



HAMPDEN TOWN COUNCIL  
HAMPDEN MUNICIPAL BUILDING  
MINUTES

MONDAY

MARCH 6, 2017

7:00 P.M.

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

*Attending:*

*Mayor Ryder*

*Councilor Sirois*

*Councilor McPike*

*Councilor Marble*

*Councilor Cormier*

*Councilor McAvoy*

*Absent:*

*Councilor Wilde*

*Town Manager Angus Jennings*

*Town Clerk Paula Scott*

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

- A. PLEDGE OF ALLEGIANCE** – *Mayor Ryder led the Pledge of Allegiance*
- B. CONSENT AGENDA** – *Councilor McAvoy made a motion to accept the consent agenda. Councilor McPike seconded the motion. Councilor Marble stated that in the 02/21/2017 minutes, under the Committee Reports, the Planning & Development chair should be changed to Councilor McPike. After correction, the consent agenda was accepted by a unanimous vote in favor.*

**1. SIGNATURES**

**2. SECRETARY'S REPORTS**

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

**3. COMMUNICATIONS**

- a. MMA Safety Grant Scholarship Program** – Scholarship awarded to Lieutenant Lundstrom to attend the Fire Office III & IV Program
- b. Roles of Elected Officials & Municipal Managers 2017 class** brochure for class to be held on Tuesday, April 11, 2017

**4. REPORTS**

- a. Finance Committee Minutes** – 02/06/2017 & 02/21/2017
- b. Infrastructure Committee Minutes** – 01/30/2017
- c. Planning & Development Committee Minutes** – 02/02/2017

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

**d. Services Committee Minutes – 01/09/2017****C. PUBLIC COMMENTS - None****D. POLICY AGENDA**

1. **NEWS, PRESENTATIONS & AWARDS** - *Mayor Ryder informed fellow Councilors as well as the public that there will be a benefit Baked Bean Supper at the Kiwanis Civic Center on March 11<sup>th</sup>, 2017 from noon until 4:00. This is to benefit Marine Veteran Bob Muncey who lost his home due to a fire. He lost everything and has no insurance and this is a fundraiser to help him out. He encouraged all to attend.*
2. **PUBLIC HEARINGS** - *None*
3. **NOMINATIONS – APPOINTMENTS – ELECTIONS** - *None*
4. **OLD BUSINESS** - *None*
5. **NEW BUSINESS**
  - a. **Request for authorization for the expenditure of \$250.00 from the Host Community Benefit Account for the purpose of paying for a second printing of Senior Yellow Pages – referral from Services Committee** – *Councilor Marble reported that when this came before Services Committee, they reviewed the content and application and it was well received. This has been very useful to seniors in the past. When the request first came before the Manager, he put out an internal request and Chief Rogers as well as the Librarian both support this and can give \$300.00 each from their operating budgets to help with costs. Councilor Marble made a motion to authorize the expenditure of \$250.00 from the Host Community Benefit Account, with the addition of the previously mentioned \$600.00 from operating budgets, to pay for the second printing of the Senior Yellow Pages. Councilor McPike seconded the motion. Unanimous vote in favor.*
  - b. **Service Fees – Abatement requests based on 2% revenue threshold – referral from Finance & Administration Committee**

**Community Housing of Maine, requested abatement  
\$1,794.62**

**OHI George Street, requested abatement \$1,265.83**

OHI Patterson Road, requested abatement \$1,453.99  
Penquis Mental Health Services, requested abatement \$1,744.63

The Housing Foundation, requested abatement \$15,606.11 – Mayor Ryder reported that this was discussed in Finance Committee, but committee members did not feel comfortable making a recommendation until they have a chance to meet with the Tax Assessor to go over the procedure, guidelines, and the formula used. This item will be tabled until after that meeting takes place.

