through purchase, grant, or transfer, acquired the right and privilege of burial of the dead, of constructing mausoleums and of erecting cenotaphs or other monuments or ornaments in accordance with the provisions of this ordinance as it exists or may hereafter be amended.
2. **Transfer** – The granting, transfer, and sale of lots in municipal cemeteries shall be under the control of the Cemetery Sexton subject to the rules and regulations adopted by the Town Council and the general supervision of the Town Manager. Owners transferring, granting or selling lots in municipal cemeteries must obtain prior consent of the Cemetery Sexton ~~and a Certificate of Transfer from the Town Officer.~~
3. **Purchase** – Any individual wishing to purchase a cemetery lot shall apply to the Cemetery Sexton and then select from those lots available the lot he/she desires to purchase. Upon payment to the Town Treasurer in accordance with the Fees Ordinance, A receipt from the Cemetery Sexton Town

~~Treasurer reflecting payment in accordance with the specified price schedule shall provide a Cemetery Deed serve as a “right of burial”. A Cemetery Deed may be purchased at a time of need, or may be purchased in advance for pre-planning burial arrangements.~~

**Section 4. Cemetery Sexton**

1. **Appointment** – The Cemetery Sexton shall be appointed by the Town Manager. The sexton shall serve until removed by the action of the manager. He/she shall be responsible to the Town Manager for the control and management of all municipal cemeteries; for the direction of all assistants under his/her direct supervision, and for the administration of the Cemetery Ordinance adopted by the Town Council.
2. **Authority** – The Cemetery Sexton or his/her designated assistants have the authority to enter upon any lot with the necessary equipment for the purpose of improving the appearance and condition of any objectionable object that may have been placed contrary to the regulations of the cemetery; to remove any dead or dangerous tree, shrub, vine, neglected vegetation, ~~or neglected~~ fence, railing or enclosures; and to remove any artificial floral design or decoration ~~pieces~~ not removed by September 10 of each year, ~~may be removed by the Cemetery Sexton.~~

**Section 5. Price Schedule**

**1. Lot Prices**

- Lots purchased for non-residents \*
- Lots purchased for residents \*
- Lots purchased for non-resident infants or cremations \*
- Lots purchased for resident infants or cremations \*

\*Price Schedule and Fees are in accordance with the Town of Hampden Fees Ordinance in effect at the time of purchase.

*(Amended: 11-17-03)*

**2. Interment Prices**

- Adult grave opened during weekday \*
- Adult grave opened during weekend or holiday \*
- Infant or cremation grave opened during weekday \*
- Infant or cremation grave opened during weekend or holiday \*

\*Price Schedule and Fees are in accordance with the Town of Hampden Fees Ordinance in effect at the time of purchase.

*(Amended: 11-17-03)*

**3. Additional Fees**

Funerals will pay an hourly fee\* for services required by the Town beyond 3:00 P.M. There will be a fee\* for the use of the receiving vault by non-residents.

\*Services and Fees are in accordance with the Town of Hampden Fees Ordinance in effect at the time of purchase. *(Amended: 11-17-03)*

**Section 6. Care of Cemetery**

1. **Cemetery Care** – Any person who purchases a lot is required to pay to the Town Treasurer the sum established in accordance with this ordinance as a reasonable amount for the care of said lots. The care of cemeteries shall include the cutting of the grass on the lot at reasonable intervals, the raking and cleaning of the lot, and such work as may be necessary to keep the grave in a neat condition, and

for the care and maintenance of the cemetery; Care by the Town ~~but~~ shall not include maintenance or repair of any monuments, ~~or~~ planting of flowers or shrubs upon any lot, nor shall the Town be responsible to move, replant or replace any real or artificial flowers or decorations in conjunction with the maintenance of said lot.

2. ~~After costs of burial are deducted from the scheduled fees, all remaining monies shall be placed in a capital account for cemeteries. One half of all lot sale fees will remain in a capital account for perpetual lot care. Remaining funds shall be used to offset costs of additional maintenance activities for all Hampden cemeteries.~~

### **Section 7. Regulations for Improving Lots**

1. **Enclosures** - No enclosure of any nature, such as fences, copings, hedges or ditches shall hereafter be erected on any lot.
2. **Grade** – Grave mounds shall not be allowed. No lots shall be raised above the established grade.
3. **Placement** – All flowers/decorations will be placed around the upright monument, or top of the grave. The middle and foot of the grave shall be left clear to allow for maintenance activities.
4. **Care of Trees, and Shrubs, Etc.** – No trees shall be planted in the Town of Hampden cemeteries, or shrubs shall may be planted in the Town of Hampden cemeteries, or removed without the consent of the Cemetery Sexton.
5. **Grave-stones** – All headstones and monuments shall have a foundation. All graves where interment has occurred shall ~~have~~ be marked by a grave-stone ~~within two (2) years.~~ All markers shall be no more than 3 ½ feet in length if a single lot is owned; the Cemetery Sexton may authorize wider markers if more than one adjacent lot is in common ownership, and shall be flush with the surface of the ground and Markers may not require a foundation. The location of all grave-stones and markers shall meet the approval of the Cemetery Sexton.
6. **Permitted and Prohibited Activities** – Lot owners may improve, cultivate and care for their lots and existing trees, shrubs and plants in accordance with ordinance and may utilize sound wood, concrete or metal containers, plants or flowers of such kind or size as do not interfere with the adjacent lots. Owners shall not change the grade of any lot or interfere in any way with the general plan of landscaping of cemeteries, nor add any material to his/her lot which is considered by the Sexton to be unfit for the cultivation of grass.
7. **Application of Ordinance to Undertakers, Etc.** – Undertakers, monumental concerns, contractors, florists or other individuals or corporations working within the cemetery must comply with this ordinance. All work done by such individuals or concerns must be preceded by notice provided to the Sexton, and all work is to be performed under the supervision of, and meet the approval of, the Cemetery Sexton.
8. **Vaults** – The casket must be placed in ~~some sort of~~ a container of permanent character, such as concrete or other suitable material substance.
9. **Trespass** – No unauthorized person shall be allowed upon the grounds after dark.

- 10. Vandalism** – No person shall injure any tree or shrub, or mar any landmarks, marker, memorial or structure, or any way deface the grounds of the cemetery.
- 11. Disclaimer** – The ~~cemetery~~ Town of Hampden shall not be responsible for any theft or damage to ~~anything left~~ items present on the grave lots.
- 12. Vehicles** – Any person driving in the cemetery shall be responsible for any damage done by his/her vehicle. Speeds of over 10 mph will not be permitted and no person shall drive his/her vehicle upon the lawns.
- 13. Dogs** – Dogs shall not be permitted within cemetery grounds.



Paul R. LePage, Governor      Ricker Hamilton, Acting Commissioner

D-2-b

Department of Health and Human Services  
Commissioner's Office  
221 State Street  
11 State House Station  
Augusta, Maine 04333-0011  
Tel.: (207) 287-3707; Fax: (207) 287-3005  
TTY Users: Dial 711 (Maine Relay)

TO: Municipal Officials/Welfare Directors/General Assistance Administrators

FROM: Ian Miller, General Assistance Program Manager

RE: 2017 – 2018 General Assistance Ordinance Maximums

DATE: 8-21-2017

Enclosed please find the following items:

- MMA's new (October 1, 2017–September 30, 2018) “**General Assistance Ordinance Appendix**” (A - D).
- “**GA Maximums Summary Sheet**” which consolidates GA maximums into one document. Municipalities do have to insert individual locality maximums from Appendix A and C in the summary sheet where indicated in order to complete the information. The “summary” does not have to be adopted, as it is not an Appendix but a tool for municipal officials administering GA.
- “**GA Maximums Adoption Form**” which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. *(see “Filing of GA Ordinance and/or Appendices” below for further information).*

### Appendix A - D

The enclosed Appendices A - D have been revised for your municipality's General Assistance Ordinance. These new Appendices, **once adopted**, should replace the existing Appendices A – D. Even if you have already adopted MMA's model General Assistance Ordinance, **the municipal officers must approve/adopt the new Appendices yearly.**

### **The Adoption Process**

The **municipal officers (i.e., selectpersons/council)** adopt the local **General Assistance Ordinance and yearly Appendices**, even in town meeting communities. The law requires that the municipal officers adopt the ordinance and/or Appendices ***after notice and hearing***. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance either in its posted form or as amended in light of public discussion.

