



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

MAY 4, 2015

7:00 P.M.

• 6:00 pm – Finance & Administration Committee Meeting

- A. PLEDGE OF ALLEGIANCE
- B. CONSENT AGENDA
 - 1. SIGNATURES
 - 2. SECRETARY'S REPORTS
 - a. April 21, 2015 Minutes
 - 3. COMMUNICATIONS
 - a. Victualers License Renewal – Anglers Restaurant
 - b. Whitcomb Baker Ladies Auxiliary – Flag Project Donation
 - 4. REPORTS
 - a. Infrastructure Committee Minutes – 3/23/2015
 - b. Finance Committee Minutes – 4/6/2015
- C. PUBLIC COMMENTS
- D. POLICY AGENDA
 - 1. NEWS, PRESENTATIONS & AWARDS
 - 2. PUBLIC HEARINGS
 - 3. NOMINATIONS – APPOINTMENTS – ELECTIONS
 - 4. UNFINISHED BUSINESS
 - a. Route 1A/Old County Road Sewer Project – Infrastructure Committee Recommendation
 - 5. NEW BUSINESS
 - a. Liquor License Application received from Anglers Restaurant at 91 Coldbrook Road

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

- b. Liquor License Application received from McLaughlin's at the Marina at 108A Marina Road
- c. Sewer Commitment – 1/1/2015 to 3/31/2015
- d. Paving Bid Results – Finance Committee Recommendation
- e. Ballfield Road Batting Cages Move – Survey of Ballfield Road – Use of Reserve Funds – Finance Committee Recommendation
- f. Public Works Director Confirmation
- g. Request for Town to Issue License Plates – Councilor Wilde

E. COMMITTEE REPORTS

F. MANAGER'S REPORT

G. COUNCILORS' COMMENTS

H. 2015/2016 BUDGET

- 1. Public Safety
- 2. Police
- 3. Fire

I. ADJOURNMENT



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

TUESDAY

APRIL 21, 2015

7:00 P.M.

Attending:

*Mayor David Ryder
Councilor William Shakespeare
Councilor Terry McAvoy
Councilor Dennis Marble
Councilor Carol Duprey
Councilor Stephen Wilde
Councilor Greg Sirois*

*Town Attorney Thomas Russell
Town Manager Susan Lessard
Town Clerk Denise Hodsdon
DCED Dean Bennett
Representative James Davitt
A Member of the Media
Citizens*

The meeting was called to by Mayor Ryder at 7:00 pm.

- A. **PLEDGE OF ALLEGIANCE** – *Mayor Ryder led the Pledge of Allegiance*
- B. **CONSENT AGENDA** – *Motion by Councilor Marble, seconded by Councilor McAvoy to accept the Consent Agenda. Unanimous vote in favor.*

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. **April 6, 2015 Minutes**

3. COMMUNICATIONS

4. REPORTS

- a. **Services Committee Minutes – 3/9/2015**
- b. **Finance Committee Minutes – 3/16/2015**

C. PUBLIC COMMENTS

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

State Representative Jim Davitt updated the Council on the State's budget process. He handed out information relative to the Democrats' counter proposals to the Governor's budget and information put together by the Maine Municipal Association indicating the pros and cons of each proposal. Jim indicated that there are some things that the Taxation Committee agrees on and he noted that people on both sides of the aisle are working together, but that neither side is happy with the whole package. They are trying to come up with compromises that will be acceptable to the Legislature and to the Governor. He did note that revenue sharing and funding for education are staying in for this upcoming budget and

nobody on either side wants to see taxes go up. He is hopeful that a budget will be ready for the Governor's signature by June 1st. A copy of his information is attached and made a part of the minutes.

2. PUBLIC HEARINGS

- a. **Amendments to Sale of Town Owned Real Estate Ordinance –** *Manager Lessard explained that these amendments allow the Town to sell property acquired through sewer lien foreclosure and to collect all outstanding real estate tax and sewer charges at the time of a foreclosure of either type. Mayor Ryder opened the hearing and no one spoke in favor or opposition and there were no general questions or comments. The hearing was closed. Motion by Councilor McAvoy, seconded by Councilor Duprey to adopt the amendments to the Sale of Town Owned Real Estate Ordinance. Unanimous vote in favor.*

3. NOMINATIONS – APPOINTMENTS – ELECTIONS - None

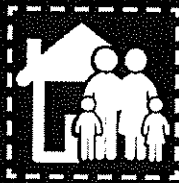
4. UNFINISHED BUSINESS

- a. **Coldbrook Road and Emera Maine Credit Enhancement Agreement – Council Approval –** *Motion by Councilor Shakespeare, seconded by Councilor Sirois to approve the Coldbrook Road and Emera Maine Credit Enhancement Agreement and to authorize the Town Manager to sign on behalf of the Town. Unanimous vote in favor.*

5. NEW BUSINESS

- a. **Connor Roy Eagle Scout Bridge Project – Services Committee Recommendation –** *Motion by Councilor McAvoy, seconded by Councilor Marble to approve the bridge project as presented to the Services Committee. Unanimous vote in favor.*
- b. **Zoning Ordinance Text Amendment re Conditional Lot Dimensions – Planning & Development Committee Recommendation to Refer to Planning Board –** *Councilor Shakespeare noted that the proposed amendments were just received from the Town Attorney this evening and he hadn't had time to review them. Motion by Councilor Sirois, seconded by Councilor Shakespeare to send this back to the Planning & Development Committee for reconsideration. During discussion Attorney Russell indicated that, with the exception of a few minor changes, these were the same amendments that had been reviewed in rough draft by the Committee at its last meeting. Vote on the motion was 1 in favor (Shakespeare) and 6 opposed (McAvoy, Duprey, Marble, Wilde, Sirois and Ryder); motion did not carry. Motion by Councilor Duprey, seconded by Councilor McAvoy to refer the updated version to the Planning Board. Vote on the motion was 6 in favor (McAvoy, Duprey,*

A Better Deal:



for young families and seniors

The LePage budget cuts taxes for large corporations and the wealthy by eliminating property tax relief for young families and seniors. The Better Deal for Maine lowers property taxes for all Maine homeowners by \$120 million per year.



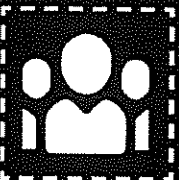
for students and workers

Governor LePage's budget abandons investment in our schools, students and workers. Our Better Deal for Maine invests in public education from pre-kindergarten through high school, college and job training programs, ensuring economic success for our students and workers, and setting the state on the path for a stronger economic future.



for Maine communities

Governor LePage's budget eliminates funding for revenue sharing that supports fire, police, and public works in Maine communities. The Better Deal for Maine keeps the state's promise and increases funding for revenue sharing for local services like police, fire, and public works.



for Maine's middle class

Governor LePage's plan gives the largest tax cuts to Maine's wealthiest residents. The Better Deal for Maine targets income tax cuts to middle- and low-income Mainers. The Governor's plan gives 50 percent of income tax cuts to the top 10 percent. Under the Better Deal for Maine, 98 percent of income tax relief goes to the bottom 95 percent.



is fully paid for

Governor LePage's budget sets Maine up for a fiscal crisis and will leave a \$300 million hole in the budget that will lead to deep cuts in education. Our Better Deal for Maine is fully paid for and is fiscally responsible.

	Proposed	Alternative Budget MSRD
Income tax relief	50% of income tax relief goes to the top 10%	98% of income tax relief goes to the bottom 95%
Sales tax rate	Increases sales tax rate to 6.5%	Keeps sales tax rate the same at 5.5%
Meals Lodging	6.5% 8%	Keep current rates at 8% Adopts LePage Plan at 8%
Sales tax base	Broadens number of items subject to sales tax	Adopts the LePage Plan
Sales tax fairness credit	Creates a refundable tax credit from \$250-\$500 to offset the sales tax increases	Adopts the LePage Plan
Homestead Exemption	Doubles for elderly. Eliminates for under 65	Doubles exemption for everyone, not just elderly
Property Tax Fairness Credit	Expands credit that offsets high property taxes	Adopts the LePage Plan
Revenue Sharing	Provides \$62 million in revenue in FY16; eliminates it in FY17	Increases funding for revenue sharing to \$80 million in FY16 and FY17
Estate Tax	Increases exclusion amount in 2016 and eliminates estate tax in 2017	No change to current law
Non Profit Tax	Requires municipalities to tax non-profits on property greater than \$500,000	Rejects taxes on non-profits
Corporate Income tax	Reduces rates	No changes to current rates. Closes loophole on offshore tax havens
Pensions	Exempts military pensions from income tax and increases exemptions for non-military pensions	Exempts military pensions from income tax and maintains current law on other pension exemptions
Telecommunications tax	Transfers tax collection to the towns	No changes to current law
Tobacco	No changes to current law	Equalizes tobacco taxes for all tobacco products

