



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

NOVEMBER 6TH, 2017

7:00 P.M.

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

- A. PLEDGE OF ALLEGIANCE
- B. CONSENT AGENDA
 - 1. SIGNATURES
 - 2. SECRETARY'S REPORTS
 - a. October 16th, 2017 Council Meeting Minutes
 - 3. COMMUNICATIONS
 - a. Victualer's License renewal – Hannaford Supermarket #8417
 - b. Boiler License renewal – Richard Golding
 - c. MRC Newsletter
 - d. Minutes to the Public Hearing for the Route 1-A and Grist Mill Bridge replacement project held September 27th
 - e. Information regarding the Betsy Ann Ross House of Hope for Women Veterans and Their Children housing assistance
 - 4. REPORTS
 - a. Finance Committee Minutes – 10/02/2017
 - b. Infrastructure Committee Minutes – 09/25/2017
 - c. Planning & Development Committee Minutes – 10/18/2017
 - d. Services Committee Minutes – 09/11/2017
- C. PUBLIC COMMENTS
- D. POLICY AGENDA
 - 1. NEWS, PRESENTATIONS & AWARDS

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

2. PUBLIC HEARINGS

- a. Consideration of the proposed amendments to the Preamble, Article 1 Administration, Article 2 Activities Regulated by Ordinance, Article 5 Solid Waste and Article 8 Pool of the Town of Hampden Fees Ordinance

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

4. OLD BUSINESS

5. NEW BUSINESS

- a. Council authorization for Eagle Scout candidate Levi Husson's proposal to construct a Bocce court and benches at the VFW site for the benefit of the Special Olympics and the Town of Hampden – *referral from Services Committee*
- b. Council review and approval of proposed FY18 Service Charges – *Recommended by Kelly Karter, Tax Assessor*
- c. Council authorization to exercise the Put Option for the sale of PERC ownership interests
- d. Request for authorization for the expenditure of \$6,720 from the Economic Development Reserve Account (3-727-00) for the purpose of purchasing town center flags – *referral from Finance & Administration Committee*
- e. Request for authorization for the expenditure of an amount up to \$ 6,800 from the Roads/Streets Reserve Account (3-761-00) for the purpose of town center sidewalk/crosswalk engineering - *referral from Finance & Administration Committee*
- f. Request for authorization for contract extension with Woodard & Curran for the design for parking and permitting on the Lura Hoit Pool Site - *referral from Finance & Administration Committee*
- g. Request for authorization for the expenditure of an amount up to \$51,000 from the Rec Area Reserve Account (3-767-00) for the purpose of contract extension with Woodard & Curran for engineering services for parking and permitting on the Lura Hoit Pool Site

- h. Council referral to public hearing on November 20th, a proposed Zoning Map Amendment to reflect the proposed rezoning of a portion of parcel 33-0-011-A located at the intersection of US Route 202 and Coldbrook Road, from Residential A District to Commercial Services District – *referral from Planning & Development Committee*
- i. Council referral to Public Hearing on November 20th, a proposed Zoning Ordinance Amendment to define Retail Marijuana, Retail Marijuana Store, Retail Marijuana Social Clubs, Drug Store or Pharmacy and to amend existing Definitions relative to Retail Marijuana and related uses, with the intent to prohibit Retail Marijuana Stores and Retail Marijuana Social Clubs in the Town of Hampden – *referral from Planning & Development Committee*
- j. Council approval of the renewal of the liquor license for Pizza Gourmet
- k. Request for tax abatement for property located at 501 Western Avenue for FY 14-15, FY 15-16 and FY 16-17

E. COMMITTEE REPORTS

F. MANAGER'S REPORT

G. COUNCILORS' COMMENTS

H. ADJOURNMENT



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

B-2-a

MONDAY

OCTOBER 16th, 2017

7:00 P.M.

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

Attending:

Mayor Ryder

Councilor Sirois

Councilor McPike

Councilor Wilde

Councilor Marble

Councilor Cormier

Councilor McAvoy

Angus Jennings, Town Manager

Paula Scott, Town Clerk

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

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

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. October 2nd, 2017 Council Meeting Minutes**

3. COMMUNICATIONS

- a. Notice of the proposed 2018 State Valuation for Penobscot County**
- b. Assessor's Certification of Assessment: July 1, 2017 to June 30, 2018**
- c. Maine Department of Economic and Community Development (DECD) Approval of Hampden Business Park Omnibus Municipal Tax Increment Financing (TIF) District and Development Program**
- d. Memo from PERC regarding 4th Quarter 2017 tipping fees**

4. REPORTS

- a. Finance Committee Minutes – 09/18/2017**
- b. Infrastructure Committee Minutes – None**
- c. Planning & Development Committee Minutes – None**

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

d. Services Committee Minutes – 09/11/2017**C. PUBLIC COMMENTS - None****D. POLICY AGENDA****1. NEWS, PRESENTATIONS & AWARDS****2. PUBLIC HEARINGS –**

- a. **Consideration of proposed amendments to the Edythe L. Dyer Library Ordinance** – *Councilor Marble made a motion, seconded by Councilor Sirois, to open the public hearing at 7:02 p.m. Unanimous. There being no public present, Councilor Marble made a motion, seconded by Councilor Sirois, to close the public hearing at 7:02 p.m. Unanimous vote in favor. Councilor Marble made a motion, seconded by Councilor Sirois, to approve the proposed amendments to the Edythe L. Dyer Library Ordinance. Unanimous vote in favor, 7-0.*
- b. **Consideration of a proposed Ordinance to authorize the Lease-Purchase of a Public Works backhoe and any associated equipment, in the amount of \$65,200.00 to be payable over five years** – *Councilor Marble made a motion, seconded by Councilor Sirois, to open the public hearing at 7:04 p.m. Unanimous vote in favor. There being no public present, Councilor McPike made a motion, seconded by Councilor Sirois, to close the public hearing at 7:04 p.m. Unanimous vote in favor. Councilor Marble made a motion, seconded by Councilor Sirois, to authorize the lease-purchase of a back hoe for Public Works and any associated equipment in the amount of \$65,200 over a five year period. Councilor Sirois, Councilor McPike, Councilor Marble and Mayor Ryder voted in favor. Councilor Wilde, Councilor Cormier and Councilor McAvoy voted in opposition. Motion carries, 4-3.*

3. NOMINATIONS – APPOINTMENTS – ELECTIONS**4. OLD BUSINESS**

- a. **Contract award for the Snowplowing, Salting & Removal services at the Skehan Center – referral from Finance & Administration Committee** – *Councilor Sirois made a motion, seconded by Councilor Marble, to award the contract for snowplowing, salting and removal services at the Skehan Center to Wellman Paving. Unanimous vote in favor, 7-0.*

5. NEW BUSINESS

- a. **Council referral to public hearing on November 6th, proposed amendments to the Town of Hampden Fees Ordinance – referral from Finance & Administration Committee – Councilor Sirois made a motion, seconded by Councilor McPike to refer the Town of Hampden Fees Ordinance to Public Hearing for November 6th. Unanimous vote in favor, 7-0.**
- b. **Request for authorization for the expenditure of up to \$80,000.00 from the Solid Waste Reserve Account (3-777-00) for the purpose of replacing the DPW Salt Shed – referral from Finance & Administration Committee – Councilor Sirois made a motion, seconded by Councilor McPike, to authorize the expenditure of up to \$80,000 from the Solid Waste Reserve Account for the purpose of replacing the public works salt shed. Councilor Marble stated for the public record that the replacement of this building has been on the radar of many sitting Council, including the current Council who have all been to see the condition of it. It has long been known that it needed to be replaced. He commended DPW Director Currier and Manager Jennings for the method by which they will build it, at a huge cost savings to the town. Manager Jennings elaborated, stating that the replacement of the sand/salt shed was earmarked 9 years ago. During this year's budget process, Director Currier had specked out a specific type of construction which came in at \$136,000. The Council authorized \$80,000 to be placed into reserves and directed him to determine what could be done with that. Director Currier proposed acting as the General Contractor and sub-contracting the different components at a savings of about \$56,000. Not only will it provide a huge cost savings, but also improve the timeline for completion. Discussion ceased and the motion was brought to vote. Unanimous vote in favor, 7-0.**
- c. **Council authorization for waiver, pursuant to Sec. 4(a) of the Bid Procedures for Public Purchasing, to allow replacement of DPW Salt Shed components using a quotation system instead of an Invitation for Bids, to reduce the amount of time needed for purchasing and allow potential replacement this calendar year – referral from Finance & Administration Committee – Councilor Sirois made a motion, seconded by Councilor McPike, to authorize the waiver of section 4-a of the bid procedures guideline, to use a quotation system rather than a formal bid which will improve the time for completion and saving about \$56,000. Unanimous vote in favor, 7-0.**
- d. **Council acceptance of \$18,580.00 from the Lura Hoit Pool Board of Trustees to be deposited to the Pool Facility Reserve Account 3-771-00 for the purpose of paying invoices for facility improvements – referral from Finance & Administration**

Committee – Councilor Sirois made a motion, seconded by Councilor Marble to accept \$18,500 from the Lura Hoyt Pool Board to be deposited to the Pool Facility Reserve Account for the purpose of paying for facility improvements. Unanimous vote in favor, 7-0.

- e. **Request for authorization for the expenditure of \$18,280.00 from the Pool Facility Reserve Account 3-771-00 for the purpose of paying \$5,200.00 to Lee Builders for the removal of a broken fiberglass shower stall and installation of a new tile shower stall; \$8,675.00 to Eaton Paving for removal of sidewalks and installation of curbing, sidewalk and parking stalls; and \$4,405.00 to Blue Collar Yard for Pool maintenance and repair services performed – referral from Finance & Administration Committee – Councilor Sirois made a motion, seconded by Councilor Marble, to authorize the expenditure of \$18,280 from the Pool Facility Reserve for the purpose of paying for stated expenses. Unanimous vote in favor, 7-0.**
- f. **Request for authorization for the expenditure of up to \$20,000.00 from the Personnel Reserve Account (3-733-00) for the purpose of supplementing Town staff capacity to manage upcoming finance work, including potential to outsource payroll – referral from Finance & Administration Committee – Councilor Sirois made a motion, seconded by Councilor Marble to authorize \$20,000 from Personnel Reserve for the purpose of supplementing Town staff with the potential for outsourcing. Councilor Marble asked Manager Jennings for an overview. Manager Jennings reported that staffing levels are below what they were a few years ago. He has been looking at not only outsourcing, but also looking into potentially utilizing interns. From the management standpoint, his predecessor was more involved in the Accounting functions whereas his strengths are more in the area of Planning, Economic Development and Infrastructure. He stated that the potential to bring in support or to outsource will free up time for key employees. Motion was brought to vote. Unanimous vote in favor, 7-0**
- g. **Request for authorization for the transfer of \$30,000.00 from the Matching Grants Reserve Account (3-780-00) to the Planning & Community Development Reserve Account (3-725-00) for the purpose of providing eligible funding to support upcoming planning and economic development consultant costs – referral from Finance & Administration Committee – Councilor Sirois made a motion, seconded by Councilor McPike to authorize the transfer of \$30,000 from Matching Grants Reserve into the Planning & Community Development Reserve for the purpose of paying for planning and economic development consultant costs. Unanimous vote in favor, 7-0.**
- h. **Request for authorization for the expenditure of up to \$15,000.00 from the Planning & Community Development Reserve Account**

(3-725-00) for the purpose of retaining consultant support for revisions to the Hampden Business and Commerce Park Restrictive Covenants and related revisions of the Zoning Ordinance – referral from Finance & Administration Committee – Councilor Sirois made a motion, seconded by Councilor Sirois to authorize the expenditure of \$15,000 from Planning & Community Development Reserve Account for the purpose of revising the Zoning Ordinance and covenants on the Business Park. Manager Jennings explained that everything that was put in place within the 24 page master development plan for the business park put restrictions on each lot. The document is very legalistic, and the consensus is to make these elements a part of zoning amendments and not restrictive covenants. This way, in keeping with policy goals, anyone looking to privately invest can go to the Zoning Ordinance to find out what they need or are allowed to do. Unanimous vote in favor, 7-0.

- i. **Council approval of the renewal Liquor License for White House Motel –** Councilor Marble made a motion, seconded by Councilor Sirois to approve the renewal liquor license for the White House Motel. Unanimous vote in favor, 7-0.
- j. **Council approval of the Games of Chance license for the Whitcomb-Baker VFW Post 4633 –** Councilor Sirois requested to be permitted to abstain as he is a member of the VFW, to which there was a consensus agreement. The Clerk requested to speak prior to a motion stating that although the VFW applies for this every year, most towns approve Games of Chance licensing for a blanket three year period which is permitted on the application. In speaking with Mr. Beane, the VFW would request that the license be approved for that blanket three year period and the clerk advised that it would be permissible if the motion was worded in that way. Councilor McAvoy asked if granting the permit for the three year period gives them any more additional games than they would normally have, to which the clerk stated the license simply allows them to hold games of chance for three years rather than one. Councilor Marble made a motion, seconded by Councilor McAvoy, to authorize the games of chance license for a three year period. Motion was brought to vote and carries with Councilor Sirois abstaining, 6-0-1.

E. COMMITTEE REPORTS

Services Committee - Councilor Marble reported that the last Services Committee meeting was another in the line of public meetings for discussion on the potential uses of the pool site. He stated that not all Councilors agree with what should be done there, and they have received differing suggestions from the public. There has been some misinformation circulating which is unfortunate. He reported that the committee had a brief presentation by Levi Husson who as an Eagle Scout project, would like to put in a Bocce ball court to benefit the VFW and Special Olympics. The committee

also had a discussion regarding the Town continuing as a supporter for Children's Day, but to do so without a strain to staff.

Planning & Development – Councilor McPike reported that the next meeting is Wednesday the 18th.

Finance & Administration – Councilor Sirois reported that items covered in F & A were discussed and voted on tonight

Infrastructure – Mayor Ryder reported that the next meeting is Monday.

F. **MANAGER'S REPORT** - Manager Jennings stated that he put some proposals on the agenda tonight that he thinks will really help and offered thanks to the Council for their support and confidence. He offered best wishes to our IT/GIS Specialist Kyle and his new wife Erin who were married on Saturday.

G. **COUNCILORS' COMMENTS**

Councilor Sirois – No comment

Councilor McAvoy – Reminded everyone to shop local and buy American.

Councilor McPike – Congratulated the Council and Angus for finally getting to a place where we can make changes to the way we have done things; that sometimes there are more efficient ways of. The Bid/Purchasing policy is an example that will end up saving money in the end and be a benefit to the town for years.

Councilor Marble – No comment

Councilor Wilde – No comment

Mayor Ryder – No comment

H. **ADJOURNMENT** – Councilor McAvoy made a motion, seconded by Councilor Marble, to adjourn at 7:32 p.m.

Respectfully Submitted,



Paula A. Scott, CCM
Town Clerk

B-3-a

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
email: info@hampdenmaine.gov

October 25, 2017

Hannaford Brothers Co., LLC
145 Pleasant Hill Rd.
Scarborough, Me. 04074

RE: Victualer's license for Hannaford Supermarket # 8417

Dear Sir/Madam:

Your application for 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,

Paula A Scott

Paula
Town I

Enclos

VICTUALER'S LICENSE CERTIFICATE

No. 17-15

MUNICIPALITY OF HAMPDEN, MAINE

To all whom these presents may concern: Date: Oct 25, 2017

KNOW YE, that Hannaford Brothers Co. LLC,

doing business as Hannaford Supermarket # 8417 has

been duly licensed as a Victualer at 77 Western Ave in

the Municipality of Hampden by said Municipality until 10/23, 2018, and

has paid to the Municipal Treasurer the fee of One hundred Dollars (\$100.00).

Myles W. Blawie
Authorized Municipal Officer CODE ENFORCEMENT OFFICER

TOWN OF HAMPDEN, MAINE

APPLICATION FOR RENEWAL VICTUALER'S LICENSE

DATE: 9-22-17 PHONE NUMBER: 862-5444

NAME(S): HANNAFORD Bros. Co., LLC

ADDRESS: 145 PLEASANT HILL RD., SCARBOROUGH, ME 04074

NAME OF BUSINESS: HANNAFORD SUPERMARKET & PHARMACY #2417

LOCATION OF BUSINESS: 77 WESTERN AVENUE

SIGNATURE: [Signature]

(FOR TOWN USE ONLY)

*This facility has been inspected and meets ordinance criteria.

[Signature]
Code Enforcement Officer

[Signature]
Fire Inspector/Building Inspector

*All sewer user fees and personal property taxes are paid in full to date.

[Signature]
Tax Collector

[Signature]
Town Treasurer

Please return completed form to: **Town Clerk
Town of Hampden
106 Western Avenue
Hampden, ME 04444**

LICENSE FEE: \$100.00 Date Received/Fee Paid: OCT 03 2017 /

Called 9/19/17 He will

B-3-b



TOWN OF HAMPDEN

OUTDOOR WOOD-FIRED BOILER ANNUAL LICENSE APPLICATION

INSPECTION REQUIRED

Application Date: _____

Property Information:

Property Owner's Name: Richard A. Golding

Phone #: 852-3540

Street Address: 156 Mayo Rd.

Mailing Address: Same

If this is a renewal and there have been no changes since last license was issued, please check here and sign, date and return form to Town Office. No further information is required.

Last license issued: 10/05/2016

Zoning District: _____ (not permitted in Resource Protection District)

Lot Size: _____ Acres Square Feet (3 acre min. lot size)

Outdoor Wood-fired Boiler Setback to Nearest Property Line: _____ feet (150 ft. min.)

Distance to Nearest Residential Structure: _____ feet (200 ft. min.)

Assessor's Tax Map: 30 and Lot: 26

1. Please complete plot plan (see other side) drawn to scale showing the location of the outdoor wood-fired boiler in relation to property lines and existing structures.

2. Please include installation instructions provided by Manufacturer.

I have received a copy of the *Town of Hampden Fire Prevention Code*
→ Outdoor wood-fired boilers in place as of the effective date of this ordinance need not obtain the permit required by section F-308.3.1 of said ordinance.

I have received a copy of the *Town of Hampden Outdoor Wood-Fired Boiler Annual Licensing Ordinance*
→ Outdoor wood-fired boilers in place as of the effective date of this ordinance need not comply with sections 4.2, 4.3, and 4.4 except that the units shall not be made any more non-conforming.

I have received a copy of DEP *Chapter 150: Control of Emissions From Outdoor Wood Boilers*
QUESTIONS: PLEASE CALL DEP: 287-2437

I hereby agree to operate my outdoor wood-fired boiler in accordance with the *Town of Hampden Fire Prevention Code* and the *Town of Hampden Outdoor Wood-Fired Boiler Annual Licensing Ordinance*. I also acknowledge my responsibility to renew my license annually.

Owner Signature: [Signature] Date: 9-20-17

Code Enforcement Officer Action: Approved Denied Date: 10/16/17

CEO Signature: [Signature] Date: 10/16/17

***This License Expires:** _____
Date

Joining Members: Are you ready for April 2018?

Ten things to do in preparation for changes in Municipal Solid Waste (MSW) management on April 1, 2018:

- Ensure your hauler knows where to take the MSW you receive and transfer or arrange to have collected and transferred. (I-95 Exit 180, turn south onto Coldbrook Road for about one-half of a mile and turn onto Fiberight Access Road at 348 Coldbrook Road).
- Be familiar with requirements of your Joinder Agreement regarding MSW delivery practices, requirements (what is Acceptable Waste v Unacceptable Waste) and schedules and ensure your hauler is familiar with them.
- Ensure that haulers, businesses and institutions are familiar with any local flow control regulations directing MSW to be delivered to the new Hampden facility.
- Encourage businesses and institutions in your community to direct MSW they generate to the new Hampden facility consistent with your community's Estimated Delivery Amount.
- Clarify, amend or replace MSW collection and hauling contracts consistent with the above.
- Amend or replace solid waste licensing procedures, rules or ordinances to be consistent with the above.
- Communicate local changes! If you plan significant changes for MSW or recyclables collection, transfer and hauling, let the MRC know.
- Prepare now to take advantage of single stream recyclables processing in Hampden. If you arrange for the collection and transfer of or arrange for the receipt and transfer of single-sort recyclables separately from your MSW, manage your contracts to ensure you can direct the collected material to the Fiberight facility as of April 1, 2018.
- Watch those hard-to-manage wastes! Our new arrangements allow for MSW to be delivered to the new facility consistent with historical practice. If you need help managing materials that cannot be accepted, let the MRC know. As we gain operational experience with the new facility, be open to exploring whether certain items, such as tires, glass, and textiles can be managed more efficiently than being delivered to the new facility.
- If you are an Equity Charter Municipality, exercise your option to sell your position in the PERC partnership and get the paperwork to the MRC before December 8, 2017.

MRC AT MMA

Thank you to everyone who stopped by our booth at the MMA Convention on October 4 & 5 at the Augusta Civic Center. The feedback received focused our reporting efforts about the start of the Fiberight facility construction.



If you have questions about any of the above, or anything not listed above, contact Greg Louder, Executive Director of the MRC, at (207) 664-1700 or glouder@mrcmaine.org.



Continued from pg. 1... Board and myself, we will be here as your resource to support a smooth transition to the new facility, including the management and execution of any interim delivery arrangements should they become necessary.

Sincerely yours,

Greg

Election Underway for New Board Members

The last day for nominations of new members of the Board of Directors is Wednesday, October 18. Candidates receiving the three highest numbers of votes in the upcoming election will fill three seats whose terms expire on December 31, 2017 currently held by Sophia Wilson, Jim Guerra, and Mike Roy. The three-year terms of office will run from January 1, 2018 through December 31, 2020.

The year 2018 represents a significant transition for MRC member communities. The majority of the MRC member communities chose to remain with the MRC and sign a long-term commitment to MSW disposal at Fiberight. Other member communities have made alternative arrangements. Consistent with the MRC Bylaws, all MRC member communities are eligible to present nominations to the Board of Directors and to cast votes in the upcoming annual election. However, it is prudent to consider the eligibility criteria for serving on the Board of Directors. Elected individuals must be an elected or appointed official, an employee, or legal resident of a Member Community. Thus, any person from a current Member Community that did not commit to MRC/Fiberight would be obligated to notify the MRC Board on April 1, 2018 (3 months thru a 3-year term) that they cease to meet the eligibility criteria. Upon receipt of such notice, the MRC Board, in its discretion, could remove such director.

The MRC Bylaws limit the slate of candidates to the first nine nominations received. Nominees are placed on a slate of candidates for election by a vote of the MRC membership. MRC Board members are elected to serve the membership at large. Current MRC Board members whose terms expire are eligible to be nominated.

An annual election ballot with the final slate of candidates will be prepared and mailed to all MRC Members on or before October 27, 2017. The results of the election will be announced at the MRC Annual Meeting to be held in the second or third week of December 2017.



MRC Supports #MaineRecyclesWeek

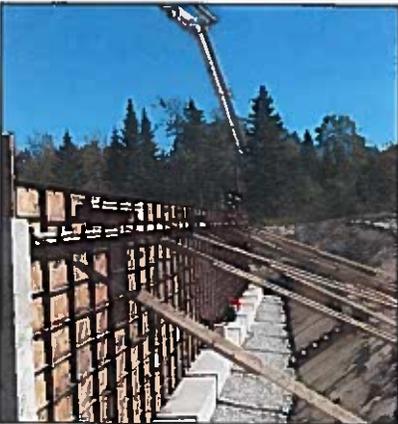
November 13th through 18th is Maine Recycles Week (MRW), a statewide event that promotes recycling and the purchase of recycled goods. Use #MaineRecyclesWeek to help build social media awareness on the week. The goal is to educate Maine people on the practice as well as the importance of recycling and the solid waste hierarchy. Schools, municipalities, and businesses are all encouraged to participate in MRW by holding recycling related events. If you're interested in more information go to www.mainerecycles.com or call Shelby Wright of the MRRA at 592-6432 to learn about how you can help raise public awareness on this important topic.

MRC Website Changes

With the new facility coming in 2018, the MRC is taking steps to redesign its website. Our goal is to improve the site to make it more intuitive and easier for members and the public to find information without having to search through a document landfill (excuse the pun). We will finalize our contract with our website development partner at the MRC Board Meeting later this month. The MRC is seeking ideas and suggestions on how to improve the website. We would love to know what you would like to see. Please send comments to Jessica Anderson at janderson@ces-maine.com.

Site Progress

Rapid progress is being made at the site; concrete has been poured, and the access road has been constructed. **Success is just around the bend!**





NEWSLETTER

Municipal Review Committee | 395 State Street | Ellsworth, ME 04605 | www.MRCMaine.org

ISSUE 6.3 | October 2017

Letter from Executive Director Greg Louder

With the Fiberright processing facility construction well underway, tracking local weather has taken on a new meaning for the MRC. Unseasonably warm late summer weather has cooperated well with the construction crew's efforts to prepare the site for foundation placement, all which is on track to be complete by or before the end of October. The brilliant display of fall foliage color and the chill in the evening air serves to remind us that weather change is coming and construction progress needs to continue nevertheless.

The next major construction phase beginning in November is the erection and enclosure of the facility steel building, which, mother nature and other factors allowing, is scheduled to be complete by mid-December. This will make way for the installation of the front-end materials recovery processing equipment as soon as possible before the winter solstice. All involved are keenly aware of the importance of getting facility processing equipment installed, commissioned and started up in time to accept and process Joining Member MSW by Monday, April 2, 2018.

Based upon feedback received from a number of Joining Members at the October 4-5 MMA Convention, interest is focused clearly on facility construction progress and the ability of the facility to accept and process MSW by April 2, 2018. This feedback has focused the content of this newsletter as we report on repurposing of the MRC website and preparation steps to consider for the transition to the new facility in April of 2018. As the pace to the new facility commercial operation phase quickens, MRC is also committed to providing you more frequent and in-depth updates from this point forward.

MRC continues its work with all involved to ensure that the Fiberright processing and recycling facility is available to process our MSW as completely as possible as soon as possible. Weather, among other factors, will play a role. Whatever the weather, on behalf of the MRC

Continued on pg. 4

UPCOMING MEETINGS

Wednesday, October 25

9 AM: Finance Committee Meeting

10 AM: Regular Board of Directors Meeting

Orono Municipal Building
59 Main Street, Orono

ABOUT THE MRC

The Municipal Review Committee (MRC) is a non-profit association of Maine communities led by an elected, volunteer board of directors. For more than 25 years, the member communities of the MRC, now numbering more than 180 cities and towns, have used the PERC waste-to-energy incinerator in Orrington to process their municipal solid waste (MSW). After 2018, the contracts with PERC will expire. The MRC has partnered with Fiberright to offer an innovative solution to recycle and process our MSW post 2018.

Visit www.mrcmaine.org or contact Greg Louder at 207-664-1700 or glouder@mrcmaine.org to learn more about the Municipal Review Committee and to add your name to our email contact list.

JOIN OUR EMAIL LIST & FOLLOW US ON SOCIAL MEDIA

MRC regularly sends updates and announcements by email to those who have signed up for our alerts. We also have active Facebook and Twitter accounts, and we've posted informative videos from recent meetings on our YouTube account. All of these are accessible from the homepage of our website, mrcmaine.org.





STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

B-3-d

Paul R. LePage
GOVERNOR

David Bernhardt
COMMISSIONER

October 11, 2017

Town of Hampden
Attn: Clerk
106 Western Avenue
Hampden, Maine 04444-1428

RE: Formal Public Hearing Meeting Minutes, Town of Hampden, Highway
Improvements & the Grist Mill Bridge Replacement Project on Route 1A, in
Hampden, WINS 011577.00 & 021692.00

Dear Clerk:

Enclosed please find a copy of the public hearing meeting minutes for the above listed
project for your files. Please call this office at 207-624-3480 if you have any questions.

Sincerely,

Darlene M. Banks
Office Associate II
MDOT/Highway

Enclosure(s)



PRINTED ON RECYCLED PAPER

RECEIVED

STATE OF MAINE
DEPARTMENT OF TRANSPORTATION OCT 17 2017

Office of the
IN RE PROPOSED HIGHWAY RECONSTRUCTION AND BRIDGE
REPLACEMENT PROJECTS ON ROUTE 1A IN HAMPDEN

WIN 011577.00 & 021692.00

Public Meeting At The Hampden Town Office

Reported by Robin J. Dostie, a Notary Public and
court reporter in and for the State of Maine, on
September 27, 2017, at the Hampden Town Office, 106
Western Avenue, Hampden, Maine, commencing at 6:00
p.m.

| | |
|-------------------------|--------------------|
| REPRESENTING THE STATE: | RHOBE MOULTON |
| | LADRIE ROWE |
| | STEVE MICHAUD |
| | LEANNE TIMBERLAKE |
| FROM T.Y. LIN: | HEATH COWAN |
| | JOSEPH HOWE |
| | BENJAMIN TOOTHAKER |

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TRANSCRIPT OF PROCEEDINGS

MS. MOULTON: Good evening. My name is
Rhobe Moulton. I'm a project manager with MainedOT.
I'm here tonight to talk about -- to give a talk
about two projects that we've got. We've got a
highway project that the WIN is 11577.00. At the
same time that we advertise the highway project along
with it we're going to advertise the bridge project.
The WIN is 21692. The highway project begins at
Western Ave and extends northerly 1.73 miles and the
bridge is the Grist Mill bridge.

With me tonight, I have Laurie Rowe. She is
the assistant project manager with the Highway
Program and Leanne Timberlake is the project manager
for the bridge project. I have Heath Cowan. He is
the project manager with our design firm T.Y. Lin.
Joe Howe is the designer for the highway project.
Ben Toothaker --

MR. TOOTHAKER: Yes.

MS. MOULTON: -- is the bridge designer. I
have Steve Michaud is our right of way appraiser in
charge of the right of way for this project. And our
court reporter is Robin Dostie. Do we have any
public officials here that would like to be
recognized? If so, please state your name.

AUDIENCE MEMBER: Angus Jennings, town
manager.

AUDIENCE MEMBER: I'm Stephen Wilde,
councilor for Hampden District 1, which this directly
impacts.

MS. MOULTON: Okay. Yes, sir.

AUDIENCE MEMBER: Ivan McPike, town manager,
chairman of planning development committee and also a
resident in Division 1 where this takes place.

MS. MOULTON: Thank you. I have a couple of
housekeeping -- yes, sir.

AUDIENCE MEMBER: Sean Currier, public works
director in Hampden.

MS. MOULTON: So sorry. Is there anybody
else? A couple of housekeeping things to touch on.
Over here we have a table that has a sign-up sheet.
If you didn't get a chance to sign-up when you came
in, we ask that you would do so on your way out.
There are a few spare notifications there. There are
some of my business cards. There are also some
comment cards and envelopes. If you don't feel
comfortable speaking in this situation or you might
get home and think of something you wish you'd said,
you can fill out those comment cards and send them in
to me. There is also some right of way booklets that

explain the right of way process, which when Steve
talks he'll tell you more about. If you have a cell
phone, could you please either shut it off or shut it
down on vibrate or silent.

So what I'm going to do is after I get
through my little song and dance, Heath is going to
talk about the design -- or actually Heath and Joe
are going to talk about the design. Steve is going
to give you a run down about how the right of way
process works, then I'm going to talk a little bit
about schedule and budget. At the end of all of this
we'll have a question and answer period. During that
period we'll ask you to raise your hand, state your
name, who you represent and your interest in the
project. If you have an individual question about
your property in particular, we will hang around
after the meeting is adjourned and we can talk more
in depth with you about what's happening in front of
your property.

So as a part of the historic review process
I need to do some reading to you to get this into the
public record. The MainedOT historic coordinator
reviewed the proposed project area for any National
Register Eligible properties and determined that
there are several properties within the project

1 limits that are eligible for the National Register of
 2 Historic Places. The State Historic Preservation
 3 Commission, also known as SHPO, has concurred with
 4 this finding. As the plans are developed, MaineDOT's
 5 historic coordinator will consult on effects to those
 6 resources and make recommendation to the project team
 7 to avoid, minimize or mitigate if necessary.
 8 MaineDOT will post any findings of effects to these
 9 properties on the MaineDOT website and accept public
 10 comments on these findings once the effects have been
 11 evaluated. The affected determination will also be
 12 sent to the Maine Historic Preservation Commission
 13 for concurrence.

14 And that's my lead-in. With this, I'll turn
 15 it over to Heath.

16 MR. COWAN: Thank you, Rhobe. Can you guys
 17 hear me if I sit right here or if you want me to
 18 stand up I can run the computer at the time same
 19 time? Real quick, what we're going to do here
 20 tonight from a design standpoint is talk to you a
 21 little bit about, you know, why we're here, we'd like
 22 to discuss the process that we have to follow, the
 23 project development process a little bit, touch on
 24 the schedule before we turn it back to Rhobe, give
 25 you a little bit of background on the project.

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1 know, raise your hand at the end and let us know if
 2 you have any comments. Where we are in the process,
 3 I think it is important to note it feels like it's
 4 done, you know, when you see the plan on the wall and
 5 you see the PowerPoint it seems like it's done, but
 6 we're really in the beginning stages still. We're at
 7 what we call preliminary design report complete where
 8 our preliminary design is done. From here at the
 9 conclusion of this meeting, we'll actually go back,
 10 we'll refine the plan, we'll refine the impacts based
 11 on any comments that we receive here today to get to
 12 a point where we call plan impacts complete. That
 13 will allow Steve to work with his group to define
 14 what the impacts are to your property, you know, and
 15 what -- what do you have for compensation for that
 16 and Steve will get into that in detail later on. It
 17 will also allow permitting to start, permitting to
 18 complete, the permits that are necessary to go out
 19 there and actually build the project. And then we'll
 20 do our final design wrapping that up and then putting
 21 it out to construction. Right now, we're looking at
 22 construction likely beginning in the spring of 2019.
 23 That right of way process that we talked about takes
 24 a little bit of time to make sure that you as
 25 property owners get your due process when we're out

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1 Again, we have two of them here, so we'll talk about
 2 both of those. Then Joe is going to talk
 3 specifically about the highway design and some of the
 4 intricacies there and maybe some of the details that
 5 are worth noting to the whole group. As Rhobe said,
 6 if you have specific questions about your property or
 7 what's going to actually happen in front of your
 8 property, we'd be glad to answer those questions if
 9 we can just hold them until the end. We've actually
 10 brought some of the plans with us so we can take the
 11 cross-sections out and take a look at what's
 12 happening right in front of your property if you'd
 13 like. Then I'll talk a little bit about the proposed
 14 bridge design for the Grist Mill Bridge, what are the
 15 costs, and then, as Rhobe said, we'll turn it back to
 16 Steve and we'll open it up for your questions and
 17 comments.

18 The purpose of this meeting is, as I said
 19 before, we're here to present the preliminary highway
 20 design and the preliminary bridge design and we're
 21 really looking for comments that you have on both of
 22 those projects. So if there is something in there
 23 that you see that you think would help make the
 24 project better, any comments that you have, anything
 25 that we may have missed, by all means, please, you

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1 there and actually having impacts to your properties,
 2 we don't want to rush that process. So once we nail
 3 down what those impacts are people will be coming out
 4 to talk with you and discussing those impacts and
 5 that process takes a little bit of time. So right
 6 now, we're looking at about a spring of 2019
 7 construction begin.

8 A lit bit of the project background on the
 9 bridge side. The existing bridge that's out there
 10 now was built in 1924, so it's pretty much reached
 11 the end of its useful life. It's been widened in
 12 1948 and then the dam was removed in the 1990s.
 13 Currently, the bridge itself, the existing bridge has
 14 approximately 12 foot travel ways and 3 1/2 foot
 15 shoulders and it's about 51 feet long. The beams as
 16 you can see from the picture are starting to
 17 deteriorate. It's been widened a couple of times, so
 18 we've got all of those areas for water to get down
 19 into the structure and it's really starting to cause
 20 havoc. So as you can see from the slides the beams
 21 are rated poor. They're still safe. They're still
 22 passable. There is nothing to worry about there from
 23 a safety standpoint, but they're at that point where
 24 it's time for the bridge to have something to be
 25 done.

8

1 So what we've done -- we'll get into the
 2 bridge in just a minute, but as we noted before, this
 3 is part of a highway project as well and as you can
 4 see up there on the upper left the bridge kind of
 5 sits in the first third of the project and the
 6 highway project starts essentially at Dunkin' Donuts,
 7 I guess, and then goes all the way down to
 8 approximately Carriage Lane. So it's about 1.73
 9 miles of highway rehabilitation and Joe will get into
 10 that in just a second.

11 Both of these projects will be advertised in
 12 the winter of 2018, so next year. Once we get
 13 through that right of way process like we talked
 14 about and our firm, T.Y. Lin, has the design of both
 15 projects, so it's really easy for us to coordinate
 16 the design of the two to make sure that the highway
 17 and the bridge will be seamlessly designed and then
 18 when they're put out to construction they will be
 19 advertised together so one contractor will be in
 20 control of the work and will be able to have -- we
 21 won't have any coordination problems out there as far
 22 as conflicting signs and work product, if you will.

23 I'll turn it over to Joe now and he'll take
 24 a couple of minutes to walk through the proposed
 25 highway design that we have, so with that, Joe Howe

1 the project from start to finish that shows up as
 2 kind of a gray color. And then trees show up as kind
 3 of a dark green. They're kind of scattered through.
 4 The light green area is where we're going to be
 5 loaming and seeding disturbed areas. There is some
 6 areas that you'll see that are gray that have kind of
 7 a stone looking pattern, those are rip rap or stone
 8 ditch protection. And blue down there is the river.

9 For the profile, so this is looking -- if
 10 you cut the road down the middle and looking at it,
 11 the proposed kind of shows up as solid. There is a
 12 dotted line that kind of represents existing. In
 13 this project it's kind of really tough to tell
 14 because we're matching the existing conditions when
 15 we're done. And then also keep in mind that as
 16 you're looking at the profile it's about five times
 17 taller than it actually is in real life. It just
 18 makes it easier to kind of see some of the
 19 discrepancies as we're doing the design.

20 In terms of this roadway, the DOT considers
 21 this a minor arterial. It's got two design speeds on
 22 this project. It is posted for 25 up to about
 23 Coldbrook Road. From Coldbrook Road north it is 35
 24 miles per hour. The pavement design is a 12 year
 25 design life. Existing traffic, there is about 7,000

1 from T.Y. Lin will talk through that.
 2 MR. HOWE: Thank you, Heath. Like Rhobe
 3 mentioned, our project -- and I'm going to be talking
 4 mostly over here. Our project is 1.73 miles. It
 5 starts right there next to Dunkin' Donuts, about 350
 6 feet north of the Western Avenue intersection. North
 7 of -- the north arrow is over there, so it's kind of
 8 pointed up that way. The project ends back here
 9 about 200 feet north of Carriage Lane just before
 10 Mountain View where the previous project probably
 11 back in 2012 was constructed.