### **Filing of GA Ordinance and/or Appendices**

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted. *(For a copy of the GA model ordinance, please call MMA's Publication Department, or visit their web site [www.memun.org](http://www.memun.org)).* In addition, any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that a municipality has adopted the current GA maximums.

## 2017-2018 GA Overall Maximums

### Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
<b>Bangor HMFA:</b> Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	714	788	994	1,242	1,506
<b>Penobscot County HMFA:</b> Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	605	682	847	1,095	1,269
<b>Lewiston/Auburn MSA:</b> Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	641	726	915	1,169	1,397
<b>Portland HMFA:</b> Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	1,002	1,131	1,431	1,931	2,097
<b>York/Kittery/S.Berwick HMFA:</b> Berwick, Eliot, Kittery, South Berwick, York	982	1,025	1,333	1,714	2,173
<b>Cumberland County HMFA:</b> Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	761	807	1,072	1,561	1,780

## Appendix A

Effective: 10/01/17-09/30/18

COUNTY	1	2	3	4	5*
<b>Sagadahoc HMFA:</b> Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	781	863	999	1,318	1,600
<b>York County HMFA:</b> Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	745	872	1,079	1,457	1,477

\*Note: Add \$75 for each additional person.

### Non-Metropolitan Areas

#### Persons in Household

COUNTY	1	2	3	4	5*
<b>Aroostook County</b>	618	642	760	965	1,049
<b>Franklin County</b>	646	671	793	985	1,400
<b>Hancock County</b>	693	787	992	1,249	1,367
<b>Kennebec County</b>	722	746	928	1,216	1,297
<b>Knox County</b>	754	755	928	1,186	1,315
<b>Lincoln County</b>	783	834	987	1,234	1,470
<b>Oxford County</b>	630	646	771	1,110	1,343
<b>Piscataquis County</b>	595	672	828	1,090	1,125
<b>Somerset County</b>	675	704	835	1,133	1,146
<b>Waldo County</b>	680	751	887	1,206	1,281
<b>Washington County</b>	630	645	763	985	1,173

\* Please Note: Add \$75 for each additional person.

## Appendix B

Effective: 10/01/17 to 09/30/18

### 2017-2018 Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2017, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	44.65	192
2	81.86	352
3	117.21	504
4	148.84	640
5	176.74	760
6	212.33	913
7	234.65	1,009
8	268.14	1,153

**Note: For each additional person add \$144 per month.**

## 2017-2018 GA Housing Maximums (Heated & Unheated Rents)

**NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS!** Municipalities should ONLY **consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. **Or**, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. *(See Instruction Memo for further guidance.)*

### **Non-Metropolitan FMR Areas**

<b><u>Aroostook County</u></b>		<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	111	476	130	559	
1	111	476	134	578	
2	130	558	159	684	
3	167	718	204	878	
4	177	762	221	949	
<b><u>Franklin County</u></b>					
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	117	503	137	587	
1	117	503	141	607	
2	137	591	167	717	
3	173	743	209	898	
4	258	1,108	302	1,300	
<b><u>Hancock County</u></b>					
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	124	535	147	633	
1	139	599	167	720	
2	183	788	213	915	
3	227	976	270	1,159	
4	242	1,041	294	1,264	
<b><u>Kennebec County</u></b>					
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>	
0	131	564	154	662	
1	131	564	158	679	
2	168	724	198	851	
3	219	943	262	1,126	
4	226	971	278	1,194	

**Non-Metropolitan FMR Areas**

<b><u>Knox County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	139	596	161	694
1	139	596	161	694
2	168	724	198	851
3	212	913	255	1,096
4	230	989	282	1,212
<b><u>Lincoln County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	625	168	723
1	150	646	178	767
2	182	783	212	910
3	223	961	266	1,144
4	266	1,144	318	1,367
<b><u>Oxford County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	110	472	133	570
1	110	472	135	579
2	132	567	161	694
3	195	837	237	1,020
4	237	1,017	288	1,240
<b><u>Piscataquis County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	106	457	126	540
1	118	508	143	613
2	147	630	177	759
3	198	853	235	1,011
4	198	853	240	1,034
<b><u>Somerset County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	120	517	143	615
1	121	519	148	637
2	147	631	176	758
3	202	869	243	1,043
4	202	869	243	1,043

**Non-Metropolitan FMR Areas**

<b><u>Waldo County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	121	522	144	620
1	131	563	159	684
2	159	683	188	810
3	217	933	260	1,116
4	222	955	274	1,178
<b><u>Washington County</u></b>				
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	110	472	133	570
1	110	472	134	578
2	130	559	160	686
3	166	712	208	895
4	208	847	249	1,070

**Metropolitan FMR Areas**

<b><u>Bangor HMFA</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	129	556	152	654
1	140	600	168	721
2	184	790	213	917
3	225	969	268	1,152
4	275	1,180	326	1,403
<b><u>Penobscot Cty. HMFA</u></b>				
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	104	447	127	545
1	115	494	143	615
2	149	643	179	770
3	191	822	234	1,005
4	219	943	271	1,166
<b><u>Lewiston/Auburn MSA</u></b>				
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	112	483	135	581
1	125	538	153	659
2	165	711	195	838
3	208	896	251	1,079
4	249	1,071	301	1,294

**Metropolitan FMR Areas**

<b><u>Portland HMFA</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	196	844	219	942
1	219	943	247	1,064
2	285	1,227	315	1,354
3	386	1,658	428	1,841
4	412	1,771	464	1,994
<b><u>York/Kittery/S. Berwick HMFA</u></b>				
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	192	824	214	922
1	195	837	223	958
2	263	1,129	292	1,256
3	335	1,441	378	1,624
4	430	1,847	481	2,070
<b><u>Cumberland Cty. HMFA</u></b>				
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	140	603	163	701
1	144	619	172	740
2	202	868	231	995
3	299	1,288	342	1,471
4	338	1,454	390	1,677
<b><u>Sagadahoc Cty. HMFA</u></b>				
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	623	168	721
1	157	675	185	796
2	185	795	214	922
3	243	1,045	286	1,228
4	296	1,274	348	1,497
<b><u>York Cty. HMFA</u></b>				
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	136	587	159	685
1	159	684	187	805
2	203	875	233	1,002
3	275	1,184	318	1,367
4	269	1,156	320	1,374

**OVERALL MAXIMUMS**

**Persons in Household**

1	2	3	4	5
714	788	994	1242	1506

Household of 6 = 1581

\* Add \$75 for each additional person

**FOOD MAXIMUMS**

Persons	Weekly	Monthly
1	44.65	192
2	81.86	352
3	117.21	504
4	148.84	640
5	176.74	760
6	212.33	913
7	234.65	1,009
8	268.14	1,153

Add \$144 per month for each + person

**HEATING FUEL**

Month	Gallons	Month	Gallons
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

**Housing Maximums**

BEDROOM	UNHEATED		Heated	
	Weekly	Monthly	Weekly	Monthly
0	129	556	152	654
1	140	600	168	721
2	184	790	213	917
3	225	969	268	1,152
4	275	1180	326	1,403

**PERSONAL CARE & HOUSEHOLD SUPPLIES**

Number in Household	Weekly Amount	Monthly Amount
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

**SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5**

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

Number of Children	Weekly Amount	Monthly Amount
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

**ELECTRIC**

NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is not automatically entitled to the "maximums" established applicants must demonstrate need.  
 1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat:

Number in Household	Weekly	Monthly
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat:

Number in Household	Weekly	Monthly
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.



Check One:  Initial Application  Reappointment Application

D-3-a

TOWN OF HAMPDEN  
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: WITT SUSAN E  
LAST FIRST MI  
ADDRESS: 352 MONROE RD HAMPDEN 04444  
STREET TOWN ZIP

MAILING ADDRESS (if different): \_\_\_\_\_

TELEPHONE: 862-2811 \_\_\_\_\_  
HOME WORK

EMAIL: heysuet@tds.net

OCCUPATION: Substitute Teacher RSU 22

BOARD OR COMMITTEE PREFERENCE:

FIRST CHOICE: Library Board

SECOND CHOICE (OPTIONAL): \_\_\_\_\_

How would your experience, education and/or occupation be a benefit to this board or committee? I have been a school library volunteer for about 9 years. I have also subbed in the school library. I am a frequent visitor to EDL and participate in a book club there's well as other activities.

