



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY

OCTOBER 21, 2019

7:00 P.M.

Attending:

Mayor McPike
Councilor Jarvi
Councilor Wright
Councilor Ryder
Councilor McAvoy
Councilor Wilde

Paula Scott, Interim Town Manager/Clerk
Jessica Albee, Recording clerk

Mayor McPike called the meeting to order at 7:01 P.M.

- A. PLEDGE OF ALLEGIANCE – Mayor McPike led the Pledge of Allegiance
- B. CONSENT AGENDA - Councilor Wilde motioned to approve the consent agenda, seconded by Councilor Ryder. Unanimous 6-0-0. Resolution 2019-184

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. 10/07/2019

3. COMMUNICATIONS

4. REPORTS

- a. Finance & Administration Committee Minutes – 09/16/2019
- b. Infrastructure Committee Minutes – None
- c. Planning & Development Committee Minutes – 09/04/2019
- d. Services Committee Minutes – 09/09/2019

C. PUBLIC COMMENTS- None

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

2. PUBLIC HEARINGS

- a. Consideration of a new liquor license for Pat's Pizza, located at 662

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Main Road North, owned and operated by Mark and Tina Carroll of Greenbush

At 7:03 pm motion made by Councilor Wright to open the public hearing; seconded by Councilor McAvoy. Unanimous 6-0-0. Resolution 2019-185

At 7:04 pm with no further questions or comments Councilor Wright made the motion to close the public hearing; seconded by Councilor McAvoy. Unanimous 6-0-0. Resolution 2019-186

Councilor Wright made the motion to approve the new liquor license for Pat's Pizza; seconded by Councilor McAvoy. Unanimous 6-0-0. Resolution 2019-187

NOMINATIONS – APPOINTMENTS – ELECTIONS

a. Appointment of Richard Tinsman to the Planning Board from an associate member to full member to serve the unexpired term expiring in 2023

Motion by Councilor Jarvi; seconded by Councilor McAvoy. Unanimous 6-0-0. Resolution 2019-188

b. Appointment of Ladoiya Wells to the Planning Board from an associate member to a full member to serve the unexpired term of, expiring in 2021

Motion by Councilor Jarvi; seconded by Councilor McAvoy. Unanimous 6-0-0. Resolution 2019-189

Mayor Ivan McPike thanked Peter Weatherbee and Thomas Dorrity for their time on the Planning Board. There will now be two openings for an Associate member on the Planning Board.

3. UNFINISHED BUSINESS

a. Town Manager search update

- Ads have been placed
- Department heads have been interviewed
- Next public meeting is Oct. 30th in the Council chambers to speak to Citizens and see what they want and don't want in a Town Manager.

4. NEW BUSINESS

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- a. Request for authorization for the expenditure of \$600.00 from Cemetery Reserve (3-708-00) to repurchase Plots 1241, 1242 and 1243 at Lakeview Cemetery from Delbert and Anita Davis - *referral from Finance & Administration Committee*

Councilor Wright made the motion to approve; seconded by Councilor Jarvi. Unanimous 6-0-0. Resolution 2019-190

It was agreed by Council to refer items b-g by reading each item being sent to Public Hearing, on November 4th, instead of voting on each item.

- b. Council referral of proposed amendments to the Zoning Ordinance to public hearing for November 4th – *referral from the Planning Board*
- c. Council referral of proposed repeal and replacement of the Shoreland Zoning Ordinance to public hearing for November 4th – *referral from the Planning Board*
- d. Council referral of proposed amendments to the Post Construction Stormwater Management Ordinance to public hearing for November 4th – *referral from Planning & Development Committee*
- e. Council referral of proposed amendments to the Non-Stormwater Discharge Ordinance to public hearing for November 4th – *referral from Planning & Development Committee*
- f. Council referral of the proposed amendments to the Fees Ordinance to public hearing for November 4th – *referral from Planning & Development Committee*
- g. Council referral of the proposed Private Event Venue Licensing Ordinance to Public Hearing for November 4th – *referral from Planning & Development Committee*

E. COMMITTEE REPORTS

Planning and Development- Councilor Jarvi mentioned there hasn't been a meeting since the last Council meeting, so there isn't a report.