Competing Comprehensive Tax Reform Plans on the Tables

Plan Component	Governor's Tax Reform Plan	Taxation Committee Recommendation (unanimous unless otherwise noted)	Democrats' Alternative Plan
Municipal Revenue Sharing	Flat-fund the currently reduced revenue sharing distribution at \$62.5 million for FY 2016 and eliminate entirely for FY 2017 and thereafter.	Flat-fund currently reduced revenue sharing distribution at \$62.5 million for both years of the biennium.	Increase the revenue sharing distribution from flat-funding levels of \$62.5 million to \$77 million for both years of the biennium.
Homestead Property Tax Exemption	Eliminate the \$10,000 Homestead exemption for homeowners under 65 years of age, double the Homestead exemption for homeowners 65 years of age or older to \$20,000.	No change to current law. Retain the current \$10,000 Homestead for all Maine resident homeowners.	Double the current \$10,000 Homestead exemption for all Maine resident homeowners to \$20,000.
Property Tax Fairness Credit	Expand in several ways the value and the availability of the refundable "Property Tax Fairness Credit" now embedded within the state's income tax code (formerly the "Circuitbreaker" program), increasing the overall cost of the program from \$35 million to \$93 million.	Split vote, with 7 members rejecting the Governor's proposal and 6 members supporting it.	Adopts the Governor's proposal.
Taxing Tax Exempt Property	Impose the property tax on 50% of the value of most privately owned tax exempt properties after subtracting the first \$500,000 in value.	Do not impose the property tax on tax exempt properties.	Do not impose the property tax on tax exempt properties.
Transfer Telecommunications Personal Property to Municipal Jurisdiction	Transfer from state to municipal jurisdiction the authority to tax "two-way, interactive" personal property owned by telecommunications companies, shifting approximately \$8.25 million in tax revenue from state to municipal governments.	Accept the Governor's proposal without change.	Reject the Governor's proposal, No change to current law.
BETR-to-BETE Conversion	In four installments between tax year 2016 and tax year 2019, shift all currently taxable property enrolled in the Business Equipment Tax Reimbursement program over to tax exempt status.	Committee recommendation is split, with 7 members supporting the Governor's proposal and 6 members opposing.	Not mentioned in the Democrats' plan, so presumably not part of that proposal.
Sales Tax Rate Changes Current law: General sales – 5.5% Meals – 8% Lodging – 8% Short Term Auto Rental – 10%	General Sales – 6.5% Meals – 6.5% Lodging – 8% Short term auto – 8%	By unanimous vote: Meals – 8% Lodging – 9% Short term auto – 10% By split vote: General Sales 7 members 5.5% 6 members 6.5%	General sales – 5.5% Meals – 8% Lodging – 8% Short term auto – ? (Presumably retain the current 10% rate, but not stated in the plan).
Sales Tax Base Changes	Expand the sales tax base by applying the general sales tax rate to the retail value of six categories of services, excluding all "business to business" transactions: Amusement and Recreation services, Installation, Repair and Maintenance services (excluding automobile repair), Personal services, Domestic and Household services, Personal Property services, and Professional services.	Adopt the Governor's proposals with the following exceptions: Exclude professional services entirely, exclude museums from amusement and recreation services, exclude hair services from personal services, and exclude private waste management services from the domestic and household services category.	Adopt Governor's proposals without amendment.
Sales Tax Fairness Credit	Creates a refundable tax credit within the state's income tax code valued at \$250 to \$500 with income limitations in order to offset impact of increased sales taxes on lower-income Mainers.	Adopts the Governor's proposal.	Adopts the Governor's proposal.

Tax Reform Plan (cont'd)

Individual Income Tax Rates. The Democrats' "Better Plan For Maine" document lays out the differences between the Governor's proposal on income tax rate changes with their proposal as follows. To add the Taxation panel's recommendations to the mix, the Committee was essentially

split. Approximately half the Committee's membership supported the Governor's proposal with some modest variation. The other half essentially recommended the 5-bracket plan in the Democrats' alternative, although at the time the rate details were not provided.

	Governor's Plan FY 2016	Governor's Plan FY 2019	Democrats' Alternative Plan
	Bracket/Rate	Bracket/ Rate	Bracket/Rate
	\$0/0%	\$0/0%	\$0/0%
	\$9,700/5.75%	\$9,700/5.75%	\$5,200/6%
	\$50,000/6.95%	\$50,000/6.5%	\$25,000/6.5%
		\$175,000/5.75%	\$50,000/7.5%
			\$150,000/7.95%
Standard Deduction	\$6,200	\$6,200	\$9,000
Standard Deduction Phaseout	None	None	\$50,000 to \$75,000
Personal Exemption	\$3,950	\$3,950	\$3,950
Personal Exemption Phaseout	None	None	\$75,000 to \$125,000
Pension Exclusion	\$15,000	\$30,000	\$10,000
Fiscal Note FY 2017	-\$418 million	-\$489 million	-\$120,000

Motor Vehicle Excise Tax Fairness Conundrum

On Wednesday this week, the Taxation Committee held a hearing on LD 94, *An Act To Base the Excise Tax Imposed on the Purchase of a Motor Vehicle on the Price Paid*. Sponsored by Rep. Heather Sirocki of Scarborough, LD 94 would require the excise taxes assessed on motor vehicles to be calculated on the basis of the sale price rather than on the Manufacturer's Suggested Retail Price (MSRP), as is currently the case. The bill would also require the state to reimburse municipalities for the excise tax revenue losses attributable to the change in the calculation methodology.

As Rep. Sirocki pointed out in her testimony, the issue addressed in LD 94 is not new. The Legislature is perennially asked to determine whether the law enacted in 1929 – 86 years ago – establishing a value-based assessment method for collecting motor vehicle excise tax is fair and appropriate.

A handful of proponents were on hand to support the bill and to express frustration with a system that assesses a tax using the MRSP, described as a value

"arbitrarily" set by the automobile industry, rather than the actual price paid. One proponent likened the current assessment model to requiring a customer to pay sales taxes on the full price of a discounted meal. Another proponent informed the Committee that he would purchase a new vehicle if it were not for the excise tax assessment process.

From the municipal perspective, however, the issue of fairness is based on the foundation of tax policy that requires all taxpayers to be treated equally. In its opposition to LD 94, MMA pointed out that since an excise tax is collected on motor vehicles in lieu of a property tax, the assessment should be based on value rather than the sale price. The value-based assessment ensures that all persons paying this form of property tax are treated equally, regardless of ability to negotiate a deal on the price of a vehicle.

Although the proposal would require the state to reimburse municipalities for the lost revenues, municipal officials are not convinced that the Legislature will honor the funding commitment for long,

Legislative Bulletin

A weekly publication of the Maine Municipal Association throughout sessions of the Maine State Legislature.

Subscriptions to the *Bulletin* are available at a rate of \$20 per calendar year. Inquiries regarding subscriptions or opinions expressed in this publication should be addressed to: *Legislative Bulletin*, Maine Municipal Association, 60 Community Drive, Augusta, ME 04330. Tel: 623-8428. Website: www.mmainn.org

Editorial Staff: Geoffrey Herman, Kate Dufour, Garrett Corbin and Laura Ellis of the State & Federal Relations staff.

Motor Vehicle Excise Tax (cont'd)

if at all. As a result, if LD 94 is enacted municipal officials will need to determine how to absorb an estimated \$12 million loss in revenue.

MMA's claim that the loss of excise tax revenue would have a direct impact on municipal road maintenance and repair budgets was challenged by one member of the Taxation Committee. He pointed out that there is nothing in state statute obligating municipalities to dedicate those revenues to local transportation programs. He is correct. Since excise taxes are collected in lieu of property taxes, those revenues are available to fund any municipal program.

That being said, municipal officials are using collected excise tax revenues for transportation-related purposes without having to be told to do so by Augusta. On the basis of data provided through a transportation revenue and expenditure survey conducted by MMA in the fall of 2014, it is estimated that municipalities statewide spend \$356 million on roads and bridges annually. In comparison, the data published in Maine Revenue Services 2013 Municipal Valuation Return Statistical Summary show that municipalities statewide collect \$196 million in excise tax.

Based on the Committee's questions and initial conversations there seems to be some level of interest in amending the manner in which the motor vehicle excise tax is assessed. Municipal officials concerned about possible changes are urged to contact members of the Taxation Committee before its meets on Monday, April 27 to vote on LD 94.

Marble, Wilde, Sirois and Ryder); and 1 opposed (Shakespeare); motion carried.

- c. **Zoning Ordinance Text Amendment re Industrial District Building Height Standards – Planning & Development Committee Recommendation to Refer to Planning Board – Motion by Councilor Shakespeare, seconded by Councilor Sirois to forward the text amendment to the Planning Board. Unanimous vote in favor.**
- d. **Public Safety Request to go out to bid for New Ambulance – Finance Committee Recommendation – Mayor Ryder reported that Public Safety Director Joe Rogers had discussed the Department's desire to replace the 1997 ambulance with the Finance Committee and it was the committee's recommendation to authorize the Department to go out to bid. Motion by Councilor Shakespeare, seconded by Councilor McAvoy to authorize going to bid for a new ambulance. Unanimous vote in favor.**
- e. **2016 Budget Presentation and Proposed Schedule – A copy of Manager Lessard's memo to the Council is attached and made a part of the minutes. The proposed budget meeting schedule was approved as presented.**
- f. **Possible Violation of Code of Ethics by a Town Councilor – Requested by Councilor Sirois – Councilor Sirois said that while the item he wanted to discuss does speak to someone's integrity and character, he has determined that it is really not a Code of Ethics violation so he will not be asking to go into executive session.**
 - 1. **Executive Session pursuant to 1 MRS Sections 405(6)(A) and 406(6)(E)**
 - 2. **Council Action**

E. COMMITTEE REPORTS

Services Committee – Councilor McAvoy reported that the Committee met on April 13th and heard the proposal to replace the snowmobile bridge, and discussed continuation of Saturday bus service, Childrens' Day and the Veterans' Memorial. The committee is waiting for further information regarding the Time Warner franchise agreement and disbursement, which will determine how we can proceed with upgrading the broadcast and recording equipment in the council chambers.