12 Key points along the project. There is the
 13 bridge that we're replacing, Grist Mill Bridge,
 14 Dudley Road and Coldbrook Road and you've got the
 15 Library Road right here and then Old County Road
 16 right there.

17 Just for you for your background, if you're
 18 coming up and looking at the plan afterwards, the
 19 yellow color, that's the new roadway pavement. There
 20 is a goldish color, which is shoulder pavement or
 21 paved driveways. There is kind of a peach color that
 22 you'll see on some of those driveways, that's the
 23 existing driveway. There is some brown on the
 24 driveways, those are gravel driveways right now. We
 25 are putting a sidewalk along the entire left side of

1 vehicles a day on average. When we're done with the
 2 project, so in 2034 we're looking at an average of
 3 about 8,500 for our design life.

4 Currently, as part of our process we go back
 5 and evaluate crashes for the past three years. Over
 6 the past three years there were 16 reported crashes
 7 along the project corridor. Looking at those, most
 8 of them were fairly minor rear-end collisions, a lot
 9 having to do at driveways. There were two each at
 10 Coldbrook Road, vehicles stacking to turn left. And
 11 then also at Sunset Ave, which I believe is right
 12 there, there were a couple crashes that were related
 13 to some construction activity out there, which I
 14 thought was interesting.

15 So the project is broken up into three
 16 design sections. And it's really -- we've got a
 17 rehabilitation section and then a reconstruction
 18 section that kind of shows up over here. They're
 19 very similar. The difference on these is most of the
 20 project has an existing concrete pavement from when
 21 it was originally built. That is -- it's a 25 foot
 22 wide concrete slab. When they did the widening and
 23 kind of realignment of the bridge back in the '40s
 24 they ripped out a good couple hundred feet of it -- I
 25 guess a couple thousand feet from -- I guess it went

1 from about 25 -- station 2550, which is up near the
 2 top of the hill out here and it went to about 4300.
 3 Where we have the concrete slab now they're not going
 4 to remove that. We are going to do a process called
 5 rubblization where they're going to break it up and
 6 crush it and leave it in place. For the
 7 reconstruction areas where there is no slab, we want
 8 to make sure there is continuity within the pavement
 9 structure so you don't feel any bumps or anything
 10 like that, so we will be replacing some of the gravel
 11 that's there with a fairly large course aggregate to
 12 kind of replicate that concrete slab. When we're all
 13 said and done, there will be -- there is about 6
 14 inches of pavement on top of the concrete now, we'll
 15 be ripping that off, putting 2 inches of pavement
 16 millings down and then 4 inches of new pavement.

17 Like I mentioned before, there is going to
 18 be sidewalk the entire length. And so part of the,
 19 you know, the project -- as part of that, it's
 20 currently mostly all ditches on that left side and
 21 that will all go to catch basins and underdrain
 22 systems. So that is a pretty big change over what's
 23 there, but those are being designed to accommodate
 24 the drainage. We have talked to the town about some
 25 high flow areas and we do need to design that around

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1 then with the sidewalk we are putting in a 3 foot
 2 esplanade. I know back at previous public meetings
 3 that we've been to there was a lot of discussion
 4 regarding that with the previous project, some issues
 5 with mailboxes and stuff like that, so we have tried
 6 to build that in.

7 Typically, like I mentioned, we're going to
 8 be matching existing alignment so we'll be following
 9 the -- both horizontally and vertically matching
 10 what's in there. There are some areas where there
 11 are some cross-slopes that are a little steep that
 12 need to be fixed or some curb that's not quite deep
 13 enough so that will be corrected and that will make
 14 some adjustments at the edge of the roadway.

15 There is not a lot of guardrail out on this
 16 project, which is a good thing. Pretty much the
 17 guardrail will be down limited to the area by the
 18 bridge that approaches the bridges. Other than that,
 19 there were a couple steeper areas where we were able
 20 to flatten the slopes that we didn't need that.

21 Like I had mentioned, just collecting the
 22 drainage in the gutter rather than letting it get out
 23 onto the properties. There are -- and as I
 24 mentioned, there are no major deficiencies out here.

25 So there are quite a few side roads out

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1 all the utilities that are out there. The water that
 2 was just replaced in the past couple of years as well
 3 as the sewer that's been worked on over the years,
 4 those will be -- we'll work around those as much as
 5 possible. It should not be anything more than some
 6 minor disruption to services as they maybe need to
 7 reconnect some things.

8 For the roadway work, that will be done
 9 using probably alternating one-way traffic. The
 10 actual methods will be up to the contractor, but
 11 that's typically pretty standard for this. In our
 12 design process and what MaineDOT uses as a design
 13 philosophy is a practical design. So what we're
 14 trying to do is get as much roadway built for as
 15 much -- for as best cost work for that. So luckily
 16 the roadway out here is actually built to a pretty
 17 good standard, so there is not a lot that we need to
 18 do here other than just rehabbing the pavement.

19 Typical section, when you come up and look
 20 we're going to be using 11 foot travel lanes and then
 21 5 foot shoulders. So the -- from yellow line to
 22 white line will be 11 feet, 5 feet for the paved
 23 shoulders, which will make it safe for bicycles to
 24 use that area if they so desire.

25 The 5 foot sidewalk we talked about. And

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1 here. Some of the big ones are the Dudley Road and
 2 Coldbrook Road. I know back in 200- -- I think it
 3 was about 2012 when we initially went through the PDR
 4 stages for that project there was a lot of discussion
 5 regarding Dudley Road and the island. The current
 6 design does maintain the island. The big change
 7 there will be that this leg will be out only; this
 8 leg will be in only. We're going to try to help that
 9 become a little bit more safe.

10 And then with the sidewalk, one concern we
 11 had with Coldbrook Road is with some of the bigger
 12 trucks that come down that road is making sure that
 13 crosswalk is as safe as possible, so we're doing what
 14 we can to try to shorten that up.

15 So then down at Old County Road back here
 16 that's a pretty high skew roadway. Definitely not
 17 preferred, so we are making a minor realignment to
 18 that to tee it in. And then with that there are two
 19 new crosswalks that we're putting in. One at Library
 20 Road and one at Sunrise Lane here.

21 And then that is really the bulk of the
 22 design here, so. If anyone has questions afterwards
 23 I will be around to answer them.

24 MR. COWAN: Great. Why don't we -- we'll
 25 take a second or a few minutes here and talk about

16

1 the proposed bridge design. As we talked about
 2 before from a purpose and need standpoint the purpose
 3 of the bridge project is to improve the condition of
 4 the structure obviously as we talked about and you
 5 saw the pictures from earlier in the slide. And the
 6 need that's out there in conjunction with the highway
 7 project is that the existing bridge is certainly
 8 narrower than our proposed roadway is going to be as
 9 well as the sidewalk being planned for the corridor
 10 it will be very difficult to make that work with a
 11 rehabilitation type project. So although we're
 12 looking at the structure, we're looking at the useful
 13 life left at the structure, we're also looking at
 14 trying to make sure that the bridge fits in with the
 15 new highway project.

16 We looked at do nothing, you know, it's
 17 something we have to look at to be fiscally sound.
 18 Would the bridge survive if we did nothing?
 19 Certainly it would survive for a few more years, but
 20 the deterioration is starting to get to the point
 21 that something needs to be done.

22 We've also looked at a rehabilitation
 23 option. Is there something that we can do to those
 24 existing beams, that substructure, the abutments that
 25 hold the superstructure, which is the beams that

17

1 carry the roadway? Could we rehabilitate that?
 2 Yeah, we probably could. We'd probably get some
 3 additional life out of that, but there is certainly a
 4 risk when you do that as well. There are areas that
 5 may look good now, but when you get into a
 6 rehabilitation project and you start removing or
 7 adding concrete, deteriorating concrete, you may find
 8 other issues out there, other things that you can't
 9 find until you actually get into the project itself,
 10 so you try to balance all of those things when you're
 11 looking at the design. And, again, as well with the
 12 other added complication of this being part of a
 13 bigger highway project we want to make sure that it
 14 all fits together when we're done.

15 We also looked at multiple replacement
 16 options. We don't just go into the design and pick a
 17 length and make it work. There are multiple factors
 18 to consider, environmental impacts, impacts to
 19 properties, critters, the fish, the -- all of the
 20 things that utilize the area, pedestrians.
 21 Everything out there is what we have to look at when
 22 we're trying to pick the appropriate span and the
 23 appropriate width of the bridge.

24 We also looked at multiple maintenance of
 25 traffic alternatives. I believe that the highway

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1 project, I think Joe said it, is most likely going to
 2 be alternating one-way, which is typical for highway
 3 construction where there will be a work zone, there
 4 will be people that, you know, there will be work
 5 happening, you'll stop, using the flaggers that we're
 6 all used to in the summertime, but alternating
 7 one-way through the highway project.

8 For the bridge project, we've actually
 9 looked at a couple of different things. We've looked
 10 at phased construction, which will be kind of that
 11 approach where we'd take off half of the bridge,
 12 build half of the bridge, put traffic onto the new
 13 bridge, take down the old bridge. That's a very
 14 costly process and it's just really not that safe
 15 either for the workers as well. There is a lot of
 16 instances there where you have traffic and you have
 17 people and workers all in conflict, but that's
 18 certainly something we have to do in areas. We've
 19 also looked at a temporary bridge alternative, which
 20 is building another bridge beside the bridge and then
 21 keeping traffic right there at that location while
 22 they're removing and replacing the old bridge.
 23 That's certainly a costly alternative as well because
 24 basically then you're building two bridges.

25 We're fortunate, I guess, at this site we're

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1 closing the bridge and using a detour. It's a very
 2 good alternative here. For through-traffic we have,
 3 and we'll talk about it in a minute, but so we've
 4 looked at all of those different things to get to
 5 kind of where we are today, which is our proposed
 6 structural replacement is going to be 95 foot single
 7 span steel girder bridge. Given the environmental
 8 constraints that we have this year and to try to
 9 minimize the impacts to the stream the bridge is
 10 going to get longer in length. It still will be a
 11 single span. There will be no pier in the water or
 12 anything like that, which is -- it's a pretty simple,
 13 if you will, construction technique doing a single
 14 span bridge with only two abutments. We're looking
 15 at the 5 foot shoulders to match the highway project
 16 as well as putting a 5 foot sidewalk on the bridge,
 17 so pedestrians or any bicyclists that want to use the
 18 corridor will now -- whether they're on the road or
 19 on the bridge they're not going to feel constricted
 20 potentially like they do out there right now where
 21 the bridge is pretty narrow.

22 The abutments, which is the concrete that
 23 kind of connects the bridge to the ground, if you
 24 will, are going to be concrete abutments. They're
 25 going to be founded on ledge. We'll remove that top

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1 soil to get down to the good, solid ledge and we'll
 2 build the concrete abutments right up from there and
 3 then set those steel girders right on the abutment.
 4 The wearing surface for the bridge, which is I'm
 5 going to say typical. It will be a concrete wearing
 6 surface. And I know there is a lot of bridges in the
 7 state that actually have pavement. In this location,
 8 given the grades that we have, the concrete and we're
 9 actually going to be putting some longitudinal
 10 grooves in it to help with friction so they will be
 11 able to stop and start on the bridge as needed in any
 12 rain events or anything like that. So we think it's
 13 a real good application here in this -- in this
 14 configuration for that concrete deck as opposed to a
 15 bituminous wearing surface so that's an added feature
 16 to the project as well.

17 The detour, as I talked about, we really
 18 looked at those alternatives but really settled on
 19 closing the bridge and doing an off-site detour.
 20 Through-traffic will be signed to utilize 202, which
 21 is a pretty parallel route for traffic, and I'll show
 22 you a couple of maps here in a minute, but there is
 23 also -- local traffic can utilize I believe it's
 24 Coldbrook Lane -- Coldbrook Road, a really short
 25 detour and I'll show you those in a second. We

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1 anticipate the construction for the bridge project to
 2 last the summer. We'll utilize some accelerated
 3 bridge techniques in order to get in there when
 4 school gets out, get in there and really hit the
 5 bridge hard and get traffic back open before school
 6 starts again in the fall so we're not impacting the
 7 bus routes and things like that. So we'll have --
 8 we're anticipating that there will be some provisions
 9 in the contract to ensure that the contractor gets
 10 that work done and we're not impacting those folks
 11 beyond one summer.

12 I have a couple of maps here just so that
 13 you can see it, and you're all familiar with this
 14 probably more so than I am even, but the red -- the
 15 red line that you can see on there is the project and
 16 the through detour length is about 5.4 miles. So
 17 we're really not adding a lot of travel, a lot of
 18 distance to anyone that's basically just driving
 19 through. You know, end-to-end, from
 20 abutment-to-abutment for the bridge detour it's going
 21 to be about 9 1/2 miles, so if you do live right on
 22 one side of the bridge and need to get to the other
 23 side you're about 9 1/2 miles to get around. And
 24 we're not trying to minimize that, but certainly if
 25 you utilize that route you've got a long way to get

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1 around. We're not going to sign Coldbrook Road as a
 2 detour, but certainly local traffic will be allowed
 3 to use that because they are public roads. By not
 4 signing it, you know, it keeps the big, heavy trucks
 5 off of the local roads, but I will anticipate that
 6 there will be some influx of traffic on those roads
 7 if you live there, but certainly anyone driving
 8 through won't know that as a detour route. So we're
 9 hoping that the big trucks stay off of that and, you
 10 know, we can talk about it as we go forward and even
 11 signing that for local traffic only to keep some of
 12 those rigs off there. I can't imagine that they
 13 would want to if the highway is going to be under
 14 construction as well, once they get on 202 I think
 15 they'll head and stay right on there. I can't
 16 imagine that they'd use Coldbrook Road, but you never
 17 know.

18 Project cost, the bridge project right now
 19 is estimated to be built for about \$2.7 million.
 20 Preliminary engineering, which is kind of what we're
 21 doing now, construction being the actual cost to
 22 construct the project and then the right of way costs
 23 are the amount of money that it takes to come up with
 24 the impacts and then pay the property owners for
 25 their -- for their impacted property. And then

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1 construction engineering is the DOT staff or the
 2 staff that DOT has on site when the project is
 3 actually being built so that you as property owners
 4 and local officials have someone right there that's
 5 kind of in charge of the project, overseeing the
 6 contractor and then if you've got any questions
 7 they'll have trailers right on site where you'll be
 8 able to go in there and talk with them. The highway
 9 project right now is estimated at about \$5.4 million,
 10 so the two of them together you're looking at about
 11 an \$8 million project to rebuild the bridge and then
 12 reconstruct and rehabilitate this section of roadway.

13 We'll be happy, as Joe said, when we get
 14 done with the formal presentation to answer any
 15 questions that you have, but right now, I think I'm
 16 going to turn it over to Steve, who is going to talk
 17 through the right of way process and explain those
 18 little blue books that most of you probably already
 19 have. Steve.

20 MR. MICHAUD: Thank you. If you look real
 21 close to the map up here you'll see two parallel
 22 dashed red lines. You have to get right up close to
 23 see them. That's the existing right of way that's
 24 out there now. I didn't measure it because I didn't
 25 have a scale, but it's typically about 66 feet wide.

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1 Once we get to the plan impacts stage the
2 design is done enough so we can begin the right of
3 way process. The first thing we'll do is go to the
4 registry, look up everybody's deeds to see the legal
5 owners of every property that's affected by the
6 project. Once the title search is done, we'll draw
7 up right of way maps, which will show the specific
8 impacts to each property as to what needs to be
9 acquired.

10 Typically, acquisitions are one of three
11 different kinds. We need to acquire like a strip
12 take of land, we also sometimes need to acquire
13 easements to build and maintain things like slopes
14 and drainages and there is also temporary rights,
15 which we use to typically to match somebody's
16 driveway in to the project.

17 Once the right of way maps are complete an
18 appraiser is assigned to the project to go inspect
19 the project and research market value of land in the
20 area. The appraiser will give each person the right
21 to accompany him on his inspection and develop a
22 report for the Department that will be reviewed and
23 approved to make an offer to the property owners.
24 Once the appraisals are done, a negotiator will go
25 out and contact each property owner, make them an

25

1 offer, explain what's going to be acquired, explain
2 what's going to be built in front of their property
3 and leave the paperwork with the property owner to
4 decide whether or not to accept the offer.

5 After — 30 days after all contacts are
6 made, the Department will acquire the land and rights
7 to build the project by eminent domain through filing
8 a condemnation at the registry of deeds. At that
9 time, all the checks will be mailed out to the
10 property owners. Cashing the check if you have not
11 settled with us doesn't mean you've — if you
12 signed — if you didn't sign the form for the
13 original offer and assent form that means you can
14 still cash the check whether you sign that or not
15 because by state law it's an eminent domain taking so
16 it does not present a binding contract on the
17 property owner.

18 Once the project construction is complete,
19 all unsettled parcels will be scheduled for hearings
20 at the State Claims Commission level for the state
21 and the property owner to present their differences
22 of opinion as to what value of the part taken was.

23 Typically, any checks that we mail are
24 required by law to have any mortgage holders on
25 there, lien holders, anything like that.

26

1 Property pins that are disturbed by the
2 project are usually eligible for replacement at the
3 Department's cost.

4 And if you plan to sell your property after
5 you've received notice of what's being acquired, you
6 are required by law to tell that perspective buyer
7 what the state's proposed acquisition is.

8 I'll be here after the meeting to answer any
9 right of way questions. And, like Heath said, this
10 little book here has a lot of the details of the
11 right of way process in it. Thank you.

12 MS. MOULTON: Thank you, Steve. With that,
13 I believe that we will open it up to questions. As I
14 asked before, if you could please raise your hand and
15 state your name so that the court reporter can get it
16 in our meeting minutes and who you represent. With
17 that. Wow, we must have done good.

18 AUDIENCE MEMBER: (Lambros Karris.) I guess
19 I can probably ask a question.

20 MS. MOULTON: What's your name, sir?

21 AUDIENCE MEMBER: My name is Lambros Karris.
22 I own the property that corner property between Main
23 Street and Old County Road. And my big concern is
24 the consequences of the whole situation. I hear you
25 engineers talking about it and somehow of course you

27

1 think about the road, main road, and the perimeters
2 of the road and so on. What I worry about is the
3 water that will be accumulated because of that and
4 what happens to that water. Right off from Old
5 County Road straight down there is a culvert and I am
6 concerned in terms of new development, what they're
7 going to do with the culvert and where the water is
8 going to go. Right now, it's going between two
9 houses that I happen to own right on the river and
10 previous owners had put some culverts in to solve it.
11 My concern is will you have the ability to think past
12 the road or the consequences of the road? You
13 understand my point?

14 MR. COWAN: Yup, we do and —

15 AUDIENCE MEMBER: (Lambros Karris.) You've
16 got to look at the whole picture rather than just the
17 road concerns.

18 MR. COWAN: Absolutely. That's part of what
19 we do is to make sure that, as Joe said, a lot of the
20 water, not specifically at that location, is carried
21 right now in open ditches, shallow ditches, and with
22 the introduction of a sidewalk along that side there
23 is going to be those catch basins that you see on the
24 tops where all that water is going to be collected in
25 those basins and then piped underground and we have

28

1 to make sure we know where that water is going to go.
2 We'll certainly chase that so that we know that it's
3 going to be going somewhere that it's not going to
4 impact another property.

5 AUDIENCE MEMBER: (Lambros Karris.) Thank
6 you.

7 MR. COWAN: You're welcome.

8 AUDIENCE MEMBER: (Stephen Wilde.) So if I
9 understand that correctly a lot of those ditches --
10 we're not going to need the ditches any more because
11 it's going to be catch basins?

12 MR. COWAN: Correct.

13 MS. MOULTON: On the north side.

14 AUDIENCE MEMBER: (Stephen Wilde.) Okay.

15 MS. MOULTON: We're keeping as much of the
16 open drainage on the south side as we can, but the --
17 on the side --

18 AUDIENCE MEMBER: (Stephen Wilde.) I view
19 that as a positive upgrade, so good. Thank you.

20 AUDIENCE MEMBER: (Stephen Wilde.) Could
21 you say your name?

22 MS. MOULTON: I know you did --

23 AUDIENCE MEMBER: (Stephen Wilde.) What's
24 that?

25 MS. MOULTON: What was your name, please?

29

1 AUDIENCE MEMBER: Oh, I'm sorry, Stephen
2 Wilde.

3 MS. MOULTON: Thank you.

4 MR. HOWE: Hey, Rhobe, if I can follow-up on
5 that. Most of the right side of the road as you head
6 north there is not a lot of ditches out there right
7 now anyhow, you know, it's generally sloping off
8 towards the river, so most of that is kind of sheet
9 flow, so we are typically maintaining that. We are
10 adding some underdrain to make sure that the roadway
11 is being drained out, but we're trying -- you know,
12 what we try to do is not change the drainage path so
13 we're not taking water from one spot and putting it
14 somewhere else, so we are maintaining that for the
15 most part?

16 MS. MOULTON: Yes, ma'am. You're name,
17 please.

18 AUDIENCE MEMBER: Lois Johnson, just a
19 resident right at 193 Main Road North.

20 MS. MOULTON: Okay.

21 AUDIENCE MEMBER: (Lois Johnson.) And my
22 question is on the rain on the water run-off, right
23 now where it runs off just -- okay, so when you say
24 on the right side of the road that would be going up
25 towards Bangor?

30

1 MR. HOWE: Yup. Correct.

2 AUDIENCE MEMBER: (Lois Johnson.) Okay. So
3 that's the side that we live on. Right now when it
4 rains or anything, the water comes right down into
5 our yard and it's like a river. I mean, it's
6 probably a foot high, probably 3 feet wide that runs
7 right through our back yard, so we -- it's just like
8 a swamp back there and it goes under our barn and it
9 raises havoc. Will that be improved? Will that be
10 changed or is that going to be addressed at all or
11 made worse?

12 MR. HOWE: We'll look at that in a little
13 bit more detail.

14 AUDIENCE MEMBER: (Lois Johnson.) Okay.

15 Because it's really bad right there.

16 MS. MOULTON: If you could come up after the
17 meeting and make sure that Joe knows where your
18 property is located he can take a closer look at that
19 to make sure.

20 AUDIENCE MEMBER: (Lois Johnson.) Okay.

21 And then another question, and you probably may have
22 answered it and I may not have understood, but as far
23 as making the road wider, the sidewalk, and so you
24 will be going in to people's front yards obviously if
25 you need to have the right of ways. Will I be able

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1 to find that out tonight as far as how far or how
2 much will be lost?

3 MS. MOULTON: Absolutely. If you come up
4 and talk to us after, we can show you exactly --

5 AUDIENCE MEMBER: (Lois Johnson.) Okay.

6 MS. MOULTON: -- look at the plans closer
7 and see how much different. It doesn't really widen
8 here as much as --

9 MR. HOWE: It is not a huge difference.

10 MS. MOULTON: -- you would expect --

11 MR. HOWE: Right.

12 MS. MOULTON: -- because today, correct me
13 if I'm wrong, aren't we pretty much at a 12 foot
14 travel way and going 11s and 5s --

15 MR. HOWE: Right.

16 MS. MOULTON: -- by the time we get in there
17 it doesn't -- it doesn't greatly push it out.

18 MR. HOWE: There are some gravel shoulders
19 now too.

20 AUDIENCE MEMBER: (Lois Johnson.) Well, our
21 house is one of the closest ones to the road right
22 now. It's probably, I don't know footage, but it
23 might be a car length the side of the road, you know
24 the dirt part of the road, from there to our front of
25 the house is maybe a car-and-a-half length, so if you

32

1 took, you know, I don't know how long a car is --
 2 MS. MOULTON: You said you're on the --
 3 AUDIENCE MEMBER: (Lois Johnson.) On the
 4 right side.
 5 MS. MOULTON: Yeah.
 6 AUDIENCE MEMBER: (Lois Johnson.) So if
 7 you're taking 5 feet for the --
 8 MS. MOULTON: Our sidewalk is on the other
 9 side.
 10 AUDIENCE MEMBER: (Lois Johnson.) Oh, I
 11 thought you said you were putting a 5 foot on the
 12 other side as well?
 13 MS. MOULTON: No. Sidewalk is on one side.
 14 MR. HOWE: 5 foot shoulders.
 15 AUDIENCE MEMBER: (Lois Johnson.) Oh, okay.
 16 So 5 foot shoulders.
 17 MR. HOWE: Correct. Which isn't a big
 18 difference from what's there now what you look out
 19 there and see.
 20 AUDIENCE MEMBER: (Lois Johnson.) Oh, okay.
 21 I must have misunderstood you.
 22 MS. MOULTON: And they're not -- pretty much
 23 where you've got gravel out there is going to end up
 24 being paved, so it's not really --
 25 AUDIENCE MEMBER: (Lois Johnson.) Oh, okay.
 33

1 and gets into our garage.
 2 MR. HOWE: If you show us your property
 3 afterwards we can discuss about some options how
 4 to...
 5 AUDIENCE MEMBER: (Lisa Gadoury.) Yeah.
 6 MS. MOULTON: Frequently, if we've got a
 7 driveway that goes down away from the road we're
 8 going to put a little bit of a bump at the shoulder
 9 that holds the water on the road.
 10 AUDIENCE MEMBER: (Lisa Gadoury.) Okay.
 11 MS. MOULTON: But it's definitely a help to
 12 talk to Joe afterwards and see where your property
 13 is.
 14 AUDIENCE MEMBER: (Lisa Gadoury.) Yeah,
 15 this is the time to address it, I guess. It looks
 16 like it was a problem way back, but it just kind of
 17 stopped but the water kept coming, so whatever.
 18 MS. MOULTON: We'll see what we can do.
 19 AUDIENCE MEMBER: (Lisa Gadoury.) Okay.
 20 MS. MOULTON: Yes, ma'am.
 21 AUDIENCE MEMBER: Hi. I'm Beth Boudreau.
 22 I'm at 356 Main Road North. I have a question. We
 23 have very mature trees on our property, which are
 24 close to the road. I don't know if it's going to be
 25 affected or not, but if those trees come down what's
 35

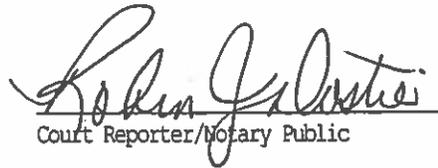
1 That's our concern.
 2 MS. MOULTON: Yeah, but we can definitely
 3 take a look at it after the meeting and orient
 4 ourselves to where you're located.
 5 AUDIENCE MEMBER: (Lois Johnson.) Okay.
 6 Yup.
 7 MR. HOWE: And generally speaking, the back
 8 of the sidewalk on the left side will be about where
 9 the back of the ditch is right now. So you're
 10 basically filling over that and then a little slope
 11 down to the ground.
 12 AUDIENCE MEMBER: (Lois Johnson.) Yup.
 13 MS. MOULTON: Yes, ma'am.
 14 AUDIENCE MEMBER: Lisa Gadoury. I'm at the
 15 Old County that gets all of the run-off in our
 16 driveway and it's kind of rotted in our garage. And
 17 I know back in 2002 we had some stuff, surveyors and
 18 what not because of that and it kind of stopped, so I
 19 don't know, is that something that's going to be
 20 looked at? Is it something that's recorded because
 21 it was a problem back in 2002 and it's never really
 22 been fixed, but if you look -- I can't even explain
 23 it. You can kind of see it come off the road and
 24 then it kind of settles and then it -- depending on
 25 the amount of rain it kind of settles in our driveway
 34

1 the process for -- do you replace them? Do you...
 2 MS. MOULTON: We'll have to take a look --
 3 AUDIENCE MEMBER: (Beth Boudreau.) Oh,
 4 okay.
 5 MS. MOULTON: -- again, because it's going
 6 to matter where the right of way is.
 7 AUDIENCE MEMBER: (Beth Boudreau.) Okay.
 8 MS. MOULTON: If the tree is within the
 9 state's right of way, unfortunately you don't get
 10 compensated for that.
 11 AUDIENCE MEMBER: (Beth Boudreau.) Okay.
 12 MS. MOULTON: If it's outside of the right
 13 of way you absolutely get compensated. Either
 14 replace or pay?
 15 MR. MICHAUD: Usually we pay the value of
 16 the tree in place.
 17 MS. MOULTON: Yup.
 18 AUDIENCE MEMBER: (Beth Boudreau.) Because
 19 the trees are marked, is that your marking or
 20 someone's marking?
 21 MS. MOULTON: I'm not sure.
 22 AUDIENCE MEMBER: (Beth Boudreau.) Okay.
 23 We don't know who has marked them, but they're
 24 marked.
 25 MS. MOULTON: I'm pretty sure that we should
 36

1 not have been out doing any marking yet for this
 2 project.
 3 AUDIENCE MEMBER: (Beth Boudreau.) Okay.
 4 MS. MOULTON: Sometimes if the surveyors use
 5 a tree to put what they call a benchmark on they
 6 might put ribbon on it, but usually in an urban
 7 setting such as this we're a little bit less apt to
 8 put ribbons on trees, so I'm not really sure where
 9 that came from.
 10 AUDIENCE MEMBER: (Beth Boudreau.) Okay.
 11 Thank you.
 12 MS. MOULTON: Yes, sir.
 13 AUDIENCE MEMBER: Gary Jordan. I'm at 356
 14 Main Road North too. We're new to town really. You
 15 mentioned the -- made a comment about the project
 16 that was previously done up the road and mailboxes
 17 and, you know, these buckets don't look very nice.
 18 What's the difference with this project here? I just
 19 want to make sure I understand that relationship to
 20 mailboxes and telephone poles.
 21 MS. MOULTON: Previous project, the sidewalk
 22 was designed to be right off the curb.
 23 AUDIENCE MEMBER: (Gary Jordan.) Right.
 24 MS. MOULTON: So there is not really much
 25 choice of places to put mailboxes. With this project

1 MS. MOULTON: I'm thinking most of them are
 2 on the south.
 3 MR. HOWE: I think a majority of them are on
 4 the west side of the roadway, but it's really going
 5 to depend on what the utilities can get through
 6 and --
 7 MS. MOULTON: We can -- again, we can take a
 8 look at your property on the plans and get a better
 9 idea.
 10 AUDIENCE MEMBER: (Beth Boudreau.) Thank
 11 you.
 12 MS. MOULTON: Certainly. If there is no
 13 further questions, one thing I was going to point out
 14 is that if you do mail in any comment cards we accept
 15 comments for a two week period after this meeting and
 16 after that we'll move into our final design process.
 17 I thank you very much for coming and, like I said,
 18 we'll stay after for anybody that has any questions.
 19 I'll remind you, if you didn't get a chance to sign
 20 the sign-in sheet, please take a minute to do so.
 21
 22 (Meeting concluded at 6:40 p.m.)
 23
 24
 25

1 we're actually going to have a 3 foot strip that we
 2 call an esplanade before the sidewalk starts, so
 3 you'll have the curb, 3 feet, then the sidewalk. So
 4 that 3 feet becomes an area that we can put -- if we
 5 need to put poles in or the mailboxes.
 6 AUDIENCE MEMBER: (Gary Jordan.) Are
 7 telephone poles on the north side of that going to
 8 move at all or the poles -- because we've got a pole
 9 right in front of our house.
 10 MS. MOULTON: I believe we show proposed
 11 poles on our plans.
 12 MR. HOWE: We have small sets of plans.
 13 Those do show the current proposed poles. They are
 14 not final locations. They are replacing, I think,
 15 most of the poles along the project.
 16 MS. MOULTON: I'm pretty sure currently
 17 there are poles on both sides of the road.
 18 AUDIENCE MEMBER: (Gary Jordan.) Yes.
 19 MR. HOWE: Interspersed. They're not --
 20 it's not consistent --
 21 MS. MOULTON: And the intent with -- when we
 22 come through with a project our utility coordinator's
 23 goal is to get them all on one side.
 24 AUDIENCE MEMBER: Which side?
 25 AUDIENCE MEMBER: Which side?

1 C E R T I F I C A T E
 2 I, Robin J. Dostie, a Court Reporter and
 3 Notary Public within and for the State of Maine, do
 4 hereby certify that the foregoing is a true and
 5 accurate transcript of the proceedings as taken by me
 6 by means of stenograph,
 7
 8 and I have signed:
 9
 10
 11 
 12 Court Reporter/Notary Public
 13
 14 My Commission Expires: February 6, 2019.
 15
 16 DATED: October 4, 2017
 17
 18
 19
 20
 21
 22
 23
 24
 25

B.3-c



October 16, 2017

Dear Municipal Officials and Office Staff,

Please post the enclosed flyer in your public notice areas. The Betsy Ann Ross House of Hope (BARHH), an IRS-recognized 501(c)(3) nonprofit organization, opened its doors in September 2017 after receipt of a Certificate of Occupancy. In Maine, the Betsy Ann Ross House of Hope is the only home dedicated to serving women with military service and their children who are currently experiencing or at risk of homelessness. At capacity, the home offers transitional housing for up to two years to several women veterans and their children.

There are thousands of veterans across the nation experiencing homelessness or at risk of homelessness. We know that female veterans do not present for assistance in the same manner as our male veterans. For example, they are more inclined to "couch surf" with family and friends for extended periods of time and oftentimes, this support is limited and terminated. Additionally, transitional housing resources nationwide are extremely limited for female veterans and veteran families. The Department of Veterans Affairs 2016 symposium report and audio webinar (https://www.va.gov/HOMELESS/nchav/research/HERS3_Women.asp) share insight into the prevalence, risk factors, and challenges associated with women veterans experiencing homelessness. This brief notes that female veterans "are more than twice as likely as non-Veteran women and over three times as likely as non-Veteran women living in poverty to experience homelessness."

Women veterans interested in BARHH need to submit an application with their official military discharge form. If approved, they can expect to receive a room, meals, and other supportive services. The home staff's goal is to provide our women veterans with the opportunity to reestablish the independent, productive lifestyle they are already familiar with by offering day-to-day stability including a home address. Each veteran will be referred for health care, education, training, and employment services in collaboration with federal, state, and community agencies.

BARHH will assist interested women veterans with the application to include securing their official military discharge form (<https://www.archives.gov/st-louis/military-personnel>). If needed and whenever possible, home staff will also coordinate transportation to the home.

Please feel free to make copies of the enclosed flyer and widely distribute within your municipality and beyond. We hope you will post it on your on- and off-line public notification boards.

We welcome all inquiries.

Respectfully,

Martha Everatt-St. Pierre
Executive Director

Enclosure

Flyer: Betsy Ann Ross House of Hope for Women Veterans and Their Children

Original Form Letter: October 1, 2017



THE BETSY ANN ROSS HOUSE OF HOPE

Giving Hope and Shelter to Maine's Women Veterans and Their Children



Housing Assistance for Women with Military Service

Are you or do you know a woman with military service in need of housing? If yes, consider contacting the Betsy Ann Ross House of Hope (BARHH). The home is the only nonprofit transitional housing in Maine dedicated to serving eligible women veterans and their children who are currently experiencing or at risk of homelessness.

In addition to offering day-to-day housing stability and meals, veterans living at BARHH are referred for health care, education, employment, and other earned military service benefits through collaborative partnerships with federal, state, and community agencies. The home staff is vested in helping veterans achieve life-long personal independence and financial self-sufficiency...to prosper with dignity and respect.

A copy of the veteran's official military discharge form (DD214, NGB 22, or another recognized discharge form) must be submitted with the application. The home staff can assist with securing your discharge form.

Is transportation to the home needed? Be sure to share this with the BARHH staff when you contact them. Whenever possible, they will coordinate a ride.

What's next?

- ◆ **Contact BARHH at 207-798-9280 for more information to include requesting a BARHH application.** The application may be posted on the home website in the future.
- ◆ **Complete a Betsy Ann Ross House of Hope application.** Home staff can assist with this process.
- ◆ **Request discharge form from the National Archives:** <https://www.archives.gov/st-louis/military-personnel>.
- ◆ **Include a copy of the official military discharge form with the Betsy Ann Ross House of Hope application.**
- ◆ **If eligible, and if a room is available, request transportation assistance to the home if needed.**
- ◆ **Take a copy of the Betsy Ann Ross House of Hope contact information printed on the bottom of this page.**

Betsy Ann Ross House of Hope
PO Box 5661, Augusta, Maine 04330
Phone: 207-798-9280
www.betsyannrosshouseofhope.org

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FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, October 2nd, 2017

MINUTES

Hampden Town Office

Attending:

*Councilor Greg Sirois, Chair
Councilor Stephen Wilde
Councilor Terry McAvoy*

*Councilor Mark Cormier
Councilor Dennis Marble
Town Manager Angus Jennings
Town Clerk Paula Scott*

Chairman Sirois called the meeting to order at 6:30 p.m.

