



HAMPDEN TOWN COUNCIL  
HAMPDEN MUNICIPAL BUILDING  
MINUTES

MONDAY

OCTOBER 7, 2019

7:00 P.M.

Attending:

Mayor McPike

Councilor Jarvi

Councilor Wright

Councilor Ryder

Councilor McAvoy

Councilor Wilde

Councilor Marble

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 Marble motioned to approve the consent agenda, seconded by Councilor Ryder. Unanimous 7-0-0. Resolution 2019-164
  1. SIGNATURES
  2. SECRETARY'S REPORTS – Councilor Jarvi mentioned that he was out of town on 9/23/2019 but that was the only change he had to the minutes on 9/23/2019. All in favor with the change was Unanimous 7-0-0. Resolution 2019-165
    - a. 09/03/2019
    - b. 09/09/2019
    - c. 09/16/2019
    - d. 09/23/2019
  3. COMMUNICATIONS
    - a. Enacted property tax legislation from the 2019 session
    - b. Victualer's license renewal – Hannaford Supermarket
    - c. Proposed 2020 State Valuation
  4. REPORTS
    - a. Finance & Administration Committee Minutes – 09/03/2019, 09/16/2019
    - b. Infrastructure Committee Minutes – None
    - c. Planning & Development Committee Minutes – None

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

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d. Services Committee Minutes – None

C. PUBLIC COMMENTS

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

2. PUBLIC HEARINGS

Proposed amendments to the Town of Hampden General Assistance Ordinance – *referral from Council on 9/16/2019*

Motion made by Councilor Marble to open the public hearing; Seconded by Councilor McAvoy. Unanimous 7-0-0. Resolution 2019-166

Interim Manager/Clerk Paula Scott spoke about the proposed amendments stating for the record this is a standard allowed maximum, these change every year based off the cost of living. The Town can increase these maximums, but we cannot decrease these maximums. This is just a standard vote to adopt this into our ordinance.

Motion made by Councilor McAvoy to close the public hearing; Seconded by Councilor Jarvi. Unanimous 7-0-0. Resolution 2019-167

Motion made by Councilor McAvoy to approve the proposed amendments to the towns General Assistance Ordinance as written; Seconded by Councilor Wright. Unanimous 7-0-0. Resolution 2019-168

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

4. UNFINISHED BUSINESS - None

5. NEW BUSINESS

a. Council ratification of the receipt of \$42,669.23 in FEMA reimbursement funds into the Municipal Building reserve account (3-702-00) - *referral from Finance & Administration Committee*

Motion made by Councilor Wright; Seconded by Councilor McAvoy. Unanimous 7-0-0. Resolution 2019-169

b. Council ratification of the receipt of \$5,000 in FEMA reimbursement funds into the Public Works Equipment reserve account (3-717-00) – *referral from Finance & Administration Committee*

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Motion by Councilor Wright; Seconded by Councilor Marble.  
Unanimous 7-0-0. Resolution 2019-170

- c. Council ratification of the receipt of \$10,000 in FEMA reimbursement funds into the Police Cruiser reserve account (3-753-00) – *referral from Finance & Administration Committee*

Motion by Councilor Wright; Seconded by Councilor Marble.  
Unanimous 7-0-0. Resolution 2019-171

- d. Council ratification of the receipt of \$12,997.24 in MEMA reimbursement funds into the Municipal Building reserve account (3-702-00) – *referral from Finance & Administration Committee*

Motion by Councilor Wright; Seconded by Councilor Marble.  
Unanimous 7-0-0. Resolution 2019-172

- e. Request for authorization for the expenditure of \$55,666.47 from Municipal Building reserve account (3-702-00) for the purpose of administration office renovation – *referral from Finance & Administration Committee*

Motion by Councilor Wright; Seconded by Councilor Marble.  
Unanimous 7-1-0. Resolution 2019-173

- f. Council ratification for the receipt of all funds received from photocopies formerly receipted to Computer reserve account (3-711-00) to be placed into the Miscellaneous Income general ledger account (01-79) – *referral from Finance & Administration Committee*

Motion made by Councilor Wright; Seconded by Councilor Jarvi.  
Unanimous 7-0-0. Resolution 2019-174

- g. Council approval of the Certificate of Settlement reflecting the remaining balance of 2019 real estate taxes in the amount of \$42,638.03, discharging former Tax Collector Barbara Geaghan from further obligation for collection – *referral from Finance & Administration Committee*