Are there any issues you feel this board or committee should address, or should continue to address? Budget, growth, use of space

3 YEAR

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

DYER LIBRARY  
RECREATION COMMITTEE  
BOARD OF APPEALS  
HISTORIC PRESERVATION COMMISSION

5 YEAR  
PLANNING BOARD

<b>FOR TOWN USE ONLY</b>		Date Application Received: <u>AUG 14 2017</u>
COUNCIL COMMITTEE ACTION: <u>Services</u>	DATE: <u>9/11/17</u>	
COUNCIL ACTION: _____	DATE: <u>9/18/17</u>	
<input type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____

**WARRANT FOR MUNICIPAL ELECTION  
TOWN OF HAMPDEN, MAINE  
NOVEMBER 7, 2017**

COUNTY OF PENOBSCOT, SS.

TO: Georgeann Dubey, a resident of Hampden, Maine.

You are hereby required in the name of the State of Maine to notify the voters of Hampden, Maine.

You are hereby notified that the Municipal Election in the Town of Hampden will be held at the Municipal Building Community Room, on Tuesday, following the first Monday of November, same being the seventh day of said month in the year of our Lord two thousand seventeen for the purpose of effecting the election to the following offices:

- Town Councilor – Districts 1, 2, 3 and 4 (3-year term)**
- RSU #22 Board of Directors – (3 for 3-year term)**
- Trustee Hampden Water District – (2 for 3-year term)**

The Polls shall be opened at 7:00 a.m. and closed at 8:00 p.m. The Registrar of Voters will hold office while the Polls are open at the Polling Place to correct any error in or change a name on the voting list, to accept the registration of any person eligible to vote and to accept new enrollments. A person who is not registered to vote may not vote in any Election.

Pursuant to Title 21-A, Section 759(7), absentee ballots will be processed at the following times:

- November 4, 2017-- Saturday before Election Day – Continuously beginning at 9:00 am, or immediately following a requested inspection; and
- November 7, 2017 – 9:00 am; 11:00 am; 1:00 pm; 3:00 pm; 5:00 pm and 8:00 pm at the Polls.

Dated at Hampden, Maine this 18th day of September, 2017.

_____	_____
_____	_____
_____	_____

Majority of Municipal Officers of Hampden, Maine

A True Copy:  
ATTESTED: \_\_\_\_\_  
Town Clerk of Hampden, Maine

Date: \_\_\_\_\_

## CONSERVATION EASEMENT

### RECITALS

BY THIS INDENTURE, made this \_\_\_\_\_, day of \_\_\_\_\_ 2017, by **The Cushing Family Corp** (hereinafter referred to as the “Grantor” which word, where the context requires, includes the plural and shall, unless the context clearly indicates otherwise, include the Grantor’s executors, administrators, legal representatives, devisees, heirs, successors, assigns, lessees, tenants and other occupiers and users) with address of PO Box 603, Hampden, Maine, is the owner in fee simple of certain real property located in the Town of Hampden, County of Penobscot, (hereinafter “Property”) more particularly bounded and described in deed recorded in the Penobscot County Registry of Deeds in Book 11966, Page 60.

and;

WHEREAS, the Grantor intends to grant a Conservation Easement over a portion of the Property more particularly bounded and described as follows:

*[See Attachment A]*

(hereinafter “Easement Area”); and

WHEREAS, the **Town of Hampden**, a municipality, having a principal place of business at (address), Maine (hereinafter referred to “Grantee” which word shall include all successors, assigns, agents and designees) has determined that it would be in the public interest to retain, maintain, and preserve that portion of the Property designated as the Easement Area as open space, in its natural state; and

WHEREAS, Grantor is willing, in consideration of the need to preserve the natural, scenic, aesthetic and special character of the property, desires to conserve and protect the property as a natural habitat for birds, wildlife, plants and similar ecosystems, the Grantor hereby grants in perpetuity to the Grantee, a conservation easement (hereinafter “Easement”) on the Property; and

WHEREAS, MRSA Title 33, §477 permits the creation of a conservation easement; and

WHEREAS, the Grantee agrees, by accepting this grant, to honor the intention of the Grantor as stated herein, and to preserve and protect in perpetuity the conservation values of the Property;

WHEREAS the State of Maine by and through its Department of Environmental Protection (MDEP), (hereinafter referred to as the "Third Party") will receive Third Party Rights of Enforcement under this Easement

NOW THEREFORE, be it known that **The Cushing Family Corp**, does hereby grant, release and dedicate to the **Town of Hampden** a conservation easement in perpetuity over the Easement Area.

1. PURPOSE

The Easement is hereby granted exclusively for the following conservation purposes:

- a. To have the Property remain in its present natural and open condition in order for it to fulfill its present historic, scenic, vegetative, wildlife and/or hydrological functions.

2. USE LIMITATIONS

Grantor intends that this Easement will confine the use of the Easement Area in perpetuity to such activities as are consistent with the purposes of this Easement. Except for the activities authorized by the foregoing easements, any activity on or use of the Easement Area inconsistent with the purposes of this Easement is prohibited. The following limitations shall apply:

- a. The Easement Area shall not be subdivided and none of the individual tracts, which together comprise the Easement Area, shall be conveyed separately from one another.
- b. The Easement Area shall be maintained in perpetuity as open space without there being conducted thereon any industrial, commercial, agricultural or forestry activities. Agricultural and forestry shall include animal husbandry, floricultural, horticultural activities, the production of plant and animal products for domestic or commercial purposes, the growing, stocking, cutting and sale of forest trees of any size capable of producing timber or other forest products and the processing and sale of products produced on the property (e.g., maple syrup), except when associated with exempted activities.
- c. No structures, improvements or alterations, including but not limited to, a dwelling, any portion of a subsurface wastewater treatment and disposal system, mobile home, utility tower, or wireless communication facility shall be constructed, placed or introduced onto the Easement Area. The existing snowmobile trail structures including bridges crossing Reeds Brook are allowed to remain and be reconstructed as necessary to provide for trail use.
- d. No removal, filling, or other disturbances of soil nor any changes in the topography, surface or subsurface water systems, wetlands or natural habitats shall be allowed.
- e. No mining, quarrying, excavation or removal of rocks, minerals, gravel, sand, topsoil or other similar materials shall be allowed on the Easement Area.
- f. The placement of signs, billboards or other advertising materials or structures of any kind is prohibited. Signs required for perimeter marking, trail directions and education are permitted.
- g. There shall be no use of pesticides, poisons, biocides or fertilizers, draining of wetlands, burning of marshland or disturbances or changes in the natural habitat of the premises.

- h. There shall be no manipulation or alteration of the natural watercourses, lakeshores, marshes or other water bodies, nor shall any uses of or activities upon the property be permitted which could be detrimental to water purity or to any vegetative, wildlife or hydrological function.
- i. There shall be no operation of vehicles, snowmobiles, dune buggies, motorcycles, mini-bikes, go-cars, all-terrain vehicles, or any other type of motorized vehicle upon the property. However, the use of snowmobiles on the existing snowmobile trail is permitted to continue, provided that the trail is inspected annually and maintained in a stable condition. Failure by the local snowmobile club to make required inspections and maintenance will result in suspension of use by the Grantee or Grantor.
- j. There shall be no storage or placement of equipment, natural or man-made materials or substances upon the premises.
- k. There shall be no dumping, burning, release, burial, injection, or disposal of any type of material on the Easement Area.
- l. Any other disturbances of the property are prohibited except for those activities explicitly authorized by the Compensatory Mitigation Plan for Permit No. NAE-2010-2114 issued by the Department of the Army, New England District, Army Corps of Engineers dated January 17, 2012 and referenced under Section 4. Reserved Rights.

3. EXCEPTIONS

The Grantor may, but is not obligated to enter upon the Property to conduct the following activities after written application and approval from the Grantee and any other local or state agencies for which approval is required. The Grantee is not obligated to undertake any of the described activities.

- a. Removal of debris, dead trees, or brush for the purpose of promoting safety and aesthetic quality. Materials may be left on site if utilized for habitat management.
- b. Pruning and thinning live trees and brush for the purpose of promoting safety, aesthetic quality, fire control, wildlife habitat and to manage & remove invasive species.
- c. Planting of trees, shrubs, or other vegetation for the purpose of promoting wildlife or aesthetic quality.
- d. Grading and landscaping at the direction and approval of the Grantee and MDEP.
- e. Maintain, repair and replace the snowmobile trail and structures.
- f. Construct paths not greater than 10' wide to provide for passive recreation and enjoyment of the conservation lands. The path shall be located with approval of the Grantee and MDEP and shall not exceed 10% of the land area.