1. Meeting Minutes

- a. September 18th, 2017 – Motion by Councilor McAvoy seconded by Councilor Marble to approve the minutes as written. Passed 5-0.**

2. Review & Sign Warrants – Warrants were reviewed and signed.**3. Old Business**

- a. Invitation for the Town of Hampden to participate in the 2020 Census Local Update of Census Addresses (LUCA) Operation – Manager Jennings presented information regarding work the Town will need to do before mid-December to provide the Census with information it has requested for its 2020 Census.**
- b. Review of the status of the service charge appeal by Acadia Hospital and discussion regarding FY2018 service charge billing – Manager Jennings summarized the Court's opinion and said a new hearing has been scheduled to hear each sides' arguments. The FY18 invoices will be sent as usual, with the expectation that the appealing party will likely appeal again if the Court has not disposed of the case by that time. Councilor McAvoy said we ought to come up with a better way to handle this and Manager Jennings said that it is in the work plan to transition to PILOT agreements but that this will take some time to put in place.**
- c. Review of November Council and Committee meeting schedule – Manager Jennings withdrew the request to consider rescheduling the November 6 meeting due to anticipated business that may come before the Council that night. If the Town Clerk is not available due to election preparation the meeting can be staffed otherwise.**

4. New Business

- a. **Referral to Council for referral to public hearing a proposed ordinance authorizing the trade-in of the John Deere backhoe and the purchase and financing of a new John Deere backhoe – referral from Infrastructure Committee – Manager Jennings summarized the materials in the packet and requested that the Committee refer the ordinance to Council for referral to public hearing, at which point the Council would make a decision. Councilor Wilde asked if the hearing would be in two weeks and Manager Jennings said yes. Motion by Councilor Marble seconded by Councilor McAvoy to refer the borrowing authorization ordinance to Council for referral to public hearing. Motion passed 5-0.**
- b. **Notification of the IS 402 ICS required training course for elected officials on October 11th at the Newburgh Town Office – Manager Jennings presented the invitation to attend the upcoming training, which is required of elected officials in order to maintain eligibility for certain public safety grants. Councilors McAvoy and Marble both said they could be available to join Manager Jennings at the training.**
- c. **Update regarding 2017 Candidates' Forum – Manager Jennings and Town Clerk Paula Scott summarized that there has been very little response to the League of Women Voters' invitation to this year's Candidates' Forum and a couple of invitees have said they don't think it's worth holding due to there being only one contested race. A couple of Councilors said they don't really see the purpose this year but after discussion it was agreed that if even a single candidate was interested in participating the event should go forward as scheduled.**
- d. **Discussion about Bangor moratorium on forensic psychiatric facilities, potential impact to Hampden, and potential to consider moratorium to study potential impacts and applicable public policy – requested by Chairman Sirois – Chairman Sirois summarized his concern based on recent news articles regarding the proposal, and subsequent moratorium, in Bangor. Councilor Marble said he's not sure if we have exposure because his understanding was that a site for the proposed use would need to be owned by the State and that Hampden doesn't have large State-owned parcels. Manager Jennings said staff would keep an eye on this and would keep the Councilors apprised if any such proposal, or other proposed land uses that may cause concern, were timely presented to the Councilors.**

5. Public Comment – None.

6. Committee Member Comments – *Councilor Marble suggested that the Council begin its meeting tonight with a moment of silence, prior to the Pledge of Allegiance. The other Councilors agreed.*

7. Adjournment

There being no further business, the meeting was adjourned at 6:59 PM.

Respectfully submitted –
Angus Jennings, Town Manager

INFRASTRUCTURE COMMITTEE MEETING

Monday, September 25, 2017

MINUTES**Attending:**

*Mayor David Ryder, Chair
Councilor Ivan McPike
Councilor Dennis Marble
Councilor Terry McAvoy
Councilor Mark Cormier*

*Councilor Stephen Wilde
Town Manager Angus Jennings
DPW Director Sean Currier
Dudley Patterson
Shelley Abbott
Resident: Bill Lippincott*

Mayor Ryder called the meeting to order at 6 PM.

1. **MINUTES** – August 28, 2017 Minutes were approved with the amendment of adding Councilor Dennis Marble in attendance at the August 28, 2017 meeting.

2. OLD BUSINESS

- a. **Skehan Center plow bids, - report on cost of time DPW spent clearing snow last winter, and impact of diverted personnel resources on overall DPW winter services.**

DPW Director Currier explained that he looked at costs to plow facility \$18,121 (last year).

Councilor Cormier had a question on the cost.

DPW Director Currier explained the methodology in coming up with the cost.

Town Manager Jennings explained the budgeted verses the bid amount.

Councilor McAvoy asked what the effect on operations is

DPW Director stated it takes 2 – 3 hours from plowing the town roads/streets.

We had lots of complaints last winter from Westbrook Terrace.

Councilor McAvoy asked if the town could get the same contractor to plow the pool & town buildings next year.

DPW Director Currier stated he would need to look at it.

Councilor McPike moved that we recommend to finance the acceptance of Wellman Paving options A bid, this motion was seconded by Councilor Marble, the vote was three in favor (3) and two against (2) the motion, with Councilor McAvoy and Councilor Cormier being the opposed votes.

b. Recommendations and preliminary pricing for Salt Shed Replacement

DPW Currier stated he looked at the options and recommends the wood frame with concrete foundation, 32 x 40 (same as MDOT building on rt. 69 in Carmel). This building would sit next to the sand shed. Director Currier stated that the building could be done for under the \$80k budgeted for building.

Councilor Marble had a question on the bidding of this building.

Town Manager Jennings stated that the components of the project would be purchased separately. Anything over \$10k needs Council vote of approval. Director Currier state he would act as the general contractor, and describes the process for the Committee Members.

Mayor Ryder asked if it would have an arched or A framed roof.

Director Currier stated that the salt shed would have regular trusses, with 17 feet of clearance.

Councilor McPike asked if it had metal posts, would you need engineered plans.

Director Currier stated that he thought that engineering would be needed.

c. Pine Tree Landfill Post-Closure Monitoring – update, and consultant response to resident questions.

Town Manager Jennings gave a summary update on the Pine Tree Landfill closure.

Bill Lippincott stated that arsenic concentrations east of the landfill are still concentrated but no longer going up, the corrective actions seems to have some effect. The trenches for recirculating leachate had a couple of leaks in the liner. Two trenches have been closed. Initial report doesn't say how long after the leaks were detected that the trenches were closed. Questions were asked about how often are they monitoring it, how long after leak was discovered did they close the trench, and since there are two remaining trenches open, what is the potential of them leaking.

Town Manager Jennings stated he would send these questions to the consultant.

Mr. Lippincott stated that he would type up the questions he had, and give them to the Town Manager Jennings to pass on to the consultant.

3. NEW BUSINESS

a. Eagle Scout Service Project Proposal: bocce court and two benches at VFW complex to benefit the Town of Hampden and the Special Olympics of Maine

Town Manager Jennings stated that at some point this will come to Council.

PWD Director Currier described the general location.

Councilor McPike asked if there is much leveling.

Director Currier stated that not much work is needed.

Councilor Marble asked if the space will compete with future needs.

Director Currier stated not in the location we are discussing

Councilor Marble asked if there a big demand for bocce.

Shelley Abbott, Hampden Recreation Director stated that they are popular among Special Olympians and the older folks.

Town Manager Jennings asked about the storage of equipment.

Director Abbott stated they are looking at that.

Councilor McAvoy asked about the maintenance impact.

Director Abbott described the maintenance aspect.

Mayor Ryder asked if it would be better to level it out now while it's dry.

Director Currier stated maybe, but may wait to see what is reimbursed.

Councilor Marble made a motion to approve the project, seconded by Councilor Wilde.

Town Manager Jennings stated he will flush out the details before bringing to Council.

Councilor McAvoy stated he does not have a problem with this but has questions about what would the future cost be, and who will pay for it, but stated that it sounds good.

After some discussion, the vote was six in favor and none against the motion to approve the project.

b. Replacement options for John Deere backhoe (now at end of 5 year lease/purchase)

DPW Director Currier explained that the lease is up this year on the backhoe.

He solicited a quote from John Deere. They would provide extra bucket, as well as it is easier to get parts for the John Deere. Newer model but same machine. Comparable machine for comparable price 5 years later.

Councilor McAvoy asked why a new machine.

Councilor Wilde asked how many hours was on the backhoe.

Director Currier stated that the backhoe has 2400 hours on it. The backhoe is an essential piece of equipment.

Town Manager Jennings stated if we bought it, he would recommend budgeting for purchase of backhoe when this needs replacement.

Councilor McAvoy stated that contractors would use for 10-15, 20 years.
Director Currier stated he is trying to avoid major repairs, and needs reliable equipment.

Mayor Ryder asked what if we keep it.

Director Currier stated we can buy it for \$1, but would lose trade in value.

Councilor McPike had a question about relative cost of reserve budgeting.

Councilor Marble stated he is trying to understand how it's costing money.

Councilor McPike asked if budget cuts, can cut out reserve funding.

Director Currier explained that the machine loads the trucks, it is an essential piece of equipment for operation.

Councilor McPike made a motion to recommend the five year lease, this was seconded by Councilor Marble.

Discussion:

Mayor Ryder asked about bid process how that would work.

Town Manager Jennings stated the extension of the lease verses the original purchasing.

Voted on the motion was three (3) in favor and three (3) opposed. (Councilor Wilde, Councilor McAvoy, Councilor Cormier were opposed.)

Town Manager Jennings asked for the rationale.

Councilor McAvoy stated that private business would not replace equipment every five years.

Director Currier stated they would have multiple machines to pull from not just one.

Councilor McPike stated it costs \$30/hr to run, can't beat that.

Town Manager Jennings would not rule out bringing it to finance.

Councilor Wilde asked if it could be used for plowing Skehan Center.

Director Currier stated that saving of \$4k relative to doing it ourselves.

Councilor McPike stated he does not object to buying for \$1, as long as we understand it will lead to budget increase, or increased maintenance.

Director Currier stated that five years from now will be \$120,000 would need to set aside \$24k/year.

Councilor Marble asked if this would allow us to maintain new equipment at a lower cost.

Councilor McAvoy stated he does not have a problem with budgeting 24k/year.

Councilor Wilde asked if there are any other equipment to load salt.

Director Currier answered only if we took the tractor off plowing the roads.

Councilor Wilde made a motion to consider, Councilor McPike seconded the motion to reconsider. The vote was four in favor and two opposed

reconsidering the previous motion. (Councilors McAvoy & Cormier were opposed)

Councilor McPike made a motion to refer this item to finance (5 year lease), this was seconded by Councilor Marble, the vote was four in favor of the motion and two opposed. (Councilors Cormier, and McAvoy were opposed)

4. STAFF UPDATES

Director Currier updated the Committee on the failure on the lights at 202/1A, Bangor fixed it. Poles, span wires need replacing.

Director Currier updated the Committee on the scheduled MDOT public hearing for September 26, in the Council Chambers.

Town Manager Jennings asked for the pool fields to be considered at the October Services Committee meeting. Answer to that question was yes.

Town Manager Jennings stated also finance.

5. PUBLIC AND STAFF COMMENTS

Councilor McPike had a question about jake brakes.

Director Currier asked for clarification on location, from Bangor headed south.

Councilor McPike stated yes, near Chickadee Lane, sign that's there right now, you cannot read it.

Director Currier stated that the MDOT said it's not a legal sign. Must say "please" and should have time frame.

6. COMMITTEE MEMBER COMMENTS

7. ADJOURN

There being no further business, the meeting was adjourned at – 7:18 p.m.

Respectfully Submitted,
Sean Currier, DPW Director



Town of Hampden

Planning and Development Committee

Wednesday October 18, 2017, 6:00 pm

Municipal Building Council Chambers

Minutes

Attending:

Committee/Council

Ivan McPike-Chair

Terry McAvoy

David Ryder

Dennis Marble

Mark Cormier

Staff

Angus Jennings, Town Manager

Myles Block, Code Enforcement Officer

Public

Valerie Webster

Richard Mudd

Matthew Davidson

Chairman McPike called the meeting to order at 6 pm.

1. **Approval of September 20th, 2017 Minutes – Motion to approve as submitted made by Councilor Marble with second by Councilor McAvoy; carried 5-0.**
2. **Committee Applications: None**
3. **Updates:**
 - A. **MRC/Fiberight** – Manager Jennings provided an update regarding the project timeline and there was discussion among the Committee members. Mayor Ryder asked how Fiberight's request last year for the Town to hold a Conservation Easement was resolved, and Manager Jennings said they had decided to pay DEP the fee in lieu instead.
 - B. **Staff Report** – Manager Jennings summarized the materials in the meeting packet, including the update of ongoing/pending development activity.
4. **Old Business:**
 - A. **Quarterly Update, Recreational Marijuana policy** – Manager Jennings summarized his written quarterly report included in the meeting packet. Chairman McPike opened the meeting to public comment. Richard Mudd said he was glad the Committee was waiting to enact policy to see how the State policy ends up. Valerie Webster said that participation in the medicinal marijuana market should not advantage a potential participant in the recreational marijuana market. She said she expects that State policy will require 2 years of Maine residency in order to qualify for licensing for the recreational market. Councilor McAvoy said that would be a State issue to address. Mr. Mudd said that the policy would give a leg up to people who have lived here a while. Matthew Davidson spoke about the new potential category "Nurseries" that looks like it will be part of the State regulatory framework. Mr. Mudd emphasized that State policy will require "flower to

sale" accounting for plants. Chairman McPike spoke about a session he had attended today with the Maine Supreme Court and said that, since marijuana remains illegal under Federal law, at any point the Federal Government could step in. Councilor Marble agreed that the Council should wait to set policy on local uses – other than retail sales and social clubs – until State policy is set. Manager Jennings highlighted one potential change in State policy that would prohibit local retail uses unless municipalities specifically allow them, rather than requiring municipalities to specifically prohibit retail marijuana uses. He said that, unless there is new information regarding State policy in the meantime, the next quarterly update on retail marijuana would be presented at a January meeting of the P&D Committee.

- B. Update on potential commercial development at northeast corner of Coldbrook Road and Route 202: review of zoning map amendment proposed by developer; update on potential to propose new TIF District to facilitate development** – Manager Jennings provided an update on the proposed zoning map amendment that will be considered by the Planning Board at a public hearing on November 8. He said that discussions with the developer are ongoing regarding establishing an agreement to move forward with a proposed TIF District. He asked the Committee whether, if a TIF District is created, this should encompass all four corners of the Coldbrook/202 intersection or be limited to the parcel where the rezoning is proposed. The Committee agreed it makes sense to look at the whole intersection, understanding it could always be scaled back as the process moves forward.

5. New Business:

- A. Review of proposed work scope and budget from The Musson Group to prepare amendments to the Business Park Covenants and associated zoning amendments, including support for public process** – Manager Jennings said that the consultant scope included in the packet was received shortly before the packet was finalized so didn't reflect staff review. He said he thinks the scope is close to final but that he'll work with the consultant to modify it a bit, including adding project timeline and milestones, prior to executing the agreement. Councilor McAvoy said that the funds the Town is investing to modify the covenants could be expected to help generate new development, and tax revenue that will make this funding worthwhile as an investment in future growth. Councilor Marble said that, once the work is complete, Epstein Commercial Real Estate should promote the Business Park with marketing that says the permitting process is "easier than it's ever been before."

6. Zoning Considerations/Discussion:

- A. Discussion of zoning amendment process including the role of the Planning Board and its Ordinance Committee; consideration of potential changes to process to improve timeliness and efficiency** – Manager Jennings summarized his memo in the packet, and said that the potential delay that could result if the Planning Board chooses to refer the Coldbrook/202 rezoning to Ordinance Committee rather than make a recommendation at the November 8 hearing illustrates the challenge of

providing developers a predictable time schedule. Several Councilors expressed that they think the process needs to change to make it more time efficient. Councilor Marble said that the Planning Board needs to be allowed time for full due diligence regarding proposed zoning amendments, and suggested that some change in how this is done could be a win-win. Chairman McPike called for a show of hands and all five Councilors present agreed with the need for a change to how the Planning Board considers zoning amendments. It was agreed that Mayor Ryder and Councilor Marble would join Manager Jennings in attending the November 8 Planning Board meeting to discuss what changes would be helpful.

- 7. Citizens Initiatives:** *None.*
- 8. Public Comments:** *None.*
- 9. Committee Member Comments:** *None.*
- 10. Adjournment:** *There was a motion and a second to adjourn at 6:53 pm. The motion carried unanimously.*

*Respectfully submitted –
Angus Jennings, Town Manager*

SERVICES COMMITTEE MEETING

Monday, September 11, 2017

MINUTES

Attending:

| | |
|---------------------------------------|---|
| <i>Councilor Dennis Marble, Chair</i> | <i>Rec Director Shelley Abbott</i> |
| <i>Mayor David Ryder</i> | <i>GIS/IT Kyle Severance</i> |
| <i>Councilor Stephen Wilde</i> | <i>Debbie Lozito, Library Director</i> |
| <i>Councilor Ivan McPike</i> | <i>Jim Wilson, P.E., Woodard & Curran</i> |
| <i>Councilor Terry McAvoy</i> | <i>Jim Beyer, Recreation Committee</i> |
| <i>Councilor Mark Cormier</i> | <i>Resident Lisa Carter</i> |
| <i>Councilor Greg Sirois</i> | <i>Resident Allison Berube</i> |
| <i>Town Manager Angus Jennings</i> | <i>Other residents</i> |

Chairman Marble called the meeting to order at 6 p.m.

1. MINUTES

- a. **August 14, 2017** – *Motion by Councilor Sirois seconded by Councilor McAvoy to approve the meeting minutes. Approved 5-0.*

2. COMMITTEE APPLICATIONS

- a. **Susan Witt, Library Board of Trustees** – *There was a motion by Councilor Sirois seconded by Councilor McAvoy to recommend Council appointment of Susan Witt to serve on the Library Board of Trustees. Motion passed 6-0.*

3. OLD BUSINESS

- a. **Update on broadband grant** – *Kyle Severance, GIS/IT Specialist – Mr. Severance presented a map showing varying access to broadband coverage, and provided an update on work under the grant that was received last fall. He said that the public survey had received a roughly 10% response rate. Councilor McAvoy said that some people may expect towns to throw a lot of money at improving broadband coverage. Mr. Severance said that the end product of the grant will set out options regarding what financing strategies may be available to improve coverage. Resident Allison Berube asked what is the plan to fill gaps in coverage. Mr. Severance said that one vendor, TDS, is currently proposing upgrades that will improve coverage for its customers, and that this would affect the data presented on the map. The Committee thanked Mr. Severance for his updates.*

- b. Meeting with Woodard & Curran regarding August 22 and (upcoming) September 28 public workshops regarding design for parking and potential expanded recreational facilities on Lura Hoit Pool Site – Jim Wilson, P.E. – Engineering consultant** Mr. Wilson began by recapping his work scope and the project approach. He said that part of his marching orders were to not do anything to the site now that would limit the Town's options down the road. He said that one of the biggest questions to emerge has been whether there is room on the site for a potential future community center, or whether the focus was just on parking and outdoor recreation. He clarified that option 1 does not seem to be the option that wants to be done because it doesn't address future potential. It would be better to illustrate by showing a master plan of a future buildout and fade out everything that doesn't need to be taken on right now, but leave on the parking improvements that may be wanted right now. The most important thing for him to hear for the next step is whether to focus on a plan that includes potential indoor recreation or to focus solely on outdoor recreation. This will allow him to provide the town with a more detailed plan.

Councilor Sirois said that he favored creating an opportunity for future growth, and that a community center is a future need. He said that he favors a combination of the second and third concept layouts.

It was discussed whether action is to be taken tonight ahead of the next public meeting as from the agenda description this was to be an informational item. Mr. Wilson stated that he is open to the direction the Committee would like to take whether it be decisions made tonight to refine concept plans or to wait until after the next public meeting.

Mr. Wilson noted that there has been limited public feedback received. He said that the plans produced so far are concepts, and that if the Town decides to proceed the next step would be schematic plans for permitting. Councilor Sirois said it will be important to have information about costs, stating that he thinks there is a lot of misinformation out there.

Councilor Cormier said he thinks we are getting ahead of ourselves because we do not have DEP permitting complete yet and we're spending taxpayers' dollars in advance of knowing if anything can even be done to the site.

Mayor Ryder said that, in order to increase parking, a stormwater plan will be needed for DEP permitting, even if nothing else is done. He said we may never have a community center, but if the Town does pursue this 20 years down the road the stormwater plan should take that into account so there wouldn't be additional cost at that time to retrofit stormwater infrastructure.

Chairman Marble said that the first issue is public safety vis a vis parking, and the second issue is "over planning" by trying to think ahead into the future regarding what might be proposed in the future.

Councilor McPike said that the Committee is trying to be proactive, not reactive, and that he's fully in favor of knowing what we can and cannot do.

Councilor McAvoy said he has no objection to pre-planning towards future use, but he does object to a 47-65,000 sq. ft. building. He said that once it's shown on a plan it can be misinterpreted in the future and that, if the goal is to plan for stormwater effects, the area shown as a potential building should instead be shown as potential parking.

Mr. Wilson was asked whether it would affect the stormwater design if the area in question were calculated as parking rather than a building. He responded that it is a different design, but from a "could you or couldn't you do it" perspective, impervious surface is impervious surface.

Mayor Ryder stated that his goal is to get a plan done so future Councils, whether it be 10 years down the road, don't have to go through this same process again which would cost more money.

Councilor McAvoy said that if the Town may or may not do it ever, why do it now?

Resident Lisa Carter asked what did the Council vote on? Chairman Marble said that the Council voted to get engineering to allow DEP permitting.

Mr. Wilson said that, from what he's heard, his understanding is that the Committee's preference is to consider the possibility of a future building in its work to design stormwater systems. On this basis, he would focus on layout 3. He also offered to have a third public meeting if needed.

Manager Jennings expressed the need to get more public input as well as give the public a better idea of the costs in order to formulate an opinion. Cost estimates will be presented at the second public workshop on September 28.

Councilor Sirois said he would prefer to see layout 3 showing 2 fields in the location that currently shows 1 field. Mayor Ryder said that he liked the segregated location of parking on layout 2 for better traffic / public safety. Mr. Wilson noted that there is physical space right now for three fields but that only two fields are used concurrently due to inadequate parking. He is going to come up with two options that look like option 3 with variations on

fields. One option on how things can be done now to address parking and stormwater, and one to further increase parking, as well as pricing for both options.

Chairman Marble invited public comment. Ms. Berube said she didn't hear about the first public meeting in August. She referred to roughly 35 acres being on the site and that the challenge is to maximize the space. She asked about land across from her house on Main Road North that she has heard would be proposed as soccer fields. She said she is upset because the water in the pool is too cold and that the pool is not being adequately supported by the Town. She said we need to support what facilities we have now before we add more. She would like to see a big picture plan that does not mess up the 30 acres for future development when we do not know what those future needs will be in 10 years.

Ms. Carter said it is hard to get people out to a public meeting. She said there was a huge debate about the original 80 or 90 thousand dollars that was going to be spent to see if there was going to be a DEP permit to see what could be done to that site. At the meeting in August she had expected a presentation on what could be done but instead was presented with many plans and no costs. The 80k study became plans and the public didn't know it was going that way.

Chairman Marble stated that all votes of the council are at public meetings. There are many various opinions of members of the public which are all valid and the Council is tasked with figuring out the best interest of the taxpayers for an outcome that makes sense to the most, over time, not all at once, and not as a surprise. This has been an open process of dialogue.

Manager Jennings clarified that cost of the study in question is less than 15 thousand and not 80 thousand. Eighty thousand was put into reserve in the FY17 budget including 30 thousand earmarked toward planning and permitting to address parking – of which less than 20 thousand has been spent to date. He stated that MDEP advised the town that it would be in its best interest to think ahead because the site development permitting process is costly and should consider future uses of the site.

A person from the public spoke to his involvements with MDEP permitting and how costs can double if five years down the road you decide to do something else which the site that wasn't in the original plan. He attended the meeting today because heard about a 30 million dollar building being built.

Councilor Sirois expressed the importance of having Mr. Wilson come back with cost figures. He stated that we do not need a community center

right now, but we don't know what is going to happen in the future. None of these discussions have happened with the public in the dark.

Chairman Marble stated that a mailing was sent to every residence in Hampden inviting them to the meeting on the 28th as an act of due diligence. He does not know the motivation behind robocalls that have been occurring but believes it is important to continue these discussions towards the collective best interest. The next public discussion will take place on September 28th.

Ms. Carter stated that a survey had been sent to residents from the previous Town Manager to see if the public wanted the site developed and the answer had come back 'no'.

Discussion took place on specific plan layout elements to guide Mr. Wilson on revising plans to be presented at the 28th meeting.

Discussion took place on traffic flow concerns.

Councilor McAvoy stated he had voted to put in a parking lot but that this has grown. He said the Skehan Center is costing us up to \$100,000 above the revenues it generates and is not simply a \$1 lease.

Ms. Carter asked about walking trails on the plans. Mr. Wilson responded that the walking trails were one option that was shown on all the plans with two different types and will display the cost at the meeting on the 28th. Discussion took place on the post office lease on town land as it may or may not apply to increasing parking. Mr. Wilson explained the history and impervious threshold of the site.

Councilor McAvoy asked what would happen if no option was chosen by the public.

Mayor Ryder responded that the MDEP permit would be in place in the event of future decisions.

Discussion took place on how MDEP permitting is determined, as well as the duration and renewal of the permit.

Ms. Berube said that by adding any parking spots, it was creating new stormwater management costs.

Mr. Wilson said that cost estimates would be broken down so people could see what cost corresponded to what work on site.

Ms. Carter asked for clarification on whether or not the site is currently out of compliance with MDEP impervious cover.

Manager Jennings responded that he believes the site is currently in compliance as it applies to the 3 acre threshold in site location and redevelopment law. However, he said that no additional impervious surface could be added without a DEP Site Location of Development permit.

- c. Discussion of Recreation Affiliated Agreements – status of program and Committee direction regarding how to proceed – Shelley Abbott, Recreation Director – Chairman Marble recapped the Committee's prior direction on this topic, and said he understands that work is ongoing to create a town-wide facilities maintenance plan which would provide the underpinning for potential proposed allocation of responsibilities for maintenance (or the costs thereof). Manager Jennings summarized the work that was underway, but said it will take some time to finalize. He said that the former Hampden Academy Athletic Director had provided preference to Affiliated Programs for use of RSU-22 facilities, but that this had not been put in writing and that Director Abbott has verified with the new Athletic Director that requests for use of facilities will not be subject to such hierarchy. Councilor Sirois asked to verify that a program not formally "affiliated" would not be penalized relative to other groups seeking to use RSU-22 facilities and Manager Jennings verified this was correct. No Committee action was taken since the work to create a town-wide facilities maintenance plan is still underway.**
- d. Discussion of Town role in Hampden Children's Day (prior to Hampden Children's Day Committee 2017 wrap-up meeting to take place Tuesday, Sept. 12 at 6 PM at Skehan Center) – Manager Jennings said that the Committee had taken a position at its August meeting to limit Town staff involvement with Children's Day to the Parade and parade-related work. Since Director Abbott had not been present for the August meeting this item was on the agenda again in order to verify the Committee's direction and allow for any clarification, if needed, with Director Abbott. Councilor McAvoy said he would like to see Town staff do less. Councilor Sirois said he'd like Town staff focused only on the parade, and planning the parade, and Councilor Cormier agreed. The Committee expressed, by unanimous consent, that they'd like Town staff to limit its obligations to the parade and parade-related planning.**

4. NEW BUSINESS

- a. Proposed amendments to Library Ordinance – Debbie Lozito, Library Director – Manager Jennings said that the proposed amendments were**

intended to bring the ordinance in alignments with current and past practice. There was a motion by Councilor Sirois seconded by Mayor Ryder to refer the proposed amendments to the Town Council. Motion passed 7-0.

b. Meeting agenda and packet for Library Board of Trustees Annual Meeting on September 13, 2017 – Debbie Lozito, Library Director –
There was no discussion on this informational item.

5. PUBLIC AND STAFF COMMENTS – *Resident Renee Clark made reference to comments that were made tonight regarding voting for the public's interest. She said she votes for her own interests, not the public.*

6. COMMITTEE MEMBER COMMENTS – *Councilor McAvoy asked Mr. Wilson what communities in the region have a 45-60,000 sq. ft. facility. Mr. Wilson said that Waterville is one he can think of.*

There being no further business, the meeting was adjourned at 7:52 PM.

Respectfully submitted –
Angus Jennings, Town Manager

TOWN OF HAMPDEN

The Town of Hampden Hereby Ordains
Proposed Amendments to the [INSERT NAME OF ORDINANCE] Ordinance

Deletions are ~~Strikethrough~~ Additions Double Underlined

**TOWN OF HAMPDEN, MAINE
FEES ORDINANCE**

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ADOPTED: Hampden Town Council October 20, 1986
Effective: November 19, 1986

AMENDED: Hampden Town Council December 7, 1987
Effective: January 5, 1988

AMENDED: Hampden Town Council March 21, 1991
Effective: April 21, 1991

AMENDED: Hampden Town Council July 6, 1993
Effective: August 5, 1993

AMENDED: Hampden Town Council December 20, 1993
Effective: January 19, 1994

AMENDED: Hampden Town Council May 6, 1996
Effective: June 6, 1996

AMENDED: Hampden Town Council February 7, 1998
Effective: March 18, 1998

AMENDED: Hampden Town Council November 17, 2003
Effective: December 17, 2003

AMENDED: Hampden Town Council March 21, 2005
Effective: April 20, 2005

| | | |
|----------|--|---|
| AMENDED: | Hampden Town Council April 4, 2005 Effective: May 4, 2005 | |
| AMENDED: | Hampden Town Council October 6, 2008 Effective: November 5, 2008 | |
| AMENDED: | Hampden Town Council June 15, 2009 Effective: July 15, 2009 | |
| AMENDED: | Hampden Town Council August 3, 2009 Effective: September 2, 2009 | |
| AMENDED: | Hampden Town Council January 19, 2010 Effective: February 18, 2010 | |
| AMENDED: | Hampden Town Council September 19, 2011 Effective: October 19, 2011 | 8.8.4, 8.9, 8.10, 8.11, 8.15, 8.16.1, 8.16.3, 8.16.5 (new 8.11 added and remainder of Article 8 re-numbered) |
| AMENDED: | Hampden Town Council April 23, 2012 Effective: May 23, 2012 | New 1.13 added and remainder of Article 1 re-numbered, 3.5, 3.6, 3.7, 3.8, 7.2, 7.3, added 7.4 and 7.5 |
| AMENDED: | Hampden Town Staff, November 27, 2012 Effective: December 27, 2012 | Deleted Article 8.12 and 8.13 |
| AMENDED: | Hampden Town Council, April 22, 2014 Effective: May 22, 2014 | Articles 6.2, 6.3 and 6.4 |
| AMENDED: | Hampden Town Council, September 2, 2014 Effective: October 2, 2014 | Articles 8.1, 8.2, 8.3, 8.4, 8.5, 8.6, 8.7, 8.8, 8.9, 8.10, and 8.16 |
| AMENDED: | Hampden Town Council, December 1, 2014 Effective: December 31, 2014 | Articles 3.1, 3.3, 3.5, 3.7 and 3.8; 3.9 and corrected numbering of Article 3; and Articles 4.2, and 4.4 |
| AMENDED: | Hampden Town Council, February 16, 2016 Effective March 17, 2016 | Article 2.9 |
| AMENDED: | Hampden Town Council, April 19, 2016 Effective May 19, 2016 | Articles 1.8, 1.9, 1.15 (new), 2.3, 2.5, 2.7, 2.8, 2.13, 5.1, 5.2, 8.1, 8.3, 8.4, 8.6, 8.7, 8.10, 8.14, and 8.16 |
| AMENDED: | Hampden Town Council, May 16, 2016 Effective June 16, 2016 | Articles 2.6, 2.12.2, 2.12.4, 2.16.2, 2.16.4, 2.16.5, and 2.16.8 |
| AMENDED: | Hampden Town Council, September 8, 2016 Effective October 8, 2016 | Article 6.3.8, 6.3.9, and 6.4.4 |
| AMENDED: | Hampden Town Council, February 21, 2017 Effective March 21, 2017 | Articles 6.2.1- 6.2.7, 6.3.1 – 6.3.4, 6.3.11 |
| AMENDED: | Hampden Town Council, May 15, 2017 Effective June 14, 2017 | Preamble, Articles 1.2, 1.6, 1.10, 1.16, 1.17 2.9.1, 2.9.3, 2.9.4, 2.9.5, 2.12, 2.12.4 – 2.12.6, Footnote 1, 2.15, 2.16.2.1 – 2.16.2.5, |

2.16.4, 2.16.4.1 – 2.16.4.3, 2.16.5, 2.16.9,
2.16.9.1 – 2.16.9.2, 2.16.10.4, Footnote 2,
2.16.10.4.1 – 2.16.10.4.4, 2.16.11.1, 2.16.12,
2.16.12.1 – 2.16.12.3, 5.2.5

AMENDED: Hampden Town Council, August 7, 2017
Effective September 6, 2017

Article 2.1

AMENDED: Hampden Town Council, _____, 2017
Effective _____, 2017

Article _____

CERTIFIED BY: _____
Paula Scott, Town Clerk

Affix Seal

**TOWN OF HAMPDEN, MAINE
FEES ORDINANCE**

The Town of Hampden hereby ordains:

In addition to those Town fees and charges, the authorization of which is provided for by Town Ordinances, the following schedule of fees for Town services is approved:

Note: Exemptions: All Town Government activities and projects shall be exempt from these fees except in the case where Maine Statutes dictate otherwise. Organizations located in Hampden with a not-for-profit status recognized by the Internal Revenue Service pursuant to 501(c)(3) shall be exempt from building permit fees (2.16.1), demolition fees (2.16.2(1-3)), sign permit fees (2.16.3), fees for certificates of occupancy and compliance (2.16.4) and additional inspection fees (2.16.5).

**ARTICLE 1
ADMINISTRATION**

Amended 11-17-03, 3-21-05, 6-15-09, 4-23-12, 4-19-16, 5-15-17

| | |
|--|--|
| 1.1. Business or Corporation filing | State Regulated |
| 1.2. Copy of (Marriage/Birth/Death) Certificate (Amended 5/15/17) | State Regulated |
| 1.3. Copy of Subdivision Ordinance | At Cost |
| 1.4. Copy of Zoning Ordinance | At Cost |
| 1.5. Copy of other ordinances | |
| 1.5.1. up to 20 pages | \$0.25/page |
| 1.5.2. and a page after that | \$0.15/page |
| 1.6. Photocopies | |
| 1.6.1. 8 ¹ / ₂ inch x 11 inch or smaller (B&W) | \$0.25/page |
| 1.6.2. 8 ¹ / ₂ inch x 14 inch (B&W) | \$0.50/page |
| 1.6.3. 11 inch x 17 inch (B&W) | \$0.75/page |
| 1.6.4. 8 ¹ / ₂ inch x 11 inch or smaller (color) (Amended 5/15/17) | \$1.00/page |
| 1.6.5. 8 ¹ / ₂ inch x 14 inch (color) (Amended 5/15/17) | \$1.25/page |
| 1.7. Marriage License | State Regulated |
| 1.8. Notary Fee | Free for Hampden residents \$3.00 for non-residents |
| 1.9. Record Search | \$15.00/hour (for hours over 1) |
| 1.10. Recording of Pole Permits (Amended 5/15/17) | \$4.00 |
| 1.11. Tax Maps | |
| 1.11.1. (11 inch x 17 inch) | \$50.00/complete set |
| 1.11.2. (24 inch x 36 inch) (Amended 05/15/17) | \$8.00 map |
| 1.12. Compact Disk copies of ordinances, <u>or</u> documents <u>or</u> | \$5.00 |

recorded meetings (audio only)

- | | |
|---|--|
| 1.13. DVD copies of <u>video</u> recorded meetings <i>(Added 4/23/12)</i> | <u>\$3.00 \$5.00</u> |
| 1.14. Liquor License <i>(Amended 6/15/09)</i> (Public hearing not required) (Public hearing is required) | \$ 50.00 \$125.00 |
| 1.15. Incoming Faxes | \$1.00/page |
| 1.16. Hunting on Town Land Authorization and Map Book <i>(Amended 5/15/17)</i> | <u>\$15.00 \$12.00 (resident)</u> <u>\$17.00 (non-resident)</u> |
| 1.17. Dog Licensing: | |
| 1.17.1. Spayed/Neutered dog <i>(Amended 5/15/17)</i> | State Regulated |
| 1.17.2. Male/Female dog <i>(Amended 5/15/17)</i> | State Regulated |
| 1.17.3. Late Fee <i>(Amended 5/15/17)</i> | State Regulated |

ARTICLE 2
FEEES FOR ACTIVITIES REGULATED BY TOWN ORDINANCE
Amended 11-17-03, 3-21-05, 6-15-09, 8-3-09, 4-19-16, 05/15/17

| | |
|--|--|
| 2.1. Animal Control Ordinance | |
| 2.1.1. Animal Impoundment Fee (<i>Amended 8/7/17</i>) | \$35.00 First offense \$45.00 Second offense \$55.00 Third offense |
| 2.2. Cable Television Ordinance | |
| 2.2.1. Initial Franchise Application Filing Fee | \$500.00 |
| 2.2.2. Renewal Franchise Application Filing Fee | \$500.00 |
| 2.2.3. Modification of a Franchise Agreement | \$500.00 |
| 2.2.4. Combined Filing Fee for participating towns | \$7,000.00 |
| 2.3. Cemetery Ordinance | |
| 2.3.1. Lot Fees including perpetual care. | |
| 2.3.1.1. Resident | \$325.00 |
| 2.3.1.2. Resident - Infant or Cremation | \$325.00 |
| 2.3.1.3. Non-Resident | \$450.00 |
| 2.3.1.4. Non-Resident Infant or Cremation | \$450.00 |
| 2.3.2. Interment fees | |
| 2.3.2.1. Grave Openings Weekdays Adult | \$400.00 |
| 2.3.2.2. Grave Openings Weekdays Infant or Cremation | \$125.00 |
| 2.3.2.3. Grave Openings Weekends or Holidays Adult | \$600.00 |
| 2.3.2.4. Grave Openings Weekends or Holidays Infant or Cremation | \$200.00 |
| 2.3.3. Town Crypt Fees | |
| 2.3.3.1. Resident | Free |
| 2.3.3.2. Non-Resident | \$50.00 |
| 2.3.4. Disinterment | \$1,000.00 |
| 2.3.5. Vault Cremation | \$400.00 |
| 2.3.6. Public Works Dept. Labor After 3:00 PM | \$35.00/hour |
| 2.4. Concourse Gathering Ordinance | |
| 2.4.1. Concourse Gathering Permit Fee | \$100.00 |
| 2.5. Floodplain Management Ordinance | |
| 2.5.1. Application Fee | \$100.00 |
| 2.5.2. Experts Fee | \$500.00 horizontal review \$1,000.00 vertical review and horizontal review. This is a draw account established for a professional to establish flood elevation data where possible. Any unspent funds are to be returned to the applicant |
| 2.5.3. Cost for public notices and mailings <i>(Any “at cost” fee must be paid to the Town before the issuance of approved permits or variances, or action on a board order is undertaken).</i> | At cost |

| | | |
|--|--|---|
| 2.6. Harbor Ordinance | | |
| 2.6.1. Private mooring | | \$100.00 annual fee. |
| 2.7. Historic Preservation Ordinance | | |
| 2.7.1. Certificate of Appropriateness Application Fee | | \$75.00 |
| 2.7.2. Historic Site or Landmark Designation Application Fee | | \$150.00 |
| 2.7.3. Cost of public notices and mailings | | At cost |
| 2.8. Mobile Home Park Ordinance | | |
| 2.8.1. Annual Mobile Home Park License <i>(This includes application review, initial inspection of premises and a follow-up inspection).</i> | | \$200.00 |
| 2.8.2. Additional Inspection Fee <i>(If the town needs to perform additional inspections as a result of applicant deficiencies, each inspection will be charged prior to the inspection).</i> | | \$200.00 |
| 2.9. Sewer Ordinance <i>(Amended 8/3/09, 2/16/16)</i> | | |
| 2.9.1. Sewer Service Charge Rate <i>(Amended 8/3/09) (Amended 5/15/17)</i> | | \$11.60 per 100 cubic feet of water (c.f.w.) consumed as indicated by consumer’s water meter. |
| 2.9.1.1. Sewer Charge Flat Rate Town Water No Meter <i>(Amended 5/15/17)</i> | | \$111.29 |
| 2.9.1.2. Sewer Charge Flat Rate Well Water No Meter <i>(Amended 5/15/17)</i> | | \$182.66 |
| 2.9.2. Sewer Service Capital Charge | | |
| 2.9.2.1. Base Rate for 1 to 2,999 c.f.w. consumed | | \$0.00 |
| 2.9.2.2. 3,000 to 5,999 c.f.w. consumed (double base) | | \$0.00 |
| 2.9.2.3. 6,000 to 8,999 c.f.w. consumed (triple base) | | \$0.00 |
| 2.9.2.4. Other c.f.w. amount | | \$0.00 |
| 2.9.3. Sewer Service Minimum Charge Rate <i>(Amended 5/15/17)</i> | | \$31.39 |
| 2.9.4. Sewer Service “Ready to Serve” Charge <i>(Amended 5/15/17)</i> | | \$31.39 |
| 2.9.5. Special Sewer Service Charge (Sewer Ord. Sec. 10.4) <i>(Amended 5/15/17)</i> | | As determined by Town Council. |
| 2.9.6. Sewer Service Charge Rate Outside Town Limits | | As determined by Town Council. |
| 2.10. Solid Waste Flow Control Ordinance | | |
| 2.10.1. License Application Fee (initial one-time fee, Per Vehicle Company, up to 4 Vehicles) <i>(Amended 5/15/17)</i> | | \$100.00 \$200.00 |
| 2.10.2. License Application Fee (initial one-time fee, Per Vehicle Company, more than 4 Vehicles) | | \$100.00 \$250.00 |
| <u>2.10.3.</u> Annual License Fee Per Vehicle <i>(Amended 5/15/17)</i> | | \$100.00 \$ 50.00 |
| 2.11. Special Amusement Ordinance | | |
| 2.11.1. Permit Application Fee (Public Hearing Required) | | \$50.00 \$125.00 |

2.12. Subdivision Ordinance

| | |
|--|--|
| 2.12.1. Subdivision Sketch Plan | No Charge |
| 2.12.2. Minor Subdivision <i>(Amended 5/15/17)</i> | \$100.00 plus \$20.00/lot |
| 2.12.3. Minor Subdivision Review/Inspection Draw | not required. |
| 2.12.4. Major Subdivision Preliminary Plan | |
| on existing road <i>(Amended 5/15/17)</i> | \$150.00 plus \$50.00/lot |
| with new road | \$500.00 plus \$50.00/lot |
| Draw Account Deposit (for technical review) ¹ <i>(Amended 5/15/17)</i> | \$2,000.00 |
| | |
| 2.12.5. Major Subdivision Final Plan <i>(Amended 5/15/17)</i> | |
| Following Preliminary Plan | \$150.00 plus \$20.00 per lot |
| If no Preliminary Plan | \$500.00 plus \$50.00 per lot |
| Draw Account Deposit (for technical review) ¹ | None if Preliminary Plan completed and no significant modifications to infrastructure made; otherwise \$2,000.00. |
| | |
| 2.12.6 Cost for public notices and mailings <i>(Amended 5/15/17)</i> | At cost |

2.13. Victualers Ordinance *(Amended 6/15/09, 4/19/16)*

| | |
|--|----------|
| 2.13.1. Victualers License Application | |
| 2.13.1.1. Public hearing not required | \$100.00 |
| 2.13.1.2. Public hearing is required | \$150.00 |
| 2.13.1.3. Cost for public notices and mailings | At cost |

The above fees include all inspections required by Town of Hampden Victualers Ordinance. If an inspection is performed and the Code Enforcement Officer or Fire Inspector, or their alternate, believe a reinspection is needed because of a fault of the applicant or agent then a fee per 2.16.5 will be charged and due prior to the issuance of the Victualers License.