Motion made by Councilor Wright; Seconded by Councilor Jarvi.  
Unanimous 7-0-0. Resolution 2019-175

- h. Council approval of the Certificate of Settlement reflecting the remaining balance of 2018 real estate taxes in the amount of

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\$23,919.59, discharging former Tax Collector Barbara Geaghan from further obligation for collection – *referral from Finance & Administration Committee*

Motion made by Councilor Wright; Seconded by Councilor Marble. Unanimous 7-0-0. Resolution 2019-176

- i. Council approval of the Certificate of Settlement reflecting the remaining balance of 2017 real estate taxes in the amount of \$5,032.63, discharging former Tax Collector Barbara Geaghan from further obligation for collection – *referral from Finance & Administration Committee*

Motion made by Councilor Wright; Seconded by Councilor Marble. Unanimous 7-0-0. Resolution 2019-177

- j. Council approval of the Certificate of Settlement reflecting the remaining balance of 2016 real estate taxes in the amount of \$4,194.75, discharging former Tax Collector Barbara Geaghan from further obligation for collection – *referral from Finance & Administration Committee*

Motion made by Councilor Wright; Seconded by Councilor Marble. Unanimous 7-0-0. Resolution 2019-178

- k. Council approval of the Certificate of Settlement reflecting the remaining balance of 2015 real estate taxes in the amount of \$2,457.00, discharging former Tax Collector Barbara Geaghan from further obligation for collection – *referral from Finance & Administration Committee*

Motion made by Councilor Wright; Seconded by Councilor Marble. Unanimous 7-0-0. Resolution 2019-179

- l. Council approval of the Certificate of Settlement reflecting the remaining balance of 2014 real estate taxes in the amount of \$1,087.24, discharging former Tax Collector Barbara Geaghan from further obligation for collection – *referral from Finance & Administration Committee*

Motion made by Councilor Wright; Seconded by Councilor Marble. Unanimous 7-0-0. Resolution 2019-180

- m. Council approval of the Certificate of Settlement reflecting the remaining balance of 2013 real estate taxes in the amount of \$806.13, discharging former Tax Collector Barbara Geaghan from further

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obligation for collection – *referral from Finance & Administration Committee*

Motion made by Councilor Wright; Seconded by Councilor Marble.  
Unanimous 7-0-0. Resolution 2019-181

- n. Council approval of the Certificate of Settlement reflecting the remaining balance of 2012 real estate taxes in the amount of \$806.13, discharging former Tax Collector Barbara Geaghan from further obligation for collection – *referral from Finance & Administration Committee*

Motion made by Councilor Wright; Seconded by Councilor Marble.  
Unanimous 7-0-0. Resolution 2019-182

- o. Council approval of the Certificate of Recommitment to commit to Tax Collector Sherry Murray the yet uncollected amount of 2020 real estate taxes assessed to the taxpayers of the Town of Hampden in the amount of \$10,910,461.75 – *referral from Finance & Administration Committee*

Motion made by Councilor Wright; Seconded by Councilor Marble.  
Unanimous 7-0-0. Resolution 2019-183

E. COMMITTEE REPORTS-

Planning and Development- Eric Jarvi went over the items discussed in the Planning and Development meetings.

September 4<sup>th</sup> meeting

- Began discussions of the formation of the citizens task force, to further work on the towns center report. Initial discussion on concept of Planning & Development ordinance.
- Received the final report from Drumlin Environmental on the Pinetree landfill. Wishes to determine the Environmental Trust fund scope of responsibility for developing any response or action to this report.
- Received staff report related to the need for the Emergency Marijuana ordinance, which this council has already acted on.

October 2<sup>nd</sup> Meeting

- Continued discussion on the formation of the citizens task force, related to the town center report.
- Determined that the town center area includes Western Avenue through the Town owned Recreational property.
- Discussed whether to come up with another name because Town Center implies a smaller area.

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- Staff will work on the process for setting up such a task force, there is historical precedence for that, but the Committee was unsure how to move forward on that.
- Hampden Academy students want to be involved. There is a feeling that they will be invited to participate in the process, and there were also comments on reaching out to other organizations such as the Boy Scouts, because a big part of this relates to community service.
- Asking staff to create a flyer to be sent to the Town Center mailing list as well as other organization to solicit a task force of volunteers. This discussion will continue at the November P&D meeting.
- There was a lot of talk of items to refer to Town Council for public hearing, but that is going to be addressed at their next meeting.
- Planner Karen Cullen went over the highlights from the Housing Conference that she attended.
- Long term P&D project should be addressed by zoning initiative to encourage more housing options, to maintain a diverse population in our town.
- Lastly the Committee was introduced to Ryan Carey our new Code Enforcement Officer.