- g. Motorized vehicles shall be permitted on the path and for exempted maintenance activities provided they do not damage the soil surface or quality of the protected area and only with approval of the Grantee and MDEP. Emergency, rescue, fire control and damage restoration vehicles may access any portion of the property, if required.

4. RESERVED RIGHTS

It is expressly understood and agreed that this Easement does not grant or convey to members of the general public any rights of ownership, entry or use of the Property. This Easement is created solely for the protection of the Property and Grantor reserves the ownership of the fee simple estate and all rights appertaining thereto, including without limitation the right to exclude others and to use the Property for all purposes consistent with this Easement.

However, due to the presence of the existing snowmobile trail, the Grantor will allow the general public use of the snowmobile trail for its intended use and general passive recreational use, including but not limited to walking, jogging, snow shoeing, cross country skiing, etc. All use shall be limited to the trail and ~~each use shall maintain the trail be~~ in accordance with the requirements of this easement. In addition, the Grantor shall extend general public use to any future trails on the property, if constructed, for passive recreational use. These By mutual consent of the Grantor and Grantee, these uses may be ~~terminated-disallowed~~ if violations of the easement conditions occur.

5. COMPLIANCE INSPECTION

The Grantor expressly authorizes the Grantee, its duly authorized designee or agent to enter upon the lands subject to this Easement for the purpose of determining compliance with the terms and conditions contained within this document.

6. MARKING OF PROPERTY

The perimeter of the Property shall at all times be plainly marked by permanent signs or by an equivalent, permanent marking system designating the area a protected area. The Grantor shall be responsible for placing markers and maintaining the marking system.

7. PROPERTY TRANSFERS

Grantor shall include the following notice on all deeds, mortgages, plats, or any other legal instrument used to convey any interest in the Property. Failure to comply with this paragraph does not impair the validity or enforceability of this Easement:

NOTICE: This Property is Subject To a Conservation Easement recorded in the Penobscot County Registry of Deeds in Book \_\_\_\_\_, Page \_\_\_\_\_.

The Grantor shall provide a 60-day advance notification to the Grantee, MDEP and the Army Corps of Engineers pursuant to permit no. NAE-2010-2114, before any action is taken to void or modify this instrument, including transfer of title, or establishment of any other legal claims.

8. BENEFITS AND BURDENS

The burden of the Easement conveyed hereby shall run with the Property and shall be enforceable against all future owners and tenants in perpetuity. The benefits of said Easement shall not be appurtenant to any particular parcel of land but shall be in gross and assignable or transferable to another qualified organization, which organization has among its purposes the conservation and preservation of the land and water areas and agrees to and is capable of enforcing the conservation purposes of this Easement. Any such assignee or transferee shall have like power of assignment or transfer.

9. NOTICES

All notices, requests and other communication required or permitted to be given under this Easement shall be in writing and shall be delivered in hand or via Certified Mail, return receipt requested, to the appropriate address set forth in this Easement or at such other address as the Grantor or Grantee may hereafter designate by notice given in accordance herewith. Notice shall be deemed to have been given when so delivered or mailed.

Said Grantor further covenants and agrees to provide a copy of the Conservation Easement by means of a notice by Certified Mail, return receipt requested, to the last known address of any person or entity who hereafter shall have any possessory interest in the subject property, including but not limited to any tenants, successors, or assigns. Failure of said Grantor to provide such notice shall not constitute any waiver of the Grantee's rights herein.

10. BREACH OF EASEMENT

- a. If a breach of this Easement, or conduct by anyone inconsistent with this easement, comes to the attention of the Grantee, it shall notify the Grantor, in writing, of such breach of conduct, delivered in hand or by Certified Mail, return receipt requested.
- b. The Grantor shall, within thirty (30) calendar days after receipt of such notice or after otherwise learning of such breach or conduct, undertake those actions, including restoration, which are reasonably calculated to cure swiftly said breach, or to terminate said conduct, and to repair any damage. The Grantor shall promptly notify the Grantee of its actions taken under this section.
- c. If the Grantors fails to take such proper action under this preceding paragraph, the Grantee may, as appropriate to the purposes of this deed, undertake any actions that are reasonably necessary to cure such breach or to repair any damage in the Grantor's name or to terminate such conduct. The cost thereof, including the Grantee's expenses, court costs and legal fees, shall be paid by the Grantor.
- d. If the Grantee, in its sole discretion, determines that circumstances require immediate action to prevent or mitigate damages to the property, or to prevent action or potential action which is determined to be inconsistent with the stated purposes of this

Easement, the Grantee may pursue any remedy it deems appropriate to correct such breach, without prior notice to the Grantor or without waiting for the period provided to cure to expire.

- e. The Grantee and the Grantor reserve the right, separately or collectively, to pursue all legal remedies against any third party responsible for any actions detrimental to the conservation purposes of this Easement.
- f. No delay or omission by Grantee in the exercise of any right or remedy upon any breach by the Grantor shall impair Grantee's rights or remedies or be construed as waiver.

11. SEVERABILITY

If any provision of this Easement, or the application thereof to any person or circumstances, is found to be invalid by a court of competent jurisdiction, by confirmation of an arbitration award or otherwise, the remainder of the provisions of this Easement or the application of such provisions to persons or circumstances other than those to which it is found to be invalid, as the case may be, shall not be affected thereby.

12. MERGER

The Grantor and Grantee agree that it is their express intent that the provisions of the Easement set forth herein are to last in perpetuity, and that to that end no purchase or transfer of the underlying fee interest in the Property by or to the Grantee or any successor or assignee shall be deemed to eliminate the Easement, or any portion thereof, granted under the doctrine of "merger" or any other legal doctrine.

13. CONDEMNATION

- a. Whenever all or any part of the Easement Area is taken in exercise of eminent domain by a public, corporate, or other authority so as to abrogate in whole or in part the Easement conveyed hereby, the Grantor and the Grantee shall thereupon act jointly to recover the full damages from such taking, with all incidental or direct damages and expenses incurred by them thereby to be paid out of the damages recovered.
- b. The balance of the land damages recovered (including, for the purposes of this subsection, proceeds from any lawful sale, in lieu of condemnation, of the Property unencumbered by the restrictions hereunder) shall be divided between the Grantor and Grantee in proportion to the fair market value of their respective interests in that part of the Property condemned on the date of execution of this Easement. For this purpose, the Grantee's interest shall be the amount by which the fair market value of the Property immediately prior to the execution of this Easement is reduced by the use limitations imposed hereby. The values of the Grantor's and Grantee's interest shall be determined by an appraisal prepared by a qualified appraiser at the time of condemnation.
- c. The Grantee shall use its share of the proceeds in a manner consistent with the

conservation of land and natural resources.

GRANTOR hereby affirms that it is the sole owner of the property in fee simple and has the right to enter into this Conservation Easement and to grant and convey the Easement. The property is free and clear of all liens and encumbrances, including but not limited to any mortgage not subordinated to this Easement.

THE GRANTEE, by accepting and recording this Easement, agrees, except as otherwise provided in this easement, to be bound by and to observe and enforce the provisions hereof and assumes the rights and responsibilities herein granted to and incumbent upon the Grantee, all in the furtherance of the conservation purposes for which this Easement is delivered.

THE GRANTOR hereby grants to the **Maine Department of Environmental Protection**, Third Party, the same inspection and compliance rights as are granted to the Grantee under this easement. However the Parties hereto intend that the Grantor shall be primarily responsible for the enforcement of this easement, that the Grantee shall be secondarily responsible for the enforcement of this easement and that the Third Party will assume such responsibility only if the Grantor and/or Grantee shall fail to enforce it. If the Third Party shall determine that the Grantor and Grantee are failing in such enforcement, the Third Party may give notice of such failure to the Grantee and the Grantor, and if such failure is not corrected within a reasonable time thereafter, the Third Party may exercise, in its own name and for its own account, all the rights of compliance granted the Grantee under this Easement. The Third Party shall also have reasonable access to any and all records of the Grantee relevant to the Protected Property. Grantee shall not be responsible for any expenses, court costs or legal fees incurred by the Third Party.

**IN WITNESS WHEREOF, The Cushing Family Corp** has caused this instrument to be signed in its corporate name by Andre E. Cushing III, its President, hereunto duly authorized, this \_\_\_\_ day of \_\_\_\_\_, 2017.