Infrastructure Committee – the next meeting will be at 6:00 pm on April 27th.

Planning & Development Committee – Councilor Shakespeare reported that the items discussed at the last committee meeting have already been discussed by Council this evening.

Finance Committee – Mayor Ryder reported that the Committee agreed to go out to bid for a new ambulance and continues to work on Council Rules and the Code of Ethics.

- F. MANAGER'S REPORT** – A copy of the Manager's Report is attached and made a part of the minutes.

TO: Hampden Town Council
FROM: Sue Lessard, Town Manager
DATE: April 20, 2015
RE: 2015/16 Budget

The purpose of this memo is to discuss the 2015/16 budget, including municipal, County, and RSU #22 costs. The proposed budget for review by the Council will be provided by Monday, April 27th, a week in advance of the first budget review date of May 4th for the public safety portion of the budget.

During the Goals & Objectives meeting held by the Council in February, I was asked to provide a budget to the Council that maintained the current mil rate while incorporating all increases from RSU 22 and Penobscot County, any revenue losses for the Town, and any increased fixed costs that the town might have. The budget that is in process accomplishes those things. The budget that you will be receiving by Monday, April 27th keeps service levels as they presently stand. There are no new programs proposed, public safety remains on an every-other-year vehicle replacement policy, public works is funded as currently exists with the plan that a new director will be reviewing operations in order to provide the Council with information for potential changes in the following year. The proposed budget will also include alternatives that the Council can consider if it wishes to look for additional savings.

Non-Municipal Cost Increases:

RSU #22 – As currently proposed, the RSU #22 budget is up \$97,533.50 for Hampden's local share, however, the RSU has budgeted to fully fund the School Resource Officer Position for the 2015/16 year, which means that they will be paying an additional \$36,127 to Hampden this year. The net impact of the increase in local share minus the increase to the Town in revenue from the district is \$61,406.50

Penobscot County Tax – As presented, Hampden's County tax for 2015/16 will be \$768,555.41, which is an increase of \$16,626.41.

The combination of these two items require an additional \$78,032.91

Municipal Revenue Impacts

New Valuation Increases at the present time are estimated at \$ 7,000,000 (not including TIF valuation), which at the present mil rate of \$17.50 per thousand would generate an additional \$122,500.

Revenue Sharing - Although presented in the Governor's budget as being eliminated in 2016/17, it appears that revenue sharing will continue at its reduced funding level for both of the next two years which leaves intact that \$338,000 in revenue.

Excise Tax – Excise tax collections continue to increase and it will be possible to budget an additional \$50,000 from excise in the 2014/15 fiscal year, from a current estimated revenue of \$1,550,000 to \$1,600,000.

Fund Balance Use – The Town has traditionally used approximately \$400,000 per year of fund balance to offset property taxes. That is not possible moving forward because the Town has spent down fund balance to the point where that type of use is not sustainable. I am therefore reducing fund balance use in this budget by \$200,000.

Health Insurance Changes – Potential savings of nearly \$100,000 annually from a possible change in health plans and establishment of a Health Reimbursement Account to offset increased employee deductibles.

Saturday Bus Service Alternatives – The Council Services Committee has begun discussions related to eliminating Saturday Bus Service and perhaps offering some limited alternative for Hampden residents through the Penquis Lynx system. Estimated savings should this move forward would be approximately \$25,000.

Fuel Oil/ Diesel Prices – I was able to lock in fuel and diesel prices for the coming year at a rate of \$2.188. That compares to the budgeted price for 2014/15 of \$3.6 for fuel oil and \$3.43 for diesel fuel. I am also able to lock in propane at .75 per gallon less than budgeted for 2014/15. The total savings from these items is \$35,345 for the municipal building, public works garage, and library which are part of the operating budget. Enterprise accounts for the pool and the Skehan Center should realize an additional savings of \$27,621 based on estimated usage.

Impacts of Changes Made in 2014/15

Public Works Personnel Reduction – The net impact to the 2015/16 budget for the reduction of one person in staffing that occurred in 2014 results in a further reduction of \$33,154.00

Planning Position – The net impact to the 2015/16 budget for the reduction to 28 hours per week for the planning position from the 2014 budget results in a further reduction of \$27,838 if the position remains as it currently stands.

2015/16 Municipal Increases

- Funding 50% of the \$120,000 town share for the Western Avenue Sidewalk
- Rehab/replacement of the trackless sidewalk plow
- Cost of living wages – all employees (1% estimated)
- Wage/Benefit Reserve funded to allow new Manager flexibility in staffing changes that may be necessary

D-5-e

TOWN OF HAMPDEN
2015/16 BUDGET MEETING SCHEDULE

Budget discussions on Council meeting nights are conducted after the regular agenda. Budget meetings on Committee meeting nights are scheduled at 7 p.m. In consideration of other meetings related to the Manager Search I have attempted to schedule the budget meeting on nights that are already council meeting or committee meeting dates whenever possible.

- May 4, Monday (Council Meeting)
 - Public Safety
 - Police
 - Fire
- May 11, Monday: (7 p.m. after Services)
 - Administration
 - Economic Development
 - GIS/IT
 - Assessor/Planning
 - Communications
 - Tax Collector
 - Elections
 - Town Council
- May 18, Monday: (Council Meeting)
 - Library
 - Recreation
 - Lura Hoyt Pool
 - Debt Service
 - Reserves
 - TIF
- May 20, Wednesday (7 p.m. after Planning & Dev.)
 - The Bus
 - Public Works
 - Municipal Garage
 - Solid Waste
 - Buildings & Grounds
 - Marina
 - Non-Departmental Utilities
 - Municipal Building
- May 26, Tuesday: (7pm after Infra-structure)
 - ~~(Council Meeting)~~
 - Revenues
 - County Tax
 - General Assistance
 - Education
 - Budget Review
- June 1, Monday: (Council Meeting)
 - Budget Review - Post for Public Hearing
- June 15, Monday: (Council Meeting) - Budget Adoption

Manager's Report
April 21, 2015

Sewer Liens - Sewer Liens for unpaid sewer bills from two quarters in 2014 that remained unpaid as of April 16, 2015 are being placed this week. There are 68 liens being placed out of a total user base of 1513 accounts, or approximately 4.5 %.

Street/Stream Cleanup – Another reminder that the street/stream clean-up will be on Saturday, May 9th starting at 9 here at the Town Office.

Public Works Director – I am on schedule to have a name for confirmation by the Town Council at their May 4th meeting. Many thanks to Mayor David Ryder and Councilor Terry McAvoy for their assistance in this process in participating in the interviews and providing valuable feedback. We are fortunate to have some excellent candidates for the position.

Cable Consortium Meeting – Time Warner has responded to the requests for information regarding contract renewal and the next meeting will be to discuss what the next step should be in response.

Paving Bids – The Town is advertising for bids for 2015 paving and will have results of those for the Infrastructure Committee meeting in May.

Route 1A/Old County Sewer Line Bid – The Water District received bids on their project and are selecting Gardiner Construction of Hermon. Their price on the sewer line replacement for the Town was \$21,000. This item will be on the Infrastructure Committee agenda for Monday, April 27th.

Codification of Ordinances – I have received the 'book' from General Code in regard to the evaluation conducted related to the codification of our ordinances. I received it Thursday and have not yet had a chance to review it. I have also given a copy to Bob the Planner to review.

G. COUNCILORS' COMMENTS

Councilor Wilde commented that he looks forward to the budget process.

Councilor Shakespeare reminded everyone that there is a public meeting at 7:00 pm tomorrow evening regarding the search for a new Town Manager.

Councilor Sirois thanked Manager Lessard for her work on the upcoming budget. He noted that the Town is lucky to have someone who knows the ins and outs of this budget like she does and that that talent will be missed.

Councilor McAvoy commented that Mother Nature is relenting and he is fairly confident spring is here. He reminded everyone to shop local and buy American.

H. ADJOURNMENT – *There being no further business the meeting was adjourned at 7:51 pm.*



Denise Hodsdon
Town Clerk

B-3-a

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 833-2100
Fax: (207) 833-2101
email: ir@hampdenme.org

April 7, 2015

John Moody
Anglers Restaurant
91 Coldbrook Rd.
Hampden, ME 04444

Dear John:

Your application for renewal of your Victualer's License has been approved. Accordingly, I am enclosing the license, which under Section 5.A of the Town of Hampden Victualer's Ordinance, must be displayed in a place within the establishment where it can be readily viewed by any member of the public.

Please call if you have any questions.

Sincerely,

Denise Hodsdon, CMC
Town Clerk

Enclos

VICTUALER'S LICENSE CERTIFICATE

No. 10

MUNICIPALITY OF HAMPDEN, MAINE

To all whom these presents may concern: Date: April 28, 2015

KNOW YE, that Anglers, Inc.,

doing business as Anglers Restaurant

has been duly licensed as a Victualer at 91 Coldbrook Road

in the Municipality of Hampden by said Municipality until May 18, 2016,

and has paid the fee of Fifty Dollars (\$50.00).

MYLES M. BLOCK
Authorized Municipal Officer CODE ENFORCEMENT OFFICER

B-3-b

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (
Fax: (20
email:
manager

April 28, 2015

Mrs. Frances Bowen, Treasurer
Whitcomb Baker Ladies Auxiliary
41 Canoe Club Road
Hampden, ME 04444

RE: Support of Flag Project

Dear Mrs. Bowen,

The purpose of this letter is to extend my thanks and the thanks of the Hampden Town Council for the generous donation to the flag project in Hampden. This contribution will help allow the project to continue into the future.