2.14. Waste Disposal Facility Licensing Ordinance

| | |
|-------------------------|-------------|
| 2.14.1. Application Fee | \$50,000.00 |
|-------------------------|-------------|

This is a draw account to be used by the Council to hire consultants as necessary to review the proposal. If at any time balance drops to \$10,000.00 the applicant shall deposit an additional \$10,000.00. Any unexpended balance shall be returned after a final decision on the application is rendered.

¹ *In addition to the Planning Board application fees the applicant must make a deposit for a Peer Technical Review draw account when the nature of the review exceeds the technical capability of Town personnel. Applications which require subsequent re-review of additional information, or amended submittals shall be responsible to provide additional funds to cover the full peer review costs. Upon exhausting in excess of 75% of the funds in the original deposit, the applicant shall provide additional funding increments of 50% of the original deposit. Any remaining funds held in the draw account upon completion of the review process shall be returned to the applicant. (Amended 5/15/17)*

2.16. Zoning Ordinance

| | |
|---|--|
| 2.16.1. Building Permit Applications for all Construction | \$25.00 plus \$0.10 per sq. ft. of total building area including but not limited to finished areas, basements, attics, decks, pools, porches, sheds, garages, etc. |
| <i>(Plumbing Permit Application)</i> | <i>State Regulated</i> |
| 2.16.2. Demolition/Earth Moving Permit Application | |
| 2.16.2.1 Demolition (residential-with sewer connection) <i>(Amended 5/15/17)</i> | \$100.00 |
| 2.16.2.2 Demolition (residential-no sewer connection) <i>(Amended 5/15/17)</i> | \$ 50.00 |
| 2.16.2.3 Demolition (commercial) <i>(Amended 5/15/17)</i> | \$150.00 |
| 2.16.2.4 Earth Moving (Code Enforcement Issued) <i>(Amended 5/15/17)</i> | \$100.00 |
| 2.16.2.5 Earth Moving (Planning Board Issued) <i>(Amended 5/15/17)</i> | \$200.00 |
| 2.16.3. Sign Permit Application | \$25.00 per sign |
| 2.16.4. Certificate of Compliance or Occupancy | |
| 2.16.4.1 Certificate of Compliance Application <i>(Amended 5/15/17)</i> | \$100.00 |
| 2.16.4.2 Certificate of Occupancy Application <i>(Amended 5/15/17)</i> | \$100.00 |
| 2.16.4.3 Dual applications (filed together) <i>(Amended 5/15/17)</i> | \$150.00 |
| 2.16.5. Additional Inspections <i>(If the town needs to perform additional inspections as a result of applicant deficiencies). (Amended 5/15/17)</i> | \$35.00 per hour per inspector |
| 2.16.8. Zoning Board of Appeals Variance Application | |
| 2.16.8.1. General Variance | \$250.00 |
| 2.16.8.2. Dimensional Variance | \$250.00 |
| 2.16.8.3. Disability Variance | Free |
| 2.16.8.4. Administrative Appeal Application | \$250.00 |
| 2.16.8.5. Cost for public notices and mailings | At cost |
| 2.16.9. Zoning Ordinance Map Amendment Request <i>(Amended 5/15/17)</i> | |
| 2.16.9.1. Amendment Application <i>(Amended 5/15/17)</i> | \$650.00 |
| 2.16.9.2. Cost for public notices and mailings | At cost |
| 2.16.10. Site Plan Review Applications | |
| 2.16.10.1. Minor Development <i>This includes reuse proposal or new structures with less than 3,000 sq. ft., and total site improvements of less than 5,000 sq. ft</i> | \$75.00 |

| | | |
|---|--|--------------------------------|
| 2.16.10.2. | Major Development <i>This includes new structures in excess of 20,000 sq. ft or developments with more than 50,000 sq. ft. of site improvements</i> | \$500.00 |
| 2.16.10.3. | All Others | \$150.00 |
| 2.16.10.4 | Draw Account Deposit (for technical review) ² <i>(Amended 5/15/17)</i> | |
| 2.16.10.4.1 | General Engineering <i>(Amended 5/15/17)</i> | \$800.00 |
| 2.16.10.4.2 | Stormwater Analysis <i>(Where proposed use disturbs more than one acre of land). (Amended 5/15/17)</i> | \$600.00 |
| 2.16.10.4.3 | Traffic Analysis <i>(Where proposed use will generate at least 350 average daily trip ends). (Amended 5/15/17)</i> | \$1,000.00 |
| 2.16.10.5 | Cost for public notices and mailings <i>(Amended 5/15/17)</i> | At cost |
| 2.16.11. | Commercial Secure Landfill Applications <i>(Application to expand or construct a Commercial Secure Landfill in addition to the above fees).</i> | \$0.005/cubic yard of capacity |
| 2.16.11.1 | Cost for public notices and mailings <i>(Amended 5/15/17)</i> | At cost |
| 2.16.12 DELETED <i>(Amended 5/15/17)</i> | | |
| 2.16.12.1 DELETED <i>(Amended 5/15/17)</i> | | |
| 2.16.12.2 DELETED <i>(Amended 5/15/17)</i> | | |
| 2.16.12.3 DELETED <i>(Amended 5/15/17)</i> | | |

² *In addition to the Planning Board application fees the applicant must make a deposit for a Peer Technical Review draw account when the nature of the review exceeds the technical capability of Town personnel. Applications which require subsequent re-review of additional information, or amended submittals shall be responsible to provide additional funds to cover the full peer review costs. Upon exhausting in excess of 75% of the funds in the original deposit, the applicant shall provide additional funding in increments of 50% of the original deposit. Any remaining funds held in the draw account upon completion of the review process shall be returned to the applicant. (Amended 5/15/17)*

ARTICLE 3
FIRE DEPARTMENT
Amended 11-17-03, 4-4-05; 4-23-12; 12-1-14

- 3.1. **DELETED** (Amended 12-1-14)
- 3.2. **Report Copies** \$10.00
- 3.3. **DELETED** (Amended 12-1-14)
- 3.4. **Fee for pumping: 1 time emergency** Free
- 3.5. **DELETED** (Amended 12-1-14)
- 3.6. **Advanced Life Support 1 Rates** (Amended 4-23-12)
- 3.6.1. ALS 1 Base Rate \$685.00
 - 3.6.2. ALS 2 Base Rate \$885.00
 - 3.6.3. ALS Non-Emergency Rate \$475.00
 - 3.6.4. ALS Mileage \$ 17.00
 - 3.6.5. ALS Backup Fee \$100.00
- 3.7. **Basic Life Support Rates** (Amended 4-23-12; 12-1-14)
- 3.7.1. BLS Base Rate \$550.00
 - 3.7.2. BLS Non-Emergency Rate \$450.00
 - 3.7.3. DELETED (Amended 12-1-14)
 - 3.7.4. BLS Mileage \$ 17.00
- 3.8. **Ambulance Stand-by fee for special events** \$143.06 per EMS staff member
(Amended 4-23-12; 12-1-14) per 0 to 4 hour event. Each additional 0 to 4 hour event shall be billed at an additional \$143.06 per EMS staff member.
- 3.9. **DELETED** (Amended 12-1-14)

ARTICLE 4
POLICE DEPARTMENT
Amended 11-17-03; 12-1-14

- | | | |
|-------------|---|--|
| 4.1. | <i>Report Copies</i> (accident or criminal) | \$10.00 for the first page plus .25 per page thereafter |
| 4.2. | <i>Special Detail</i> (Dances, games, guard duty, etc.) (<i>Amended 12-1-14</i>) | \$143.06 per officer for the first two hours. Each additional hour shall be billed at the current average overtime rate plus administrative fee. |
| 4.3. | <i>Concealed Weapons (Hand Gun) Permit</i> | |
| | 4.3.1. First Permit - State Maximum | \$35.00 |
| | 4.3.2. Renewal | \$20.00 |
| 4.4. | <i>DELETED</i> (<i>Amended 12-1-14</i>) | |

ARTICLE 5
PUBLIC WORKS
Amended 11-17-03, 4-19-16

5.1. Additional Fees

| | | |
|--------|--|--|
| 5.1.1. | Public Works Dept. Labor After 3:00 PM | \$200.00 per person (up to 4 hours); \$50.00 per person per hour for every hour above 4. |
| 5.1.2. | Street Opening/Utility Connection Permit | \$50.00 |
| 5.1.3. | Sewer Connection | Determined based on proposed use and flow in accordance with Sewer Connection Fee Calculation Worksheet and Sewer Connection Fee Schedule. |

5.2. Solid Waste Fees

| | | |
|--------|---|-------------------|
| 5.2.1. | DELETED Business Companies Hauling Trash | \$200.00/annually |
| 5.2.2. | DELETED Business Hauling directly to Pine Tree Landfill or to the transfer station | \$25.00/annually |
| 5.2.3. | DELETED Non-resident Business working on Hampden Project (temp permit) | \$25.00/annually |
| 5.2.4. | Resident Transfer Station Sticker <u>Decal</u> | \$10.00 |
| 5.2.5. | Replacement of lost Transfer Station Sticker <u>Decal</u> | \$5.00 |

(Amended 5/15/17)

ARTICLE 6
RECREATION
Amended 11-17-03, 4-22-14

6.1. Recreation Fee Waiver Policy: Any person interested in any Hampden Recreation program that feels they do not have the financial means to afford the full fee shall receive a waiver at the sole discretion of the Recreation Director. Full or partial fee waivers may be given as determined by financial need and the recreation program for which the waiver is requested.

6.2. Program Fees:

| | |
|--|-------------------|
| 6.2.1. Kids Kamp (full week) <i>(Amended 2-21-17)</i> | \$140.00-\$160.00 |
| 6.2.2. Kids Korner AM Program (day) <i>(Amended 2-21-17)</i> | \$ 8.00-\$11.00 |
| 6.2.3. Kids Korner PM Program (day) <i>(Amended 2-21-17)</i> | \$12.00-\$15.00 |
| 6.2.4. Kids Korner Half Day Program (12-6 PM) (day) | \$25.00-\$30.00 |
| 6.2.5. Kids Korner Full Day Program (7 AM-6 PM) (day) | \$40.00-\$45.00 |
| 6.2.6. Team Sport-Resident (depend on session length) | \$35.00-\$40.00 |
| 6.2.7. Team Sport-Non Resident (depend on session length) | \$40.00-\$45.00 |
| 6.2.8. Program Registration Late Fee (per person, per program) | \$10.00 |

6.3. Skehan Recreation Center Fees:

(all requests are subject to availability and require advance written reservation contract and payment)

| | |
|---|------------------------|
| 6.3.1. Gymnasium Rental-1/2 Gym <i>(Amended 2-21-17)</i> | \$25.00-\$40.00/hour |
| 6.3.2. Gymnasium Rental-Full Gym <i>(Amended 2-21-17)</i> | \$50.00-\$75.00/hour |
| 6.3.3. Allen Fitness Room Rental <i>(Amended 2-21-17)</i> | \$25.00-\$40.00/hour |
| 6.3.4. Interior Classroom Rental <i>(Amended 2-21-17)</i> | \$25.00-\$40.00/hour |
| 6.3.5. Gymnasium Rental Full Day | negotiated at contract |
| 6.3.6. Allen Fitness Room Rental Full Day | negotiated at contract |
| 6.3.7. Interior Classroom Rental Full Day | negotiated at contract |
| 6.3.8. Affiliated Program Rental 1/2 Gym | negotiated at contract |
| 6.3.9. Affiliated Program Rental Full Gym | negotiated at contract |
| 6.3.10. Gymnasium Rental-Multi Day/Multi Week | negotiated at contract |
| 6.3.11. Private Party Rental <i>(Amended 2-21-17)</i> | \$100.00-\$150.00 |

2 hours full gym includes classroom for any food consumed

6.4. RESERVED Outdoor Play Field/Space Rental Fees: Ball Field or Soccer Field

(all requests are subject to availability and require advance written reservation contract and payment)

| | |
|---|------------------------|
| 6.4.1. Single Field/Single Game-Resident | \$25.00 |
| 6.4.2. Single Field/Full Day-Resident | \$50.00 |
| 6.4.3. Single Field-Multi Day/Multi Week-Resident | negotiated at contract |
| 6.4.4. Affiliated Program Rental | negotiated at contract |
| 6.4.5. Single Field/Single Game-Non Resident | \$50.00 |
| 6.4.6. Single Field/Full Day- Non Resident | \$100.00 |
| 6.4.7. Single Field-Multi Day/Multi Week-Non Res. | negotiated at contract |
| 6.4.8. Single Field-Light Use | \$15.00 per event |

ARTICLE 7
LIBRARY

Amended 11-17-03, 1-19-10; 4-23-12

| | | |
|-------------|--|--------------|
| 7.1. | <i>Library Fees</i> | |
| 7.1.1. | Resident Annual Fee | Free |
| 7.1.2. | Non-Resident Annual Fee | \$35.00/year |
| 7.1.3. | Overdue Fees | |
| 7.1.3.1. | Books and Periodicals | \$0.10/day |
| 7.1.3.2. | Audio or Video | \$0.10/day |
| 7.1.3.3. | Maximum Overdue Fee | \$3.00/item |
| 7.2 | <i>Self-service Photocopies</i> <i>(Amended 4/23/12)</i> | \$0.25/page |
| 7.3 | <i>Self-service Printer Pages</i> <i>(Amended 4/23/12)</i> | \$0.25/page |
| 7.4 | <i>Self-service Sending of Faxes</i> <i>(Added 4/23/12)</i> | |
| 7.4.1. | Within United States | \$1.00/page |
| 7.4.2. | International | \$2.00/page |
| 7.5 | <i>Receiving of Faxes</i> <i>(Added 4/23/12)</i> | Not Allowed |

ARTICLE 8
POOL

Amended 11-17-03, 4-4-05, 10-6-08, 9-19-11, 11-27-12, 9-2-14, 4-19-16

8.1. Susan G. Abraham Memorial Endowed Scholarship provides the opportunity to learn to swim (see 8.9 & 8.10) to those who could not otherwise afford it. The scholarship is based on individual assessment of financial need and recipient must be resident of RSU #22 District.
(Amended 9/19/2011; 9/2/2014)

8.2. Annual Resident Membership Fees: *(Amended 9/2/2014)*

| | |
|---------------------|-------------------------------------|
| 8.2.1. Family | \$268.00 <u>\$276.00</u> |
| 8.2.2. Single Adult | \$163.00 <u>\$168.00</u> |
| 8.2.3. Youth/Teen | \$126.00 <u>\$130.00</u> |
| 8.2.4. Senior | \$152.00 <u>\$157.00</u> |

8.3. Six Month Resident Membership Fees: *(Amended 9/2/2014; 4/19/16)*

| | |
|---------------------|-------------------------------------|
| 8.3.1. Family | \$168.00 <u>\$173.00</u> |
| 8.3.2. Single Adult | \$103.00 <u>\$106.00</u> |
| 8.3.3. Youth/Teen | \$ 81.00 <u>\$ 83.00</u> |
| 8.3.4. Senior | \$ 98.00 <u>\$101.00</u> |

8.4. Three Month Resident Membership Fees: *(Amended 9/2/2014; 4/19/16)*

| | |
|---------------------|-------------------------------------|
| 8.4.1. Family | \$103.00 <u>\$106.00</u> |
| 8.4.2. Single Adult | \$ 65.00 <u>\$ 67.00</u> |
| 8.4.3. Youth/Teen | \$ 55.00 <u>\$ 57.00</u> |
| 8.4.4. Senior | \$ 60.00 <u>\$ 62.00</u> |

8.5. Annual Non-Resident Membership Fees: *(Amended 9/2/2014)*

| | |
|---------------------|-------------------------------------|
| 8.5.1. Family | \$294.00 <u>\$309.00</u> |
| 8.5.2. Single Adult | \$189.00 <u>\$198.00</u> |
| 8.5.3. Youth/Teen | \$152.00 <u>\$160.00</u> |
| 8.5.4. Senior | \$179.00 <u>\$188.00</u> |

8.6. Six Month Non-Resident Membership Fees: *(Amended 9/2/2014; 4/19/16)*

| | |
|---------------------|-------------------------------------|
| 8.6.1. Family | \$184.00 <u>\$193.00</u> |
| 8.6.2. Single Adult | \$119.00 <u>\$125.00</u> |
| 8.6.3. Youth/Teen | \$ 98.00 <u>\$103.00</u> |
| 8.6.4. Senior | \$113.00 <u>\$119.00</u> |

8.7. Three Month Non-Resident Membership Fees: *(Amended 9/2/2014; 4/19/16)*

| | |
|---------------------|-------------------------------------|
| 8.7.1. Family | \$113.00 <u>\$119.00</u> |
| 8.7.2. Single Adult | \$ 76.00 <u>\$ 80.00</u> |
| 8.7.3. Youth/Teen | \$ 65.00 <u>\$ 68.00</u> |
| 8.7.4. Senior | \$ 70.00 <u>\$ 74.00</u> |

8.8. Daily Swim Fee for non-members *(Amended 9/19/2011; 9/2/2014)*

| | |
|---------------------------------------|-------------------------------------|
| 8.8.1. Single Swim - Resident | \$ 4.00 <u>\$ 5.00</u> |
| 8.8.2. Single Swim – Non-Resident | \$ 5.00 <u>\$ 6.00</u> |
| 8.8.3. Resident 12 Use Punch Card | \$ 36.00 <u>\$ 48.00</u> |
| 8.8.4. Non-Resident 12 Use Punch Card | \$ 48.00 <u>\$ 60.00</u> |

- 8.9. Resident Swim Lessons** (Amended 9/19/2011; 9/2/2014)
- 8.9.1. Members ~~\$4.50~~ \$5.00 per class
- 8.9.2. Non-Members ~~\$6.00~~ \$6.50 per class
- 8.10. Non-Resident Swim Lessons** (Amended 9/19/2011; 9/2/2014; 4/19/16)
- 8.10.1. Members ~~\$6.50~~ \$7.00 per class
- 8.10.2. Non-Members ~~\$8.00~~ \$9.00 per class
- 8.11. Private Swim Lessons** (Amended 9/19/2011)
- 8.11.1 Resident Member
- 1 Child ~~\$15.00~~ \$16.00 per class
- 2 Children ~~\$20.00~~ \$21.00 per class
- 8.11.2. Resident Non-member
- 1 Child ~~\$20.00~~ \$21.00 per class
- 2 Children ~~\$25.00~~ \$26.00 per class
- 8.11.3 Non-resident Member
- 1 Child ~~\$20.00~~ \$21.00 per class
- 2 Children ~~\$25.00~~ \$26.00 per class
- 8.11.4 Non-resident Non-member
- 1 Child ~~\$25.00~~ \$26.00 per class
- 2 Children ~~\$30.00~~ \$32.00 per class
- 8.12. Deleted** November 27, 2012
- 8.13. Deleted** November 27, 2012
- 8.14. Adult Aqua Fitness:** (Amended 4/19/16)
- 8.14.1. Residents ~~\$4.00~~ \$5.00/class
- 8.14.2. Non-Residents ~~\$5.00~~ \$6.00/class
- 8.15. Gentle Aerobics** (deleted 9/19/2011)
- 8.16. Pool Party Package Facility Rental Fees** (Limited Availability): (Amended 9/19/2011; 9/2/2014; 4/19/16)
- 8.16.1. Resident Pool/Lounge Rental (up to ~~30~~ 50 total guests) ~~\$77.00~~ \$100.00/hour
- 8.16.2. ~~DELETED~~ Resident Lounge Rental ~~\$20.00~~ hour
- 8.16.3. Non-Resident Pool/Lounge Rental (up to ~~30~~ 50 total guests) ~~\$94.00~~ \$125.00/hour
- 8.16.4. ~~DELETED~~ Non-Resident Lounge Rental ~~\$25.00~~ hour
- 8.16.5. ~~DELETED~~ Every 10 Additional Guests (As Required by Rules) ~~\$15.00~~ hour
- Note:** *Pool Party Package payments due in full at time of rental. Payments may be made online or in person, and may be paid by cash, check or credit card.*
- 8.17. Swim Diaper** \$1.00

ARTICLE 9
ANNUAL REVIEW BY TOWN COUNCIL

- 9.1** An itemized listing of fees for each town department will be submitted to the Town Council by the Town Manager on or before October of each year for the Council's review, revision, and approval.



Appendix B: Town of Hampden
Sewer Connection Fee Schedule

| | | |
|---|-------------------------------------|---------------------|
| Amusement Park | Determined by Public Works Director | |
| Apartment Building | 185 | gpd/unit |
| Auto Body Shop | 0.05 | gpd/ft ² |
| Auto Sales Garage | 0.05 | gpd/ft ² |
| Bakery | 0.15 | gpd/ft ² |
| Bank | 0.1 | gpd/ft ² |
| Barber Shop | 0.35 | gpd/ft ² |
| Beauty Salon | 0.75 | gpd/ft ² |
| Boarding House | 50 | gpd/bed |
| Bowling Alley | 75 | gpd/lane |
| Car Wash | Determined by Public Works Director | |
| Church (sanctuary) | 185 | gpd |
| Day Care | 10 | gpd/child |
| Dry Cleaners | 0.15 | gpd/ft ² |
| Duplex, any Combination | 270 | gpd/unit |
| Fast Food Restaurant (no table service) | 20 | gpd/seat |
| Funeral Home | 0.05 | gpd/ft ² |
| Government Building | 0.1 | gpd/ft ² |
| Health Club | 0.15 | gpd/ft ² |
| Hospitals | 150 | gpd/bed |
| Hotels/Motels | 100 | gpd/unit |
| Industrial (process flow) | Determined by Public Works Director | |
| Laundry | 2.0 | gpd/20lb machine |
| Lodge | 0.25 | gpd/ft ² |
| Medical/Dental | 0.15 | gpd/ft ² |
| Mobile Homes | 270 | gpd |
| Nursing | 100 | gpd/bed |
| Offices | 0.06 | gpd/ft ² |
| Restaurant | 35 | gpd/seat |
| Retail | 0.05 | gpd/ft ² |
| Retirement | 120 | gpd/unit |
| Schools | 10 | gpd/student |
| Senior Housing Facility | 65 | gpd/island |
| Single Family Homes | 270 | gpd |
| Supermarket | 0.05 | gpd/ft ² |
| Taverns, Bars, Lounges | 0.09 | gpd/ft ² |
| Theater | 3 | gpd/seat |
| Train/Bus Stations | 0.075 | gpd/ft ² |
| Utilities | 0.01 | gpd/ft ² |
| Veterinarians | 0.65 | gpd/ft ² |
| Warehouse | 0.05 | gpd/ft ² |

Eagle Scout Service Project Proposal

Project Description and Benefit

Eagle Scout candidate: Levi Husson

Briefly describe the project. Attach sketches or "before" photographs if these will help others visualize it.

Building a 60 ft. by 12 ft. bocce ball court and 2 benches to benefit the town of Hampden, as well as the Special Olympics of Maine.

Tell how your project will be helpful to the beneficiary. Why is it needed?

My project will provide a place to play bocce in Hampden, which there currently is none, and it will be giving the Special Olympics of Maine a place to play bocce as well.

When do you plan to begin work on the project? **I plan to begin working during the Spring of 2018**

How long do you think it will take to complete? **This project will take 4-6 weeks to complete**

Giving Leadership

Approximately how many people will be needed to help on your project? **20 to 25 people**

Where will you recruit them (unit members, friends, neighbors, family, others)? Explain:

I plan to utilize friends, troop members, family, parents, and some professionals. I will recruit at scout meetings and I will approach businesses/the town to level the ground.

What do you think will be most difficult about leading them?

I think the hardest part will be keeping everyone focused and keeping up a steady work flow. Another hard part will be coordinating what each person will be doing, as well as making and keeping a common goal.

Materials

(Materials are things that become part of the finished project, such as lumber, nails, and paint)

What types of materials, if any, will you need? You do not yet need a detailed list of exact quantities, but you must show you have a reasonable idea of what is required.

**wood/composite material
stone dust/fine gravel
2x6 bolts
Wood Screws
1ft. stakes
paver base- 6.61 sq yards**

Supplies

(Supplies are things you use up, such as masking tape, tarps, and garbage bags)

What kinds of supplies, if any, will you need? You do not yet need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

**Trash bags
work gloves
safety glasses
dust masks
Bocce Ball set**

Eagle Scout Service Project Proposal

Tools

What kinds of tools, if any, will you need?

Saws, Earth moving tools: Shovels, Rakes, etc., screwdrivers, grade stakes, level lines, levels, drills, sander/sand paper, paint brushes, buckets, sod cutter.

Permits and Permissions

(Note that property owners normally secure permits.)

Will you need to secure permissions or permits (for example, building permits)? Who will obtain them?
How much will they cost? How long will it take to secure them?

The town will obtain all permits, no other permits required.

Preliminary Cost Estimate

(You do not need exact costs. Reviewers will just want to see if you can reasonably expect to raise enough money to cover an initial estimate of expenses.)

(Enter your estimated expenses.) Fundraising Explain where you will get the money for total costs indicated below, left.

| Items | Cost | Contact businesses to seek donations, and fundraise (bottle drives, yard sales, cleanups, etc.) |
|---------------------|------------|---|
| Materials | \$700 | |
| Supplies | \$100 | |
| Tools | \$100 | |
| Other* | \$50 | |
| Total costs: | 950 | |

*Such costs as food, water, gasoline, parking, permits, equipment rental, sales tax, etc.

Project Phases

Think of your project in terms of phases and list what they might be. The first might be to complete your final plan. Others might include fundraising, preparation, execution, and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated.

1. Plan Project and complete proposal
2. Fundraise and seek donations
3. Purchase tools and materials
4. Recruit help
5. Level Area
6. Build base and walls
7. Lay top layer on
8. Build benches

Logistics

(A Tour Plan has also been called a "Tour Permit." Check with your council service center to determine if one is required.)

How will you handle transportation of materials, supplies, tools, and helpers? Will you need a Tour Plan?

Transport materials in pickup trucks, etc.

Contact volunteers about transportation and any personal tools

No tour plan, everyone arriving in family vehicle

Eagle Scout Service Project Proposal, continued

Safety Issues

(The Guide to Safe Scouting is an important resource in considering safety issues.)

Describe the hazards and safety concerns you and your helpers should be aware of as this project is conducted.

Sun protection, Lifting Materials, Hydration,
Stain and paint-Ventilation, Sawdust-Breathing masks and eye protection,
Power Tools- Only Adults can use power tools

Further Planning

(You do not have to list every step, but it must be enough to show you have a reasonable idea of how to complete a final plan.)

List some action steps you will take to complete a final plan. For example, "Complete a more detailed set of drawings."

Take before and after photos
Complete a more detailed set of drawings
Complete a more detailed list of tools and materials
Put together a more complete schedule, including dates and times

Candidate's Promise

(Signed before approvals below are granted)

On my honor as a Scout, I have read this entire workbook, including the "Message to Scouts and Parents or Guardians" on page 21. I promise to be the leader of this project, and to do my best to carry it out for the maximum benefit to the religious institution, school, or community I have chosen as beneficiary.

Signed

Date

Unit Leader Approval*

I have reviewed this proposal and discussed it with the candidate. I believe it provides impact worthy of an Eagle Scout service project, and will involve planning, development, and leadership. I am comfortable the Scout understands what to do, and how to lead the effort. I will see that the project is monitored, and that adults or others present will not overshadow him.

Signed

Date

Unit Committee Approval*

This Eagle Scout candidate is a Life Scout, and registered in our unit. I have reviewed this proposal, I am comfortable the project is feasible, and I will do everything I can to see that our unit measures up to the level of support we have agreed to provide (if any). I certify that I have been authorized by our unit committee to provide its approval for this proposal.

Signed

Date

Beneficiary Approval*

This service project will provide significant benefit, and we will do all we can to see it through. We realize funding on our part is not required, but we have informed the Scout of the financial support (if any) that we have agreed to. We understand any fundraising on the Scout's name and that funds left over will be used for other projects as required. We will provide receipts to donors as requested.

Signed

Date

Council or District Approval

I have read sections 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout Service Project, in the Guide to Advancement, No. 33088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to complete a final plan and further encourage him to share it with a project coach.

Signed

Date

**While it makes sense to obtain them in the order they appear, there shall be no required sequence for the order of obtaining approvals marked with an asterisk (*). However, council or district approval must come after the others.*

Town of Hampden
 106 Western Avenue
 Hampden, Maine 04444



Phone: (207) 862-4500
Fax: (207) 862-5067

To: Angus Jennings, Town Manager and Council Members
 From: Kelly J. Karter, Assessor *Karter*
 RE: Service Charge Accounts
 Date: November 6, 2017

As you know, annually, I calculate the Service Charges that are assessed to residential property that is exempt from taxation, but receiving rental income. Medical Care Development is now under the ownership of New Entities. The Housing Foundation has filed its' financial documents and I have calculated the full amount of the Service Charge and recommended the indicated charge per their financials.

The Service Charges are as follows:

| | |
|----------------------------|-------------------------------|
| Acadial Health Care, Inc. | \$ 4,259.60 |
| The Housing Foundation | \$ 7,009.00 (see attachments) |
| Penquis Mental Health | \$ 2,161.92 |
| OHI (George Street) | \$ 2,355.20 |
| OHI (143 Patterson Road) | \$ 1,803.52 |
| New Communities | \$ 5,848.32 |
| Community Housing of Maine | \$ 2,338.56 |
| Total | \$25,776.12 |

If you have any questions or concerns, please feel free to contact me.

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-4500
Fax: (207) 862-5067

To: Angus Jennings, Town Manager
From: Kelly Karter, Assessor
RE: Service Charge Calculation
Subject: Acadia Health Care, Inc.

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the council approved the following Service Charge fee for the fiscal year 2017/2018 on November 6, 2017.

When you have completed your financial information for the year ending June 30, 2017, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: Acadia Health Care, Inc.
Property Location: 25 Mayo Road, Hampden, Me 04444

Legal Description: Map 6 Lot 29-A
Book 14349 Page 82

2017 Municipal Budget \$8,414,765.00 (original budget less general assistance)
Divided by Total Valuation \$653,375,903

Mil Rate applied .0128 (Municipal only rate)
Times the Just Value \$340,600

Service Charge Calculation \$4,259.60

Account: 711 Card: 1 of 1

Map/Lot:
Location:

Neighborhood 21 Residential B

Zoning/Use Residential B
Topography Rolling/
Utilities Drilled Well/Septic System
Street Paved

Sale Data
Sale Date 11/30/2016
Sale Price
Sale Type Land & Bldg
Financing Unknown
Verified Public Record
Validity Other Non Valid

Reference 1
Reference 2
Tran/Land/Bldg 1 1 29
X Coordinate 0 Y Coordinate 0
Exemption(s) 47 0 0 Land Schedule 4

| Land Description | | | | | | |
|------------------|------------------------|------------|--------|------|------------|--------|
| Units | Method - Description | Price/Unit | Total | Fctr | Influence | Value |
| 1.00 | Acres-ImprovSite(Frac) | 54,945.00 | 54,945 | 100% | | 54,945 |
| 2.00 | Acres-Rear Land 1 | 3,300.00 | 6,600 | 100% | | 6,600 |
| 3.48 | Acres-Rear Land 3 | 825.00 | 2,871 | 100% | | 2,871 |
| Total Acres 6.48 | | | | | Land Total | 64,416 |

| Dwelling Description | | | | Replacement Cost New | | |
|----------------------|-------------------|--------------|------------------|----------------------|--|---------|
| Colonial | Two Story | 1,040 Sqft | Grade A 100 | Base | | 115,028 |
| Exterior | Wood Siding | Masonry Trim | None | Trim | | 0 |
| Dwelling Units | 1 OTHER Units-0 | Roof Cover | Asphalt Shingles | Roof | | 0 |
| | | | | | | 0 |
| Foundation | Concrete Slab | Basement | None | Basement | | -14,966 |
| Fin. Basement Area | None | Basement Gar | None | Fin Bsmt | | 0 |
| Heating | 100% Hot Water BB | Cooling | 0% None | Heat | | 0 |
| Rooms | 11 | | | | | |
| Bedrooms | 6 | Add Fixtures | 0 | | | |
| Baths | 2 | Half Baths | 1 | Plumbing | | 5,391 |
| Attic | None | | | Attic | | 0 |
| FirePlaces | 0 | | | Fireplace | | 0 |
| Insulation | Full | | | Insulation | | 0 |
| Unfin. Living Area | NONE | | | Unfinished | | 0 |

| Dwelling Condition | | | | | | | Layout | | | Total |
|-------------------------------------|-----------|-----------------------|--------|-------------------|---------|---------|--------|-------------|---------|-------|
| Built | Renovated | Kitchens | Baths | Condition | Layout | | | Total | | |
| 1987 | 1992 | Modern | Modern | Above Average | Typical | | | 105,453 | | |
| Functional Obsolescence | | Economic Obsolescence | | Phys. % | Func. % | Econ. % | | Value(Rcnd) | | |
| None | | None | | 89% | 100% | 165% | | 154,858 | | |
| Outbuildings/Additions/Improvements | | | | Percent Good | | | Value | | | |
| Description | Year | Units | Grade | RCN | Cond | Phy | Func | Econ | Rcnd | |
| One Story Frame | 1988 | 1080 | A 100 | 39347 | Avq+ | 89% | 100% | 165% | 57,781 | |
| Encl Frame Porch | 1988 | 320 | A 100 | 5641 | Avq+ | 89% | 100% | 165% | 8,283 | |
| Wood Deck | 1988 | 408 | C 100 | 2346 | Good | 91% | 100% | 165% | 3,523 | |
| Frame Garage | 1987 | 960 | C 100 | 11764 | Avq- | 84% | 100% | 165% | 16,305 | |
| Frame Shed | 1987 | 80 | D 100 | 584 | Fair | 78% | 100% | 165% | 752 | |
| One Story Frame | 1992 | 240 | A 100 | 8745 | Avq+ | 91% | 100% | 165% | 13,131 | |
| Unfin Basement | 1987 | 1080 | A 100 | 13193 | Avq+ | 89% | 100% | 165% | 19,374 | |
| Frame Shed | 2000 | 128 | B 100 | 1392 | Avq. | 94% | 100% | 165% | 2,158 | |
| 3,400 SFLA | | 66.40 = \$/SFLA (4) | | Outbuilding Total | | | | | 121,307 | |
| Calc. Land | | | 64,400 | Calc. Bldg | | 276,200 | Total | | 340,600 | |

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-4500
Fax: (207) 862-5067

To: Angus Jennings, Town Manager
From: Kelly Karter, Assessor
RE: Service Charge Calculation
Subject: The Housing Foundation

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the council approved the following Service Charge fee for the fiscal year 2017/2018 on November 6, 2017.