Finance and Administration Committee- Councilor Wright mentioned that at the Finance and Administration meeting they spoke to Don Gerrish to start the new Town Manager search.

Services Committee- Councilor Marble said that there hasn't been a Services meeting since the last council meeting. They are scheduled to meet next Tuesday because of the holiday.

Infrastructure Committee- Councilor Ryder mentioned that the Infrastructure meeting had been cancelled last month. The next Infrastructure meeting will be held the last Monday of this month.

F. MANAGER'S REPORT

See attached Manager's report as Exhibit A

G. COUNCILORS' COMMENTS-

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

*Councilor Jarvi – No Comment*

*Councilor Wright – Excited to welcome an expanding business, Bouchard Cleaning and Restoration to the Hampden Business Park. They are moving their corporate headquarters into Hampden on Carey Drive. Also, we would like to welcome Emera Maine's new parent company Enmax. Enmax hosted a meet and greet reception last week at the Hilton Garden Inn. They met the CEO and some of their employees, and Emera Maine staff.*

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*Councilor Marble- Our new Code Enforcement Officer, Ryan Carey made a great first impression at the Planning and Development meeting last week. He also said that he hopes the winter paving doesn't prove him wrong, but he would like to say kudos on the paving. As an example, he drives the lower Coldbrook Road daily and the ride is beautiful.*

*Councilor Wilde- No Comment*

*Councilor Ryder –No Comment*

*Mayor McPike – For those of us that drive 1A down at the town lot they started cutting today. This was supposed to have taken place this summer and got delayed until next summer. There will be a lot going on when the bridge comes out, so standby and please be patient. We hope we can do the best we can do to keep traffic, buses, and everything else going. We would like to thank the public ahead of time for their patience.*

H. ADJOURNMENT- *With no further business, the meeting adjourned at 7:34 p.m.*

Respectfully Submitted

Jessica Albee  
Recording Clerk



**Memorandum**

TO: Town Council  
FROM: Paula Scott, Interim Manager  
DATE: October 7, 2019  
RE: Manager's Report

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

**HO Bouchard Way**

As of the end of September, the drains and the gci have all been installed. Sargent still needs to grind and pave the trenches, loam and seed the side slopes and fix the curbing in a couple of areas. They will also still need to install the rodent screens and rip rap over the ends of the drains. The good news is that the drain at the lowest spot is already flowing water.

**Capital Projects**

There was a progress meeting on September 27<sup>th</sup> regarding the Route 1A project. Greg Nash was there on our behalf. Progress to date is that Main Earth has installed approximately 85% of the drainage, including underdrains, catch basins and cross culverts – from station 85 to station 108. AIT has completed one of the 5 composite tub girders for the Grist Mill Bridge. Upcoming work to begin this week is for Maine Earth to install more drainage from station 71 to station 85. Gary Pomeroy logging will begin tree cutting and clearing working from South to North. Shane Sargent mentioned that there will probably be enough time this year to complete some of the sewer and water work and would like submittals. Greg has requested a meeting to discuss operations and scheduling. New poles have been installed and are ready for Consolidated Communications to begin installing a new line. DOT will also be installing message boards – once the contract modification for that is complete.

**Paving**

At this point, paving of Coldbrook, Mayo and Laskey Lane is complete. The Business Park will tentatively be paved next week. The Rte. 202 waterline project is nearing completion and has also been paved with just a bit more clean-up due.

**Continuity of Operations**

As you know, our new Code Enforcement officer Ryan started last week and was in attendance at the P & D meeting. The background checks on the FF/Para and the temporary administrative assistant are almost final. We conducted interviews last Thursday for IT Director and I have a second interview scheduled with two leading candidates. We had some incredibly qualified applicants, and out of 12 applications received, interviewed seven. I will be conducting second interviews this week with an expected offer of employment following. We are beginning to receive applications for the

**Manager's Report**  
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**front office clerk position and will begin setting up interviews as soon as the application period ends this Friday.**