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HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY

DECEMBER 18TH, 2017

7:00 P.M.

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

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

Attending:

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

*Town Manager Angus Jennings
Town Clerk Paula Scott
Public Safety Director Joe Rogers
Sargent Bailey
Matthew St. Pierre
CEO Myles Block
Chris Leopold
Resident Bill Boyington*

*Absent:
Councilor Sirois*

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

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. **November 20th, 2017 Council Meeting Minutes**

3. COMMUNICATIONS

- a. **Notification of the 2018 Penobscot County mil rate and amount of the Town of Hampden's valuation**
- b. **Notification regarding an upcoming Board of Appeals meeting to be held on Tuesday, December 19th at 7:00 p.m.**
- c. **Notification of award of an MMA Safety Enhancement Grant**
- d. **Notification of an MDOT cyclical pavement resurfacing project for 2.53 miles of Coldbrook Road in the Spring/Summer of 2018**
- e. **Notification of an MDOT cyclical pavement resurfacing project for 7.5 miles of Route 9 in the Spring/Summer of 2018**

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

- f. **Summary of new election laws effective November 1, 2017 pertaining to the administration of elections**
- g. **Notification of the maturation of two general obligation bonds**

4. REPORTS

- a. **Finance Committee Minutes – November 6th and November 20th**
- b. **Infrastructure Committee Minutes – None**
- c. **Planning & Development Committee Minutes – November 1st and November 15th**
- d. **Services Committee Minutes – October 10th and November 13th**
- e. **Environmental Trust Committee Minutes – September 12th**

C. PUBLIC COMMENTS

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS –

- a. **Presentation of the Department of Public Safety Five-Year Plan –** *presented by Sargent Bailey – Sargent Bailey presented the five-year plan of the Public Safety Department to the Council and members of the public. He prefaced by stating that Public Safety is a tremendous department with people who are knowledgeable and trained and doing a tremendous amount of work. He stated that it is a privilege to work for Public Safety and the Town of Hampden. The basis was to determine where they are now, where do they want to be, how do they get there, and how will they know when they get there. Members made inventory of where the Department is at and what goals there are going forward, and how to objectively meet those goals. This started with the Supervisors, who set out broad goals. Feedback was solicited from employees on how to reach the goals, and the Citizen's Advisory Committee offered feedback as well. This took about a year to develop and now that it is complete, the Department will begin to implement some of those objectives. After the presentation, Mayor McPike, on behalf of the Council, thanked Sgt. Bailey and the entire Department for the good work they do for Hampden.*

2. PUBLIC HEARINGS - None

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. **Re-appointment of Michael Jellison to the Lura E. Hoit Memorial Pool Board of Trustees - referral from Services Committee –** *Councilor Marble made a motion, seconded by Councilor McAvoy, to approve reappointment of Michael Jellison to the Lura E. Hoit Memorial*

Pool Board of Trustees. Unanimous vote in favor, 7-0.

- b. **Re-appointment of James D. Feverston to the Lura E. Hoit Memorial Pool Board of Trustees – referral from Services Committee** - *Councilor Marble made a motion, seconded by Councilor Wilde, to approve reappointment of Jim Feverston to the Lura E. Hoit Memorial Pool Board of Trustees. Unanimous vote in favor, 7-0.*

- c. **Re-appointment of Yvonne Lambert to the Edythe L. Dyer Library Board of Trustees – referral from Services Committee** - *Councilor Marble made a motion, seconded by Councilor McAvoy, to approve reappointment of Yvonne Lambert to the Edyth L. Dyer Library Board of Trustees. Unanimous vote in favor, 7-0.*

- d. **Re-appointment of Lowell T. Sherwood, Jr. to the Board of Assessment Review – referral from Finance & Administration Committee** – *Councilor Marble made a motion, seconded by Councilor McAvoy, to approve reappointment of Lowell Sherwood to the Board of Assessment Review. Unanimous vote in favor, 7-0.*

- e. **Re-appointment of J. Kelley Wiltbank to the Planning Board – referral from Planning & Development Committee** - *Councilor Marble made a motion, seconded by Councilor McAvoy, to approve reappointment of J. Kelley Wiltbank to the Planning Board. Unanimous vote in favor, 7-0.*