When you have completed your financial information for the year ending June 30, 2017, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: The Housing Foundation
Property Location: 113 Western Avenue, Hampden, Me 04444

Legal Description: Map 31 Lot 8
Book 4349 Page 321

2017 Municipal Budget \$8,414,765.00 (original budget less general assistance)
Divided by Total Valuation \$653,375,903

Mil Rate applied .0128 (Municipal only rate)
Times the Just Value \$1,908,800

Service Charge Calculation \$24,432.64

Financials Submitted indicate \$7,009.00 (See Attached)

Hampden
 Name: HOUSING FOUNDATION THE
 (ROE VILLAGE - HAMPDEN)

Valuation Report

11/02/2017

Page 1

Account: 2413 Card: 1 of 1

Map/Lot:
 Location:

31-0-008
 113 WESTERN AVE

Neighborhood 21 Residential B

Zoning/Use Residential B
 Topography /Level
 Utilities /All Public
 Street Paved

Reference 1
 Reference 2
 Tran/Land/Bldg 1 1 67
 X Coordinate 0 Y Coordinate 0
 Exemption(s) 66 0 0 Land Schedule 4

| Land Description | | | | | | |
|------------------|----------------------|------------|---------|------|------------|---------|
| Units | Method - Description | Price/Unit | Total | Fctr | Influence | Value |
| 2.50 | Acres-Improved Site | 54,945.00 | 137,363 | 100% | | 137,363 |
| 1.50 | Acres-Rear Land 1 | 3,300.00 | 4,950 | 100% | | 4,950 |
| Total Acres 4 | | | | | Land Total | 142,313 |

| Commercial Description | | | | | | |
|------------------------|-------------------|--------|-------------|--|--|-----------|
| Occupancy Type | Apartments | | | | | |
| Class & Quality | Frame.....Exc. | | | | | |
| # Dwelling Units | 30 | | | | | |
| Exterior | Vinyl | | | | | |
| Stories & Height | 1 STORY @ 8' | | | | | |
| Heating/Cooling | Hot Water/Radiant | | | | | |
| Built | 1991 | | | | | |
| Remodeled | 0 | | | | | |
| Base Cost/Sqft | 58.77 | | | | | |
| Heat-Cool/Sqft | + | 6.92 | | | | |
| Total | 65.69 | | | | | |
| Size Factor | X | 0.957 | | | | |
| Adjusted Cost/Sqft | 62.87 | | | | | |
| Total Square Feet | X | 17,980 | | | | |
| Replacement Cost | 1,130,403 | | | | | |
| Condition | Very Good | | | | | |
| % Good Physical | X | .91 | | | | |
| Functional | X | 1.00 | | | | |
| Subtotal | 1,028,667 | | | | | |
| Economic Factor | X | 1.650 | Total Value | | | 1,697,301 |

| Outbuildings/Additions/Improvements | | | | Percent Good | | | Value | | |
|-------------------------------------|-------------------|-------|---------|-------------------|------|-------------------|--------------|------|-----------|
| Description | Year | Units | Grade | RCN | Cond | Phy | Func | Econ | Rcnld |
| Slab | 1991 | 4495 | C 100 | 11372 | V.G. | 91% | 100% | 165% | 17,076 |
| Slab | 1991 | 4495 | C 100 | 11372 | V.G. | 91% | 100% | 165% | 17,076 |
| Slab | 1991 | 4495 | C 100 | 11372 | V.G. | 91% | 100% | 165% | 17,076 |
| Slab | 1991 | 4495 | C 100 | 11372 | V.G. | 91% | 100% | 165% | 17,076 |
| Slab | 1997 | 240 | C 100 | 607 | Avq. | 92% | 100% | 165% | 921 |
| 17,980 SF | 98.25 = \$/SF (4) | | | | | Outbuilding Total | | | 69,225 |
| Calc. Land | | | 142,300 | Calc. Bldg | | 1,766,500 | Total | | 1,908,800 |

Office Use Only

| Copy | Backup | Add | Comment |
|------|--------|-----|---------|
| Y | | REG | N |

Comment : PILOT Tax- Town of Hampden
Roe Village

Town of Hampden
106 Western Avenue,
Hampden, ME 04444

| Account Number | Invoice Number | Invoice Date | Parcel | Policy Number |
|----------------|----------------|--------------|--|---------------|
| 1090334:0 | | | PILOT - Roe Village, 113 Western Avenue | |

DO NOT ACCEPT THIS CHECK UNLESS THE PINK LOCK & KEY ICONS FADE WHEN WARMED AND YOU CAN SEE HEXAGONS IN A DUAL-TONE TRUE WATERMARK WHEN HELD TO THE LIGHT

Walker & Duhlop, LLC
7501 Wisconsin Ave, Suite 1200E
Bethesda, MD 20814-6513

CHECK NO 000602736 52-153/112

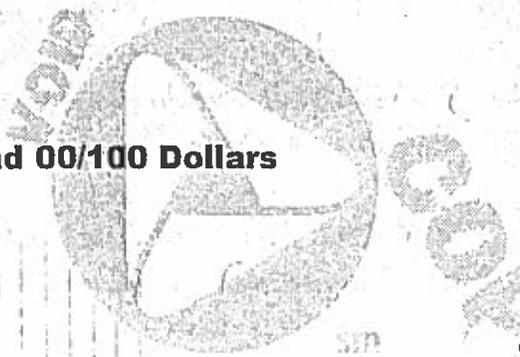
Date 10/13/2017

memo 1 PILOT - Roe Village
memo 2

*****\$7,009.00

Seven Thousand Nine and 00/100 Dollars

Pay To Town of Hampden



William Parker

Bank of America, N.A.

⑈000602736⑈ ⑆011201539⑆ 2220077053⑈

THE HOUSING FOUNDATION - HAMPDEN

NOTES TO FINANCIAL STATEMENTS
(Continued)

JUNE 30, 2017 AND 2016

NOTE 7: PAYMENT IN LIEU OF TAXES (P.I.L.O.T.)

By reason of a decision of the Maine Supreme Judicial Court in 1987, The Housing Foundation - Hampden, which is financed under Section 223(f) of HUD's program, is exempt from real estate taxation. Although State law permits the imposition of a service fee, also known as a payment in lieu of taxes (P.I.L.O.T.), State law currently limits the amount of such service fee to 2% of gross rent revenues. Thus, for the years ended June 30, 2017 and 2016, the service fee was \$7,009 and 6,901, respectively.

NOTE 8: UNRESTRICTED NET ASSETS

None of the Project's net assets are subject to donor-imposed restrictions. Accordingly, all net assets are accounted for as unrestricted net assets.

NOTE 9: FUNCTIONAL ALLOCATION OF EXPENSES

Expenditures incurred in connection with project operations have been summarized on a functional basis in the statements of activities.

NOTE 10: CURRENT VULNERABILITY DUE TO CERTAIN CONCENTRATIONS

The Project's sole asset is a 30-unit apartment project. The Project's operations are concentrated in the multifamily real estate market. In addition, the Project operates in a heavily regulated environment. The operations of the Project are subject to the administrative directives, rules and regulations of federal, state and local regulatory agencies, including, but not limited to, HUD. Such administrative directives, rules and regulations are subject to change by an act of Congress or an administrative change mandated to HUD. Such changes may occur with little notice or inadequate funding to pay for the related cost, including the additional administrative burden, to comply with a change.

NOTE 11: CONCENTRATIONS OF CREDIT RISK ARISING FROM CASH DEPOSITS IN EXCESS OF INSURED LIMITS

Financial instruments that potentially subject the Project to concentrations of credit risk consist primarily of cash accounts with various financial institutions. These balances fluctuate greatly during the year and can exceed the \$250,000 limit of FDIC coverage. Management regularly monitors the financial institutions, together with their respective cash balances, and attempts to maintain this potential risk at a minimum. At June 30, 2017 and 2016, all cash balances were fully insured.

Certain restricted deposits and funded reserves are not FDIC insured but are backed by government securities. The uninsured government backed cash balances totaled \$689,795 and \$690,344 at June 30, 2017 and 2016, respectively. These accounts are held by the mortgage servicer and therefore, outside control of the Project.

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-4500
Fax: (207) 862-5067

To: Angus Jennings, Town Manager
From: Kelly Karter, Assessor
RE: Service Charge Calculation
Subject: Penquis Mental Health Association

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the council approved the following Service Charge fee for the fiscal year 2017/2018 on November 6, 2017.

When you have completed your financial information for the year ending June 30, 2017, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: Penquis Mental Health Association
Property Location: 1012 Carmel Road No, Hampden, Me 04444

Legal Description: Map 1 Lot 31-A
Book 11872 Page 215

2017 Municipal Budget \$8,414,765.00 (original budget less general assistance)
Divided by Total Valuation \$653,375,903

Mil Rate applied .0128 (Municipal only rate)
Times the Just Value \$168,900

Service Charge Calculation \$2,161.92

Neighborhood 63 Business Rural

Zoning/Use Business Rural Rural
Topography /Level
Utilities Drilled Well/Septic System
Street Paved

Sale Data
Sale Date 8/7/2009
Sale Price 160,000
Sale Type Land & Bldg
Financing Unknown
Verified Public Record
Validity Arms Length Sale

Reference 1
Reference 2
Tran/Land/Bldg 1 2 1
X Coordinate 0 Y Coordinate 0
Exemption(s) 47 0 0 Land Schedule 1

Land Description

| Units | Method - Description | Price/Unit | Total | Fctr | Influence | Value |
|---------------|------------------------|------------|--------|------------|-----------|--------|
| 2.00 | Acres-ImprovSite(Frac) | 43,350.00 | 43,350 | 100% | | 43,350 |
| Total Acres 2 | | | | Land Total | | 43,350 |

Dwelling Description

Replacement Cost New

| | | | | | |
|--------------------|-------------------|--------------|------------------|------------|--------|
| Ranch | One Story | 1,360 Sqft | Grade B 100 | Base | 75,066 |
| Exterior | Wood Siding | Masonry Trim | None | Trim | 0 |
| Dwelling Units | 1 OTHER Units-0 | Roof Cover | Asphalt Shingles | Roof | 0 |
| | | | | | 0 |
| Foundation | Concrete | Basement | Dry Full Bmt | Basement | 0 |
| Fin. Basement Area | 168 Sqft, Grade D | Basement Gar | None | Fin Bsmt | 1,394 |
| Heating | 100% Hot Water BB | Cooling | 0% None | Heat | 0 |
| Rooms | 6 | | | | |
| Bedrooms | 3 | Add Fixtures | 0 | | |
| Baths | 2 | Half Baths | 0 | Plumbing | 2,631 |
| Attic | None | | | Attic | 0 |
| FirePlaces | 1 | | | Fireplace | 3,508 |
| Insulation | Full | | | Insulation | 0 |
| Unfin. Living Area | NONE | | | Unfinished | 0 |

Dwelling Condition

| Built | Renovated | Kitchens | Baths | Condition | Layout | Total | |
|--------------------------------|-----------|------------------------------|---------|----------------|----------------|----------------|---------------------|
| 1973 | 0 | Typical | Typical | Below Average | Typical | 82,599 | |
| Functional Obsolescence | | Economic Obsolescence | | Phys. % | Func. % | Econ. % | Value(Rcnld) |
| None | | None | | 78% | 100% | 170% | 109,526 |

Outbuildings/Additions/Improvements

| Description | Year | Units | Grade | RCN | Cond | Phy | Func | Econ | Value Rcnld |
|------------------|------|---------------------|-------|------|------|-------------------|------|------|-------------|
| Frame Garage | 1973 | 624 | C 100 | 8318 | Avq- | 78% | 100% | 170% | 11,030 |
| Wood Deck | 1973 | 144 | D 100 | 678 | Fair | 72% | 100% | 170% | 830 |
| Encl Frame Porch | 1973 | 272 | D 100 | 2622 | Fair | 72% | 100% | 170% | 3,210 |
| Pole Barn/Shed | 1973 | 200 | D 100 | 754 | Fair | 72% | 100% | 170% | 923 |
| 1,360 SFLA | | 80.53 = \$/SFLA (4) | | | | Outbuilding Total | | | 15,993 |

Calc. Land 43,400 Calc. Bldg 125,500 Total 168,900

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-4500
Fax: (207) 862-5067

To: Angus Jennings, Town Manager
From: Kelly Karter, Assessor
RE: Service Charge Calculation
Subject: OHI

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the council approved the following Service Charge fee for the fiscal year 2017/2018 on November 6, 2017.

When you have completed your financial information for the year ending June 30, 2017, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: OHI
Property Location: 35 George Street, Hampden Me 04444

Legal Description: Map 23 Lot 70-C
Book 9404 Page 115

2017 Municipal Budget \$8,414,765.00 (original budget less general assistance)
Divided by Total Valuation \$653,375,903

Mil Rate applied .0128 (Municipal only rate)
Times the Just Value \$184,000

Service Charge Calculation \$2,355.20

Account: 1975 Card: 1 of 1

Map/Lot:
Location:

23-0-070-C
35 GEORGE ST

Neighborhood 10 Westbrook Terr.

Zoning/Use Residential A
Topography /Rolling
Utilities All Public/
Street Paved

Sale Data
Sale Date 6/24/2004
Sale Price 179,000
Sale Type Land & Bldg
Financing Unknown
Verified Public Record
Validity Arms Length Sale

Reference 1
Reference 2
Tran/Land/Bldg 1 1 1
X Coordinate 0 Y Coordinate 0
Exemption(s) 66 0 0 Land Schedule 3

| Land Description | | | | | | |
|------------------|------------------------|------------|--------|------|------------|--------|
| Units | Method - Description | Price/Unit | Total | Fctr | Influence | Value |
| 0.20 | Acres-ImprovSite(Frac) | 65,410.00 | 29,252 | 100% | | 29,252 |
| Total Acres | .2 | | | | Land Total | 29,252 |

| Dwelling Description | | | | Replacement Cost New | | |
|----------------------|-------------------|--------------|------------------|----------------------|--|--------|
| Garrison | Two Story | 936 Sqft | Grade B 105 | Base | | 92,248 |
| Exterior | Vinyl or Alum. | Masonry Trim | None | Trim | | 0 |
| Dwelling Units | 1 OTHER Units-0 | Roof Cover | Asphalt Shingles | Roof | | 0 |
| | | | | | | 0 |
| Foundation | Concrete | Basement | Dry Full Bmt | Basement | | 0 |
| Fin. Basement Area | 468 Sqft, Grade C | Basement Gar | None | Fin Bsmt | | 4,736 |
| Heating | 100% Hot Water BB | Cooling | 0% None | Heat | | 0 |
| Rooms | 8 | | | | | |
| Bedrooms | 4 | Add Fixtures | 0 | | | |
| Baths | 2 | Half Baths | 1 | Plumbing | | 4,604 |
| Attic | None | | | Attic | | 0 |
| FirePlaces | 0 | | | Fireplace | | 0 |
| Insulation | Full | | | Insulation | | 0 |
| Unfin. Living Area | NONE | | | Unfinished | | 0 |

| Dwelling Condition | | | | | | | Total | | |
|-------------------------------------|-----------------------|---------------------|---------|---------------|---------|-------------------|---------|-------|---------|
| Built | Renovated | Kitchens | Baths | Condition | Layout | | | | |
| 1986 | 0 | Typical | Typical | Above Average | Typical | | 101,588 | | |
| Functional Obsolescence | Economic Obsolescence | Phys. % | Func. % | Econ. % | | Value(Rcnld) | | | |
| None | None | 89% | 100% | 155% | | 140,141 | | | |
| Outbuildings/Additions/Improvements | | | | | | | Value | | |
| Description | Year | Units | Grade | RCN | Cond | Phy | Func | Econ | Rcnld |
| Frame Garage | 1986 | 576 | B 100 | 9547 | Avq. | 87% | 100% | 155% | 12,874 |
| Wood Deck | 1988 | 180 | B 100 | 1263 | Avq. | 88% | 100% | 155% | 1,722 |
| 1,872 SFLA | | 74.86 = \$/SFLA (4) | | | | | | | |
| | | | | | | Outbuilding Total | | | 14,596 |
| Calc. Land | | 29,300 | | Calc. Bldg | | 154,700 | | Total | 184,000 |

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-4500
Fax: (207) 862-5067

To: Angus Jennings, Town Manager
From: Kelly Karter, Assessor
RE: Service Charge Calculation
Subject: OHI

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the council approved the following Service Charge fee for the fiscal year 2017/2018 on November 6, 2017.

When you have completed your financial information for the year ending June 30, 2017, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: OHI
Property Location: 143 Patterson Road, Hampden, Me 04444

Legal Description: Map 5 Lot 39
Book 9144 Page 102

2017 Municipal Budget \$8,414,765.00 (original budget less general assistance)
Divided by Total Valuation \$653,375,903

Mil Rate applied .0128 (Municipal only rate)
Times the Just Value \$140,900

Service Charge Calculation \$1,803.52

Account: 569 Card: 1 of 1

| | | | | |
|-----------------|----------------------------|------------|------------------|------------------|
| Neighborhood 49 | Central Rural | | | Sale Data |
| Zoning/Use | Rural | Sale Date | 12/29/2003 | |
| Topography | /Rolling | Sale Price | 128,000 | |
| Utilities | Drilled Well/Septic System | Sale Type | Land & Bldg | |
| Street | Paved | Financing | Unknown | |
| | | Verified | Public Record | |
| | | Validity | Arms Length Sale | |

Reference 1

Reference 2

Tran/Land/Bldg 1 2 29

X Coordinate 0 Y Coordinate 0

Exemption(s) 66 0 0 Land Schedule 1

| Land Description | | | | | | |
|--------------------|------------------------|------------|--------|------|-------------------|---------------|
| Units | Method - Description | Price/Unit | Total | Fctr | Influence | Value |
| 2.00 | Acres-ImprovSite(Frac) | 39,525.00 | 39,525 | 100% | | 39,525 |
| 1.57 | Acres-Rear Land 1 | 3,720.00 | 5,840 | 100% | | 5,840 |
| Total Acres | 3.57 | | | | Land Total | 45,365 |

| Dwelling Description | | | | Replacement Cost New | | |
|----------------------|-----------------|---------------|------------------|----------------------|--|--------|
| Modern Log Home | One Story | 1,056 Sqft | Grade B 100 | Base | | 63,806 |
| Exterior | Wood Siding | Masonry Trim | None | Trim | | 0 |
| Dwelling Units | 1 OTHER Units-0 | Roof Cover | Asphalt Shingles | Roof | | 0 |
| | | | | | | 0 |
| Foundation | Concrete | Basement | Dry Full Bmt | Basement | | 0 |
| Fin. Basement Area | None | Basement Gar | None | Fin Bsmt | | 0 |
| Heating | 100% Electric | Cooling | 0% None | Heat | | -1,482 |
| Rooms | 5 | HEARTH/CHIMNE | 1 | HEARTH/CHIM | | 1,501 |
| Bedrooms | 2 | Add Fixtures | 0 | | | |
| Baths | 1 | Half Baths | 0 | Plumbing | | 0 |
| Attic | None | | | Attic | | 0 |
| FirePlaces | 0 | | | Fireplace | | 0 |
| Insulation | Full | | | Insulation | | 0 |
| Unfin. Living Area | NONE | | | Unfinished | | 0 |

| Dwelling Condition | | | | | | | | | |
|-------------------------------------|-----------|------------------------------|---------------|-------------------|----------------|--------------------------|---------------------|---------------|----------------|
| Built | Renovated | Kitchens | Baths | Condition | Layout | Total | | | |
| 1985 | 0 | Typical | Typical | Average | Typical | | 63,825 | | |
| Functional Obsolescence | | Economic Obsolescence | | Phys. % | Func. % | Econ. % | Value(Rcnld) | | |
| None | | None | | 87% | 100% | 150% | 83,292 | | |
| Outbuildings/Additions/Improvements | | | | | | | | | |
| Description | Year | Units | Grade | RCN | Cond | Phy | Func | Econ | Value Rcnld |
| Open Frame Porch | 1985 | 56 | B 100 | 818 | Avq. | 87% | 100% | 150% | 1,068 |
| Encl Frame Porch | 1985 | 120 | B 100 | 1720 | Avq. | 87% | 100% | 150% | 2,244 |
| Frame Garage | 1985 | 360 | B 100 | 6844 | Avq. | 87% | 100% | 150% | 8,931 |
| 1,056 SFLA | | 78.88 = \$/SFLA (4) | | | | | | | |
| | | | | | | Outbuilding Total | | 12,243 | |
| Calc. Land | | | 45,400 | Calc. Bldg | | 95,500 | Total | | 140,900 |

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-4500
Fax: (207) 862-5067

To: Angus Jennings, Town Manager
From: Kelly Karter, Assessor
RE: Service Charge Calculation
Subject: New Communities (formerly Medical Care Development)

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the council approved the following Service Charge fee for the fiscal year 2017/2018 on November 6, 2017.

When you have completed your financial information for the year ending June 30, 2017, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: New Communities
Property Location: 1282 Kennebec Road, Hampden, Me 04444

Legal Description: Map 1 Lot 23-A
Book 14534 Page 281

2017 Municipal Budget \$8,414,765.00 (original budget less general assistance)
Divided by Total Valuation \$653,375,903

Mil Rate applied .0128 (Municipal only rate)
Times the Just Value \$456,900

Service Charge Calculation \$5,848.32

Account: 275 Card: 1 of 1

Neighborhood 48 South Rural

Zoning/Use Rural
Topography /Level
Utilities Drilled Well/Septic System
Street Paved

Sale Data
Sale Date 7/3/2017
Sale Price
Sale Type Land & Bldg
Financing Unknown
Verified Public Record
Validity Related Parties

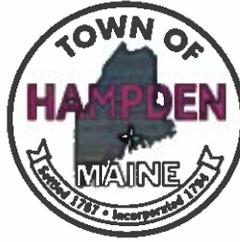
Reference 1
Reference 2
Tran/Land/Bldg 1 2 29
X Coordinate 0 Y Coordinate 0
Exemption(s) 66 0 0 Land Schedule 1

| Land Description | | | | | | |
|------------------|------------------------|------------|------------|------|-----------|--------|
| Units | Method - Description | Price/Unit | Total | Fctr | Influence | Value |
| 2.00 | Acres-ImprovSite(Frac) | 43,350.00 | 43,350 | 100% | | 43,350 |
| 2.00 | Acres-Rear Land 1 | 4,080.00 | 8,160 | 100% | | 8,160 |
| 3.29 | Acres-Rear Land 2 | 1,700.00 | 5,593 | 100% | | 5,593 |
| Total Acres 7.29 | | | Land Total | | | 57,103 |

| Dwelling Description | | | | Replacement Cost New | | |
|----------------------|-------------------|--------------|------------------|----------------------|--|---------|
| Ranch | One Story | 5,666 Sqft | Grade A 100 | Base | | 288,390 |
| Exterior | Vinyl or Alum. | Masonry Trim | None | Trim | | 0 |
| Dwelling Units | 1 OTHER Units-0 | Roof Cover | Asphalt Shingles | Roof | | 0 |
| | | | | | | 0 |
| Foundation | Concrete Slab | Basement | None | Basement | | -60,052 |
| Fin. Basement Area | None | Basement Gar | None | Fin Bsmt | | 0 |
| Heating | 100% Hot Water BB | Cooling | 0% None | Heat | | 0 |
| Rooms | 20 | | | | | |
| Bedrooms | 8 | Add Fixtures | 1 | | | |
| Baths | 4 | Half Baths | 1 | Plumbing | | 12,938 |
| Attic | None | | | Attic | | 0 |
| FirePlaces | 0 | | | Fireplace | | 0 |
| Insulation | Heavy | | | Insulation | | 7,330 |
| Unfin. Living Area | NONE | | | Unfinished | | 0 |

| Dwelling Condition | | | | | | | Layout | | | Total |
|-------------------------------------|---------------------|-----------------------|--------|------------|---------|---------|-------------------|------|---------|-------|
| Built | Renovated | Kitchens | Baths | Condition | Layout | | | | Total | |
| 1995 | 0 | Modern | Modern | Good | Typical | | | | 248,606 | |
| Functional Obsolescence | | Economic Obsolescence | | Phys. % | Func. % | Econ. % | Value(Rcnd) | | | |
| None | | None | | 93% | 100% | 170% | 393,046 | | | |
| Outbuildings/Additions/Improvements | | | | | | | Percent Good | | | Value |
| Description | Year | Units | Grade | RCN | Cond | Phy | Func | Econ | Rcnd | |
| Frame Shed | 1995 | 120 | C 100 | 1070 | Avq- | 87% | 100% | 170% | 1,583 | |
| Open Frame Porch | 1995 | 288 | B 100 | 3334 | Avq. | 91% | 100% | 170% | 5,158 | |
| 5,666 SFLA | 69.37 = \$/SFLA (4) | | | | | | Outbuilding Total | | | 6,741 |
| Calc. Land | | | 57,100 | Calc. Bldg | | 399,800 | Total | | 456,900 | |

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-4500
Fax: (207) 862-5067

To: Angus Jennings, Town Manager
From: Kelly Karter, Assessor
RE: Service Charge Calculation
Subject: Community Housing of Maine Inc.

In accordance with the Service Charge Ordinance approved by the Hampden Town Council on May 18, 1992, the council approved the following Service Charge fee for the fiscal year 2017/2018 on November 6, 2017.

When you have completed your financial information for the year ending June 30, 2017, please submit your gross income if you feel the fee exceeds 2% of your gross income. This information should be submitted to the Town Manager for review by the Hampden Town Council.

Property Owner: Community Housing of Maine Inc.
Property Location: 177 Canaan Road, Hampden, Me 04444

Legal Description: Map 5 Lot 27-A
Book 10137 Page 137

2017 Municipal Budget \$8,414,765.00 (original budget less general assistance)
Divided by Total Valuation \$653,375,903

Mil Rate applied .0128 (Municipal only rate)
Times the Just Value \$182,700

Service Charge Calculation \$2,338.56

Account: 3338 Card: 1 of 1

Neighborhood 49 Central Rural

Zoning/Use Rural
Topography /Rolling
Utilities Drilled Well/Septic System
Street Paved

Sale Data
Sale Date 10/12/2005
Sale Price 185,000
Sale Type Land & Bldg
Financing Unknown
Verified Public Record
Validity Arms Length Sale

Reference 1
Reference 2
Tran/Land/Bldg 1 2 2
X Coordinate 0 Y Coordinate 0
Exemption(s) 66 0 0 Land Schedule 1

| Land Description | | Price/Unit | Total | Fctr | Influence | Value |
|------------------|------------------------|------------|--------|------|------------|--------|
| Units | Method - Description | | | | | |
| 2.00 | Acres-ImprovSite(Frac) | 39,525.00 | 39,525 | 90% | Topography | 35,573 |
| 0.80 | Acres-Rear Land 1 | 3,720.00 | 2,976 | 90% | Topography | 2,678 |
| Total Acres | 2.8 | | | | Land Total | 38,251 |

| Dwelling Description | | | | Replacement Cost New | |
|----------------------|--------------------|--------------|------------------|----------------------|---------|
| Ranch | One Story | 2,016 Sqft | Grade B 120 | Base | 119,237 |
| Exterior | Vinyl or Alum. | Masonry Trim | None | Trim | 0 |
| Dwelling Units | 2 OTHER Units-0 | Roof Cover | Asphalt Shingles | Roof | 0 |
| | | | | | 0 |
| Foundation | Concrete Slab | Basement | None | Basement | -23,891 |
| Fin. Basement Area | None | Basement Gar | None | Fin Bsmt | 0 |
| Heating | 100% Radiant Floor | Cooling | 0% None | Heat | 679 |
| Rooms | 8 | | | | |
| Bedrooms | 4 | Add Fixtures | 0 | | |
| Baths | 2 | Half Baths | 0 | Plumbing | 4,209 |
| Attic | None | | | Attic | 0 |
| FirePlaces | 0 | | | Fireplace | 0 |
| Insulation | Full | | | Insulation | 0 |
| Unfin. Living Area | NONE | | | Unfinished | 0 |

| Dwelling Condition | | | | | | | Total | | |
|-------------------------------------|-----------------------|---------------------|---------|------------|--------------|-------------------|---------|-------|---------|
| Built | Renovated | Kitchens | Baths | Condition | Layout | | | | |
| 2000 | 0 | Typical | Typical | Good | Typical | | 100,234 | | |
| Functional Obsolescence | Economic Obsolescence | Phys. % | Func. % | Econ. % | Value(Rcnld) | | | | |
| None | None | 94% | 100% | 150% | 141,330 | | | | |
| Outbuildings/Additions/Improvements | | | | | Percent Good | Value | | | |
| Description | Year | Units | Grade | RCN | Cond | Phy | Func | Econ | Rcnld |
| Frame Shed | 2004 | 240 | C 100 | 2139 | Avg. | 95% | 100% | 150% | 3,048 |
| 2,016 SFLA | | 70.10 = \$/SFLA (4) | | | | Outbuilding Total | | | 3,048 |
| Calc. Land | | 38,300 | | Calc. Bldg | | 144,400 | | Total | 182,700 |



D-5-C

PUT OPTION DEADLINE FAST APPROACHING

Has Your Community Exercised its Put Option for Sale of PERC Ownership?

In a letter dated February 6, 2017, MRC provided detailed information to a subset of member communities (Equity Charter Municipalities) regarding local steps necessary to exercise a Put Option to sell their municipal interest in PERC. As of this writing, 54 out of the 86 Equity Charter Municipalities have provided MRC with documentation of locally exercised Put Options. These 54 communities have secured their share of sale proceeds.

The absolute deadline, established by a Settlement Agreement recorded with the Maine Business Court, for the Put Option exercise is December 15, 2017.

Communities that do not exercise their Put Option by the deadline will be subject to PERC's exercise of its Call Option, which may result in a price different from the one that has been agreed to. These communities will need to negotiate with PERC directly regarding possible retention of shares, or reaching terms of a sale of their interests with PERC.

If your community needs assistance with the exercise of its Put Option, MRC would be pleased to help. Contact us anytime via email to glounder@mrcmaine.org or call us at 664-1700.

Detailed information regarding local exercise of the Put Option can also be accessed at MRCMaine.org under "Post 2018".



D-5-C

Angus Jennings <townmar

Equity Charter Members: Action May Be Required

1 message

Municipal Review Committee <municipal.review.committee1@gmail.com>

Tue, Feb 7, 2017 at 12:54 PM

Reply-To: glounder@mrcmaine.org

To: townmanager@hampdenmaine.gov



ATTENTION EQUITY CHARTER MEMBERS

ACTION REQUIRED

If your municipality has an ownership interest in PERC, it is known as an Equity Charter Member. As part of a recent settlement between PERC and MRC, all Equity Charter Members have an option to sell their ownership interests back to PERC. To exercise this option, known as the Put Option, action in 2017 at a town meeting or appropriate legislative body may be required.

MRC and PERC are encouraging Equity Charter Members to take advantage of the Put Option to sell the ownership interests. To determine whether your community is an Equity Charter Member and find out your portion of the \$1.5 million ownership interest, click [here](#).

A joint memo from PERC and MRC containing more information about this time sensitive issue is being mailed to Equity Charter Members today. It can also be found [here](#).

If your municipality needs to take legislative action, the MRC has prepared the following Word templates to assist you with the process.

[Sample Town Warrant](#)
[Town or City Form of Resolution](#)
[Regional Association Form of Resolution](#)

THANK YOU FOR YOUR TIMELY ATTENTION TO THIS REQUEST

If you have any questions, please visit our website at www.mrcmaine.org, contact contact Greg Lounder at (207) 664-1700 or glounder@mrcmaine.org or contact a [MRC Board Member](#).

[Join Our Mailing List!](#)

Follow us on [Twitter](#)

[Check out our YouTube Page](#)

Like us on [Facebook](#)



Town of Hampden
RECEIVED

FEB 08 2017

Office of the
Town Manager

ATTENTION ACTION REQUIRED

Your municipality has an ownership interest in PERC and is known as an Equity Charter Member. As part of a recent settlement between PERC and MRC, all Equity Charter Members have an option to sell their ownership interests back to PERC. To exercise this option, known as the Put Option, **action at a town meeting or appropriate legislative body may be required.**

MRC and PERC are encouraging its members to move forward with this option.

To find out your portion of the \$1.5 million ownership interest and how to exercise the Put Option, please read the enclosed memo for more information.

THANK YOU FOR YOUR TIMELY ATTENTION TO THIS REQUEST



Angus Jennings <townmanager@hampdenmaine.gov>

RE: Equity Charter Members: Action May Be Required

1 message

Greg Louder <glouder@mrcmaine.org>
Reply-To: glouder@mrcmaine.org
To: Angus Jennings <townmanager@hampdenmaine.gov>

Tue, Feb 7, 2017 at 1:49 PM

Hi Angus –

The matter of disposition of the existing equity in PERC was not definitively addressed in the Joinder Agreements. Schedule B did discuss the asset being disposed of in the Partnership Agreement, which was amended to implement the terms of the settlement.

When this the matter of disposition of the LP interest arose in the settlement talks, I internally tested the legal theory that the MRC could exercise the put on behalf of all of the Equity Charter Municipalities to avoid a need to act locally, but I was advised otherwise.

In your case, it be straightforward as an council agenda item before this December, 2017, it's the March town meeting forms of government that I feel a bit bad for. I'll be at the 3 PM construction meeting today with Chip.

Hold the phone: Now, as I re-read at pg B-5 of the Joinder Agreement (item 5.), "Municipality hereby affirms its authorization of the MRC to represent its partnership interest for all purposes including, but not limited to, determining the value of PERC Partnership interest"....

I'm left wondering if we created an extra step in the case of Joining Members. I'll check

Greg

From: Angus Jennings [mailto:townmanager@hampdenmaine.gov]
Sent: Tuesday, February 07, 2017 1:13 PM
To: Greg Louder
Subject: Fwd: Equity Charter Members: Action May Be Required

Greg,

I have reviewed these materials and have a question as to whether action is needed if a municipality has signed a Joinder Agreement with MRC for post 2018. Didn't Hampden relinquish its equity in PERC to MRC by virtue of signing

the Joinder Agreement?

Thanks,

Angus

----- Forwarded message -----

From: **Municipal Review Committee** <municipal.review.committee1@gmail.com>

Date: Tue, Feb 7, 2017 at 12:54 PM

Subject: Equity Charter Members: Action May Be Required

To: townmanager@hampdenmaine.gov



**ATTENTION
EQUITY CHARTER MEMBERS**

ACTION REQUIRED

If your municipality has an ownership interest in PERC, it is known as an Equity Charter Member. As part of a recent settlement between PERC and MRC, all Equity Charter Members have an option to sell their ownership interests back to PERC. To exercise this option, known as

MEMORANDUM

TO: Equity Charter Municipalities
FROM: John Noer, President and General Partner, Penobscot Energy Recovery Company (PERC), L.P.
Greg Louder, Executive Director, Municipal Review Committee (MRC), Inc.
RE: Option to Sell Municipal Interests in PERC
DATE: 6 February 2017

Town of Hampden
RECEIVED

FEB 08 2017

Office of the
Town Manager

As you may have heard, PERC and the MRC have reached a settlement that resolves issues related to the end of their business relationship in 2018. As part of the settlement, PERC and the MRC have defined together a process by which municipalities having ownership interests in the PERC Partnership (known as Equity Charter Municipalities) have an option (the Put Option) to sell those interests back to PERC at a known price and through a defined process. Each Equity Charter Municipality is responsible for making its own decision as to whether or not to sell its ownership interests, and for providing the proper notice to the General Partner of PERC. Both PERC and the MRC encourage all Equity Charter Municipalities to take advantage of the Put Option to sell the ownership interests.

Value of the Put Option

As part of the settlement, the MRC and PERC agreed on a price of \$1.5 million that PERC would pay to buy back all of the ownership interests in the PERC Partnership held by Equity Charter Municipalities. The MRC and PERC also agreed that each Equity Charter Municipality would be able to make its own decision whether or not to sell its ownership interests by exercising the Put Option. To this end, the MRC developed Attachment A to this memorandum, which lists all Equity Charter Municipalities, shows the limited partnership share owned by each Equity Charter Municipality, and shows the share value for each Equity Charter Municipality. The share value is the amount of cash that PERC would pay to the Equity Charter Municipality to purchase the corresponding share. The share values add up to \$1.5 million and are allocated to the nearest penny among all Equity Charter Municipalities pro rata on the basis of the limited partnership ownership shares of each.

Procedure for Exercising of the Put Option

To sell your ownership interests, an Equity Charter Municipality must provide a written notice to the General Partner of PERC of its decision on or before December 15, 2017. That notice must be provided in writing and must comply with the requirements of the PERC Partnership Agreement (which can be provided on request). An Equity Charter Municipality can provide notice directly to the General Partner of PERC, or can provide a written request that the MRC provide the notice. Equity Charter Municipalities are asked to contact the MRC regarding the proper form of notice after their decision has been made.

The MRC and PERC are aware that each Equity Charter Municipality has its own methods, procedures and requirements for making decisions of this type, and that some Equity Charter Municipalities might be required or feel the need to seek approval of the decision through regular or special town meeting, town or city council meeting or other governing body authorized to act for regional associations. We

are also aware that many towns hold their annual town meetings in the spring and would need to act now (in order to avoid the need to hold a special town meeting following the annual town meeting and before the December 15, 2017 notice deadline) on the decision to exercise the Put Option, or would need to delegate decision-making authority to a board that meets regularly or to an appropriate city or town manager or other executive, rather than wait until later in the year. To help support your local decision-making process, the following materials are attached to this memorandum for adaptation as appropriate for local circumstances:

- Sample warrant article for Town meeting approval.
- Sample resolution for passage by a city or town council or regional association board or their designee, a Board of Selectmen or their designee.