WITNESS:

THE CUSHING FAMILY CORP

\_\_\_\_\_

By: \_\_\_\_\_

Andre E. Cushing III  
Its President  
Hereunto Duly Authorized

STATE OF MAINE  
PENOBSCOT, ss.  
    , 2017

Then personally appeared the above-named Andre E. Cushing III and acknowledged the foregoing instrument to be his free act and deed in his said capacity and the free act and deed of said corporation.

Before me,

\_\_\_\_\_  
Name:

Notary Public/Attorney-at-Law

The above and foregoing Conservation Easement was authorized to be accepted by the Town of Hampden, Grantee as aforesaid, and the said Grantee does hereby accept the foregoing Conservation Easement, by and through Angus Jennings, its Manager, hereunto duly authorized, this \_\_\_\_ day of \_\_\_\_\_, 2017,

Town of Hampden

By: \_\_\_\_\_  
Angus Jennings  
Its Manager  
Hereunto Duly Authorized

STATE OF MAINE  
PENOBSCOT, ss.  
, 2017

Then personally appeared the above-named Angus Jennings and acknowledged the foregoing instrument to be his free act and deed in his said capacity and the free act and deed of said Town of Hampden.

Before me,

\_\_\_\_\_  
Name:  
Notary Public/Attorney-at-Law

**THIRD PARTY ENFORCER ACCEPTANCE**

The third party rights of enforcement granted under the above and foregoing Conservation Easement, pursuant to Title 33 M.R.S.A Section 476 et seq., were authorized to be accepted by the State of Maine Department of Environmental Protection by Mark Bergeron, its Director of the Bureau of Land Resources, hereunto duly authorized and the said Mark Bergeron does hereby accept the foregoing Conservation Easement this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

STATE OF MAINE  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

By: \_\_\_\_\_  
Its: Director, Bureau of Land Resources

## Exhibit A

A certain lot or parcel of land located southwesterly of Constitution Avenue in the Town of Hampden, County of Penobscot, State of Maine and being more particularly described as follows:

Beginning at the southeasterly corner Lot 68 as depicted on a plan entitled "Subdivision Plan of Colonial Heights: Phase 3" said plan is to be recorded at the Penobscot County Registry of Deeds;

Thence N 89° 41' 46" W by and along the southerly line of said Lot 68, 70 and 72 as depicted on a plan entitled "Subdivision Plan of Colonial Heights: Phase 3" said plan is to be recorded at the Penobscot County Registry of Deeds, a distance of 350.3 feet to a point on the southerly line of said Lot 72;

Thence S 63° 45' 16" W, a distance of 149.75 feet to an angle point;

Thence S 53° 27' 08" W, a distance of 109.67 feet to an angle point;

Thence S 68° 32' 46" W, a distance of 29.69 feet to an angle point;

Then S 35° 03' 31" W, a distance of 43.00 feet to an angle point;

Thence S 85° 05' 28" W, a distance of 46.12 feet to an angle point;

Then S 35° 01' 40" W, a distance of 67.30 feet to an angle point;

Thence N 87° 32' 35" W, a distance of 110.87 feet to an angle point;

Thence S 24° 40' 05" W, a distance of 17.85 feet to an angle point;

Thence S 60° 25' 53" W, a distance of 118.47 feet to an angle point;

Thence S 43° 51' 41" W, a distance of 99.27 feet to an angle point;

Thence S 16° 25' 54" W, a distance of 31.05 feet to an angle point;

Thence S 65° 50' 55" W, a distance of 49.75 feet to an angle point;

Thence S 52° 25' 53" W, a distance of 54.06 feet to an angle point;

Thence S 26° 33' 54" W, a distance of 50.78 feet to an angle point;

Thence S 77° 38' 43" W, a distance of 10.58 feet, more or less, to a point on the easterly line of land now or formerly of Stanley Smith as described in a deed recorded at the Penobscot County Registry of Deeds in Volume 2381, Page 36;

Thence S 15° 47' 49" E by and along the easterly boundary of land of said Stanley Smith as described in the aforementioned deed, a distance of 163.25 feet, more or less, to a point on the northerly line of land now or formerly of John Daniel and Carla Lafayette as described in a deed recorded at the Penobscot County Registry of Deeds in Volume 6251, Page 79;

Thence S 89° 23' 19" E by and along the northerly of land of said Lafayette as described in the aforementioned deed, a distance of 766.97 feet to an angle point in the line of land of said Lafayette;

Thence N 2° 23' 19" W by and along the westerly of land of said Lafayette as described in the aforementioned deed, a distance of 203.94 feet to an angle point in the line of land of said Lafayette;

Thence S 80° 23' 19" E by and along the northerly of land of said Lafayette as described in the aforementioned deed, a distance of 330.00 feet to the southwesterly corner of land now or formerly of the Town of Hampden as described in a deed recorded at the Penobscot County Registry of Deeds in Volume 5785, Page 263;

Thence N 7° 36' 50" E by and along the westerly line of land of the said Town of Hampden as described in the aforementioned deed, a distance of 379.32 feet to the southwesterly corner of other land of the Town of Hampden as described in a deed recorded at the Penobscot County Registry of Deeds in Volume 10254, Page 7;

Thence continuing on the same course, N 7° 36' 50" E by and along the westerly line of land of the said Town of Hampden as described in the aforementioned deed, a distance of 118 feet, more or less, to the thread of Reeds Brook, so called;

Thence running in a southwesterly direction by and along the thread of said Reeds Brook, a distance of 73 feet, more or less, to a point defined by the intersection of the thread of Reeds Brook with the westerly line of Lot 66;

Thence N 0° 18' 14" E by and along the westerly line of said Lot 66, a distance of 60 feet, more or less, to the point of beginning.

The above described lot or parcel of land contains 12.33 acres, more or less, and is a portion of the premises described in a deed from Walter Laqualia et al to The Cushing Family Corporation, dated October 30, 2009 and recorded at the Penobscot County Registry of Deeds in Volume 11966, Page 60.



**TOWN OF HAMPDEN**  
**DEPARTMENT OF PUBLIC WORKS**

106 WESTERN AVE.  
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

September 12, 2017

To: Angus Jennings  
From: Sean Currier  
Subject: Municipal Building – Reserve Request

The Public Works Department is requesting approval to use Municipal Building Reserve funds in an amount up to \$2,213.00 for **Penobscot Temperature Controls** to replace the propane monitor heater in the Municipal storage garage behind the Fire Department. This has been budgeted and is being requested from the Municipal Building Reserve fund 03-702-00.

Thank you for your consideration.

A handwritten signature in black ink, appearing to be "S. Currier".

Sean Currier

**Current Account Status**

**G 3-702-00 RESERVE ACCT / MUNIC BLD**

-24,762.89 = Beg Bal  
0.00 = Adjust

-14,000.00 = YTD Net  
0.00 = YTD Enc

-38,762.89 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
08	0174		08/31/17		08/31/2017 C/R	R CR	0.00	14,000.00
<b>Totals-</b>							<b>0.00</b>	<b>14,000.00</b>

**Monthly Summary**

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
August	0.00	14,000.00	0.00	0.00
<b>Totals</b>	<b>0.00</b>	<b>14,000.00</b>	<b>0.00</b>	<b>0.00</b>

### Primary Scope of Work: Interim Planning Support Services

1. Review of proposed development (Site Plan, Conditional Use, Subdivision) for compliance with Town ordinances and regulations. To include working with Administrative Assistant (Danielle Simons) to circulate applications and related materials to Town staff (Code Enforcement, Public Works, Public Safety, Assessing) and, when needed, engineering peer review (Woodard & Curran), and coordinating among the applicant and various parties.
2. Based on reviews, prepare staff reports to Planning Board including draft findings and draft Board Orders with permit conditions, each for Planning Board review, modification and action.
3. Correspondence with Town officials including (but not limited to) Town Manager, Planning Board Chair and Planning & Development Committee Chair as needed.
4. Monthly, prepare Planning Board meeting packets. Meeting packets to be finalized no later than close of business (6 PM) on the Wednesday preceding the meeting. (Administrative Assistant to distribute the packets to Board members and post agendas, hearing notices and meeting packets to the Town website and other posting locations).
5. Attend Planning Board meetings (2nd Wednesday of the month at 7 PM).
6. Prepare Planning Board meeting minutes.
7. Attend daytime meetings with staff, developers, and/or prospective applicants on an as-needed basis in order to review and explain the various regulatory standards and procedural requirements.
8. As needed, serve as Town liaison with various local, State and Federal agencies.
9. Respond to public correspondence to planning office. Establish office hours to support Town responsiveness to planning or permitting related questions from developers, prospective developers, residents, businesses and others.
10. Participate in weekly "Code Huddle" Monday at 8 AM, during which key personnel review developments in permitting, under construction, or on the horizon. In-person attendance at initial Code Huddle; once consultant(s) has met other key Town personnel, this may be by remote participation (i.e. Skype).