4. OLD BUSINESS - None

5. NEW BUSINESS

- a. **Request for authorization for a budget adjustment of the FY18 budget, to transfer the amount of \$100,000 from Overlay into the Municipal Building Reserve (3-702-00) – referral from Finance & Administration Committee** – *Councilor Marble reported that there were three related items discussed in Finance Committee. He made a motion to approve a budget adjustment for FY18, and to transfer the amount of \$100,000 from Overlay into the Municipal Building Reserve. Motion was seconded by Councilor McAvoy. Unanimous vote in favor. Unanimous vote in favor, 7-0.*

- b. **Request for authorization for the expenditure of an amount up to \$100,000 from the Municipal Building Reserve (3-702-00) for the purpose of paying for mold remediation and related expenses – referral from Finance & Administration Committee** – *Councilor Marble made a motion, seconded by Councilor McAvoy to authorize the expenditure of an amount up to \$100,000 from the Municipal*

Building Reserve for the purpose of paying for mold remediation and related expenses. Manager Jennings clarified for the public that the authorization doesn't mean he won't have to come back with the specific requests if remediation goes above the \$10,000 thresh hold. At this time, we are just at the scoping stage. The motion on the floor was brought to a vote. Unanimous vote in favor, 7-0.

- c. **Request for authorization for waiver, pursuant to Sec. 4(a) of the Bid Procedure for Public Purchasing, to allow for the procurement of mold remediation and related expenses using a quotation system instead of an Invitation for Bids, to reduce the bidding cost and the amount of time needed for completion – referral from Finance & Administration Committee – Item was tabled in Finance & Administration Committee. No action.**
- d. **Request for authorization for the expenditure of \$1,000 from the Matching Grant Reserve (3-780-00) for the purpose of paying Hampden's share of a Safety Enhancement Grant for two SCBA masks – referral from Finance & Administration Committee –** *Councilor Marble made a motion, seconded by Councilor McAvoy to authorize the expenditure of \$1,000 from Matching Grant Reserve for the purpose of paying for a portion of the price of the SCBA masks. Unanimous vote in favor, 7-0.*
- e. **Request for authorization for the expenditure of \$4,036 from the Environmental Trust, Principal for the purpose of reimbursement of eligible landfill post-closure monitoring expenses – referral from Finance & Administration Committee –** *Councilor Marble made a motion, seconded by Councilor McAvoy to authorize the expenditure of \$4,036 from the Environmental Trust, Principal to reimburse for eligible landfill post-closure monitoring expenses. Unanimous vote in favor, 7-0.*
- f. **Request for authorization for the expenditure of \$1,275.95 from the Environmental Trust, Income for the purpose of reimbursement of eligible stormwater management expenses – referral from Finance & Administration Committee –** *Councilor Marble made a motion, seconded by Councilor McAvoy, to authorize the expenditure of \$1,275.95 from the Environmental Trust, Income to reimburse for eligible stormwater management expenses. Unanimous vote in favor, 7-0.*
- g. **Request for authorization for waiver, pursuant to Sec. 4(a) of the Bid Procedure for Public Purchasing, to allow for the procurement of a replacement dock at the Marina using a quotation system instead of an Invitation for Bids, due to a limited number of qualified vendors – referral from Finance & Administration Committee –** *Councilor Marble explained that funds were set aside*

last summer for the Town's portion of a grant to replace the existing dock that is in poor condition. He stated that most of the money is from the State through the grant, and that much of the work is done by Hamlin's Marine. He remarked on the great partnership between Hamlin's Marine, our Harbor Master Peter Neal who volunteers his time, and Town staff. He stated that Council is appreciative. Councilor Marble made a motion, seconded by Councilor McAvoy, to authorize a waiver of the bid procedure under section 4-a, and to allow for a quotation system in place of invitation for bids. Unanimous vote in favor, 7-0.