We appreciate your help and support of this important community project.

Sincerely,

Susan Lessard
Town Manager

4/18/15

To the Flag Committee:

Enclosed is a \$200.00 donation
to help with the replacement of
American flags that line our town
streets and look so patriotic.
It's a beautiful site to see in
any town.

Loyally
Whitcomb-Baker V.F.W.
Auxiliary #4633
490 Main Rd No.
Hampden, Me 04444

Frances Bowen, Treas.

INFRASTRUCTURE COMMITTEE MEETING MINUTES

Monday, March 23, 2015

Attending:

Councilor Dennis Marble	Mayor Dennis Ryder
Councilor Carol Duprey	Town Manager Sue Lessard
Councilor William Shakespeare	Resident Alex King
Councilor Stephen Wilde	Librarian Debbie Lozito
Councilor Terry McAvoy	Water Dist. Supt. Jamie Holyoke

The meeting was opened at 6 p.m. by Chairman Marble. In order to accommodate those attending on specific subjects, items 3 a, b, d were discussed out of agenda order.

1. MINUTES – 02/23/2015 Meeting – Motion by Councilor Ryder, seconded by Councilor McAvoy to approve the 2/23/15 minutes as presented. Unanimous vote in favor.
2. OLD BUSINESS
 - a. Public Works Equipment – Review of Repair Costs – Councilor Wilde – Councilor Wilde reviewed the information presented related to the repair costs for each piece of Public Works equipment. He indicated that he was looking to see what kind of process was used to keep track of this information and was satisfied that the format in which it was presented would be helpful to the department head and Town Manager and also helpful to the Town Council as it considers equipment replacement. He thanked the Manager for refining the information so that it was more usable.
 - b. Public Works Director Search Update – The Manager presented information related to the time line for replacing the Public Works Director. Initial interviews will be held the last week of March, second interviews will be held the first full week in April, finalists should be selected by the third week in April with the goal of making a job offer to a candidate by the first week of May 2015.
3. NEW BUSINESS
 - a. Sewer Work – Old County Road/Route 1A – The Manager presented information related to the possibility of the Town joining with the Water District construction project on Old County/Route 1A for the purpose of replacing a line under Route 1A. Mayor Ryder had questions related to whether or not this work is something that the Town Public Works crew could do to possibly save money. Water District Superintendent Jamie Holyoke indicated that the District would need to know by April 16th whether or not the project should be included. The Manager will get more specific information and bring it to the Planning & Development Committee so that this item can be discussed again prior to the Council meeting on April 6th.
 - b. Library Grant – LED Lighting Project – Librarian Debbie Lozito presented information on the grant that the Library had received from the Stephen King Foundation for work at the library, including replacement of all lighting (inside and out) with LED fixtures and bulbs. It was the consensus of the Committee that

due to the cost of this project it would have to be put out for bid even though specifics on the job had been prepared by Hampden Electric. Bidders will be asked to provide fixtures/bulbs identical to those presented as part of the project specifications prepared for the grant application.

- c. Cleaning – Municipal Building – Councilor Shakespeare – Councilor Shakespeare indicated that he had asked for additional information on this subject to find out more details on what the cleaning services for the building covered. He had a chance to meet the cleaning service owner after a meeting here and is satisfied that the Town is getting good value for the amount paid for the service. The Manager also provided historical information on what the Town had done over time in regard to having the building cleaned.
 - d. Water District - Request to use land for well – Water District Superintendent Jamie Holyoke explained to the Committee that the Water District is seeking to locate a back-up well to provide water in the event that the supply from Bangor is cut off or limited due to some event such as a main break or supply problem. There is an aquifer behind the district but the quality of the water is not as good as the water quality in the aquifer off Main Road North which includes land owned by Avalon Village, the Lane subdivision and the Town where the library sits. The District is looking for permission to drill test wells to see if the water quality and quantity is sufficient to meet the needs of the District in the event of a problem with the Bangor water supply. Motion by Councilor Ryder, seconded by Councilor Shakespeare to recommend to the Council that the Water District be allowed to drill test wells on the library property for possible location of a backup well for the Water District.
4. PUBLIC COMMENTS - None
 5. COMMITTEE MEMBER COMMENTS – Mayor Ryder asked about progress with construction of picnic tables for the parks and for installation of the GPS units on public works vehicles.

Motion by Mayor Ryder, seconded by Councilor Shakespeare to adjourn at 7:15 p.m.

Respectfully submitted,

Susan Lessard
Town Manager

FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES

Monday, April 6, 2015

Attending:

Mayor David Ryder

Councilor William Shakespeare

Councilor Terry McAvoy

Councilor Carol Duprey

Resident Tom Brann

Town Manager Susan Lessard

Councilor Stephen Wilde

Councilor Greg Sirois

Councilor Dennis Marble

The meeting was opened at 6:01 p.m. by Mayor Ryder.

1. Meeting Minutes

- a. March 16, 2015 – Motion by Councilor McAvoy, seconded by Councilor Marble to approve the 3/16/15 minutes as presented. Unanimous vote in favor.

2. Review & Sign Warrants – Committee members reviewed the warrants. Councilor Shakespeare asked questions related to employer and employee paid benefits including health insurance, dental insurance, life insurance and income protections which were answered by the Town Manager. Former Councilor Tom Brann asked if all full time employees had a \$30,000 life insurance provided by the Town and the Manager responded that they do and it is part of the Town's personnel policy. Motion by Councilor Wilde, seconded by Councilor Marble to approve the warrants. Unanimous vote in favor.

3. Old Business

- a. Draft Letter to School Board re 2015/16 Budget – The Town Manager presented a draft of a letter to the RSU #22 School Board that the Council had asked be written in regard to concerns over the upcoming budget and its impact on the mil rate. It was the consensus of the Committee that the letter was fine to send, although several Councilors indicated that they might have worded it in stronger language.
- b. Continued Review of Council Rules – Following all other items of business, the Committee reviewed the following sections of the Rules:
Section 20. No change recommended
Section 21. Councilor Duprey suggested that this item be changed so that canceling a Council meeting did not take a unanimous vote of the Council to do so – that instead an affirmative vote would be sufficient. Some Councilors indicated concerns over changing this in case it allowed meetings to be cancelled to avoid contentious items or could allow meetings to be manipulated by groups of the Council. Others cited that Council meetings were part of the job of being a councilor and should only be cancelled if absolutely necessary. Former Councilor Brann indicated that meetings should always be held unless a cancellation is absolutely necessary because they should be held for the convenience of the public and not at the convenience of the

Council. It was the consensus of the Committee to leave this item as it is.

Section 22. No change recommended.

Section 23. Councilor Duprey indicated that meetings rarely ran until 10 p.m. and it might be better to set an earlier time for the Council to make a decision on whether or not to continue a meeting later. Other Councilors indicated that they were willing to stay as long as necessary to get the work done. Former Councilor Brann indicated that in the event a meeting was going to run late – any items which were related to resident concerns or for which staff was needed should be done early in the meeting for the convenience of those attending. It was the consensus of the Committee to leave this item as it is.

Section 24. No change recommended.

Concerns were expressed that the Council Rules had no real enforcement mechanism and that without that there were no consequences for not following them. The Committee will continue review of the rules at the next Finance Committee meeting including discussion of enforcement mechanisms and whether or not the items suggested for inclusion by Councilor Marble that had been adopted in Brewer were covered in the current Code of Ethics or Council Rules.

4. New Business

- a. Proposed Amendments to Sale of Town Owned Real Estate Ordinance – The Town Manager presented language that would allow the Town to utilize the ordinance for sewer lien foreclosures in addition to tax lien foreclosures and also would require the payment of all tax and sewer costs at the time a property was redeemed through this ordinance. Former Councilor Brann asked if this change would still allow the Council/Manager to work out payment arrangements to avoid loss of property and the Manager indicated that the Council had discretion in regard to any property acquired through the foreclosure process. Motion by Councilor Marble, seconded by Councilor Duprey to forward the proposed language to the Council for a public hearing. Unanimous vote in favor.
- b. Consideration of Adoption of “Ethical Principles for Excellence in Government” – Councilor Marble – Councilor Marble introduced these two items for consideration by the Committee as a means of articulating what the Council’s expectations were of their own behavior. Other Committee members discussed the fact that the Town has an Ethics Ordinance and that it should be reviewed to see if the items are already addressed as part of that or as part of the Council Rules. After considerable discussion related to how Councilors viewed the need for such items, Councilor Marble said that he would review them compared to the Council Rules and Ethics Ordinance and come back to the committee with recommendations if he feels any are needed after the review.

- c. Consideration of Adoption of "10 Habits of Highly Effective Town Councils" – Councilor Marble
5. Public Comment – None
6. Committee Member Comments – None

Motion by Councilor Sirois, seconded by Councilor Shakespeare to adjourn at 6:50 p.m.

Respectfully submitted,

Susan Lessard
Town Manager

DRAFT

D-4-a

INFRASTRUCTURE COMMITTEE MINUTES
Monday, April 27, 2015

Attending:

Councilor Dennis Marble

Councilor Terry McAvoy

Councilor Carol Duprey

Councilor Greg Sirois

Councilor William Shakespeare

Mayor David Ryder

Town Manager Sue Lessard

Farmer's Market Representatives

The meeting was opened at 6:00 p.m. by Chairman Marble.