Please stay in touch with the MRC and PERC as this process proceeds. In particular, please let the MRC and PERC know with emails to the MRC executive director, Greg Lounder (glounder@mrcmaine.org), and to the PERC Plant Controller, Gary Stacey (gstacey@percwte.com)] of the following:

- Confirmation that a warrant article on exercise of the Put Option has been submitted for a town meeting vote.
- Results of the town meeting vote.
- Scheduled date of a vote on exercise of the Put Option by a council or board, and any change in the date.
- A proper copy of the notice, if sent directly, or of instruction to the MRC to provide the proper notice to PERC on behalf of the Charter Municipality.
- Questions regarding the Put Option and the process for its exercise.
- Confirmation that the Board of Selectmen or their designee acted on behalf of the town to approve the exercise of the Put Option and has provided notice to the General Partner of PERC with a copy to the MRC.

Payment for the Put Option

The transfer of ownership interests in PERC from the Equity Charter Municipalities to PERC, and the payment for the transfer, would be completed at a financial closing anticipated to be held after December 15, 2017. The MRC will provide technical support to each Equity Charter Municipality in advance of and at the closing. At the closing, each Equity Charter Municipality would assign and convey its partnership interests back to PERC, free and clear of all liens and encumbrances, and would execute documents necessary and appropriate to carry out the terms of the purchase, in exchange for its share of payment as set forth in Attachment A. To the extent possible, all financial closings will occur on the same date for all transfers of ownership interests from all Equity Charter Municipalities that have provided proper written notice of exercise of its Put Option on or before December 15, 2017. The settlement anticipates that such closing and the associated payments will occur on or before April 30, 2018.

Alternatives to Exercise of the Put Option

Both PERC and the MRC encourage all Equity Charter Municipalities to take advantage of the Put Option to sell the ownership interests back to PERC. However, both PERC and the MRC recognize that individual Equity Municipalities may ultimately not exercise the Put Option for any number of reasons. Under the terms of the settlement, the MRC and PERC have agreed to the following terms regarding Equity Charter Municipalities that have not provided proper written notice of exercise of the Put Option on or before December 15, 2017:

- The Equity Charter Municipality can negotiate with the PERC Partnership on its own to agree on the particular terms on which it will remain on as a limited partner of the PERC partnership, provided that such terms would need to be acceptable to the General Partner of PERC in its sole discretion. The MRC will not participate in negotiations between Equity Charter Municipalities that may elect to remain with PERC and the PERC Partnership.
- The PERC partnership can exercise an option to purchase the ownership interests in the PERC partnership of any Equity Charter Municipality that did not exercise the Put Option and has not agreed to remain on as a limited partner of PERC on terms acceptable to the General Partner of PERC (the Call Option). PERC can exercise this Call Option at any time after January 1, 2018, and before June 30, 2018, provided that the PERC Partnership (i) has already met all payment obligations set forth in the Partnership Agreement regarding payment of Performance Credits and Net Cash Flow to the MRC for the benefit of the Charter Municipalities; (ii) has already met all payment obligations associated with exercise of the Put Option; and (iii) exercises the Call Option for all Equity Charter Municipalities that did not exercise the Put Option and do not have other agreements to remain on as a limited partner of PERC. PERC intends to exercise the Call Option for any Equity Charter Municipality that does not have a waste disposal agreement with PERC for 2018 and beyond.
- If the PERC partnership exercises the Call Option, then the PERC partnership and each Equity Charter Municipality as to which the Call Option has been exercised shall have ten days to agree upon a value of the Partnership for the purpose of determining the Call Option price. If agreement is not reached in ten days, then each party shall appoint and pay for a qualified appraiser to make an independent determination of the Call Option price in accordance with the process set forth in the Partnership Agreement. The MRC will not participate in negotiations between Equity Charter Municipalities that may elect to work with PERC directly to determine a Call Option price.

Both PERC and the MRC encourage all Equity Charter Municipalities to exercise the Put Option on a timely basis. Under the Put Option, the Equity Charter Municipalities would receive a known payment amount for the sale of its ownership interests in PERC in a known timeframe. Equity Charter Municipalities that do not exercise the Put Option on a timely basis would either be on their own in retaining or negotiating a sale of their interests with PERC after the Put Process has been completed, or

would need to accept the costs and outcome of a Call Option process that may result in a sale price different than that agreed upon in connection with exercise of the Put Option.

We urge those municipalities that feel the need to seek town meeting approval to act quickly to add a warrant article to the regular town meeting warrant or schedule a special town meeting later in 2017 to allow for more time. Questions on the Put Option exercise process can be directed to Greg Lounder, Executive Director, MRC, at 207-664-1700 or glounder@mrcmaine.org.

Attachments

- A Value of the Put Option for each Equity Charter Municipality.
- B Town Meeting Form of Warrant.
- C Town/City Council Form of Resolution.
- D Regional Association Form of Resolution.

| Attachment A | | | | | |
|--|--------------|----------------|-----------------------------|-------------------|----------------|
| Value of the Put Option for each Equity Charter Municipality | | | | | |
| | LP ownership | Share value at | | LP ownership | Share value at |
| Equity Charter Municipality | share | 1,500,000.00 | Equity Charter Municipality | share | 1,500,000.00 |
| Albion | 0.115200% | 6,770.79 | Midcoast SWD | 1.232567% | 72,443.15 |
| Allon | 0.053777% | 3,160.70 | Mid-Maine SWD | 0.729280% | 42,862.85 |
| Atkinson | 0.016704% | 981.76 | Milford | 0.178976% | 10,519.17 |
| Baileyville | 0.188154% | 11,058.60 | Millinocket | 0.466113% | 27,395.42 |
| Bangor | 4.324165% | 254,149.36 | Milo | 0.196676% | 11,559.48 |
| Bar Harbor | 0.848682% | 49,880.61 | Monson | 0.032485% | 1,909.28 |
| Blue Hill/Surry | 0.527452% | 31,000.57 | Mt. Desert area ADD | 0.960269% | 56,439.05 |
| Boothbay RRDD | 0.722256% | 42,450.02 | Newburg | 0.080330% | 4,721.33 |
| Bradley | 0.068282% | 4,013.22 | Old Town | 0.772617% | 45,409.95 |
| Brewer | 1.286299% | 75,601.20 | Orland | 0.079493% | 4,672.14 |
| Brooks | 0.035971% | 2,114.17 | Orono | 0.662183% | 38,919.28 |
| Brownville | 0.115223% | 6,772.14 | Otis | 0.033372% | 1,961.41 |
| Bucksport | 0.406500% | 23,891.71 | Palmyra | 0.095658% | 5,622.22 |
| Burnham | 0.082797% | 4,866.33 | Parkman | 0.025709% | 1,511.03 |
| Carmel | 0.133851% | 7,866.99 | Penobscot Co. | 0.132932% | 7,812.97 |
| Central Penobscot | 0.223590% | 13,141.32 | Pleasant River SWD | 0.201455% | 11,840.36 |
| China | 0.292066% | 17,165.95 | Plymouth | 0.076122% | 4,474.01 |
| Clifton | 0.047476% | 2,790.36 | Reed Pt | 0.014551% | 855.22 |
| Clinton | 0.391141% | 22,989.00 | Rockland | 0.850547% | 49,990.22 |
| Dedham | 0.065330% | 3,839.72 | Sangerville | 0.070695% | 4,155.04 |
| Dover-Foxcroft | 0.296503% | 17,426.73 | Searsport | 0.207542% | 12,198.12 |
| Eddington | 0.139017% | 8,170.61 | Stetson | 0.054586% | 3,208.25 |
| Enfield | 0.116763% | 6,862.65 | Steuben | 0.076527% | 4,497.81 |
| Fairfield | 0.408549% | 24,012.14 | Stonington | 0.129296% | 7,599.27 |
| Glenburn | 0.250042% | 14,696.02 | Thomaston Group | 0.550964% | 32,382.47 |
| Gouldsboro | 0.124736% | 7,331.26 | Thordike | 0.043315% | 2,545.81 |
| Greenbush | 0.080853% | 4,752.07 | Troy | 0.033720% | 1,981.87 |
| Gulford | 0.211599% | 12,436.56 | Union River SWD | 0.048905% | 2,874.35 |
| Hampden | 0.507683% | 29,838.67 | Unity | 0.113136% | 6,649.48 |
| Hancock | 0.090230% | 5,303.20 | Vassalboro | 0.229933% | 13,514.13 |
| Hermon | 0.411467% | 24,183.65 | Veazie | 0.116191% | 6,829.03 |
| Holden | 0.137542% | 8,083.92 | Verona | 0.044567% | 2,619.39 |
| Jackson | 0.016186% | 951.32 | Waldoboro Group | 0.471227% | 27,695.99 |
| Lamoine | 0.083018% | 4,879.32 | Waterville | 1.516595% | 89,136.67 |
| Lee | 0.060512% | 3,556.55 | Winslow | 0.469420% | 27,589.79 |
| Levant | 0.130044% | 7,643.23 | West Gardiner | 0.185858% | 10,923.66 |
| Lincoln | 0.599549% | 35,238.02 | Winthrop | 0.461015% | 27,095.79 |
| Lucerne | 0.033430% | 1,964.82 | | 25.521400% | 1,500,000.00 |
| Mariaville | 0.019156% | 1,125.88 | | | |
| Mars Hill | 0.151091% | 8,880.25 | | Truncation factor | 0.04% |
| Mattawamkeag | 0.063687% | 3,743.15 | | | |

David I. Ryder (Mayor, Dist. 4)
Stephen L. Wilde (1)
Dennis R. Marble (2)

TOWN OF HAMPDEN
IN THE TOWN COUNCIL

Terry McAvoy (3)
Gregory J. Sirois (A/L)
Mark S. Cormier (A/L)
Ivan P. McPike (A/L)

Resolution: 2017-02

Adoption: September 5th, 2017

Authorizing the Town of Hampden to Exercise the Put Option Set Forth in the Sixth Amended and Restated Agreement of Limited Partnership of Penobscot Energy Recovery Company, Limited Partnership

RESOLVED, by the Town Council of Hampden, Maine, that:

Pursuant to Section 9.3 the Sixth Amended and Restated Agreement of Limited Partnership of Penobscot Energy Recovery Company, Limited Partnership (the "PERC Partnership Agreement"), as an Equity Charter Municipality the Town of Hampden hereby elects to exercise the Put Option described therein whereby the Town of Hampden is electing to require that the Penobscot Energy Recovery Company, Limited Partnership ("PERC") repurchase the Town of Hampden's limited partnership interest in PERC in exchange for a cash payment equal to the Town of Hampden's proportionate share of One Million Five Hundred Thousand Dollars (\$1,500,000), which represents the agreed upon aggregate value of all limited partnership interest held by the Town of Hampden and other similarly situated municipal members of the Municipal Review Committee.

NOW, THEREFORE, BE IT HEREBY VOTED AND ORDERED BY THE TOWN COUNCIL OF HAMPDEN, MAINE:

Angus Jennings, Town Manager or his designee or designees is authorized as a representative of the Town of Hampden to execute and deliver on behalf of the association such documents and to take such further actions as they may deem necessary or appropriate in order to exercise the above-described Put Option and to assign the association's limited partnership interests to PERC as contemplated thereby.

Dated this 5th day of September, 2017, in Hampden, Maine

Town Clerk:

ORDERED by a majority of the Town Council:

Paula Scott

D-5-d



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

October 19, 2017

To: Angus Jennings
From: Sean Currier
Subject: Economic Development – Reserve Request

The Public Works Department is requesting approval to use Economic Development Reserve funds in the amount up to the amount of \$6,730.00 to purchase holiday banners to be installed on utility poles by Public Works. The reserve account being requested is 03-727-00.

It is proposed that the banners will be installed to replace the illuminated decorations used in past years. The upgrade of the electrical service and decoration replacement on each pole seems cost prohibitive. The banners are a more economical solution which should also show our recognition of the holidays.

Thank you for your consideration.

Sean Currier



Celebrate

AMERICA



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042153 ST06 982524 962513 951526 002543 012546 922522 982517 963504 STH150



092557 002542 ST08 052552 911514 052550 002544 072556 912511 STH149



982518 052553 ST16 a&b ST17 a&b



Hampden Approved FY18 Budget - RESERVES

| | | Allocations to Reserve Funds | | | | |
|-------------------|-------------------------------|------------------------------|-------------------|-------------------|-------------------|--|
| | | 2016 | 2017 | FY18 | FY18 | |
| | | Budget | Budget | Town Mgr | Town Council | Notes |
| Dept: 70 RESERVES | | | | As of May 1 | June 19, 2017 | |
| 55-02-70-99 | Munic Bldg (3-702-00) | | | | \$ 14,000 | Public safety floor replacement; LED lighting; wall heater in garage; ADA door openers |
| 55-10-70-99 | City Bus (3-710-00) | | | | \$ 5,850 | Toward purchase of "end of life rehab" Bus (est. FY18) |
| 55-11-70-99 | Computer (3-711-00) | | | | \$ 14,100 | Platter replacement; LCD Projectors (2); Public Safety Server; Town Office Server; Laptops (2); Networking equipment; Phone system; Ambulance laptops (2); A/C for network equipment; CCTV Surveillance system; Cruiser laptops (3). |
| 55-17-70-99 | DPW Equipment (3-717-00) | | | | \$ 31,680 | Est. first of five year payment to replace Plow Truck #20 |
| 55-19-70-99 | Twn Record Reserve (3-719-00) | | | | \$ 2,940 | Town Records archival preservation (partial) (est. FY18) |
| 55-25-70-99 | Plan & Comm (3-725-00) | | | | \$ 15,000 | Eligible for use to enforce Dangerous Building statute |
| 55-27-70-99 | Economic Dev (3-727-00) | | | | \$ 6,730 | Town Center decorative banner installation |
| 55-33-70-99 | Personnel (3-733-00) | | | | \$ 25,000 | Unbudgeted personnel costs (FMLA backup; retirement/separation of service payments; etc.) |
| 55-37-70-99 | Ambulance (3-737-00) | | | | \$ 20,000 | Toward ambulance purchase (est. FY26) |
| 55-41-70-99 | Fire Truck (3-741-00) | | | | \$ 50,000 | Toward fire engine purchase (est. FY23) |
| 55-45-70-99 | Fire Building (3-745-00) | | | | \$ 2,361 | Fire garage door exhaust linkage repair (est. FY18) |
| 55-47-70-99 | Fire Camera (3-747-00) | | | | \$ 10,000 | Thermal imaging camera (est. FY18) |
| 55-53-70-99 | Police Cruiser (3-753-00) | | | | \$ 27,000 | Toward police cruiser purchase (est. FY18) |
| 55-61-70-99 | Roads/Streets (3-761-00) | | | | \$ 67,000 | Toward Sucker Brook culvert (\$50,000); Baker Road (\$12,000); install MDOT flashing ped beacon (\$5000) |
| 55-67-70-99 | Rec Area Res (3-767-00) | | | | \$ 10,000 | Toward add'l parking for Pool site |
| 55-68-70-99 | Playground (3-768-00) | | | | \$ 5,000 | Toward VFW basketball/tennis court rehab |
| 55-71-70-99 | Pool Facility (3-771-00) | | | | \$ 5,000 | Toward Pool interior painting (est. FY18) |
| 55-73-70-99 | Marina (3-773-00) | | | | \$ 5,000 | Replacement of floating dock (est. FY18) |
| 55-75-70-99 | Bldg/Grounds (3-775-00) | | | | \$ 5,280 | Pickup truck for cemetery crew to replace #52 |
| 55-77-70-99 | SW/Garage (3-777-00) | | | | \$ 90,000 | Toward salt shed replacement; and contingency for "bridge waste" costs if new facility not open on time |
| 55-78-70-99 | Matching Grant (3-780-00) | | | | \$ 40,000 | |
| RESERVES | | \$ 330,000 | \$ 502,019 | \$ 509,756 | \$ 451,941 | |

D-5-e

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
Email:
townmanager@hampdenmaine.gov

TO: Infrastructure Committee
FROM: Angus Jennings, Town Manager
DATE: October 19, 2017
RE: Proposed Town Center pedestrian safety improvements

At its meeting on April 25, 2016, the Infrastructure Committee reviewed a resident request for installation of a crosswalk and sidewalk on Route 1A, in the Town Center. The request was from the mother of a child who was struck and injured by a vehicle while crossing the road between cars last year.

Since that time, the Town has received a number of additional requests from residents to improve pedestrian safety in this area. In particular, there have been many concerns about the condition of the striped crosswalk across 1A at Cottage Street. Residents have been advised that the Town cannot restripe the crosswalk in its current location because the crosswalk does not have ADA-compliant "landing areas" on both sides. If the Town were to restripe the existing crosswalk, it would be exposed to liability.

Several correspondences are enclosed for your reference.

A new sidewalk in this location would be costly due to ledge. Longer-term, it is recommended that the Council add Town Center pedestrian improvements to the Capital Program, and budget accordingly. In hopes of nearer-term improvements, the Town applied to MDOT for grant of flashing pedestrian beacons (est. value \$10,000). Earlier this week we learned that Hampden's application was approved. However, the beacons can only be installed at an ADA-compliant location.

MDOT will allow the Town to install a crosswalk in the proposed location – between the Irving Station and Hannibal Hamlin Place – but will require stamped engineers plans in order to authorize work on a State road. We received a cost proposal from Woodard & Curran for \$4,000.00 to engineer the crosswalk, landing areas, and interface with existing sidewalks. The cost proposal is enclosed.

The approved FY18 reserve budget earmarked \$5,000 to "install MDOT flashing ped[estrian] beacon." This funding was proposed in anticipation of potentially receiving the MDOT equipment.

Until the engineering is complete we will not have a cost estimate to construct the crosswalk and ADA pedestrian landing areas. The present request is for authorization for reserve funds to proceed with engineering, at which point additional funds would be proposed for construction. With Council approval, funding that could be made available for this purpose includes Roads/Streets reserve, Matching Grants reserve, and/or Host Community Benefit funds, or a combination. In addition to residents, Hampden Public Safety is supportive of the proposed crosswalk and flashing pedestrian beacons.



Memorandum

TO: Town Council
FROM: Paula Scott, Town Clerk
DATE: November 2, 2017
RE: MDOT Crosswalk Policy

Attached is the crosswalk guideline from MDOT. Sean spoke with John Devin, a traffic engineer in Bangor who stated we would need a street opening permit (fee will be waived) and a crosswalk agreement stating that we meet all State and Federal ADA requirements.

John stated that they have had so many issues with crosswalks not meeting Federal guidelines that they are now requesting an engineer to oversee design and construction of the sidewalk to minimize rework and remove the liability from the Municipalities. He stated that the regulations are Federal in nature and they are cracking down on issues with cross slopes, angles, truncated domes, etc. and making the municipalities fix the issues. The Federal ADA is managed by the Department of Justice.

Location Diagram

Existing crosswalk

Proposed new crosswalk
(approx. location)

Existing crosswalk (not
ADA compliant)



Existing Non-Compliant Crosswalk at Cottage Street



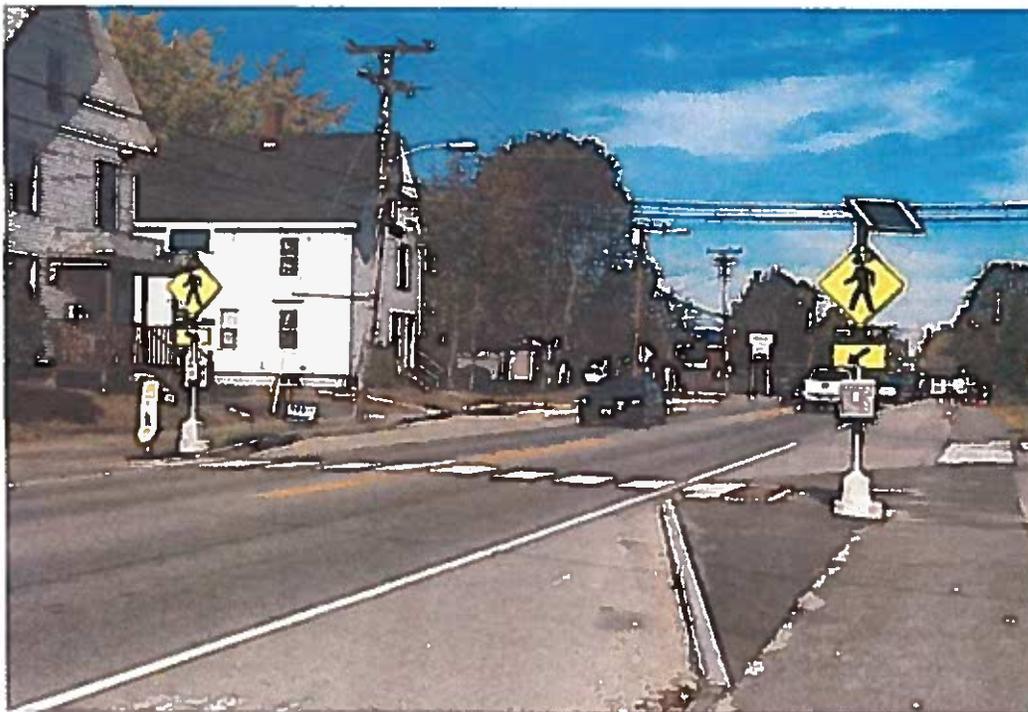
Looking at Cottage Street



Looking at School side of Main Road North....Goes to a driveway not an ADA ramp



Photos of Comparable Flashing Pedestrian Beacons in Brewer





MaineDOT

ENGINEERING INSTRUCTION

Title: MaineDOT Guidelines on Crosswalks

Number: C6

Discipline: General Engineering

Originators: Stephen Landry and Regional
Traffic Engineers

Approved By: Kenneth L. Sweeney, P.E.,
Chief Engineer

Issue Date: March 6, 2013

Revised Date: March 14, 2013

Revision#2 Date: October 13, 2016

Crosswalks are marked areas where pedestrians can safely cross a roadway. By law in the State of Maine (Title 29-A Subsection 2056, 4) any vehicle must yield the right-of-way to a pedestrian who has entered a marked crosswalk when a traffic control device is not in operation. This law makes it imperative that crosswalk placement, markings and usage be done in a uniform way.

Section 1: ADA (Required)

1. All crosswalks shall meet the criteria put forth in the American's with Disabilities Act (ADA) and at a minimum will include truncated domes, proper flares, slopes and tip downs for the appropriate configuration shown in Figures 3 through 11 below.

Section 2: MUTCD (Required)

2. All crosswalks shall meet the latest *Manual on Uniform Traffic Control Devices (MUTCD)* Section 3B.18 Crosswalk marking standards. They shall be a minimum of six (6) feet wide and marked with white paint as shown on the attached sheet Figure 2. Crosswalks shall be painted at least annually and shall be retro-reflective for nighttime visibility. Crosswalks should be lighted for nighttime use. For added visibility, the zebra (diagonal style markings) or the Continental (piano key style marking) should be used.

3. Crosswalks shall have the appropriate signage (W11-2 series from the *Manual on Uniform Traffic Control Devices*, see section 2C.50 of the MUTCD). These signs shall be black symbol on yellow background or black symbol on fluorescent yellow-green background. Signs of different background colors should not be mixed at a given site or area. (See Figure 12) In-Street signing will be allowed as a supplement to side of the road signing only and not in lieu of it. (See Figure 13)

4. No parking shall be allowed within 20 feet of any unsignalized crosswalk (includes mid-block) and 30 feet at a signalized intersection. Parking restrictions can be removed when bump-outs or curb extensions are built. These allow the pedestrian to be seen by the traveling public. Signs should be installed indicating that no parking is allowed. (see Figure 1)

Section 3: Required Safety

Revised 10/13/16

5. Crosswalks shall only be placed in areas where there is sufficient stopping sight distance for the posted speed limit as set forth in Table 1. Stopping sight distance for the purpose of evaluating a crosswalk shall be measured from a 3.5 foot driver eye height to a 3.5 foot pedestrian height.

Table 1 – Sight Distance

| Posted Speed (MPH) | Sight Distance (Feet) |
|--------------------|-----------------------|
| 20 | 155 |
| 25 | 200 |
| 30 | 250 |
| 35 | 305 |
| 40 | 360 |

6. Crosswalks shall only be installed in areas where the speed limit is 40 mph or less, unless the intersection is controlled by a traffic signal.

7. If a municipality proposes a crosswalk on a roadway with more than 1 lane in any direction (does not include a center turn lane) or a crosswalk at 40 mph posted speed, the municipality is required to get approval from the State Traffic Engineer or his/her designee.

Table 2 – Number of Lanes Vs Speed

| Roadway Lanes | < 35 MPH | 40 MPH @ | >45 MPH * |
|-----------------|---|---|--|
| 2 Lanes | Allowed | Allowed, Consider pedestrian activated flashers | Allowed at fully actuated traffic signals only |
| 3 Lanes | Allowed | Allowed with pedestrian activated flashers | Allowed at fully actuated traffic signals only |
| 4 or more lanes | Allowed, Consider pedestrian activated flashers | Allowed with pedestrian activated flashers | Allowed at fully actuated traffic signals only |

*Only at fully actuated signals with existing or proposed sidewalks.

@ Crosswalks at unsignalized locations in 40 mph settings should be accompanied by yield bars and associated signage. In areas with 4 or 5 lanes that signage should be installed overhead. See Figure 14.

Section 4: General Safety (Required unless a Program Manager indicates otherwise) #

8. All crosswalks should extend from one safe landing zone to another. A safe landing zone is an area where a pedestrian is safe from vehicle conflict while waiting to cross or when completing the crossing. Islands, walkways and sidewalks are typically considered safe landing zones, while road shoulders, driveways (under normal circumstances) and parking areas are not considered safe landing zones. Provisions should be made for winter maintenance of the landing zones, including but not limited to snow and ice removal. The safe landing area should not be confused with the "Turning Space" required at the top of each ramp.

9. Crosswalks should, to the maximum extent practicable, be perpendicular to the highway. No crosswalks shall be constructed more than 30 degrees from perpendicular, unless the angle of intersecting roadways is more than a 30 degree skew.

10. Crosswalks should be located a minimum distance of 400 feet apart. The July 2009 edition of *Complete Streets Design Guidelines* (p.23) indicates “pedestrians will not walk more than 200 feet laterally in order to cross a street, and pedestrians will begin to seek out mid-block crossing opportunities when spacing exceeds 400 feet.”

11. Crosswalks in school zones should have crossing guards for times when school is starting and ending. School crosswalks should be at roadway intersections. Mid-block crossings should only be used when a high concentration of students will be using them, as driver expectation is not to have to stop at a mid-block location.

12. Municipalities are entitled to place crosswalks on state or state aid highways, if they are in accordance with these guidelines. Municipalities are highly encouraged to create an ordinance, indicating at a minimum, that sections 1 through 3 are followed. If a municipality wants a crosswalk that does not meet one or more items in Section 4, they would need to submit a traffic study indicating that the location of the crosswalk would be safe. Placement of crosswalks other than as specified shall require approval by the State Traffic Engineer or his/her designee.

All crosswalks will be reviewed during the Project Development process. Unless the Program Manager or State Traffic Engineer approves otherwise, crosswalks not meeting the standards above will not be replaced in the field. The municipality will be contacted and informed that the said crosswalk(s) doesn't meet our standards and not to repaint the crosswalk. The Program Manager or State Traffic Engineer may allow a crosswalk to remain if it doesn't meet 1 or more of the standards in Section 4 providing there is documentation of the reasons it should remain and how it will impact the safety of the pedestrian.

Crosswalks at signalized intersections: All new crosswalks installed at signalized intersections or existing crosswalks at a signal intersections being modified or replaced shall be required to have pedestrian countdown heads installed as well as Accessible Pedestrian Signal (APS) technology. Signalized crosswalks will be allowed at all posted speeds. For signalized crosswalks above 40 mph, additional all red time should be considered for the safety of the pedestrian. This will help ensure that when the pedestrian phase starts, all vehicles have cleared the intersection.

TYPICAL PARKING SPACE MARKINGS

6" 24" White Cross Walk

6 Ft.

4 Ft. Min.

12" 24" White Stop Bar

20 Ft. Min.

22 to 26 Ft.

**Parallel lines shall be a minimum of 6 inch in width
Continental and Zebra markings shall be a minimum of 12 inches in width, 24 inches recommended.**

***30 Ft. Min
No Parking Zone
At a Traffic Signal**

**20 Ft. Min.
NO PARKING ZONE**

8 Ft.

4" Solid White
(Typical)

20 Ft. Min.
NO PARKING ZONE

Figure 1

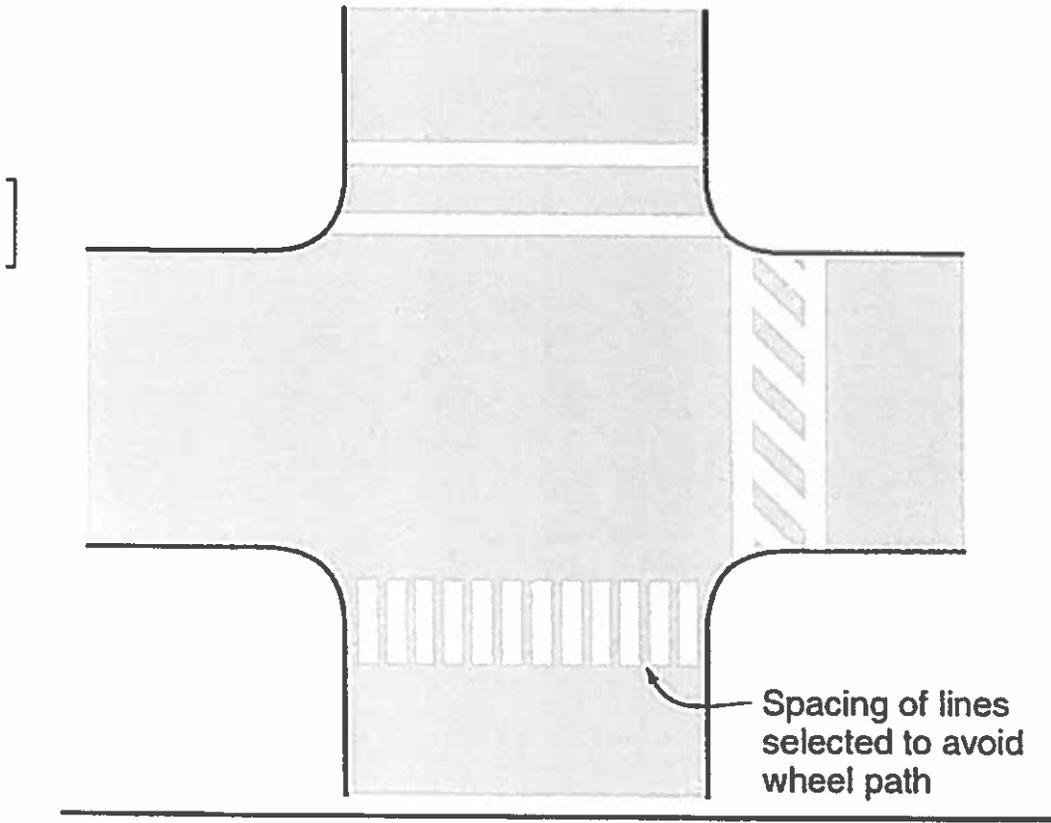
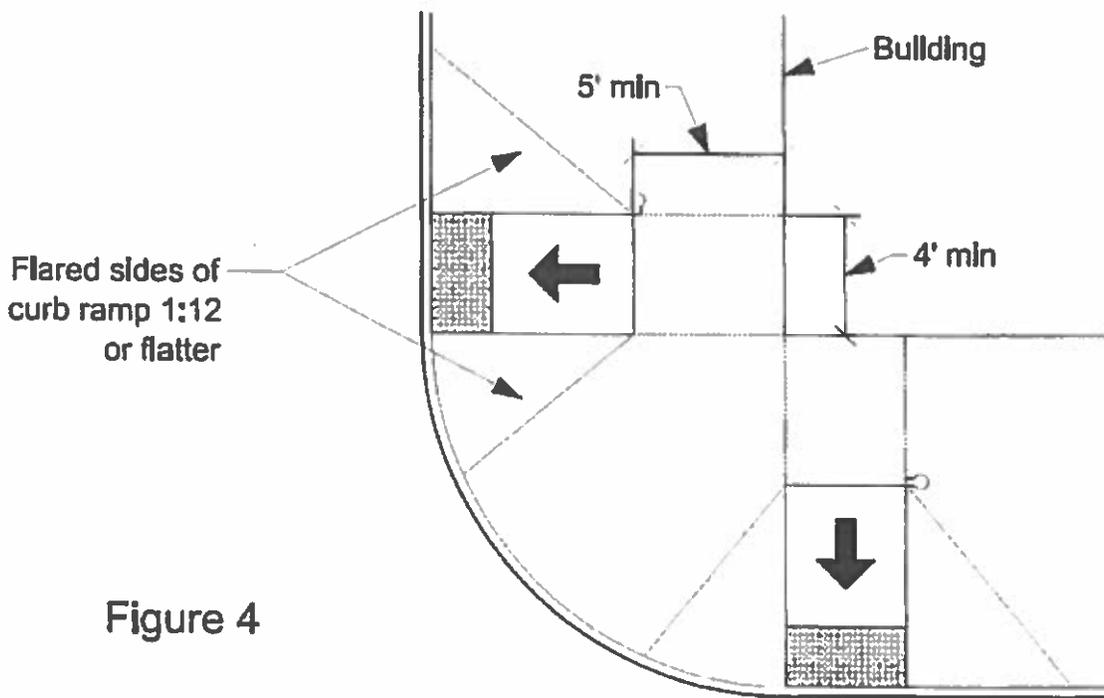
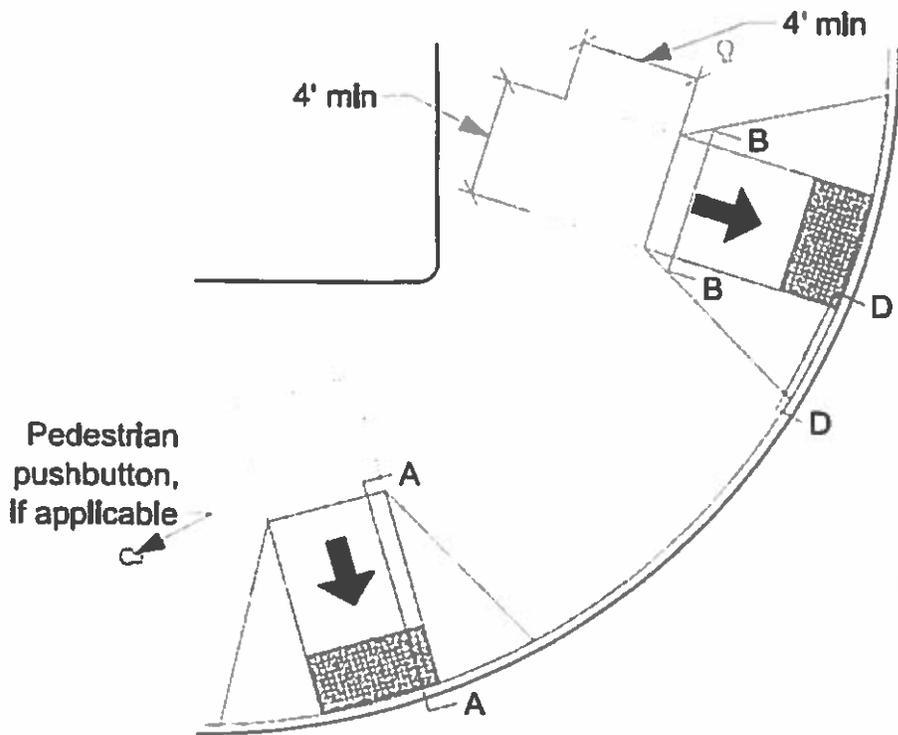