### Secondary Scope of Work: Zoning and Regulatory Consulting Services

1. Based on advance agreement to scope and authorized billable hours, lead preparation of amendments to Zoning Ordinance, Subdivision Ordinance, and/or other local land use regulations or procedures.
2. If ordinance amendments are proposed (by Town, or by private party), attend meetings of the Town Council's Planning & Development Committee based on advance scheduling. (Meetings are held the first and third Wednesday at 6 PM, but if consultant attendance is expected this would be agreed in advance).
3. If ordinance amendments are proposed (by Town, or by private party), attend meetings of the Planning Board's Ordinance Committee (scheduled as needed, typically the 3<sup>rd</sup> Tuesday at 6 PM, but if consultant attendance is expected this would be agreed in advance). If meetings of the Ordinance Committee are needed, consultant would be responsible to prepare meeting packets.
4. Other work as assigned and upon advance agreement to scope and authorized billable hours.



Planning & Economic Development • Permitting • Project Management

**NOEL MUSSON**  
**PLANNER • PRINCIPAL**

Noel Musson has over a decade of experience working on planning, economic development, and permitting projects. Over that time he has worked with a range of clients from in the public and private sector. Mr. Musson holds a Master's Degree in Community Planning and Development from the Edmund S. Muskie School of Public Service at the University of Southern Maine, and a BA in Political Science from the University of Maine. As a professional land use planner, Noel has been trained to identify strategic alternatives to development issues through a comprehensive understanding of the physical and natural landscape, community trends and desires, and economic conditions. Noel has a participatory planning approach that involves clients, government officials, citizens, and other experts in creating livable and sustainable projects. He has experience with multiple regulatory sectors (state, regional, local), downtown revitalization projects, coastal harbor planning, grant writing, land use studies, code review, permitting, and project management. Noel is an expert in relating complex issues to the public and managing projects from conception to completion. He is a trained facilitator and has an understanding of the legal foundation of land use regulations, in identifying site/building permit requirements, associated time lines, and coordinating the process throughout completion. Additionally, Noel has experience using Geographical Information Systems (GIS) and other tools to help explore land use trends and analyze development opportunities.

Prior to establishing The Musson Group, Noel was a Project Manager and Planning Manager for CES, Inc. a state wide multi-disciplinary engineering firm. In this role, Noel oversaw all aspects of the companies planning and economic development business unit. Noel served as Branch Manager for the company's offices on Mount Desert Island and Auburn and Marketing Director for the company. In these roles Noel was responsible for office staff, quality control, and business development and marketing initiatives. As the Planning Director for the Town of Harpswell, Noel helped establish the Town's first planning department. He was responsible for administering the Town's Land Use Ordinances, code review with the Planning Board and staffing other Town Committees, and for developing the Town's GIS Database. Noel grew up on Mount Desert Island and has a lifelong connection with the coast of Maine.

**EDUCATION**

- Masters in Community Planning and Development, Edmund S. Muskie School of Public Service, University of Southern Maine
- BA, Political Science, University of Maine



## **PROFESSIONAL BACKGROUND**

- Principal/Owner at The Musson Group: June 2012 to present
- Project Manager/Planner/Branch Manager at CES, Inc.: July 2004 to June 2012
- Marketing Director at CES, Inc.: 2005 to 2009
- Planner for Town of Harpswell, Maine: 2002 to 2004
- Part Time Planner for Kennebunk, Maine: 4 mos
- Land Use Team Intern at Maine State Planning Office: 9 mos
- Planning Intern for Regional Planning Commission: 4 mos
- Forum Coordinator for Harvard University's Institute of Politics: 1 yr
- Program Coordinator for Kennedy School of Government Executive Programs: 3 yrs
- Case Worker for a US Congressman: 1 yr

## **CERTIFICATIONS**

- Certified CDBG Program Administrator
- Certified MaineDOT Local Project Administrator
- Facilitative Leadership: Maine Institute of Civic Leadership

## **PROFESSIONAL MEMBERSHIPS**

- Member, Maine Association of Planners
- Member, Northern New England Chapter of the American Planning Association
- Member, American Planning Association
- Board Member, Harbor House Community Center



**BEN SMITH, AICP**  
COMMUNITY PLANNER

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## EDUCATION

M.A., Community Planning & Development, Muskie School of Public Service at the University of Southern Maine

B.A., Psychology, Bates College

## PROFESSIONAL AFFILIATIONS

American Planning Association,  
Northern New England Chapter

Maine Association of Planners

Growsmart Maine

## TRAINING/CERTIFICATIONS

Member - American Institute of Certified Planners

Sustainable Comprehensive Planning. APA Training, 2014

Ben is a planner with experience in transportation, land use and comprehensive planning. He established North Star Planning in 2017, after more than a dozen years of experience working in state and municipal government and private sector planning positions. Ben currently serves as the Planning Director for the Town of Windham, Maine.

## EXPERIENCE

### TOWN OF WINDHAM, MAINE

- Comprehensive Plan Update (anticipated adoption 2017)
- 21<sup>st</sup> Century Downtown Plan for North Windham. Adopted in 2013. Implementation includes ordinance updates and major infrastructure improvements (preliminary design 2016)
- Complete Streets Policy
- Contract zoning & land use ordinance amendments
- Impact Fees – recreational, intersection & sidewalk infrastructure
- Tax Increment Financing
- North Route 302 Transportation Plan
- Design Standards and Design Guidelines
- Grant Management
- Subdivision and Site Plan Review
- Municipal committee support
- Board Member, Windham Economic Development Corporation

### WITH PREVIOUS EMPLOYERS

- Gateway 1 Project. Regional transportation/land use project for 21 mid-coast Maine communities along US Route 1. Tasks included comparative comprehensive plan and zoning analysis, traffic studies, public participation
- Toll Plaza Diversion Studies, York and New Gloucester, Maine
- Roadside Signage Inventory & Analysis, Maine Turnpike Authority
- GIS analysis, various environmental and transportation projects, Maine Turnpike Authority



**Current Account Status**

**G 3-723-00 RESERVE ACCT / PLAN BRD RES**

-751.52 = Beg Bal  
0.00 = Adjust

0.00 = YTD Net  
0.00 = YTD Enc

-751.52 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
<b>Totals-</b>							<b>0.00</b>	<b>0.00</b>

**Monthly Summary**

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
<b>Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

EXHIBIT A  
FORM OF CERTIFICATE OF TOWN

[Name and Address of Institutional Trustees]

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

Gentlepersons:

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

The undersigned do hereby certify:

1. That they are the Individual Trustees of the Trust.
2. The Individual Trustees have approved use of property held in the Fund for purposes set forth in the Trust Indenture, in the amount set forth below.
3. You are hereby directed pay **from the Environmental Trust, Income** to the Town of Hampden the sum of \$13,140.97.

INDIVIDUAL TRUSTEES

The image shows three handwritten signatures in cursive script, each written over a horizontal line. The signatures are: "Kerry L. Woodbury", "Jim M.", and "Kathleen J. Clark".

CERTIFICATE OF TOWN CLERK

The undersigned DOES HEREBY CERTIFY:

1. That he/she is the duly appointed and incumbent Clerk of the Town of Hampden, Maine.
2. That the foregoing certificate of the Individual Trustees was duly approved by a majority of the members of the Town Council of the Town of Hampden on September 18, 2017.