1. MINUTES – 03/23/2015 Meeting – The minutes of the 3-23-15 meeting were reviewed and approved with no changes or corrections.
2. OLD BUSINESS
 - a. Public Works Director Search Update – The Town Manager reported that she had made a job offer to a finalist for the public works director position. He was one of the two finalists agreed upon by the interview team of Councilor McAvoy and Mayor Ryder and the Manager. He is supposed to have his response back by Wednesday, April 29, 2015.
 - b. Route 1A/Old County Road Sewer Bid Results – The Committee discussed whether or not the Town should accept the bid or wait and put the project out to bid with the Town crew doing the excavation and contracting the pipe bursting portion. Although several Councilors indicated that they thought that the Public Works crew should do construction projects, they agreed at this time that the department was not set up or managed to do so. There was consensus that the Council would work with a new Public Works director to determine if such activities would be possible in the future. Motion by Councilor Sirois, seconded by Councilor McAvoy to recommend to the Council that the bid of \$21,500 from Gardner Construction be accepted for the Route 1A/Old County Road sewer line replacement. Unanimous vote in favor.
 - c. Hampden Farmer's Market 2015 – Representatives from the Farmer's Market attended and explained that their process for accepting vendors for the market was based on both an application process with defined dates and documents/payments that must be made as well as a determination by their Board of Directors as to whether the product to be sold was needed/wanted by market customers. Committee members asked questions related to participation in the market by Hampden vendors and was told that there were no vendors from Hampden - that there had been one application that was incomplete and one verbal request but that both offered products that were already being sold at the market so they would not be approved even if space was available. With the present arrangement 14 vendors are permitted. Discussions of reconfiguring the set up to allow more vendors resulted in a consensus that if the Market had more vendors that they wished to approve, they should work with the Town



Manager and Public Safety Director to come up with a different market layout. There was considerable discussion about the role of the Town with respect to the Market and several Councilors indicated that the Town should not be involved in that process. Other Councilors expressed concern that the market was held on public property owned by the residents of Hampden and that there should be some assurance that they could participate as vendors. It was offered that if another group wished to organize they could also be allowed to use the parking lot at a different time. Chairman Marble suggested that this year's market be held as planned with additional discussions related to the use of the space being held during next fall/winter so that questions can be answered and practices clarified before the market season starts. The remainder of the Committee agreed that this was a good way to move forward.

3. NEW BUSINESS

- a. Request to open Transfer Station for Wood Disposal – The Town Manager requested that the Transfer Station be open from now through the end of May to accept wood/brush any time that the facility is open to allow people more time to clean up their yards from the winter. The Committee agreed that this was a good idea and further that the acceptance of wood/brush perhaps should be done this way on a year round basis. That item will be placed on a future Infrastructure Committee agenda for discussion.

4. PUBLIC COMMENTS - None

5. COMMITTEE MEMBER COMMENTS – Mayor Ryder asked when culverts on the Old County Road were going to be replaced so that this year's paving could be done. The Manager will check with the interim director for that information.

The meeting was adjourned at 6:55 p.m.

Respectfully submitted,

Susan Lessard
Town Manager



D-5-a

TOWN OF HAMPDEN
TOWN CLERK'S OFFICE

COMMENTS ON:

Date of Council Action: 5/4/2015

Public Hearing: Yes No X

- Application for Liquor License
- Application for Victualer's License
- Application for Off-premises Catering
- Application for Outdoor Wood-burning Furnace License

NAME: Anglers Restaurant John Moody
Business Name Individual

ADDRESS: 91 Coldbrook Rd. PHONE: 862-2121

MAP/LOT: Map 22, Lot 4 DATE: 4/23/2015

DEPARTMENT REPORT:

No concerns

Please call John Moody at 862-2121 for him to come pick up the signed application. Thanks!

DATE: 04/27/15

BY: [Signature]
Title: Public Safety Director

BY: _____
Title: _____



Anglers Restaurant requests a waiver of the public hearing in regards to approval of our liquor license renewal. Anglers has held a liquor license at 91 Coldbrook Rd for 5 years without incident and within the regulations of the town of Hampden is entitled to request a waiver of public hearing for approval of renewal. Thank you.

A handwritten signature in black ink, appearing to read "John Moody", is written over a horizontal line.

John Moody

General Manager

Anglers Restaurant

91 Coldbrook Rd

Hampden, Maine 04444

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
8 STATE HOUSE STATION
AUGUSTA, ME 04333-0008**



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.

To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

DEPARTMENT USE ONLY	
LICENSE NUMBER:	CLASS:
DEPOSIT DATE	
AMT. DEPOSITED:	BY:
CK/MO/CASH:	

PRESENT LICENSE EXPIRES 5/19/2015

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

- | | |
|--|---|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) |
| <input type="checkbox"/> HOTEL-OPTINONAL FOOD (Class I-A) | <input type="checkbox"/> HOTEL (Class I,II,III,IV) |
| <input type="checkbox"/> CLASS A LOUNGE (Class X) | <input type="checkbox"/> CLUB-ON PREMISE CATERING (Class I) |
| <input type="checkbox"/> CLUB (Class V) | <input type="checkbox"/> GOLF CLUB (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) —(Sole Proprietor, Corporation, Limited Liability Co., etc.) <u>Anglers Inc. DOB:</u>	2. Business Name (D/B/A) <u>Anglers Restaurant</u>
DOB:	
DOB:	Location (Street Address) <u>91 Coldbrook Rd.</u>
Address <u>60 West Evergreen Ln</u>	City/Town <u>Hampden</u> State <u>Maine</u> Zip Code <u>04444</u>
<u>Swanville</u> State <u>Maine</u> Zip Code <u>04915</u>	Mailing Address <u>91 Coldbrook Rd.</u>
City/Town <u>Swanville</u> State <u>Maine</u> Zip Code <u>04915</u>	City/Town <u>Hampden</u> State <u>Maine</u> Zip Code <u>04444</u>
Telephone Number <u>207-322-5071</u> Fax Number <u>862-2121</u>	Business Telephone Number <u>207-862-2121</u> Fax Number <u>862-2120</u>
Federal I.D. # <u>01-0531899</u>	Seller Certificate #

3. If premises is a hotel, indicate number of rooms available for transient guests:
4. State amount of gross income from period of last license: ROOMS \$ None FOOD \$ LIQUOR \$
5. Is applicant a corporation, limited liability company or limited partnership? YES NO
- complete Supplementary Questionnaire ,if YES
6. Do you permit dancing or entertainment on the licensed premises? YES NO

7. If manager is to be employed, give name: John Moody
8. If business is NEW or under new ownership, indicate starting date: 8
 Requested inspection date: open Business hours: 11am - 8pm Daily
9. Business records are located at: 91 Coldbrook Rd. Hampden, NE 04444
10. Is/are applicant(s) citizens of the United States? YES NO
11. Is/are applicant(s) residents of the State of Maine? YES NO

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
 Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
<u>Albert Hall</u>	<u>3/1/1956</u>	<u>Sandford, ME</u>
<u>John Moody</u>	<u>12/11/1987</u>	<u>Milford, CT</u>

Residence address on all of the above for previous 5 years (Limit answer to city & state)

Albert Hall - Swanville, Maine
John Moody - Belfast, Maine; Monroe, Maine

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO
- Name: John Moody Date of Conviction: October 12, 2011
 Offense: OUI Location: Hampden, ME
 Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?
 Yes No If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) _____
See Attached Sheet

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
 YES NO Applied for: _____

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? .8 mile Which of the above is nearest? Church

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO
 If YES, give details: Mortgage thru Camden National Bank

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: _____ on _____, 20____
Town/City, State Date

Please sign in blue ink

[Handwritten Signature]
Signature of Applicant or Corporate Officer(s)

Print Name

[Handwritten Signature]
Signature of Applicant or Corporate Officer(s)
John Macarty
Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

Class I	Spirituos, Vinous and Malt	\$ 900.00
	CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
Class I-A	Spirituos, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
	CLASS I-A: Hotels only that do not serve three meals a day.	
Class II	Spirituos Only	\$ 550.00
	CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III	Vinous Only	\$ 220.00
	CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV	Malt Liquor Only	\$ 220.00
	CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
Class V	Spirituos, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
	CLASS V: Clubs without catering privileges.	
Class X	Spirituos, Vinous and Malt – Class A Lounge	\$2,200.00
	CLASS X: Class A Lounge	
Class XI	Spirituos, Vinous and Malt – Restaurant Lounge	\$1,500.00
	CLASS XI: Restaurant/Lounge; and OTB.	
FILING FEE		\$ 10.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganize territories shall submit along with their application evidence of payment to the County Treasurer.