Figure 2



10/04/2016

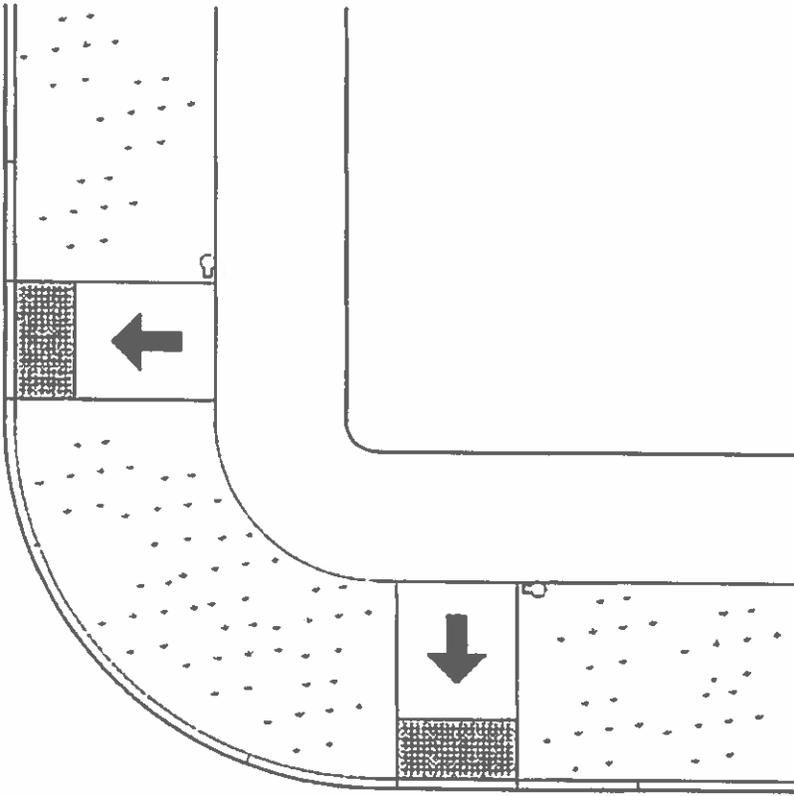


Figure 5

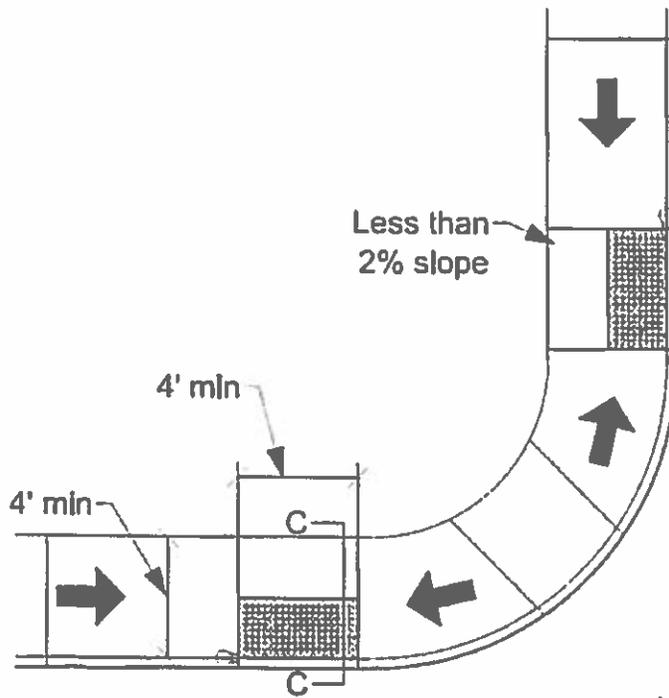


Figure 6

10/04/2016

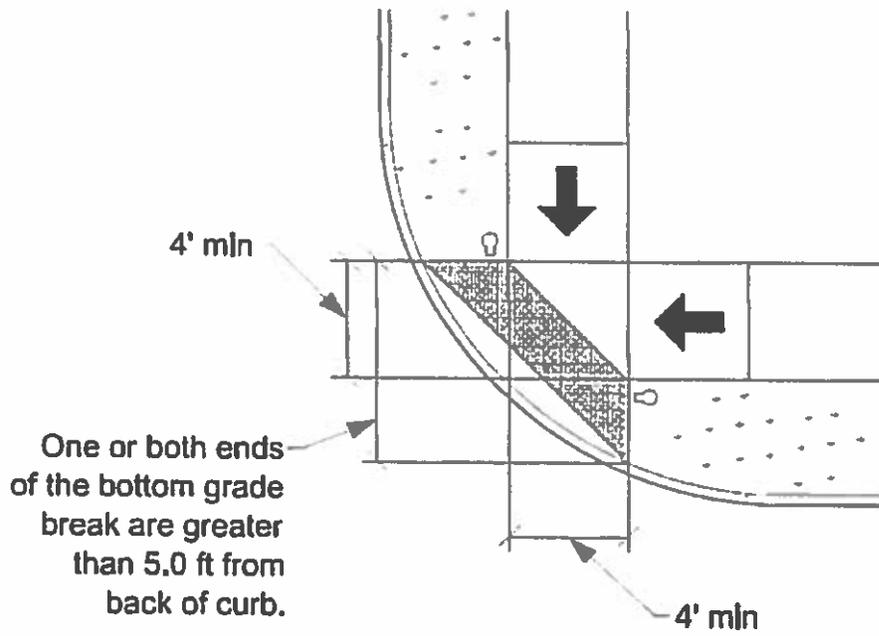
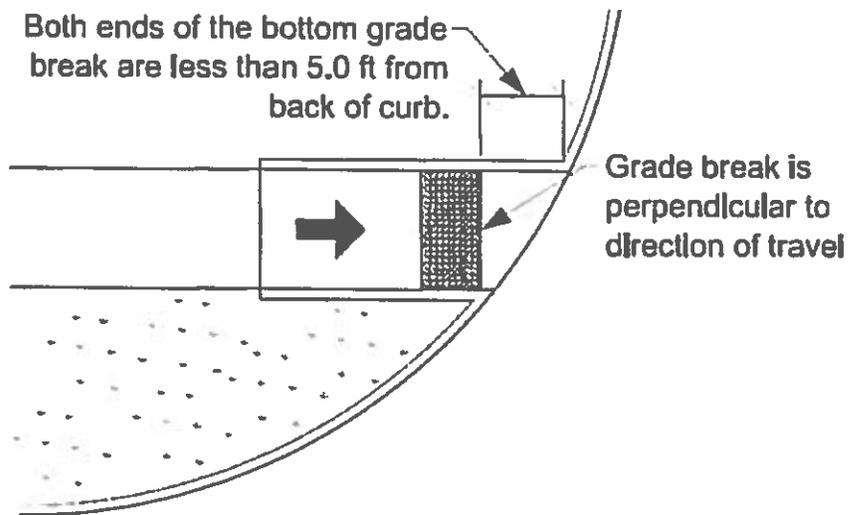


Figure 7

Figure 8



10/04/2016

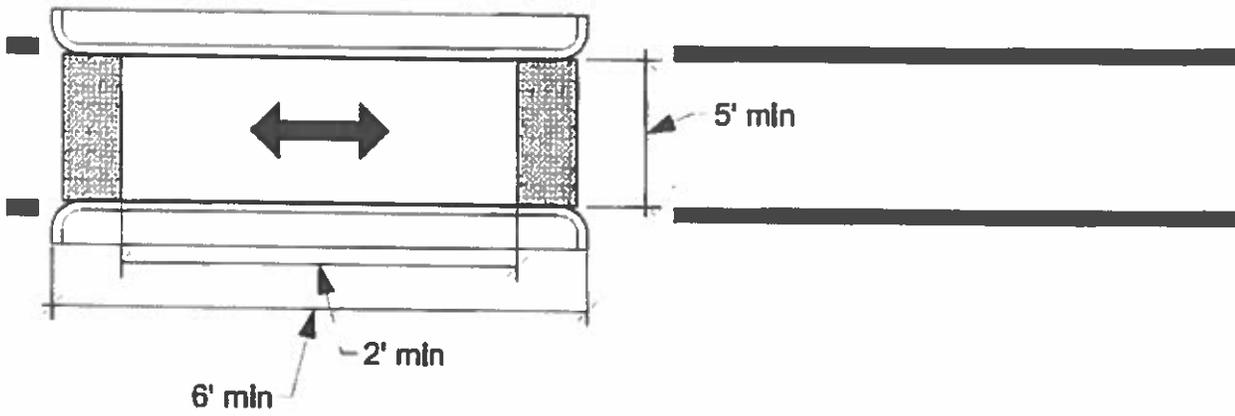


Figure 9 - Median Island at Grade

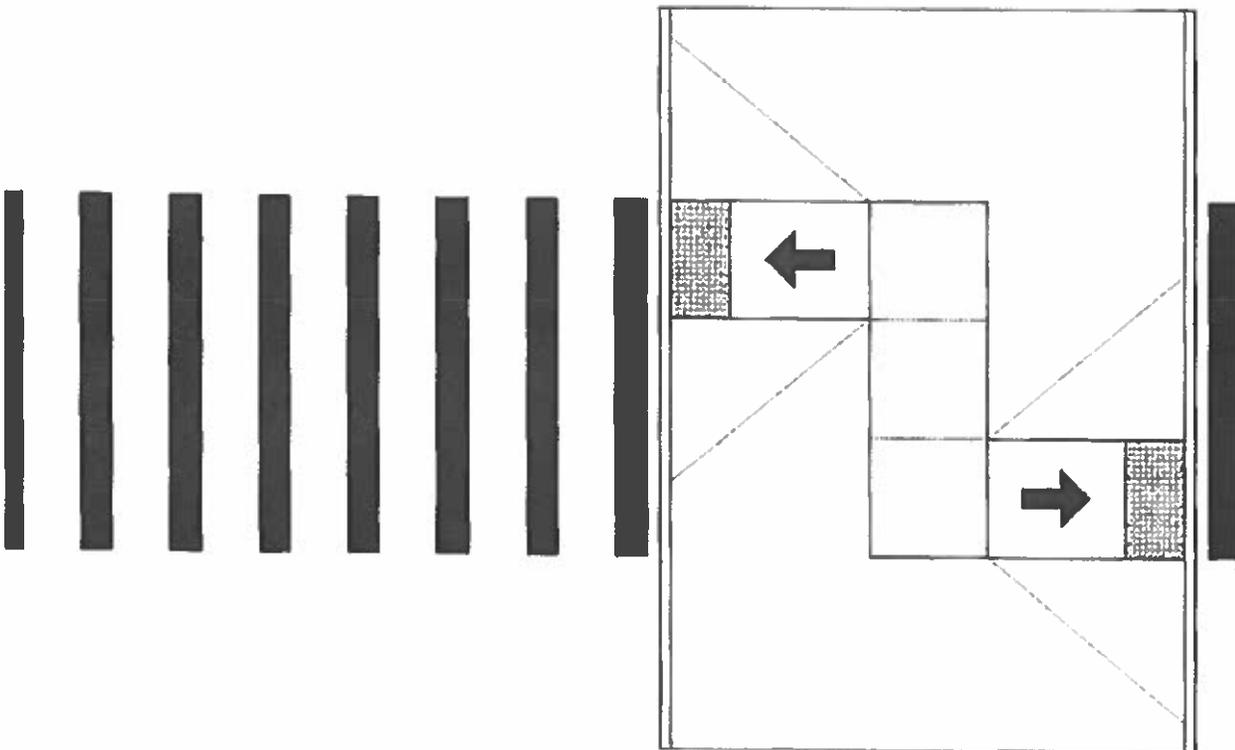


Figure 10 - Median Island at Grade or Raised

10/04/2016

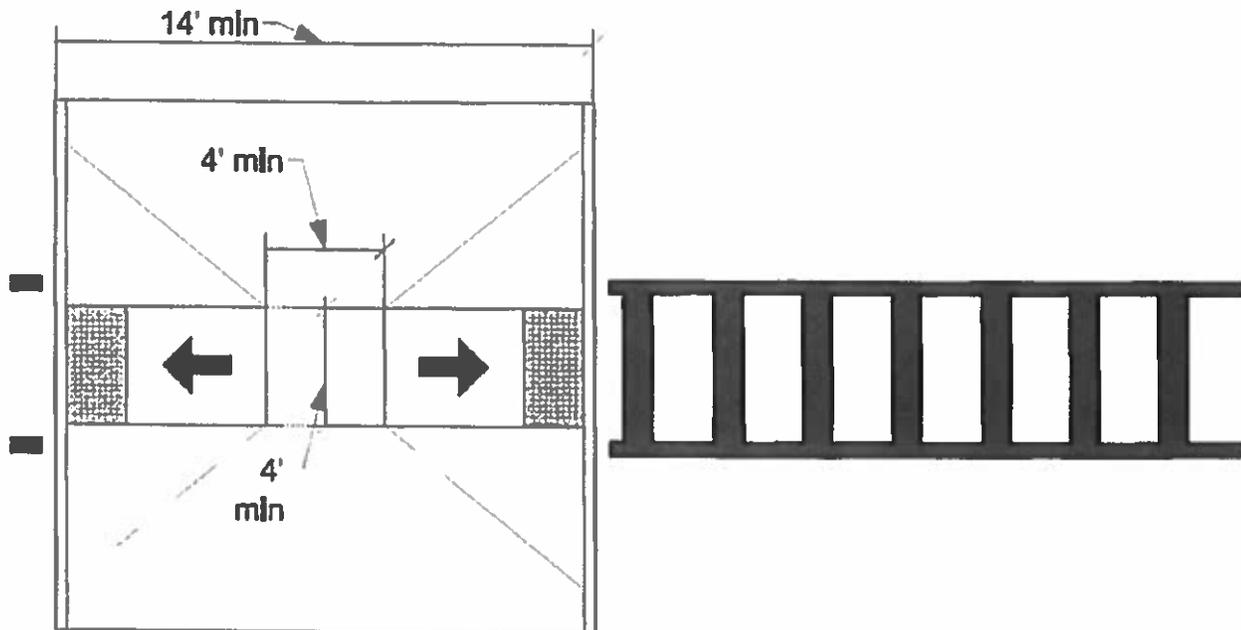


Figure 11 - Raised Median Island

Guidance from 2009 Edition MUTCD, Section 4E.08-Pedestrian Detectors

- 04 If pedestrian pushbuttons are used, they should be capable of easy activation and conveniently located near each end of the crosswalks. Except as provided in Paragraphs 5 and 6, pedestrian pushbuttons should be located to meet all of the following criteria:
- A. Unobstructed and adjacent to a level all-weather surface to provide access from a wheelchair;
 - B. Where there is an all-weather surface, a wheelchair accessible route from the pushbutton to the ramp;
 - C. Between the edge of the crosswalk line (extended) farthest from the center of the intersection and the side of a curb ramp (if present), but not greater than 5 feet from said crosswalk line;
 - D. Between 1.5 and 6 feet from the edge of the curb, shoulder, or pavement;
 - E. With the face of the pushbutton parallel to the crosswalk to be used; and
 - F. At a mounting height of approximately 3.5 feet, but no more than 4 feet, above the sidewalk.
- 05 Where there are physical constraints that make it impractical to place the pedestrian pushbutton adjacent to an all-weather surface, the surface should be as level as feasible.
- 06 Where there are physical constraints that make it impractical to place the pedestrian pushbutton between 1.5 and 6 feet from the edge of the curb, shoulder, or pavement, it should not be farther than 10 feet from the edge of curb, shoulder, or pavement.
- 07 Except as provided in Paragraph 8, where two pedestrian pushbuttons are provided on the same corner of a signalized location, the pushbuttons should be separated by a distance of at least 10 feet.
- Option:
- 08 Where there are physical constraints on a particular corner that make it impractical to provide the 10-foot separation between the two pedestrian pushbuttons, the pushbuttons may be placed closer together or on the same pole.

10/04/2016

**Figure 12 – Standard crosswalk signing uses both the S1-1 and W 16-7 P –
Advanced assemblies use S1-1 and W 16-9 P**

| Crosswalk Warning Assembly | Pedestrian Warning Assembly |
|---|---|
|  <p data-bbox="370 695 440 726">S1-1</p> |  <p data-bbox="740 695 810 726">S1-1</p> |
|  <p data-bbox="277 909 386 940">W16-7P</p> |  <p data-bbox="634 909 743 940">W16-9P</p> |
| 2009 MUTCD Section 2C.50 | |

| School Crosswalk Warning Assembly | School Advanced Warning Assembly |
|---|---|
|  |  |
| 2009 MUTCD Section 7B.08-11 | |

Figure 13. - In-Street Pedestrian Signing

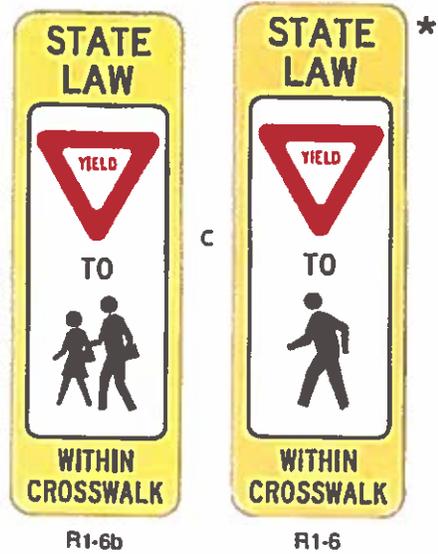
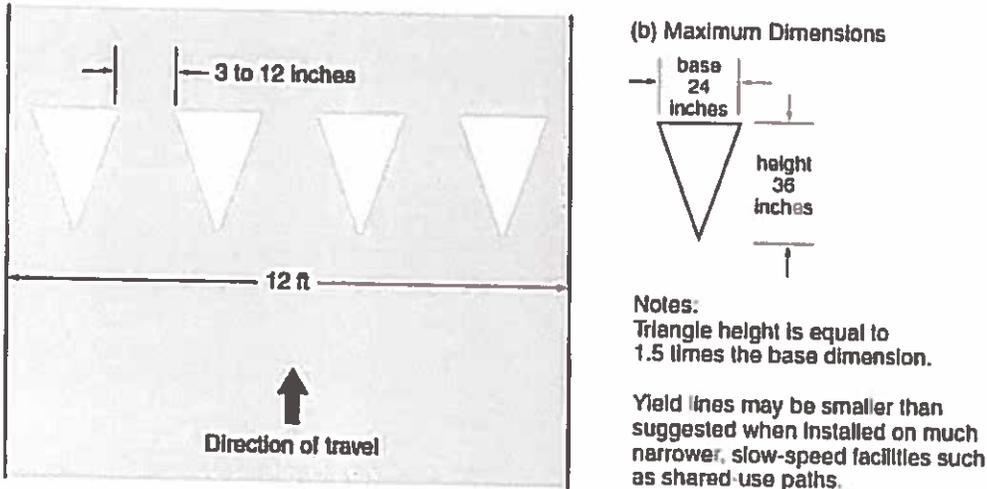


Figure 14 – Yield Bars and Associated Signage



Minimum Width

- "the continuous clear width of pedestrian access routes shall be 4.0 ft minimum, exclusive of the width of the curb."

Proposed Accessibility Guidelines
for Pedestrian Facilities in the Public Right-of-Way
R302.3

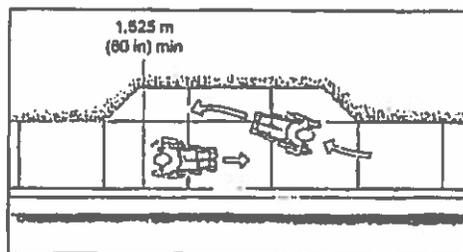
- "the clear width of walking surfaces (components of accessible routes) shall be 36 inches minimum."

2010 ADA Standards for Accessible Design
403.5.1

Minimum Width (con.)

Where the clear width of pedestrian access routes is less than (5.0 ft), ...passing spaces shall be provided at intervals of (200.0 ft) maximum. Passing spaces shall be (5.0 ft) minimum by (5.0 ft) minimum. Passing spaces are permitted to overlap pedestrian access routes.

Proposed Accessibility Guidelines
for Pedestrian Facilities in the Public Right-of-Way
R302.4



Designing Sidewalks
and Trails for Access,
FHWA, 2001

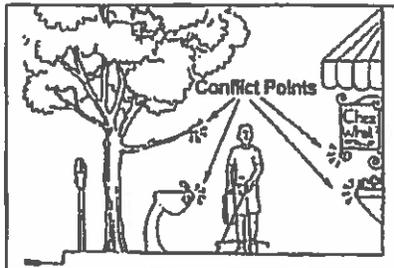
"An accessible route with a clear width less than 60 inches shall provide passing spaces at intervals of 200 feet maximum.

2010 ADA
Standards for Accessible
Design
403.5.3

Protruding Objects and Vertical Clearance

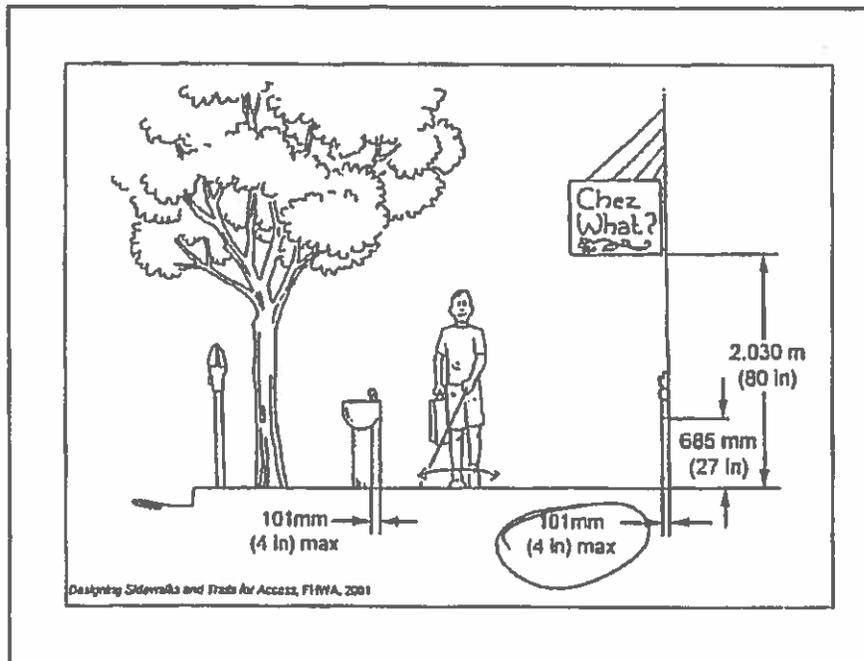
- Objects with leading edges more than (2.25 ft / 27 in) and not more than (6.7 ft / 80 in) above the finish surface shall protrude (4 in) maximum horizontally into pedestrian circulation paths.

Proposed Accessibility Guidelines
for Pedestrian Facilities in the Public Right-of-Way
R402.2



AASHTO Ped
Guide, p 88

- Concurring specification in
2010 ADA Standards
for Accessible Design
307.2



12 1/2
7
84"

< 4" OK

Install and Maintain Trees Properly

- Provide a minimum planting area of 4 ft x 4 ft
- Include grass or tree grates to allow sufficient water to reach tree roots
- Trim overhanging branches
- Consider life cycle costs

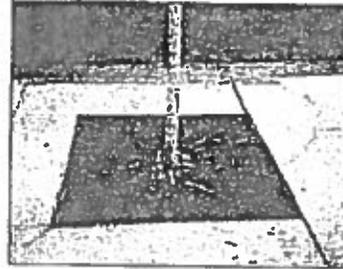


Photo credit: Beneficial Designs

Sidewalk Surface Design

- Use a firm, stable and slip-resistant surface such as concrete*
- Include a broom finish on concrete to increase slip resistance
- Avoid decorative materials that create vibration in the pedestrian zone

*Proposed Accessibility Guidelines for Pedestrian Facilities
in the Public Right-of-Way

R302.7

AND

2010 ADA Standards for Accessible Design, 302.1

Lessen the Impact of Steep Grades

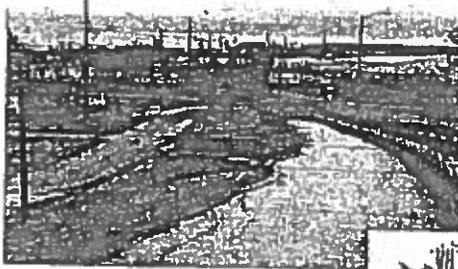


Photo credit: Lisa Simpson

Limit the distance and magnitude of the grade segment and provide periodic landings
Provide rest areas with accessible benches, include space for wheelchair users



Figure 10-10. Proposed rest area that includes benches and wheelchair users provide relief from steep grades.

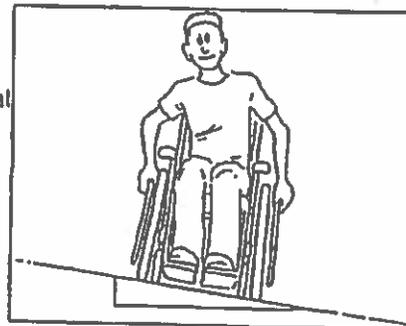
Designing Sidewalks and Trails for Access, FHWA, 2001

Handwritten note:
1:12 slope MAX
30" rise
LANDING AREA

Cross Slope Should Not Exceed 1:50 (2%)

- The cross slope of pedestrian access routes shall be 2 percent maximum.

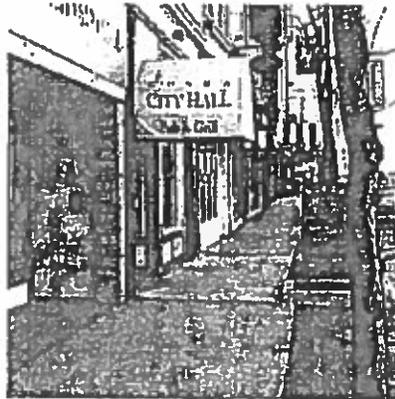
Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way
R302.6



Designing Sidewalks and Trails for Access, FHWA, 2001

The Texture of the Sidewalk Surface Also Has an Impact on Accessibility

Avoid decorative pavement within the pedestrian zone

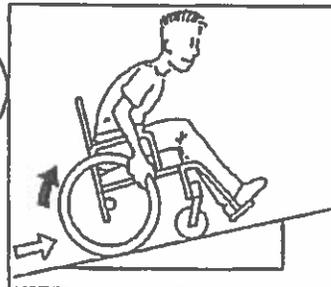


Graphic: Annie Lux

Running Slope

"...where pedestrian access routes are contained within a street or highway right-of-way, the grade of pedestrian access routes shall not exceed the general grade established for the adjacent street or highway."

This allowance is not explicit in 2010 ADA standards.



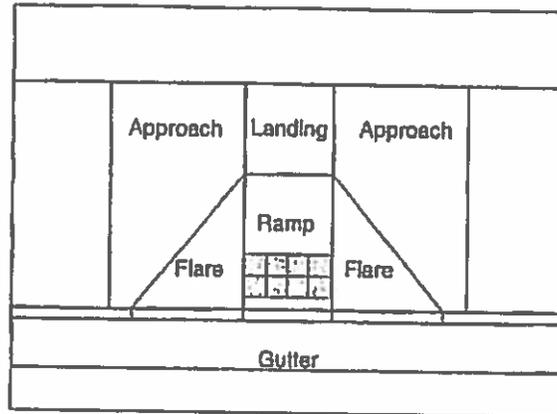
Designing Sidewalks and Trails for Access, FHWA, 2001

Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way R302.5

along highway

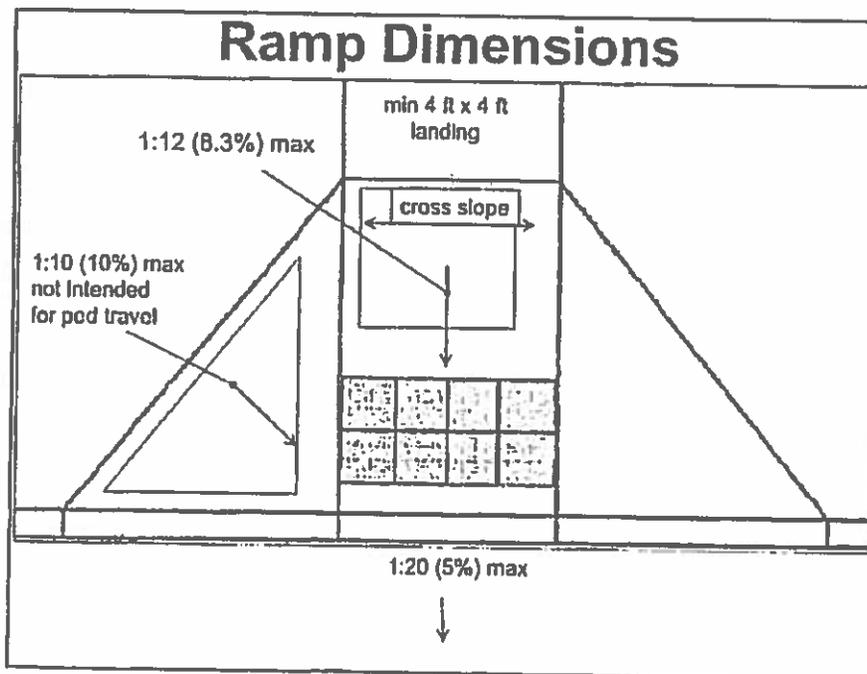
Not along ROW

Curb Ramp Design Elements



Designing Sidewalks and Trails for Access, FHWA, 2001

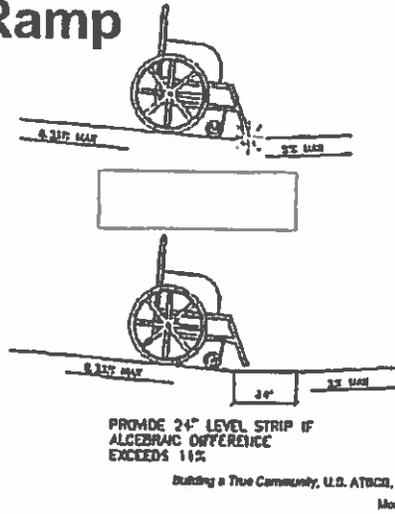
Ramp Dimensions



Landing Area

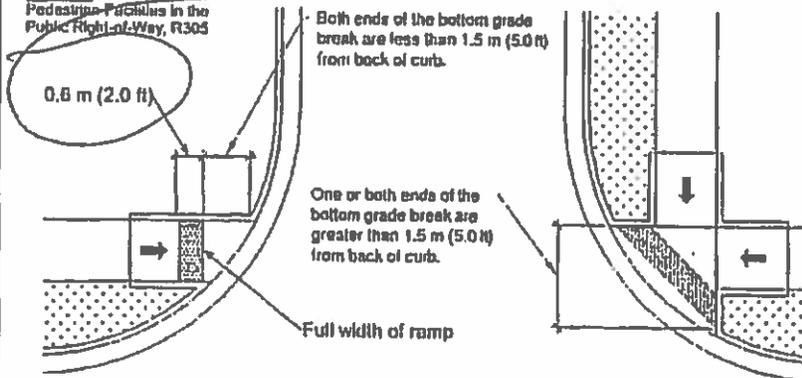
Change in Grade at Base of Ramp

- Best Practice:
Consider Minimizing the impact of changes in grade by providing a 24" level strip



Detectable Warning Strips

Proposed Guidelines for Pedestrian Facilities in the Public Right-of-Way, R303

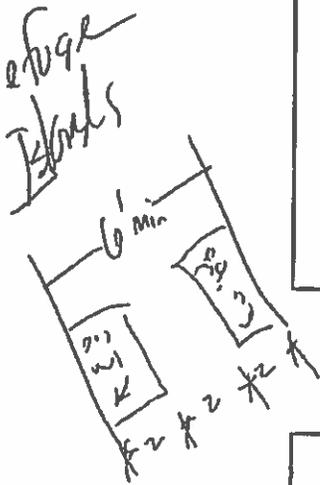


Not in 2010 Standards but required under Section 504 of the Rehab Act based on regulations at 49 CFR 27.3 and Appendix A to 49 CFR 37.

Where to Install Detectable Warnings

1. Curb ramps and blended transitions at pedestrian street crossings;
2. Pedestrian refuge islands;
3. Pedestrian at-grade rail crossings not located within a street or highway;
4. Boarding platforms at transit stops for buses and rail vehicles where the edges of the boarding platform are not protected by screens or guards; and
5. Boarding and alighting areas at sidewalk or street level transit stops for rail vehicles where the side of the boarding and alighting areas facing the rail vehicles is not protected by screens or guards.

Proposed Guidelines for
Pedestrian Facilities in the Public Right-of-Way
R208.1



Sidewalk to Roadway Transitions

- Perpendicular curb ramps
- Parallel curb ramps
- Combination curb ramps
- Blended Transitions

Current Account Status

D-5-e

G 3-761-00 RESERVE ACCT / ROADS/STREET

-559.98 = Beg Bal
0.00 = Adjust

559.98 = YTD Net
0.00 = YTD Enc

0.00 = Balance

| Per | Jrnl | Check | Date | Vendor----- | Description----- | RCB / Type | | Debits | Credits |
|----------------|------|-------|----------|--------------------|-----------------------|------------|----|---------------|-------------|
| 08 | 0146 | 1886 | 08/23/17 | 00481 TOWN OF HAMP | 2017 ENCUMBERED FUNDS | R | AP | 559.98 | 0.00 |
| Totals- | | | | | | | | 559.98 | 0.00 |

Monthly Summary

| Month | --Regular Entries-- | | --Balance Entries-- | |
|---------------|---------------------|-------------|---------------------|-------------|
| | Debits | Credits | Debits | Credits |
| August | 559.98 | 0.00 | 0.00 | 0.00 |
| Totals | 559.98 | 0.00 | 0.00 | 0.00 |



November 2, 2017

Mr. Angus Jennings
Town Manager
Town of Hampden
106 Western Avenue
Hampden, ME 04444

Re: Design and Permitting Services for the Municipal Building and Pool Site Improvements

Dear Angus:

Thank you for requesting a proposal for the permitting phase of the Municipal Building and Lura Hoit Memorial Pool site improvements. We learned a lot about the site and the objectives of the Councilors and citizens during the planning process. The plan referred to as "Phase 1" was prepared with the intent to focus on expansion of parking to allow full use of the existing recreational fields, and accomplish it in a manner that does not risk creating barriers for future development.

We have prepared this proposal with a focus on completion of the Site Location of Development (SLOD) permitting and all associated design required to secure the permits from the Maine Department of Environmental Protection (MDEP). This permit applies to facilities that are developments of state or regional significance that may substantially affect the environment, which means any federal, state, municipal, quasi-municipal, educational, charitable, residential, commercial or industrial development that has developed more than 3 acres of non-revegetated surface since 1970. The Town's land holdings and the combined area of previous impact dictates that this permit must be completed prior to further site impacts.

The SLOD permit application is a lengthy process and requires responses/information for 25 different areas of focus. Some sections are largely administrative in nature, such as demonstrating the applicant's right, title and interest to undertake the proposed changes. Most sections, however, are more technical, such as the stormwater treatment requirements. As we discussed during the public meetings over the last couple months, this will involve design of the stormwater collection and treatment systems necessary to properly manage runoff from the existing Town Office, Post Office and Pool sites, as well as for possible future parking and entrance improvements shown on the Phase 1 Plan.

Attached is a Memorandum outlining the 25 sections of a SLOD permit application. The Memo will be the guide to our kickoff meeting as well as to help identify ways that Town staff can assist us in gathering the needed information. As we discussed during the final meeting with the Services Committee, we do not anticipate wetland or vernal pool impact that would require Natural Resources Protection Act (NRPA) permitting as part of the process based on the delineations that have been completed.

If during the DEP kickoff or design of the stormwater systems we identify environmental impacts that are not currently anticipated, or if the DEP asks that the Post Office site be reviewed (because it may not have been reviewed by Moyse Environmental's previous work), we will meet with you to refine our approach and evaluate fee impacts. We are also assuming that we will not discover that other unpermitted wetland or vernal pool activity has occurred previously, which would dictate a NRPA application.



Revisions to the base plan will be required to prepare and submit the Site Plan application for local approval by the Hampden Planning Board. Our Scope of Services separates this from the SLOD permitting process, but anticipates completion of the SLOD permit application prior to submission of the local Site Plan application.

Our Scope of Services is as follows:

SLOD Permit Application (MDEP) Tasks:

1. Client Kickoff Meeting (discuss Memo and assign duties)
2. DEP Kickoff Meeting (establish baseline requirements to meet Department expectations)
3. Determine any sub-consultant services needed
4. Draft Civil Site Plan in accordance with MDEP standards
5. Perform stormwater modeling
6. Design stormwater management systems and buffer requirements (permit level)
7. Prepare and distribute letters garnering input from State agencies and local utility providers (Historic Preservation, Inland Fisheries, Hampden Water, Bangor Wastewater)
8. Review preliminary stormwater management system design with DEP
9. Client Meeting (Gather documents/information compiled by client)
10. Prepare and assemble final application document
11. Submit SLOD permit application to MDEP
12. Respond to MDEP feedback, if any

Site Plan Application (Town of Hampden Planning Board) Tasks:

1. Modify Site Plan prepared for SLOD permit application
2. Compile plan summary and supporting documentation required by local ordinance
3. Submit Site Plan application to the Town
4. Attend Public Meeting

We understand that all design work that is completed for the applications should be prepared as exhibits to the applications and not so they can be used for public bid. If bid documents are needed later, we would be happy to assist with their preparation. In addition, our Scope of Services anticipates that the Planning Board will be satisfied with our approach to parking lot size and configuration. However, as we have discussed, the Local Ordinances do not clearly define the requirements for parking at a facility such as the Town's. If modifications are required for local approval, we will consult with you at that time to determine best path forward and any effect it has on the Scope of Services and fees.

Our proposal reflects the work we have discussed with you and the Services Committee as shown on the Phase 1 Plan. During the final public hearing, it was suggested that the public restrooms be incorporated into the first phase of permitting, but the Services Committee did not discuss that possibility at their next meeting. They did, however, make it clear that it was the intent to permit work that might occur within a reasonable timeframe and to sequence the work so earlier stages of the work do not interfere with later phases. Therefore, it seems reasonable to include the utility extensions that would be required to add the public facilities because to do them later would mean tearing into the revised entry road and new parking lot. This would have little effect on the SLOD permitting services described above, but it would require additional design and coordinating with the Hampden Water District and Town to satisfy the Ordinance requirements for the extensions.



Our fee proposal does not include any permit fees required for the SLOD or local permitting applications. A summary of the suggested fees is as follows:

| Task | Fee |
|---|-----------------|
| SLOD Permit Application Preparation / Submission | \$47,000 |
| Local Planning Board Site Plan Application Preparation / Public Hearing | \$3,000 |
| Additional Permitting / Design for Restroom Utility Extensions | \$1,000 |
| TOTAL | \$51,000 |

We understand that it is the Town's objective, subject to funding availability, to add parking capacity prior to the fall 2018 soccer season. Provided we can get started soon, we believe that the DEP and local permitting could be complete to meet this timeline. However, if the DEP were to require, for instance, additional work by a wetlands scientist, this would likely extend the permitting timeline.

Thank you for your time and consideration. If you have any questions about our proposal, please do not hesitate to contact me at 945-5105 or via e-mail at jwilson@woodardcurran.com.

Sincerely,

WOODARD & CURRAN

A handwritten signature in cursive script that reads "James D. Wilson".

James D. Wilson, P.E.
Senior Project Manager / Senior Principal

JDW/jeh

Attachment

PN: 0230786.01

Current Account Status

D-5-g

G 3-767-00 RESERVE ACCT / REC AREA RES

-69,921.40 = Beg Bal
0.00 = Adjust

12,231.64 = YTD Net
0.00 = YTD Enc

-57,689.76 = Balance

| Per | Jrn | Check | Date | Vendor----- | Description----- | RCB / Type | Debits | Credits |
|----------------|------|-------|----------|--------------------|---------------------------|------------|------------------|-------------|
| 08 | 0080 | 1880 | 08/02/17 | 00517 U.S. POSTAL | POSTAGE FOR POOL SITE | R AP | 62.23 | 0.00 |
| 08 | 0102 | 1882 | 08/09/17 | 00539 WOODARD & CU | POOL/MUN BLDG SITE ASSESS | R AP | 2,041.00 | 0.00 |
| 08 | 0102 | 1881 | 08/09/17 | 00517 U.S. POSTAL | RECREATION FIELD MAILING | R AP | 584.66 | 0.00 |
| 08 | 0121 | 1884 | 08/16/17 | 00448 SNOWMAN, INC | POOL SITE LETTERS-GREEN | R AP | 568.50 | 0.00 |
| 09 | 0239 | 1891 | 09/20/17 | 00539 WOODARD & CU | SCHEMATIC PLAN | R AP | 4,682.75 | 0.00 |
| 10 | 0255 | 1894 | 10/11/17 | 00539 WOODARD & CU | MUN BUILD/POOL SITE PLAN | R AP | 4,292.50 | 0.00 |
| Totals- | | | | | | | 12,231.64 | 0.00 |

Monthly Summary

| Month | --Regular Entries-- | | --Balance Entries-- | |
|---------------|---------------------|-------------|---------------------|-------------|
| | Debits | Credits | Debits | Credits |
| August | 3,256.39 | 0.00 | 0.00 | 0.00 |
| September | 4,682.75 | 0.00 | 0.00 | 0.00 |
| October | 4,292.50 | 0.00 | 0.00 | 0.00 |
| Totals | 12,231.64 | 0.00 | 0.00 | 0.00 |

**CARPENTER ASSOCIATES**

CONSULTING ENGINEERS

July 14, 2017

Karen Cullen
Town Planner
106 Western Avenue
Hampden, Maine 04444

RE: Proposed Zone Map Amendment

Dear Karen:

Please accept on behalf of Southstreet Development Company, LLC the attached application for a Zoning District (Map) Amendment. The proposed amendment is a request to change a portion of an existing parcel of land located at the intersection of Route 202 and Coldbrook Road from Residential A to Commercial Services District. This location is adjacent to similar zones and makes logical sense for the proximity to the major traffic corridors. In my experience Residential construction is typically not favorable along the corridors and in most instances zoned Commercial and/or Business. Please find enclosed a filing fee of \$650. We are hoping to be placed in front of the Planning Board as soon as possible, no later than August 9th, and hopefully on to a favorable vote by the Council on or about August 21st.