---

Paula Scott  
Clerk, Town of Hampden

cc: Town of Hampden

**Eligible Costs Incurred, Proposed for Environmental Trust Reimbursement**

Date	Paid	Vendor	Purpose	Expense	Category of Stormwater Management Cost					Source of Proposed Reimbursement				
					Maintenance	Compliance Documentation	Supplies	Contracted Services	Training/Travel	Principal	Income	Receipt	Date to Env. Trust	
07/01/17	08/16/17	Bangor Area Stormwater Group	2017-18 membership dues	\$ 4,000.00		\$ 4,000.00					\$ 4,000.00	Y	9/12/2017	
06/14/17	07/19/17	National Stormwater Center	Training fees for 2 employees to attend 2-day training	\$ 1,548.00				\$ 1,548.00			\$ 1,548.00	Y	9/12/2017	
07/12/17	08/02/17	E.J. Prescott	Pipe/materials for culverts	\$ 180.00	\$ 180.00						\$ 180.00	Y	9/12/2017	
07/19/17	08/09/17	E.J. Prescott	MDOT blanket	\$ 720.00		\$ 720.00					\$ 720.00	Y	9/12/2017	
07/21/17	08/09/17	Whitmore Contracting Inc.	Griffin Ave culvert replacement	\$ 4,185.00			\$ 4,185.00				\$ 4,185.00	Y	9/12/2017	
07/21/17	08/09/17	E.J. Prescott	MDOT blanket	\$ 540.00		\$ 540.00					\$ 540.00	Y	9/12/2017	
08/15/17	pending	E.J. Prescott	Materials for stormdrain ditch lining erosion control	\$ 813.60		\$ 813.60					\$ 813.60	Y	9/12/2017	
08/22/17	pending	E.J. Prescott	Materials for stormdrain ditch lining erosion control	\$ 813.60		\$ 813.60					\$ 813.60	Y	9/12/2017	
09/04/17	09/06/17	Sean Currier	Mileage and expenses for DPW Director and Code Enf. Officer to attend 2-day stormwater training, Portland	\$ 340.77				\$ 340.77			\$ 340.77	Y	9/12/2017	
					<b>Total proposed for reimbursement to General Fund:</b>					<b>\$ 13,140.97</b>	<b>\$ 13,140.97</b>			
										Budgeted revenue	\$ 72,345.00	<i>FY18 Town Budget</i>		
										Remaining budgeted revenue (FY18)	\$ 59,204.03			

Source: Angus Jennings, Town Manager  
9/7/2017

D-5-e

**TOWN OF HAMPDEN**

**SNOW PLOWING, SALTING & REMOVAL SERVICES  
SKEHAN CENTER  
BID SHEET**

**September 11, 2017  
2:00 PM**

<b>BIDDER</b>	<b>OPTION A</b>	<b>OPTION B</b>
Austin, Roger DBA Austin's Lawncare & Snowplowing	Did not bid	\$48,962
Wellman Paving, Inc.	\$14,000	\$16,500
Eastwood Contractors, Inc.	\$18,800	\$ 2,500
Matt's Property Maintenance & Construction, LLC	\$ 20,000	\$24,500
Harriman & Sons	\$22,000	\$ 5,400

Town of Hampden  
106 Western Avenue  
Hampden, Maine 04444



Phone: (207) 862-3337  
Fax: (207) 862-5067  
email: Publicworks@hampdenmaine.gov

**Winter 2017/2018  
RFQ Snow Plowing, Salting and Snow Removal Services**

Town of Hampden  
106 Western Avenue  
Hampden, ME 04444  
207-862-3034

Dear Vendor:

The Town of Hampden Public Works Department and Recreation Department are requesting written quotes for the provision of Snow Plowing, Salting, and Snow Removal Services for the 2017/2018 winter season. Please return the attached quote form to the Hampden Town Office ATTN: Sean Currier, no later than 2:00 PM, September 11, 2017. Quotes should be submitted by mail or in person to:

Town of Hampden  
Attn: Sean Currier  
106 Western Avenue  
Hampden, Maine 04444

**Service Request Address:**

Historic Hampden Academy Complex, 1 Main Road North, Hampden, ME 04444  
Term of Contract: 2017/2018 Season, October 1, 2017-May 1, 2018

**Services Required**

All snow and ice removal services will be conducted in a safe manner with care given to the safety of the general public. This includes having all equipment outfitted with proper lighting devices so as to be visible while operating.

**Option A:**

**-Historic Hampden Academy Complex-**

Plowing and salting of the facility access roads, driveways, and parking areas by 6 AM and routinely throughout the entirety of the storm. Final cleanup at the conclusion of the storm will include knocking down piles at entrances and exits to minimize visual obstructions to the Maine DOT right of way. This includes a small portion of gravel parking lot (see map Option A). Snow shall not be piled near or against the building. Stacking (stockpiling) snow with a front end loader may be necessary in the main parking area along the fence.

-Skehan Recreation Center-Town of Hampden Leased Area-

Shoveling (or other pre-approved method) and salting of walkways (2 total-see map #1, #2) and Skehan Center emergency exits (6 total-see "0" on attached map).

**Option B:**

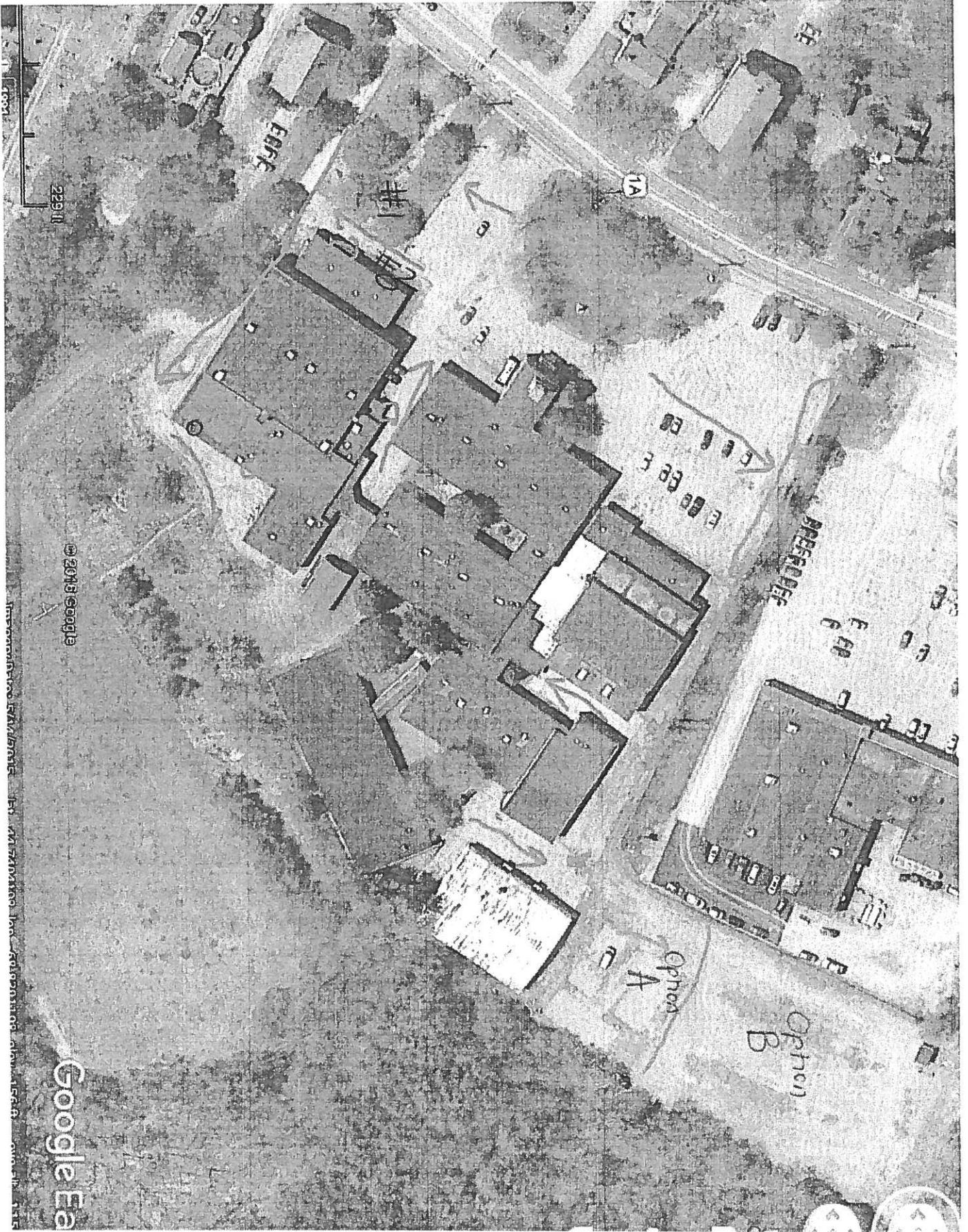
Option B includes all items in Option A, plus plowing and sanding the entire gravel parking (see map Option B) at the rear of the complex. The gravel parking lot is the only area where sand may be used.

This bid shall include removal of snow from the facility by truck, and disposed of off-site, as necessary during the season depending on season snow fall. A typical winter may necessitate snow removal 3-5 times from the complex.