Finance and Administration- Councilor Wright mentioned that Council Rules and Committee Assignments were discussed at the meeting in detail. It is the intent of Council to try and bring more transparency to the government process and to public. That was the only item discussed besides the expenditure of the repurchasing of the Cemetery plots.

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Services Committee Meeting- Interim Manager, Paula Scott spoke in Councilor Marble's absence. The items discussed included:

- Further discussion on the Kiwanis Building- Received the Engineers report on the state of the building. There are a few columns that need to be replaced on the bottom of the basement. There are also some cracks in the foundation and what they call the "dog door" that need to be fixed to stop the water from leaking in. The Engineer also mentioned to get more mileage he recommended insulating the floor instead of spray foam insulation. Public Works will measure the building to see how much material will need to be purchased.
- Reached out to the Army Core of Engineers to find out where we need to begin dredging in front of the Marina. Whether or not we will be responsible for dredging all that section.
- Whether or not the Post office will ask or be asked to renew their Lease. The consensus was not to renew the lease and use the building for town purposes.

Infrastructure Meeting- Councilor Ryder said that there hasn't been an Infrastructure meeting since the last Council meeting, but they do have one scheduled next Monday October 28th at 6 pm.

F. MANAGER'S REPORT

- State referendum and municipal election is right around the corner. Busy getting things ready for the election. Polls open at 8 am and close at 8 pm. Absentee ballots are currently available.
- Made a formal offer of employment to the IT Directors position.
- Currently doing the background check on the Deputy Public Works Director position. Expect to make a formal offer at the end of this week.
- The period closed for the Front Office Clerk. Interviews scheduled tomorrow, Wednesday and Thursday for this week.
- Amanda Day has been named our General Assistance Administrator and will be attending training in Augusta this Thursday and Friday.
- The Recreation Department is holding a Halloween Party on October 30th at the Skehan Center from 4-6:30 pm.

G. COUNCILORS' COMMENTS

Councilor McAvoy – Reminded everyone to vote on November 5th. He also encouraged everyone to shop local and buy American. He wished Hampden a good night.

Councilor Jarvi – No Comment

Councilor Wright – Speaking of Halloween wanted to say thank you to everyone that lives in those neighborhoods that tend to be the hot spots on Halloween, we appreciate you and all you do for the children and teenagers in Hampden. Be aware that a lot of kids are on the road, some not well lite walking around, so your patience and safety mindedness is much appreciated for all those vehicles in the neighborhoods. Thank you very much, and Happy Halloween.

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Councilor Wilde- No Comment

Councilor Ryder –No Comment

Mayor McPike – Once again thank you to the departing members of the Planning Board. If anyone would like to get involved in that please step forward. It is a task, sometimes not admitted by everyone that they do a wonderful job. If you are interested at all in taking the first step in government, step in as an associate member and work your way through.

H. ADJOURNMENT- *With no further business, the meeting adjourned at 7:18 p.m.*

Respectfully Submitted

Jessica Albee
Recording Clerk



Memorandum

TO: Town Council
FROM: Paula Scott, Interim Manager
DATE: October 21, 2019
RE: Manager's Report

The following represents a summary of activities and items of interest to Council:

November 5th Election

The State referendum and Municipal election is just around the corner and I have been spending a large part of my time in taking care of all the minutiae that goes along with an election. From receiving, counting and checking for accuracy ballots, fulfilling absentee ballot requests, scheduling election clerks and testing tabulators to name a few, we are gearing up. It is important to remember that although the election in and of itself may not be a big election and we may have low voter turn-out, the work is the same and deadlines for returns and required forms have been shortened. I will be placing a higher importance on anything related to the election for the next couple of weeks.

Continuity of Operations

Due to a successful background check, on Friday, I made a formal offer of employment for the IT Director's position. This person was expected to give notice today. We are currently doing the background check on the Deputy DPW Director's position, and I will be interviewing for the front office clerk this week. Amanda Day has been named our new General Assistance administrator and will be going to Freeport Thursday and Friday of this week for training.

Recreation

I want to remind the public that Hampden Recreation will be holding their Halloween party on October 30th from 4:00 – 6:30 at the Skehan Center.