- c. **Approval of an application by Jeff's Catering and Bake Shop for an off-site liquor license for a catered event at Dennis Paper & Foodservice to be held May 20<sup>th</sup>, 2017** – Councilor McPike made a motion to approve the application by Jeff's Catering and Bake Shop for an off-site liquor license for a catered event at Dennis Paper. Councilor Marble seconded the motion. Councilor McAvoy asked for clarification of the process of the State license and the approval by Council allowing them to go off site. The Clerk explained the authorities under the catering and liquor license and confirmed that any liability rests with them. Motion was brought to vote. Unanimous vote in favor.
- d. **Manager's memo recapping the Council Goals & Objectives session held on February 18<sup>th</sup>, 2017** – Manager Jennings reported on the Goals and Objectives session held here on February 18<sup>th</sup> that included all department heads, the Manager and Council members. This helped identify priorities and work planning to create a clear policy direction and work program. A draft summary matrix on the result and direction of the Goals and Objectives meeting is attached to the minutes as Exhibit A.

#### E. COMMITTEE REPORTS -

Services Committee – Councilor Marble reported that they have not met since last Council meeting, but the next is Monday the 13<sup>th</sup> at 6:00 p.m.

Planning & Development – Councilor McPike reported that their last meeting was March 1<sup>st</sup> and the meeting was devoted to the recent market study. The meeting lasted about an hour and a half and there were citizens in attendance. He stated that there are copies of the report on line and at the town office.

Infrastructure – Councilor Sirois reported that at committee they were updated on the GPS units. Kyle showed them different reports and features of the units. Councilor McPike thanked all staff involved in getting the units functioning. Other discussion was regarding sewer rates, upcoming expenses for FY18, and a potential rate increase. They also continued discussion on the Transfer Station Sticker Policy, and the Mailbox Policy which will remain as is. The LED lighting discussion has been put on hold.

Finance & Administration – Mayor Ryder reported that in addition to the financial items referred to Council under this agenda, the committee also went into Executive Session to hold the Manager's employee evaluation. At the end of the Session, there was a

*unanimous vote of confidence in the Manager. Councilors agree he is doing a great job, they are glad that he is here and are looking forward to another year of progress and improvement.*

**F. MANAGER'S REPORT** – *Manager Jennings reported that the FY18 budget process is underway at the Department Head level as they have begun working on their own budgets. He met last week with representatives from the other RSU 22 towns and were informed that the State funding formula for education will be going through approximately 50 changes which will make town budgeting guesswork. It appears that the effect of the changes won't be known until June. He continues to work toward a meeting with our legislative delegation. Manager Jennings reported that the first Children's Committee meeting will be on March 14<sup>th</sup> at 6:00. Regarding the Volunteer Forum scheduled for April 9<sup>th</sup>, mailings went out to about 28 Civic organizations and have been getting positive feedback for the event.*

**G. COUNCILORS' COMMENTS**

*Councilor McAvoy – Asked Manager Jennings if he knows the status of Revenue Sharing for this coming year, to which the Manager replied he did not at this time.*

*Councilor McAvoy reminded everyone to shop local and buy American*

*Councilor Cormier – No comment*

*Councilor Marble – Stated that he and his wife were reminded on Saturday of what a great community this is while attending a volunteer run and sponsored benefit for a Hampden Academy student who is battling cancer. He was reminded that when people get together to do the right thing, everyone benefits. He was also reminded during the Planning & Development meeting that being in Chambers always feels different when people are not here. With the upcoming budget, he stated that all Councilors benefit from hearing from the constituents and hopes that people will stay in contact and let them know what it is they are willing to support and spend money on in the budget.*

*Councilor McPike – Wished congratulations to the HA girls basketball team, and also the HA hockey team who both made it to the semifinals.*

*Councilor Sirois – No comment*

*Mayor Ryder – No comment*

**H. ADJOURNMENT** – *With no other business, Councilor McAvoy made a motion, seconded by Councilor Marble to adjourn at 7:20 p.m. Unanimous vote in favor.*

*Respectfully Submitted,*



*Paula A. Scott, CCM  
Town Clerk*