**Bidder's Information**

- State of Maine Statute provides that no snow shall be plowed across a public right of way.
- All insurance, Worker's Compensation, Comprehensive General Liability, and/or Automobile shall be maintained at the expense of the Contractor during the term of the awarded contract.
- Contractors will be notified in writing of any property damage that occurs as a result of snow and ice management services. Notification will be within 72 hours of Director of Public Works becoming aware of such property damage. Contractor will be solely and wholly financially liable for any damaged property as a result of negligence by the contractor. The contractor shall repair, to the satisfaction of the Public Works Director, and property owner, any damaged property in a timely manner after the terms of the contract. All damages reported to the contractor shall be repaired prior to May 1, 2018
- The Town of Hampden reserves the right to reject any and all quotes received as a result of the RFQ.
- If a quote is accepted, it will be the most advantageous regarding price, quality of service, the contractor's qualifications and capabilities to provide the specified services.
- The Town of Hampden reserves the right to inspect the contractor's work during the term of the contract and request additional plowing / salting services.
- The Town of Hampden Reserves the right to cancel services at any time for failure to perform contracted services as agreed.





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Town of Hampden  
106 Western Avenue  
Hampden, Maine 04444



Phone: (207) 862-3337  
Fax: (207) 862-5067  
email: Publicworks@hampdenmaine.gov

**Winter 2017/2018  
RFQ Snow Plowing, Salting and Snow Removal Services**

Town of Hampden  
106 Western Avenue  
Hampden, ME 04444  
207-862-3034

**ADDENDUM 1 CLARIFICATION:**

**Option A:**

**-Historic Hampden Academy Complex-**

Plowing and salting of the facility access roads, driveways, and parking areas by 6 AM and routinely throughout the entirety of the storm. Final cleanup at the conclusion of the storm will include knocking down piles at entrances and exits to minimize visual obstructions to the Maine DOT right of way. This includes a small portion of gravel parking lot (see map Option A). Snow shall not be piled near or against the building. Stacking (stockpiling) snow with a front end loader may be necessary in the main parking area along the fence.

**-Skehan Recreation Center-Town of Hampden Leased Area-**

Shoveling (or other pre-approved method) and salting of walkways (2 total-see map #1, #2) and Skehan Center emergency exits (6 total-see "0" on attached map).

**Option B:**

Option B includes all items in Option A, plus plowing and sanding the entire gravel parking (see map Option B) at the rear of the complex. The gravel parking lot is the only area where sand may be used.

**NOTE:**

This bid (for option A and option B) shall include removal of snow from the facility by truck, and disposed of off-site (at the Town owned snow dump on Kennebec Road, 1.9 miles from Skehan Center), only as necessary determined by the Hampden Public Works Director, during the season depending on season snow fall. A typical winter may necessitate snow removal 3-5 times from the complex.

D-5-f

**TOWN OF HAMPDEN**

**EDYTHE L. DYER COMMUNITY LIBRARY ORDINANCE**

**Adopted**

**May 16, 1983**

**TOWN OF HAMPDEN, MAINE**  
**EDYTHE L. DYER COMMUNITY LIBRARY ORDINANCE**

CERTIFIED BY:

\_\_\_\_\_  
Paula Scott, Town Clerk

Town Clerk  
Affix Seal

ADOPTED: Hampden Town Council, May 16, 1983  
Effective Date, June 15, 1983

AMENDED: October 20, 1986 Section: 2.2.a  
Effective Date, November 20, 1986

AMENDED: August 16, 2017 Section: 2.1a, 2.1b, 2.1c  
Effective Date, Section: 2.2a, 2.2b

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SECTION II	ORGANIZATION AND ADMINISTRATION	1
SECTION III	VALIDITY; REPEALER AND EFFECTIVE DATE	3

EDYTHE L. DYER COMMUNITY LIBRARY ORDINANCE

Enactment: Pursuant to the provisions of the charter of the Town of Hampden, Article II, Section 212, and Article III, Section 302, THE TOWN OF HAMPDEN HEREBY ORDAINS that there is established a public library, to be known as the Edythe L. Dyer Community Library, to be organized, administered and governed in accordance with the following provisions:

**SECTION I - ESTABLISHMENT**

The Edythe L. Dyer Community Library is established as a department of the town, and shall be administered consistent with its role as such.

**SECTION II - ORGANIZATION AND ADMINISTRATION**

**Section 2.1 – ~~Town Librarian~~ Library Director**

- a. Position - There is hereby authorized and established the position of ~~Town Librarian~~ Library Director. This position shall be included in the Personnel Classification and Compensation Plan for the Town of Hampden.
- b. Appointment – The ~~Town Librarian~~ Library Director shall be appointed by the Town Manager in consultation with the Board of Trustees, subject to confirmation by the Town Council and consistent with the personnel rules of the Town and the Town Charter.
- c. Duties – The ~~Town Librarian~~ Library Director shall have the responsibility for the daily operation and management of the Library as a department of the Town and consistent with the personnel rules of the Town and the Town Charter. The ~~Town Librarian~~ Library Director shall make a periodic report to the Town Manager at such frequency as ~~he directs~~ directed as to the business of the Library for the period since the last report. The ~~town library~~ Library shall be operated and managed subject to the directives of the Town Manager and consistent with the policies and rules and regulations promulgated by the Board of Trustees.

The ~~Town Librarian~~ Library Director shall be a member, ex-officio of the Board of Trustees.

**Section 2.2 - Board of Trustees**

- a. Appointment Term - The Board of Trustees of the library shall consist of ~~15~~ 9 persons, ~~at least eleven of whom shall be residents of the Town of Hampden~~, appointed by the Town Council. The trustees shall serve staggered three (3) year terms, ~~except that the members of the first board shall be appointed to the following terms: four members shall serve one year terms; three members shall serve two year terms; and four members shall serve three years terms.~~ No member of the Town Council may serve on the Board of Trustees.
- b. Duties; Function - The Board of Trustees shall have the responsibility for establishing Library policies, authorizing the expenditures of Library funds and, consistent with the position of the Library as a town department, shall otherwise assume responsibility for operation and administration of the Library. The Board of Trustees shall have the

power to adopt such reasonable rules and regulations for the management and administration of the Library as it deems appropriate, including the power to establish fines and penalties for violation of said rules and regulations. The Board shall meet regularly. The Board shall adopt its own bylaws and at an annual meeting shall elect a Chairman, Vice-Chairman, Secretary and Treasurer. The Board may also create an Executive Committee, consisting of three members of the Board of Trustees, one of which shall be Chairman, to which certain of the responsibilities of the Board may be delegated. Such rules or regulations for management and administration of the Library as the Board adopts shall be promptly reported to the Town Manager. The Town Manager and Town Mayor are members ex-officio of the Board of Trustees, and in the event the Board chooses to create an Executive Committee, the Town Manager shall be an ex-officio member of said committee. The Board of Trustees shall also make recommendations to the Town Manager as to nominations for membership to the Board. The Board of Trustees shall have the authority to name various persons to the Board of Trustees as honorary members of the Board as it deems appropriate, but only by a majority vote of the membership of the entire Board. Honorary Trustees may participate in meetings of the full Board of Trustees but may not vote and shall have no authority as to the administration of the Library, which is hereby granted to the Board of Trustees. ~~At least once a year, or at the request of the Town Manager, the Board of Trustees shall file report with the Town Council containing an itemized statement of the previous year's expenditures and the expenses anticipated for the coming year, together with such other information as the Town Council or the Town Manager may require.~~ The Board of Trustees may also accept gifts and donations to the Library either in trust or outright, and may act as trustee of any donations or gifts in trust. In the event the Board accepts any gifts or donations in trust it shall at all times be consistent with the terms of the trust or gift. The responsibility of the Board for gifts or donations in trust may not be delegated to a lesser committee of the Board.

### **SECTION III - VALIDITY, REPEALER AND EFFECTIVE DATE**

#### **Section 3.1 - Validity; Conflict of Laws; Effective Date**

- a. Validity - Should any section or provisions of this ordinance be declared by a court of competent jurisdiction to be invalid, such determination of invalidity shall not invalidate or affect any other section or provision of this ordinance, and to that end the provisions of this ordinance are declared to be severable.
- b. Repealer - All ordinances, resolutions, orders and votes of the Town of Hampden, by whatever governing body enacted, and which relate to the creation of a public library in the Town of Hampden, are hereby repealed to the extent they are inconsistent with this ordinance.
- c. Effective Date - The effective date of this ordinance shall be thirty (30) days after adoption by the Town Council.