STATE OF MAINE

Dated at: Hampden, Maine Penobscot ss
City/Town (County)
On: 5/4/2015
Date

The undersigned being: Municipal Officers County Commissioners of the
 City Town Plantation Unincorporated Place of: Hampden, Maine

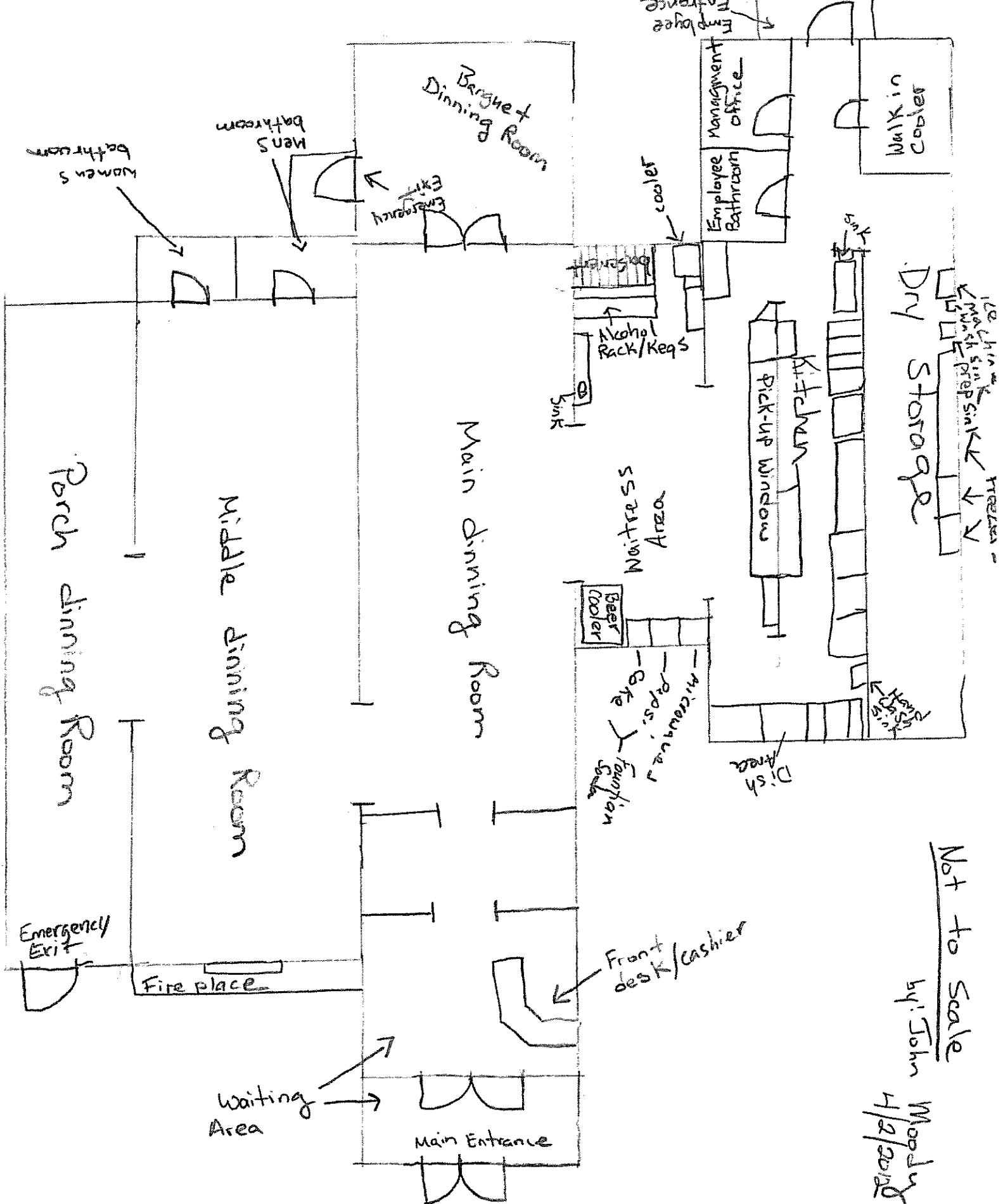
Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

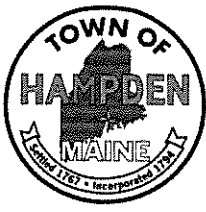
§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transf on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of re censes, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the ap the applicant may request a waiver of the hearing.
 - A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
 - B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing h causing a notice, at the applicant’s prepaid expense, stating the name and place of hearing, to appear on at least 3 con date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or c of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [
 - C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application cense, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of an application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applica tions pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed o or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewa The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewe with 120 days of the filing of the application. [1999, c589, §1 (amd).]
 2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision an provide a copy to the applicant. A license may be denied on one or more of the following grounds:
 - A. Conviction of the applicant of any Class A, Class B or Class c crime: [1987, c45, Pt.A§4 (new).]
 - B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquo control; [1987, c.45, Pt.A§4(new).]
 - C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicini of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by person patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses resid ing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
 - D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the li censed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592,§3 (amd).]
 - E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
 - F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of sec tion 601. [1989, c.592, §4 (new).]
- [1993, c730, §27 (amd).]
3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bu reau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing i the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirement and findings referred to in subsection 2.
 - A. [1993, c.730, §27 (rp).]
 4. **No license to person who moved to obtain a license. (REPEALED)**
 5. **(TEXT EFFECTIVE 3/15/01) Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section ma appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.
- An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of th appeal, if an applicant’s license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.



Not to Scale

by: John Moody
4/2/2012



D-5-b

TOWN OF HAMPDEN
TOWN CLERK'S OFFICE

COMMENTS ON:

Date of Council Action: 5/4/2015

Public Hearing: Yes No X

- Application for Liquor License
- Application for Victualer's License
- Application for Off-premises Catering
- Application for Outdoor Wood-burning Furnace License

NAME: McLaughlin's at the Marina Kimberly McLaughlin
Business Name Individual

ADDRESS: 108 A Marina Rd. PHONE: 990-1111

MAP/LOT: Map 28, Lot 17-A1 DATE: 4/29/2015

DEPARTMENT REPORT:

No Issues/No Fees

Please call Kimberly McLaughlin at 974-9228 to let her know she can come pick up signed application Thanks!

DATE: 07/24/15

BY: [Signature] Public Safety Director
Title:

BY: _____
Title:

April 29, 2015

Dear Town Council,

I request waiver of the public hearing
for the liquor license application for
McLaughlin's & the Mount

Anthony McLaughlin

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
8 STATE HOUSE STATION
AUGUSTA, ME 04333-0008**



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.
To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

DEPARTMENT USE ONLY	
LICENSE NUMBER:	CLASS:
DEPOSIT DATE	
AMT. DEPOSITED:	BY:
CK/MO/CASH:	

PRESENT LICENSE EXPIRES June, 2015

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

- | | |
|--|---|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) |
| <input type="checkbox"/> HOTEL-OPTINONAL FOOD (Class I-A) | <input type="checkbox"/> HOTEL (Class I,II,III,IV) |
| <input type="checkbox"/> CLASS A LOUNGE (Class X) | <input type="checkbox"/> CLUB-ON PREMISE CATERING (Class I) |
| <input type="checkbox"/> CLUB (Class V) | <input type="checkbox"/> GOLF CLUB (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL MCLAUGHLINS LLC/

1. APPLICANT(S) - (Sole Proprietor, Corporation, Limited Liability Co., etc.)		2. Business Name (D/B/A)	
DOB:		<u>MCLAUGHLINS AT THE MARINA</u>	
<u>Kimberly McLaughlin</u> DOB: <u>1-16-62</u>	<u>108 A MARINA RD</u>		
<u>REID McLaughlin</u> DOB: <u>11-7-56</u>	Location (Street Address)		
Address <u>289 South Rd</u>	<u>Nampden</u>	<u>ME</u>	<u>04444</u>
	City/Town	State	Zip Code
<u>Holden, Maine</u> <u>04429</u>	<u>108 A MARINA RD</u>		
City/Town	State	Zip Code	
<u>207-974-9228</u>	<u>Nampden</u>	<u>ME</u>	<u>04444</u>
Telephone Number	City/Town	State	Zip Code
	<u>207-990-1111</u>		
Fax Number	Business Telephone Number	Fax Number	
Federal I.D. # <u>550914914</u>	Seller Certificate # <u>1150664</u>		

3. If premises is a hotel, indicate number of rooms available for transient guests: N/A
4. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____
5. Is applicant a corporation, limited liability company or limited partnership? YES NO
- If YES, complete Supplementary Questionnaire
6. Do you permit dancing or entertainment on the licensed premises? YES NO

7. If manager is to be employed, give name: - n/a
8. If business is NEW or under new ownership, indicate starting date: - n/a
 Requested inspection date: _____ Business hours: _____
9. Business records are located at: _____
10. Is/are applicants(s) citizens of the United States? YES NO
11. Is/are applicant(s) residents of the State of Maine? YES NO

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
 Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
George Reid McLaughlin	11-7-56	Fort Fairfield, ME
Kimberly Lorraine McLaughlin	1-16-62	Presque Isle, ME
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
299 South Co, Holden, MAINE (BOTH)		

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: n/a

Offense: n/a Location: n/a

Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?
 Yes No If Yes, give name: n/a

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) _____
RESTAURANT + PATIO

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
 YES NO Applied for: _____

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 4 miles Which of the above is nearest? Church

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO
 If YES, give details: Mechanic Savings Bank - Loan/Mortgage

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Hampden Maine on April 29, 2015
Town/City, State Date

Kimberly McLaughlin
Signature of Applicant or Corporate Officer(s)
Kimberly McLaughlin
Print Name

Please sign in blue ink

George Leo McLaughlin
Signature of Applicant or Corporate Officer(s)
George Leo McLaughlin
Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners i unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

- Class I** Spirituous, Vinous and Malt \$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.
- Class I-A** Spirituous, Vinous and Malt, Optional Food (Hotels Only) \$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.
- Class II** Spirituous Only \$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.
- Class III** Vinous Only \$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.
- Class IV** Malt Liquor Only \$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.
- Class V** Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) \$ 495.00
CLASS V: Clubs without catering privileges.
- Class X** Spirituous, Vinous and Malt – Class A Lounge \$2,200.00
CLASS X: Class A Lounge
- Class XI** Spirituous, Vinous and Malt – Restaurant Lounge \$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.