- h. **Request for authorization for an abatement of third quarter sewer charges for resident Seren Bruce at 29 Sunrise Lane – referral from Finance & Administration Committee** – Councilor Marble made a motion, seconded by Councilor Wilde to approve the abatement request for a portion of third quarter sewer charges for Seren Bruce at 29 Sunrise Lane. Unanimous vote in favor, 7-0.
- i. **Council approval of Council Order 2017-07, proposed amendments to the Transfer Station Decal Issuance Policy – referral from Finance & Administration Committee** – Councilor Marble made a motion, seconded by Councilor Wilde, to approve Council Order 2017-07, proposed amendments to the Transfer Station Decal Issuance Policy. Unanimous vote in favor, 7-0. Manager Jennings briefly stated that the main policy change was to move away from proof of residency based solely upon vehicle registration.
- j. **Council approval of Council Order 2017-08, proposed amendments to the Transfer Station Rules and Regulations – referral from Finance & Administration Committee** – Councilor Marble made a motion, seconded by Councilor McAvoy, to approve Council Order 2017-08, proposed amendments to the Transfer Station Rules and Regulations. Unanimous vote in favor, 7-0.

E. COMMITTEE REPORTS

Infrastructure Committee – Mayor McPike reported that there has not been a meeting since the last Council meeting.

Services Committee – Councilor Marble reported that applications for reappointment were discussed and referred to Council. Committee heard a presentation on the state of broadband in Hampden. Committee held a good discussion about possible continuation of the pool site design. Committee recommended sending out an RFQ for some competitive bid pricing on Phase I permitting, which is in essence permitting for parking. This is strictly to set a baseline. Committee reviewed the Transfer Station rules and regulations, and referred that to Council for tonight.

Finance & Administration – Councilor Marble reported that all items discussed in Committee were heard at Council tonight

Planning & Development Committee – Mayor McPike reported that the Committee met

with Joe from the Musson Group regarding changes to the Business Park covenants. Discussed a moratorium on retail marijuana and developing a plan for related uses. The next meeting is the 20th.

F. MANAGER'S REPORT – *Manager Jennings thanked the Kiwanis for the work they did organizing the Christmas Tree Lighting. He and Mayor McPike were in attendance and all the children loved it. He reported that the new holiday banners have been installed and we are accepting feedback on whether people like them or not. The lights will not be put up this year and we will continue to look at whether we are going to bring them back. The Town office will be closed from 11:30 – 1:30 on Wednesday for the Christmas party, and there will be no Infrastructure Committee meeting this month. He reported that he and Mayor McPike went to the Annual Meeting of the MRC which topic was regarding working toward transition, and he and Mayor McPike attended the beam signing ceremony at the Fiberight facility. He reported that Mayor McPike and he also attended the NIMS training last Wednesday in Holden. Attendance will preserve the Town's eligibility in obtaining certain grants. He reminded the public that we are now offering on-line dog licensing and that this spring we totally revamped the Town's website at Hampdenmaine.gov and there is a lot of content there, including what takes place at these meetings, other Committees, and much information about Hampden.*

G. COUNCILORS' COMMENTS

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

Councilor Cormier – No comment

Councilor Marble – Thanked citizens who have been at recent Services Committee meetings for getting involved, and for statements of what they value and questions about how they can help. He reminded everyone that the first meeting in January is when Council elects its new Mayor and that if there is feedback regarding style or agenda content, to please make your voice known. He wished everyone Happy Holidays and to drive safe.

Councilor Wilde --Stated that it was nice to be back and wished everyone a Merry Christmas and Happy Holidays

Councilor Ryder – Wished everyone a Merry Christmas and a Happy New Year and hopes that we can all continue to work together and make Hampden great again for 2018.

Mayor McPike – Reminded the public that people can go on line and sign up to be on an email list for meetings and topics they are working on. He reported that Cianbro is now the General Contractor for Fiberight and that the NIMS meeting he and Manager Jennings attended was very interesting. Part of it is for a Town to be able to take care of itself during emergencies. They are not going to just give out money if a town can't show that it can handle itself. He reminded people that due to the holidays, for the next couple of weeks, the town office will only be open three days. He then wished everyone a Happy Hanukah and a Merry Christmas.

MONDAY

DECEMBER 18th, 2017

7:00 P.M.

- H. **ADJOURNMENT** – *With no other business to conduct, Mayor McPike adjourned the meeting at 7:30 p.m.*

Respectfully Submitted,

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

*Paula A. Scott, CCM
Town Clerk*