FILING FEE..... \$ 10.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganize territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to the **Treasurer of Maine**. This application must be completed and mailed to Bureau of Alcoholic Beverages and Lottery Operations, Division of Liquor Licensing and Enforcement, 8 State House Station, Augusta, ME 04333-0008. Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

STATE OF MAINE

Dated at: Hampden, Maine Penobscot ss
City/Town (County)
On: May 4, 2015
Date

The undersigned being: Municipal Officers County Commissioners of the
 City Town Plantation Unincorporated Place of: Hampden, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Main Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant may request a waiver of the hearing.
 - A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
 - B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing he causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive dates of hearing in a daily newspaper having general circulation in the municipality where the premises are located or or of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1993, c.730, §27(amd).]
 - C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal within 120 days of the filing of the application. [1999, c589, §1 (amd).]
2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:
 - A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c45, Pt.A§4 (new).]
 - B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
 - C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
 - D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592,§3 (amd).]
 - E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
 - F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).]
3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.
 - A. [1993, c.730, §27 (rp).]
4. **No license to person who moved to obtain a license. (REPEALED)**
5. **(TEXT EFFECTIVE 3/15/01) Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.
An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.



State of Maine
 Bureau of Alcoholic Beverages
 Division of Liquor Licensing and Enforcement

For Office Use Only:	
License #:	_____
Date Filed:	_____

**Supplemental Information Required for
 Business Entities Who Are Licensees**

For information required for Questions 1 to 4, this information is on file with the Maine Secretary of State's office and must match their record information. Please clearly complete this form in its entirety.

- Exact legal name:
McLaughlin, LLC
- Other business name for your entity (DBA), if any:
McLaughlin's at the Marina
- Date of filing with the Secretary of State: 2/9/2006
- State in which you are formed: Maine
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: n/a
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attached additional sheets as needed)

Name	Address for Previous 5 years	Date of Birth	Ownership %
GEORGE REID McLaughlin	299 South Bn Holden	11-7-56	100
Kimberly McLaughlin	299 South Bn, Holden	1-16-67	100

- Is any principal person involved with the entity a law enforcement official?
 Yes No
- If Yes to Question 7, please provide the name and law enforcement agency:

Name: _____ Agency: _____

9. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes No

10. If Yes to Question 9, please complete the following: (attached additional sheets as needed)

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:

Signature of Duly Authorized Person

Date

Print Name of Duly Authorized Person

If you have questions regarding the legal name or assumed (DBA) name on file with the Secretary of State's office, please call (207) 624-7752. The SOS can only speak to the information on file with their office, not the filing of this supplemental information – please direct any questions about this form to our office at the number below.

Submit Completed Forms To: Bureau of Alcoholic Beverages and Lottery
Operations Division of Liquor Licensing Enforcement
8 State House Station Augusta, Me 04333-0008
Telephone Inquiries: (207) 624-7220
Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

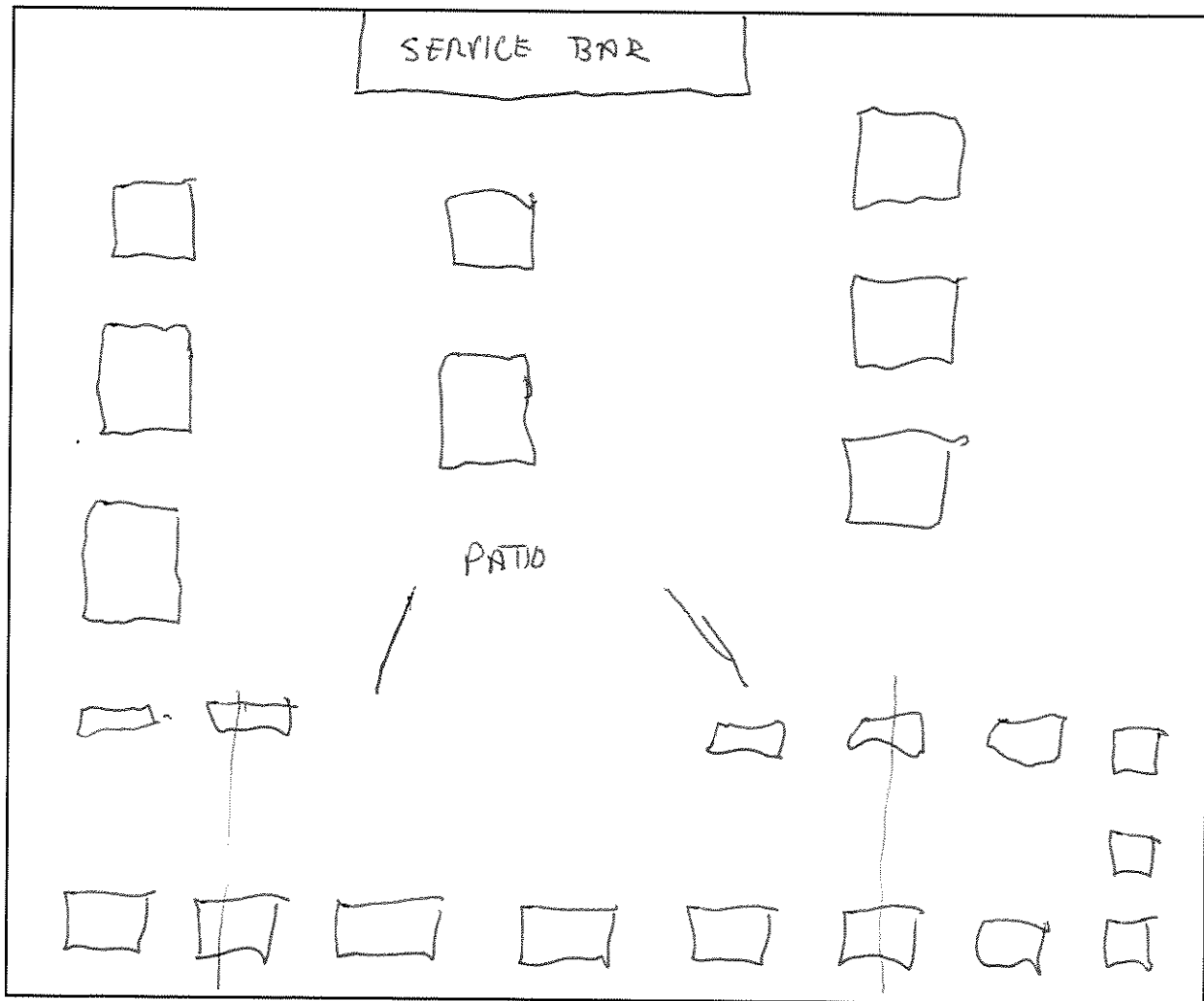


Bureau of Alcoholic Beverages
Division of Liquor Licensing & Enforcement
8 State House Station
Augusta, ME 04333-0008
Tel: (207) 624-7220 Fax: (207) 287-3434

SUPPLEMENTAL APPLICATION FORM ON-PREMISE DIAGRAM

In an effort to clearly define your license premise and the areas that consumption and storage of liquor is allowed, The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, decks and all areas that you are requesting approval from the Division for liquor consumption.



Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone:
Fax:
email:

D-5-C

CERTIFICATE OF COMMITMENT OF SEWER USER RATES

To: Susan M. Lessard, the treasurer of the municipality of Hampden, Maine.

We, the undersigned municipal officers of the municipality of Hampden, Maine hereby certify and commit to you a true list of the sewer rates established by us pursuant to 30-A M.R.S.A §3406 for those properties, units, and structures required by local and state law to pay a sewer rate to the municipality, for the period beginning 1/1/15 and ending 3/31/15. This list is comprised of the pages numbered 1 to 60 inclusive which are attached to this certificate. The date(s) on which the rates included in this list are due and payable is (are) 5/27/15. You are hereby required to collect from each person named in the attached list his or her respective amount as indicated in the list, the sum total of those lists being \$ 130,705.44. You are hereby required to charge interest at a rate of 7 % per annum on any unpaid account balance beginning 5/28/15. You are hereby authorized to collect these rates and any accrued interest by any means legally available to you under State law. On or before 4/27/15 you shall complete and make an account of your collections of the whole sum herein committed to you.

Given under our hands this _____ day of _____, 20__.

Municipal Officers of the Town of Hampden, Maine

TOWN OF HAMPDEN
PAVING BID 2015

April 28, 2015

GRAND TOTAL 1271

BIDDER	TONS	\$/TON	TOTAL	
#1 Pike Industries	MACHINED PLACED	3825	101.00	386,325.00
	HAND PLACED	135	175.00	23,625.00
409,950.00				
#2 Wellman Paving	MACHINED PLACED	3825	70.88	271,116.00
	HAND PLACED	135	99.99	13,498.65
284,614.65				
#3 Vaughn Thibodeau	MACHINED PLACED	3825	69.67	266,487.75
	HAND PLACED	135	100.00	13,500.00
279,987.75				
#4 B & B Paving	MACHINED PLACED	3825	75.43	288,519.75
	HAND PLACED	135	147.13	19,862.55
308,382.30				
#5 Hopkins Paving/landscaping	MACHINED PLACED	3825	76.98	294,448.50
	HAND PLACED	135	110.00	14,850.00
309,298.50				
#6 Lane Construction	MACHINED PLACED	3825	81.20	310,590.00
	HAND PLACED	135	160.00	21,600.00
332,190.00				
#7	MACHINED PLACED			
	HAND PLACED			

D-5-d

To: Sue Lessard

April 28, 2015

From: Greg Nash

Subject: Annual Maintenance Paving

On April 28, 2015 we opened bids for paving. The results are listed below.

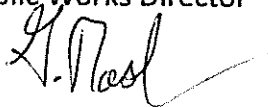
<u>BIDDER</u>	<u>\$/TON Machine</u>	<u>\$/TON Hand</u>	<u>TOTAL APPROX. COST</u>
Vaughn Thibodeau	\$69.67	\$100.00	\$279,987.75
Wellman Paving	\$70.88	\$99.99	\$284,614.65
B & B Paving	\$75.43	\$147.13	\$308,382.30
Hopkins Paving	\$76.98	\$147.13	\$309,298.50
Lane Construction	\$81.20	\$160.00	\$332,190.00
Pike Industries	\$101.00	\$175.00	\$409,950.00

There was a good amount of interest in the bid with six bidders participating. As you can see there was a wide spread on the price. I would recommend accepting the bid from Vaughn Thibodeau for the price indicated above.

Please let me know if you have any questions.

Interim Public Works Director

Greg Nash



INFRASTRUCTURE COMMITTEE MEETING MINUTES
Monday July 28, 2014

Attending:

Chairman Councilor David Ryder
Councilor William Shakespeare
Councilor Thomas Brann
Councilor Ivan McPike
Councilor Greg Sirois
Councilor Jean Lawlis

Town Manager Susan Lessard
Public Works Director Chip Swan
Recreation Director Shelley Abbott
Resident Terry McAvoy

The meeting was opened at 6 p.m. by Chairman Ryder. After approval of the minutes, items 3B and 3C were discussed by the Committee to allow the Recreation Director to present her information and not have to remain for the entire meeting. There were no objections to this request.

1. MINUTES OF 7/23/2014 – Motion by Councilor McPike, seconded by Councilor Lawlis to approve the minutes as presented. Unanimous vote in favor.
2. OLD BUSINESS
 - A. Pool Roof Bids – The Public Works Director presented bid results for two options for the replacement of the front section of the pool roof. One for standing seam and one for corrugated metal. Williams Roofing was the lowest bidder on both options, but received poor references and is currently being sued by at least one unhappy customer. McLaughlin's Roofing on Hampden was the next lowest bidder and has excellent references. The pros and cons of standing seam vs corrugated metal were discussed and the majority of councilors considered the standing seam option to be the best long-term option for the building. Motion by Councilor Lawlis, seconded by Councilor McPike to recommend to the Council and the Finance Committee to award the pool roof contract to McLaughlin's Roofing of Hampden for Option 1, standing seam for the price of \$19,256. Unanimous vote in favor.
 - B. Municipal Garage Tank Bids – The Public Works Director presented bids on the installation of a new fuel tank at the town garage. Simard & Sons, Inc. was the low bidder at \$8,749. Motion by Councilor McPike, seconded by Councilor Lawlis to recommend to Finance and the Council the award of the Town Garage fuel tank installation to Simard & Sons Inc. for the price of \$8,749. Unanimous vote in favor.
 - C. Zero Sort Recycling – The Public Works Director reported that in the first 46 days of zero sort the Town had had 7.5 tons of recyclables hauled, which is a higher tonnage than was collected when the Town had separated recycling. This is just the beginning of the program and if statistics stay elevated, the Town is on track to have diverted an additional 1/3 of its former solid waste tonnage to recycling. The Town Manager discussed a recommendation from Councilor McPike that the Town should consider incentives – such as providing clear plastic bags and

perhaps cardboard recycling containers to make it easier for people to participate in zero sort and to encourage more participation. Committee members indicated that more public education should be done about what can and cannot be recycled and that a presence at the transfer station with pamphlets on a few weekends and perhaps providing clear plastic bags would help provide some incentive. In addition, the Town can include more information on this in the next newsletter.

- D. Planet Aid Update – The Public Works Director reported that the Town had received its first check from Planet Aid for clothes/shoes disposal in the amount of \$93.70 for the month of June which represents a total of 1,874 pounds of clothes/shoes that formerly would have been deposited for disposal for incineration at PERC.

3. NEW BUSINESS

- A. O'Donald Project – Western Avenue – sewer manhole ownership – The Public Works Director requested that the Committee recommend to the Council that the Town take ownership of the sewer manhole located adjacent to the O'Donald housing project on Western Avenue. It was installed at the request of the town as part of the project and the property owner would be responsible for lines to the manhole and the Town would be responsible for the line from the manhole to the sewer main. Motion by Councilor McPike, seconded by Councilor Brann to recommend to the council that the Town accept ownership of the sewer manhole constructed as part of the O'Donald project at 206 Western Avenue. Unanimous vote in favor.
- B. Skehan Center Lighting – Energy Analysis – Options – Recreation Director Shelley Abbott discussed with the Committee the results of a lighting review done by Gilman electric that indicated that savings could be derived from changing from sodium fixtures to either fluorescents or LED's. It is recommended to reduce the number of fixtures in the facility as well and to utilize rebates from Efficiency Maine. It was the consensus of the Committee that the next step would be to put light replacement at the Skehan Center out to bid to determine what the cost would be. The Recreation Director also informed the Committee that she had hired Penobscot Temperature Controls to come to the facility and perform much-needed maintenance on the 4 air handlers at the facility. Little has been done to these units since before RSU 22 turned the school over to the town and this maintenance should also reduce energy consumption.
- C. Ballfield Road Batting Cages – Recreation Director Shelley Abbott presented information to the Committee about installing more permanent batting cages at the Ballfield Road location. She indicated that there was some concern expressed by the Code Officer about where the boundary lines were on the lot. Councilor Brann reminded the committee that the Town had reserve funds for the purpose of determining boundaries of town-owned properties and suggested that this should be done before the poles were located for the batting cages to be sure that the Town was not on property owned by another. Motion

X

by Councilor Shakespeare, seconded by Councilor Brann to recommend to the Council to support the batting cage project but to first refer the property survey of the ballfield road lot to Finance and the Council for approval. Unanimous vote in favor.

- D. Rural Active Living Assessment – The Town Manager presented a request from the Health Promotion Manager of the City of Bangor for participation in a Rural Active Living Assessment for the Town of Hampden. According to the request, the purpose is to measure the 'friendliness' of a community for physical activity and involves policy assessment, and an audit of several roads in a community. There was a divided view on the value or necessity of participation in the project. Councilor Brann expressed concerns that if Towns such as Hampden and other smaller towns in the county did not participate then Bangor interests would result in projects or regional impacts that the Town of Hampden might not like. Councilor Ryder expressed concerns that this had the potential to create another public relations issue similar to the one related to the Penobscot Valley Greenprint group. Resident Terry McAvoy believed that the Town should not participate. Councilor McPike questioned how many Towns are participating in this effort. It was the consensus of the Committee that this item be put on the August 4, 2014 Council agenda for a decision and that the Town manager should get additional information related to how many other communities are participating and what obligations are created by participation.
- E. Public Works Overview – Public Works Director – The Public Works Director gave an overview of the Public works operation including staffing numbers, responsibilities, work performed in all seasons, and an overview of public works equipment. He also reported the status of current projects. Elm Street East culvert replacement is done, the sewer line portion of Route 1A project is done, and the sidewalk repair on Route 1A from Western Avenue to Kennebec Road is done and the guardrails will be replaced at the end of Coldbrook Road on Wednesday. The Town Manager presented information on public works departments of other communities that ranged in population from 6,000 to 9,000 people including road miles maintained, number of personnel, and responsibilities for parks, sewer, cemeteries and recreation areas. Resident Terry McAvoy asked how much excise tax these other communities collected. The Manager responded that she believed that Hampden collected a higher amount of excise than most all of the communities on the list but that she would check and report back at the next meeting.

4. PUBLIC COMMENTS - None
5. COMMITTEE MEMBER COMMENTS – None

The meeting was adjourned at 7:25 p.m.
Respectfully submitted,

Susan Lessard
Town Manager

0-5-7

TO: Hampden Town Council
FROM: Sue Lessard, Town Manager
DATE: April 30, 2015
RE: Public Works Director Confirmation

The purpose of this memo is to request confirmation by the Town Council of my selection of Sean Currier as the next Public Works Director for the Town of Hampden. Sean is currently employed as the Collection Services Manager for the City of Bangor overseeing 150+ miles of sanitary and combined storm sewer. He manages a department of 8 individuals and a budget of close to \$2 million dollars annually. He also has experience in stormwater management, managing the layout of construction projects, and responding to residential/commercial concerns/complaints. He has certification in Grade IV Collection Systems, a Grade II Wastewater Operator License, a LEED AP Certification, and has received training in Erosion Control Practices, Supervisory Training, OSHA Voluntary Compliance, and Hazardous Materials. He has a Bachelor's Degree from the University of Maine from the College of Forestry.

Councilor McAvoy and Mayor Ryder participated in the interview process for Public Works Director candidates and Mr. Currier was the unanimous choice of both Councilors and myself as one of the two finalists for the position. The Town was very fortunate to have a number of very qualified people apply for this position. After extensive review of the Town's needs in regard to Public Works and the desire of the Council to work with a new Manager and Public Works Director to chart the course for the department for the next 10 years, Mr. Currier's combination of education and experience, along with his work ethic, technical knowledge, budgetary experience, and excellent references made him my final choice.

His start date with the Town of Hampden would be June 8, 2015.