Please let me know if there are any questions that we can answer to keep moving forward.

Sincerely,

Randy Bragg, P.E.

Attachment

D-5-h

File #: _____



Land & Building Services
106 Western Ave.
Hampden, ME 04444
207-862-4500
www.hampdenmaine.gov

Application for Zoning District (Map) Amendment

APPLICANT
Name of Applicant (primary contact): Chuck Lawrence
Company: Southstreet Development Company LLC
Mailing Address: 59 Kidder Hill Road, Holden, ME 04429
Phone: _____ Cell: 207-356-2526
Email Address: chuck@aol.com

OWNER
Name of Owner: Chuck Lawrence
Mailing Address: 59 Kidder Hill Road, Holden, ME 04429
Daytime phone: 207-356-2526

PROPOSAL
Location of Property: Corner of Route 202 and Coldbrook Road
Assessor's Tax Map/Parcel Number(s): (33-0-011-A)
Current Zoning District: Residential A Proposed Zoning District: Commercial Services District
Acreage of area proposed to be rezoned: 16+

If the area of the proposed map amendment does not align with current tax map parcel boundaries, provide a written description of the area: see map

Proposed development (reason why the map amendment is proposed):
The zone change is proposed to facilitate future Tradewinds facility to service the public.

Benefit to the Town if the proposed map amendment is adopted:
This zone request is located along a major traffic corridor, abuts existing similar zones, provides public service, increased tax base.

Attach a map showing the approximate area of the proposed map amendment in relation to the surrounding area, including current zoning districts.

SIGN
Applicant's signature: [Signature]
Owner's signature: see purchase + sale agreement
Date: 7/17/2017

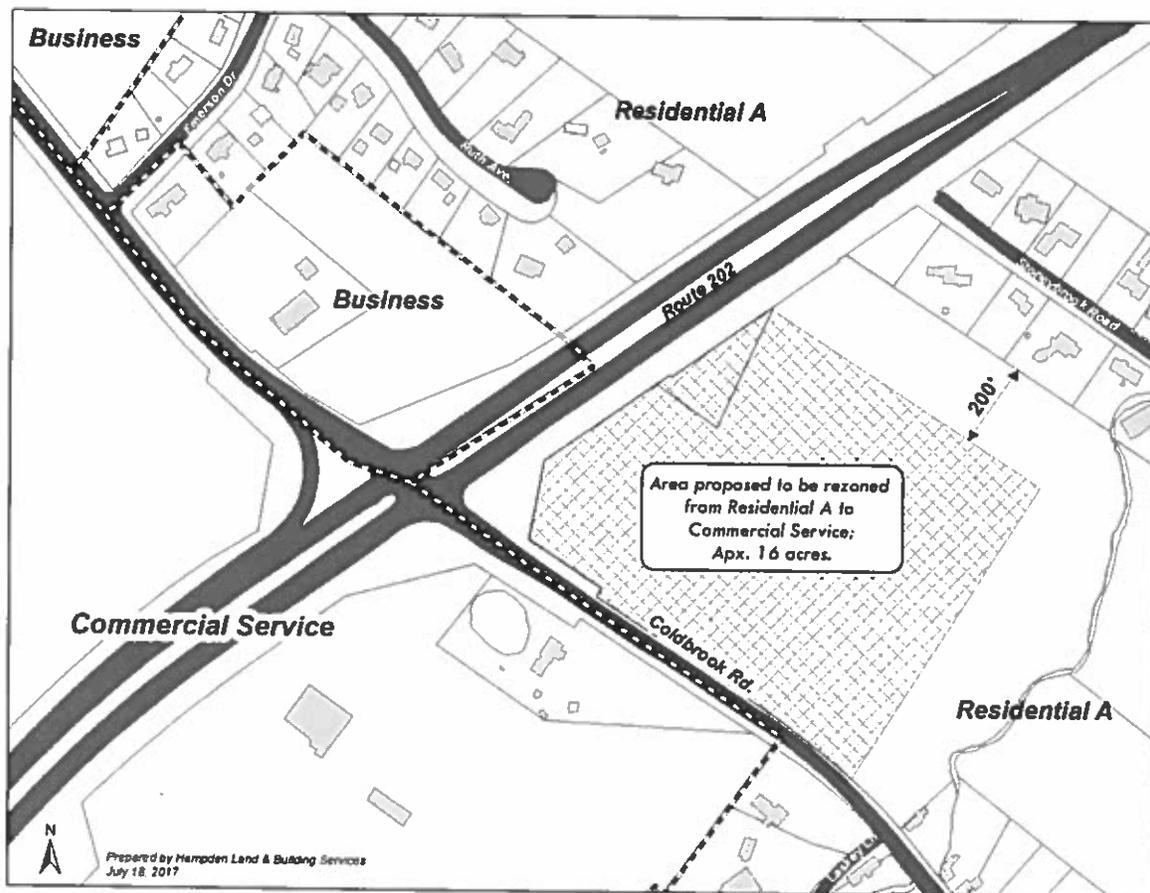
Official Use Only:
Application Fee: \$ 650- Date Paid: 7-17-17 Check #: 7068
Public Notice Fee: \$ _____ Date Paid: _____ Check #: _____ Date of Public Hearing: _____
Decision of Planning Board: _____

Town of Hampden

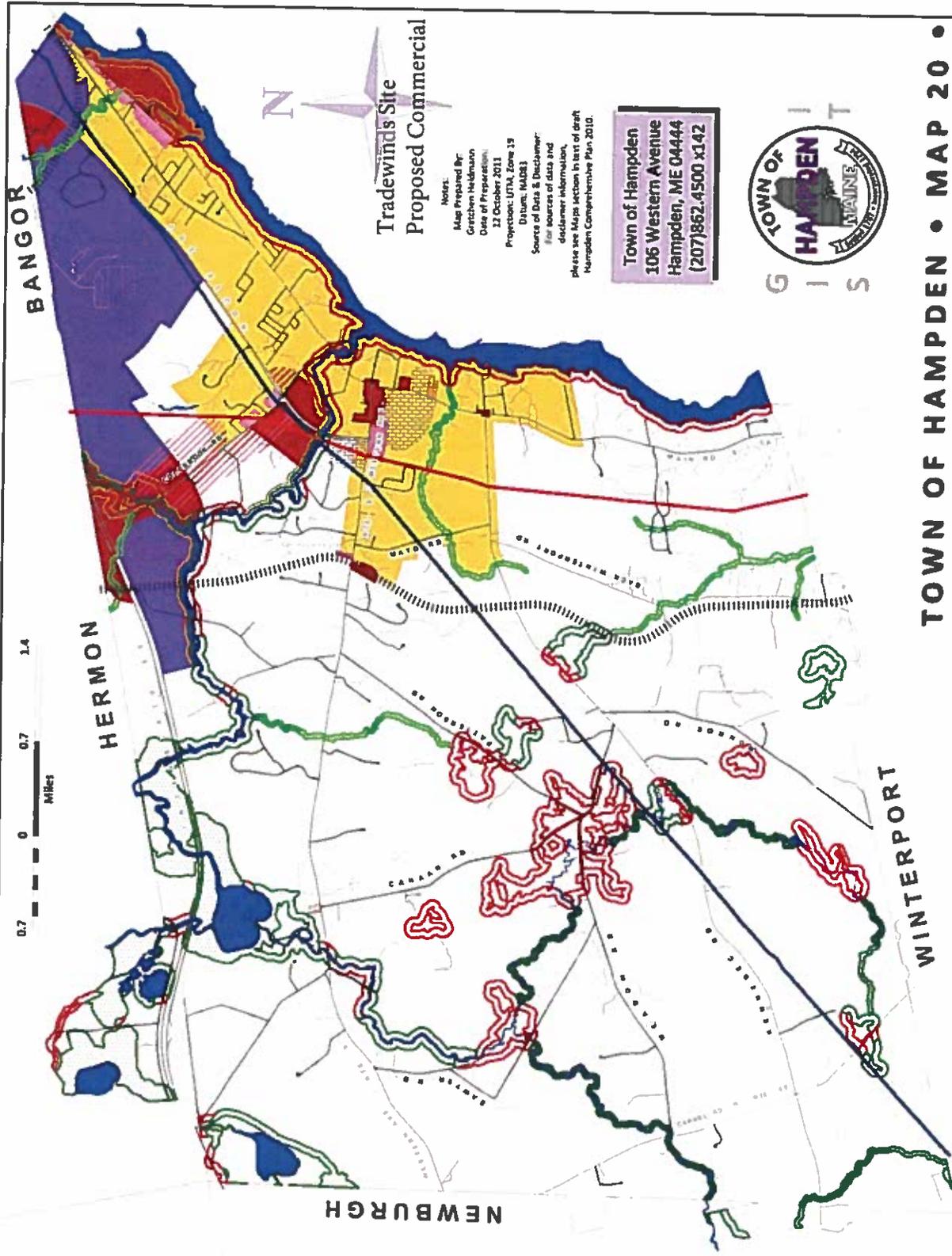
Public Notice

Notice is hereby given that the Hampden Planning Board will conduct a public hearing at 7:00 pm on Wednesday, November 08, 2017, in the Municipal Building Council Chambers, located at 106 Western Avenue, Hampden, to hear the following:

Proposed Zoning Map Ordinance Amendment to rezone a 16 +/- acre portion of parcel 33-0-011-A located at the intersection of US Route 202 and Coldbrook Road from the Residential A district to the Commercial Services district. This request has been filed by Southstreet Development Company LLC of Holden ME to facilitate a future Tradewinds facility.



Interested parties can view the proposed zoning map amendment application at the Municipal Building or online at www.hampdenmaine.gov.



LEGEND

- INFRASTRUCTURE**
- Town Roads
 - Private Roads
 - State Roads
 - Unimproved Roads
 - Railroad
 - Pipeline US Government
 - Pipeline ExxonMobil
- GROWTH AREAS**
- Proposed Commercial District
 - Proposed Business District
 - Proposed Institutional District
 - Industrial District
 - Industrial
 - Industrial 2
 - Industrial Park
 - Residential District
 - Residential A
 - Residential B
 - Commercial District
 - Commercial Service
 - Interchange
 - Village Commercial
 - Village Commercial II
 - Business District
 - Business
 - Business B
- RURAL AREAS**
- Rural District
 - Rural
 - Rural Business
- SHORELAND ZONING**
- 75ft Stream Protection or up to 250ft Resource Protection
 - 75ft Local Stream Protection
 - Limited Residential
 - General Development

Town of Hampden
 106 Western Avenue
 Hampden, ME 04444
 (207)862.4500 x142



**TOWN OF HAMPDEN • MAP 20 •
 PROPOSED LAND USE**

**Tradewinds Site
 Proposed Commercial**

Notes:
 Map Prepared by:
 Gretchen Healdman
 Date of Preparation:
 22 October 2011
 Projection: UTM, Zone 19
 Datum: NAD83
 Source of Data & Disclaimer:
 For sources of data and
 disclaimer information,
 please see Maps section in text of draft
 Hampden Comprehensive Plan 2010.



Town of Hampden
Land & Building Services

Memorandum

To: Planning Board
From: Angus Jennings, AICP, Town Manager
Date: October 26, 2017
RE: Proposed Retail (Recreational) Marijuana Amendments

A meeting of the Planning Board's Ordinance Committee was held on Tuesday, October 17 at 6 PM. Planning Board members Michael Avery, Kelly Wiltbank, James Davitt and Gene Weldon were in attendance. In the absence of the Town Planner, the Town Manager Angus Jennings provided staff support to the meeting. One resident, Valerie Webster, attended as well.

Mr. Davitt reported that he is hearing that it may be another year before the State finalizes its regulations regarding recreational marijuana. It was acknowledged that the resulting uncertainty will continue to delay the Town's consideration of policy regarding certain potential uses – specifically, cultivation, testing, manufacture, and the new potential use category “nursery.”

Manager Jennings reported that the State policy appears to be going in the direction of creating a presumptive prohibition of commercial uses related to recreational marijuana. This would require municipalities to specifically zone for the uses, rather than a presumptive allowance which would require municipalities that don't want some or all of the uses to specifically zone them out. (Until recently, Hampden and many other communities have been under the impression that there would be a presumptive allowance). This would have bearing on the proposed amendments to prohibit retail sales and social clubs. He recommended proceeding with the amendments. While they may end up being unnecessary, depending on final State policy, they would do no harm.

There was discussion about the approach taken by the proposed amendments, which is to define certain uses related to retail marijuana sales and social clubs, then to not list those as allowed uses in any of the zoning districts. The Town Attorney has reviewed the proposed language and verified that this would have the effect of prohibiting these uses. Additional amendments to existing definitions are proposed in order to specify that certain uses – i.e. agriculture, retail – do not include allowance for recreational marijuana uses. Mr. Wiltbank asked whether the definitions are consistent with the recreational marijuana statute and Manager Jennings said they were.

Manager Jennings said that, when the work now underway to create a Table of Use Regulations is complete, it will provide more clarity – for applicants, staff, and the Board – regarding what uses are allowed where, but until that work is complete the proposed approach is effective.

Resident Valerie Webster expressed her interest in closely tracking the Town's work on recreational marijuana policy.

There was a motion by Mr. Wiltbank seconded by Mr. Weldon to refer the proposed zoning amendments to the Planning Board with an "ought to pass" recommendation. The motion passed 4-0. The public hearing on the proposed amendments will take place at the Board's next meeting on November 8.

As an informational item, Manager Jennings reported that the proposed rezoning of the parcel at the northeast corner of Coldbrook Road and Route 202, which had been withdrawn by the petitioner this summer, had recently been reactivated. He said that his reading of the Zoning Ordinance is that staff would schedule a public hearing regarding the proposed map amendment because it was initiated by a private party, rather than a referral from Town Council. He said he intended to proceed in this manner for the proposed map amendment, and that the public hearing would be scheduled for the Board's next meeting on November 8.

The meeting was adjourned at 6:30 PM.



Town of Hampden
Land & Building Services

Memorandum

To: Planning Board
From: Angus Jennings, AICP, Town Manager
Date: September 7, 2017
RE: Retail (Recreational) Marijuana Amendments

As directed by the Town Manager in accordance with the Resolution adopted on April 18, 2017 by Town Council regarding the legalization of recreational marijuana, the Town Planner proposed the following amendments to Section 7.2, Definitions, of the Zoning Ordinance.

The purpose of these amendments is to effectively prohibit retail sales of marijuana and social clubs for marijuana. Modifications to a number of existing definitions are proposed to be clear about how retail marijuana businesses should be interpreted – e.g. neither retail marijuana sales nor social clubs are to be considered as home businesses or customary home occupations.

The proposed amendments have been reviewed by the Town Attorney, who found them in proper form and consistent with the policy intent.

The Town Council's Planning & Development Committee reviewed the proposed amendments at their August 16 meeting and favorably recommended them to the Town Council. At their August 21 meeting, the Town Council referred the proposed amendments to the Planning Board for consideration and public hearing.

These amendments are the first phase of the expected zoning amendments dealing with retail marijuana; the second phase will deal with regulating the other three use categories – cultivation, testing, and product manufacture. Those will not be drafted until late 2017 or early 2018, since we are waiting for more information from the state on how their rules will handle the industry and what municipalities will be able to do for local regulation.

TOWN OF HAMPDEN

The Town of Hampden Hereby Ordains
Proposed Amendments to the Zoning Ordinance

Deletions are ~~Strikethrough~~ Additions are Underlined

Amend §7.2 Definitions

Agriculture: The production, keeping or maintenance of plants and/or animals including but not limited to: forages and sod crops, grains and seed crops; dairy animals and dairy products; poultry products; livestock; fruits and vegetables; and other plants. Agricultural uses shall include wholesaling, retailing and processing of agricultural products which are customary and accessory to an agricultural use. Agriculture does not include forest management, commercial nurseries, ~~and timber harvesting activities,~~ or commercial cultivation of marijuana. (Amended: 12-18-95)

Customary Rural Businesses: Shall be limited to the following uses: Retail Sales & Service; products produced on-site such as art work, pottery, quilts, needle work, baked goods and wooden furniture, antiques, farm & logging supply, feed and grain store, tack shop, grocery and convenience store, hunting & fishing supplies, taxidermy, sporting and camping equipment, Places of Assembly; diners and roadside cafes where no drive thru service is provided (not to exceed 30 seats), bed & breakfast inns (not to exceed 10 guest rooms). Retail marijuana stores, social clubs, cultivation, processing, or testing establishments shall not be categorized as Customary Rural Businesses. (Amended: 12-2-96)

Drug store or Pharmacy: An establishment engaged in the retail sales of prescription drugs, non-prescription medicines, medical equipment or supplies, with or without other consumer products for sale, but not including the sale of marijuana or products containing marijuana.

Home occupation: ~~The subordinate use of a dwelling unit or structure accessory to a dwelling unit for gainful employment involving the manufacture, provision or sale of goods and/or services. See Use of Residence for Business Purposes.~~

Medical marijuana: ~~Marijuana shall have the definition set forth in Title 17-A M.R.S.A. Section 1101(1) and the State of Maine Rules Governing the Maine Medical Use of Marijuana Program (10-144 CMR Chapter 122, Section 1.15), as the same may be amended from time to time. (Amended 03-07-11)~~ The leaves, stems, flowers and seeds of all species of the plant genus cannabis, whether growing or not; but shall not include the resin extracted from any part of such plant and every compound, manufacture, salt, derivative, mixture or preparation from such resin including hashish and further, shall not include the mature stalks of such plant, fiber produced from such stalks, oil or cake made from the seeds of such plant, any other compound, manufacture, salt, derivative, mixture or preparation of such mature stalks, fiber, oil or cake or the sterilized seed of such plant which is incapable of germination. [17-A MRSA Section 1101.1 – medical marijuana laws]

Retail marijuana: All parts of the plant of the genus Cannabis whether growing or not, the seeds thereof, the resin extracted from any part of the plant and every compound, manufacture, salt, derivative, mixture or preparation of the plant, its seeds or its resin including cannabis concentrate. "Retail marijuana" does not include industrial hemp, fiber produced from the stalks, oil, cake made from the seeds of the plant,

sterilized seed of the plant that is incapable of germination or any ingredient combined with cannabis to prepare topical or oral administrations, food, drink or any other product. [17 MRSA Section 4224.5 – marijuana legalization act]

Retail marijuana social club: An entity licensed to sell retail marijuana and retail marijuana products to consumers for consumption on the licensed premises. [17 MRSA Section 4224.39 – marijuana legalization act]

Retail marijuana store: An entity licensed to purchase retail marijuana from a retail marijuana cultivation facility and to purchase retail marijuana products from a retail marijuana products manufacturing facility and to sell retail marijuana and retail marijuana products to consumers. [17 MRSA Section 4224.40 – marijuana legalization act]

Retail sales: The sale or rental of merchandise to the general public. Retail sales shall be limited to merchandise typically kept in stock on the premises. Retail sales shall allow accessory service unless prohibited elsewhere in this Ordinance. Retail sales shall not include the sale of marijuana or any product for human consumption that includes marijuana or any derivative of marijuana.

Service business: Any business or establishment which provides a service for hire by others, conducted through the application of some specialized knowledge, training, skill or talent, or through the employ of physical exertion or other effort in the performance of some special action or work. A service business shall include any establishment engaged in the fields of finance, insurance or real estate and any establishment providing professional, personal, or business services; a service business shall not include automobile service, outdoor recreation, manufacturing use, or a hotel or motel, or cultivation, harvesting, processing, testing or sales of marijuana, but may include rooming houses, boarding homes, tourist homes, and bed and breakfast establishments with six (6) or fewer rooms.

Use of Residence for Business Purposes: The subordinate use of a dwelling unit or structure accessory to a dwelling unit for gainful employment involving the manufacture, provision or sale of goods and/or services, with the exception that neither retail marijuana sales nor marijuana social clubs shall be operated under these provisions. There are three categories of such use, which are defined in §4.10 of this ordinance: home business, customary home occupation, and home based contractor. (Added 4-18-17)

MINUTES

g. Council referral to the Planning Board to set public hearing on the proposed amendments to Section 7.2 of the Zoning Ordinance regarding the sale of marijuana and social clubs – referral from Planning & Development Committee – Councilor McPike that these amendments were directed in accordance with the Resolution signed in April. Councilor McPike made a motion, seconded by Councilor Sirois, to refer the proposed amendments to the Planning Board to set public hearing. Unanimous vote in favor.

h. Council Order 2017-06 re-authorizing weir installation and eel research at Papermill Park - Councilor Marble made a motion, seconded by Councilor Wilde to authorize the weir installation and research as defined in Council Order 2017-06. Unanimous vote in favor.

i. Setting the 2017/2018 mil rate – referral from Finance & Administration Committee – Councilor Sirois reported that during Finance and Administration meeting, the Assessor gave a presentation and held discussion about the commitment. Her recommendation is for a mil rate of 18.4 which equates to an increase of about \$10.00 for every \$50,000 of value in one's home. Manager Jennings added that the proposed 18.4 mil rate will generate about \$138,000 in overlay which will give us some breathing room. Impacts from the Homestead Exemption are that homes below \$450,000 in value will see a reduction in their tax bill. For those tax payers that don't take advantage of the exemption will see that increase of about \$10.00 for every \$50,000 in value. Councilor Sirois made a motion, seconded by Councilor Marble, to accept and approve setting the mil rate for 2017-2018 at 18.4. Unanimous vote in favor. Councilor Wilde offered thanks to fellow Councilors, town staff and especially Angus for all of the work put into turning the ship around.

E. COMMITTEE REPORTS

Services – Councilor Marble reported that this committee met on the 14th. They were updated on Children's Day, reviewed information to be shared on the 22nd regarding the pool site, and discussed potential costs to the Town if we assume the expenses of the Kiwanis Civic Center.

Planning & Development – Councilor McPike reported that the committee was updated on the status of Fiberight, discussed the Conservation Easement acted on tonight, and were briefed on the landfill post closure report. The committee interviewed Penny Markowitz-Moses, and again discussed recreational marijuana, including the Zoning Ordinance amendments that were referred to the Planning Board tonight.

Finance & Administration – Councilor Sirois reported that the Council Order 2017-05 Bid Guidelines was tabled because of confusion over sections 3 & 4. Discussed and recommended the land swap with Maine Ground Developers, reviewed the TAN recommendation, and made recommendation on the contract awards for the

David I. Ryder (Mayor, Dist. 4)
Stephen L. Wilde (1)
Dennis R. Marble (2)
Terry McAvoy (3)

TOWN OF HAMPDEN
IN THE TOWN COUNCIL

Mark S. Cormier (A/L)
Ivan P. McPike (A/L)
Gregory J. Sirois (A/L)

Resolution 2017-01

Adoption: April 18, 2017

**RESOLUTION REGARDING TOWN OF HAMPDEN POLICY INTENT
REGARDING LEGALIZATION OF RECREATIONAL MARIJUANA**

WHEREAS, by statewide referendum approved on November 8, 2016, Maine voters approved the legalization of recreational marijuana;

WHEREAS, the approved law establishes five categories of allowable commercial uses: cultivation; testing; manufacturing; retail sales; and social clubs;

WHEREAS, municipalities retain authority to exercise five classes of local powers relative to recreational marijuana establishments including prohibition, limiting the number of local licenses that may be issued, zoning, local licensure, and local non-zoning regulation (e.g. public safety, building code);

WHEREAS, the State of Maine has not yet issued regulations governing State licensure of recreational marijuana establishments, and has enacted a moratorium whereby no commercial activity related to recreational marijuana may occur until February 1, 2018;

WHEREAS, it will take time to prepare, adopt and implement local zoning, regulation, and/or licensing requirements and procedures related to potential recreational marijuana establishments in the Town of Hampden; and

WHEREAS, the Town Council wishes to make public its policy intent to proceed with certain restrictions and regulations regarding the potential future location and operation of recreational marijuana establishments in the Town of Hampden;

THEREFORE BE IT RESOLVED THAT, the Town Council hereby expresses its policy intent to proceed with certain restrictions and regulations regarding the potential future location and operation of recreational marijuana establishments in the Town of Hampden:

- The Town Council hereby directs that the Town Manager cause the Town Planner to prepare proposed zoning amendments in order to **prohibit** two categories of recreational marijuana establishments in the Town of Hampden: retail sales; and social clubs, and to bring forward such amendments for

consideration by the Planning Board and, upon their referral, by the Town Council, each within duly noticed public hearings;

- The Town Council hereby directs that the Town Manager cause the Town Planner to prepare proposed zoning amendments in order to **regulate**, through the Zoning Ordinance, the location, performance standards, permitting process, and abutter notification requirements for three categories of recreational marijuana establishments in the Town of Hampden: cultivation; testing; and product manufacture, and to bring forward such amendments for consideration by the Town Council's Planning & Development Committee for consideration, revision as necessary, and referral to the Planning Board for consideration and, upon their referral, to the Town Council for consideration, each within duly noticed public hearings; and
- The Town Council hereby directs that the Town Manager cause the Public Safety Director to prepare advice regarding the potential to **license**, through local regulation, three categories of recreational marijuana establishments in the Town of Hampden: cultivation; testing; and product manufacture, and if so whether and how to take into account a prospective establishment's tax and legal compliance, capital reserves, personnel, criminal background check, security plans, management experience, technical capacity, plans for odor mitigation and other issues, and local support; and to further advise the Town Council regarding whether to place limits on the number of allowable number of establishments (in each category), place limits on the hours of operation of any such establishments, establish licensing fees, and establish inspection requirements;
- The Town Council hereby directs that the Town Manager periodically, and no less than every three months, provide updates to the Town Council's Planning & Development Committee, on progress toward satisfying this Resolution.

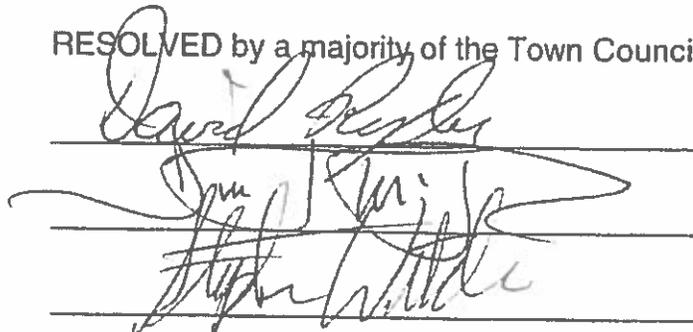
It is the intent of the Town Council that work toward these items proceed as quickly as reasonably practical, taking into account new information as it becomes available regarding the State of Maine licensing procedures, the necessity to spend enough time to ensure thorough review and informed recommendations, and the need to simultaneously maintain progress toward other responsibilities and priorities.

Town Clerk:



Paula Scott

RESOLVED by a majority of the Town Council:



Jack Mark
Mark B. Conroy
Conroy

D-5-j



Pizza Gourmet Pizza Gourmet

60 Main Road North Ste. A
Hampden, Maine 04444
(207) 862-6900

October 16, 2017

Town of Hampden

We respectfully request you eliminate the public hearing related to our liquor license application.

Brian Carlisle

A handwritten signature in blue ink, appearing to read 'Brian Carlisle', written over the printed name.

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
 DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
 8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
 10 WATER STREET, HALLOWELL, ME 04347
 TEL: (207) 624-7220 FAX: (207) 287-3434
 EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

| DIVISION USE ONLY | |
|-------------------|-----|
| License No: | |
| Class: | By: |
| Deposit Date: | |
| Amt. Deposited: | |
| Cash Ck Mo: | |

NEW application: Yes No

PRESENT LICENSE EXPIRES 11-30-17

INDICATE TYPE OF PRIVILEGE: MALT VINOUS SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input type="checkbox"/> CLASS A LOUNGE (Class X) |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV) | <input type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V) |
| <input type="checkbox"/> CLUB w/o Catering (Class V) | <input type="checkbox"/> CLUB with CATERING (Class I) | <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

| | | | |
|--|---|--|---------------------------|
| Corporation Name: <u>Country meadow Inc</u> | | Business Name (D/B/A) <u>Pizza Gourmet</u> | |
| APPLICANT(S) - (Sole Proprietor) <u>Brian Carlisle</u> | DOB: <u>2-14-51</u> | Physical Location: <u>60 Main Rd No</u> | |
| <u>Cynthia Carlisle</u> | DOB: <u>3-8-59</u> | City/Town <u>Hampden Me</u> | State <u>Me</u> |
| Address <u>69 Thurlow Rd</u> | Zip Code <u>04444</u> | Mailing Address <u>Hampden Me</u> | Zip Code <u>04444</u> |
| City/Town <u>Newburgh Me</u> | State <u>Me</u> | City/Town <u>207</u> | State <u>04444</u> |
| Telephone Number <u>207 234 2342</u> | Fax Number <u>2342</u> | Business Telephone Number <u>207 662 6900</u> | Fax Number <u>6900</u> |
| Federal I.D. # <u>01-0451740</u> | Seller Certificate #: or Sales Tax #: <u>0240282</u> | | |
| Email Address: Please Print <u>BCarlisle@PizzaGourmet.biz</u> | Website: | | |

If business is NEW or under new ownership, indicate starting date: _____

Requested inspection date: _____ Business hours: _____

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
- State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ 564601 LIQUOR \$ 3675
- Is applicant a corporation, limited liability company or limited partnership? YES NO
If Yes, please complete the Corporate Information required for Business Entities who are licensees.

- Do you own or have any interest in any another Maine Liquor License? Yes No
If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

(Use an additional sheet(s) if necessary.)

| License # | Name of Business | Physical Location | City / Town |
|-----------|------------------|-------------------|-------------|
| | | | |

5. Do you permit dancing or entertainment on the licensed premises? YES NO
6. If manager is to be employed, give name: Paul Stratton
7. Business records are located at: 60 Main Rd No 52A Hampden ME
8. Is/are applicant(s) citizens of the United States? YES NO
9. Is/are applicant(s) residents of the State of Maine? YES NO
10. 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>Brian Carlisle</u> | <u>2-14-51</u> | <u>Bangor</u> |
| <u>Cynthia Carlisle</u> | <u>3-8-59</u> | <u>"</u> |
| <u>Paul Stratton</u> | <u>2-9-79</u> | <u>Winterport</u> |
| Residence address on all of the above for previous 5 years (Limit answer to city & state) | | |
| <u>Newburgh ME</u> | | |
| <u>Frankfort ME</u> | | |
| | | |
| | | |

11. 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: _____
- Offense: _____ Location: _____
- Disposition: _____ (use additional sheet(s) if necessary)
12. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?
Yes No If Yes, give name: _____
13. Has/have applicant(s) formerly held a Maine liquor license? YES NO
14. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: CRRT PO Box 880728 Port St. Lucie FL
15. Describe in detail the premises to be licensed: (On Premise Diagram Required) 60 Main Rd No.
16. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
YES NO Applied for: _____
17. 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? 1/2 mile
Which of the above is nearest? Church + School
18. 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: _____

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

All fees must accompany application, make check payable to the Treasurer, State of Maine.

This application must be completed and signed by the Town or City 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.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: _____, Maine _____
City/Town (County)

On: _____
Date

The undersigned being: Municipal Officers County Commissioners of the
 City Town Plantation Unincorporated Place of: _____, 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. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, 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 held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (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-premises license or transfer of the location of an existing on-premises 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-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises li-

cense that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).][2003, c. 213, §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, c. 45, 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 violations 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; [2009, c. 81, §1 (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; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]

[2009, c. 81, §§1-3 (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 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).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD) .]

[1995, c. 140, §6 (AMD) .]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

5. 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.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF) .]

Please be sure to include the following with your application:

Completed the application and sign the form.

Signed check with correct license fee and filing fee.

Your local City or Towns signature(s) are on the forms.

Be sure to include your ROOM, FOOD and LIQUOR gross income for the year (if applicable).

Enclose diagram for all businesses, auxiliary locations, extended decks and storage areas.

Complete the Corporate Information sheet for all ownerships except sole proprietorships.

If you have any questions regarding your application, please contact us at (207) 624-7220.



Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

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

| | |
|-----------------------------|--|
| For Office Use Only: | |
| License #: | _____ |
| SOS Checked: | _____ |
| 100% Yes | <input type="checkbox"/> No <input type="checkbox"/> |

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

- Exact legal name: Countrymeadow, Inc
- Doing Business As, if any: Pizza Gourmet
- Date of filing with Secretary of State: 10-89 State in which you are formed: Me
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

| NAME | ADDRESS (5 YEARS) | Date of Birth | TITLE | Ownership % |
|-------------------------------------|------------------------------|---------------|-------|-------------|
| Brian Carlisle | 69 Thorlow Rd Newburgh ME | 2-14-51 | Pres | 50 |
| Cynthia Carlisle | " | 3-8-59 | Trea | 50 |
| Lanham, Blackwell and Baber Esq. | 133 Broadway Bangor ME | | Clerk | |
| | | | | |

(Stock ownership in non-publicly traded companies must add up to 100%.)

- If Co-Op # of members: _____ (list primary officers in the above boxes)

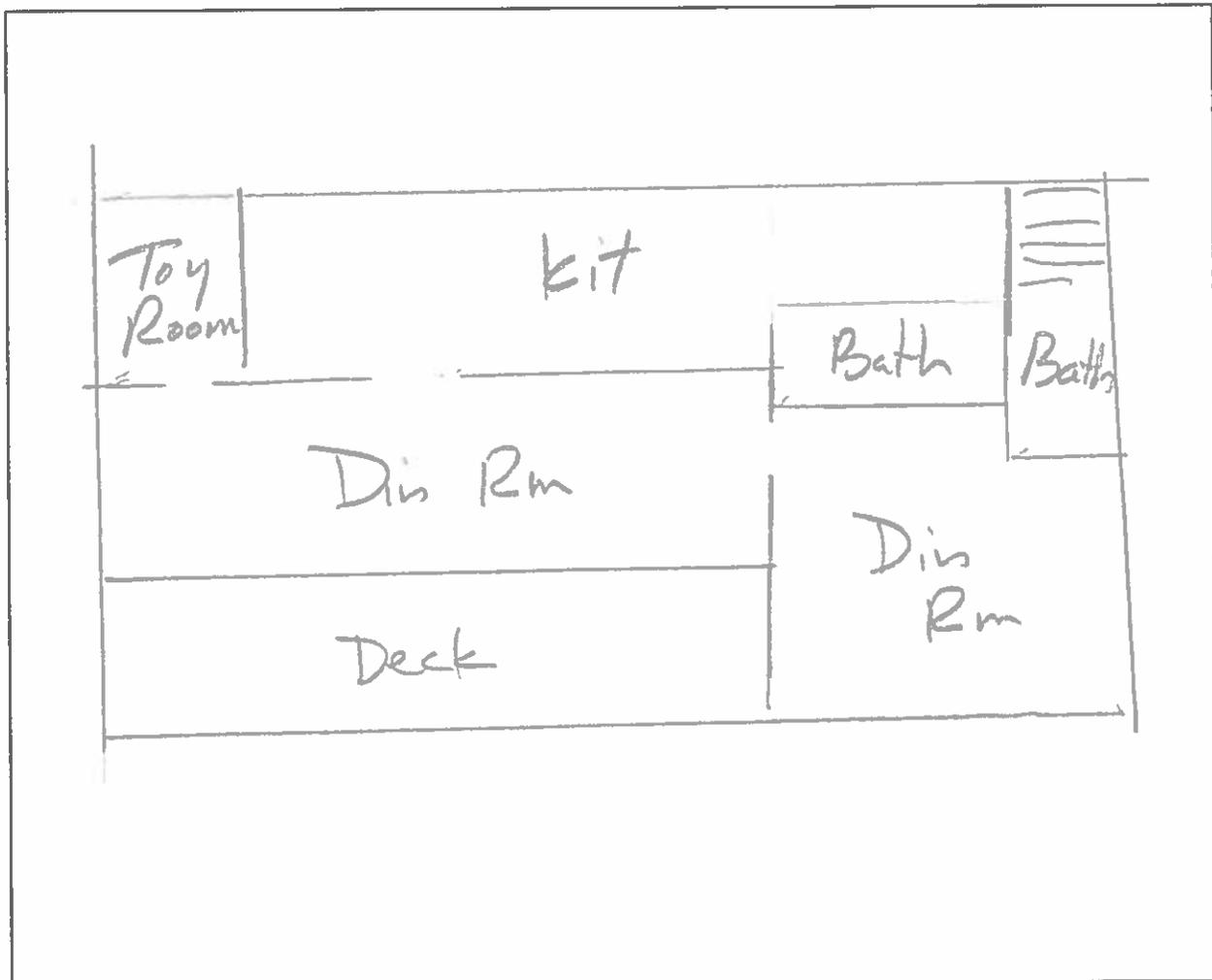
*Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov*

| DIVISION USE ONLY | |
|--------------------------|--------------|
| <input type="checkbox"/> | Approved |
| <input type="checkbox"/> | Not Approved |
| BY: | |

ON PREMISE DIAGRAM

In an effort to clearly define your license premise and the area 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, restrooms, decks and all areas that you are requesting approval from the Division for liquor consumption.



5-d-k

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-4500
Fax: (207) 862-5067

To: Angus Jennings, Town Manager and Council
RE: Request for Tax Abatement
From: Kelly J. Karter, Assessor *Kelly*
Date: November 06, 2017

Ms. Emily M. Stinchfield of 501 Western Avenue purchased her home in 2014. This year, while reviewing her homeowners insurance the agent noticed that there was a two story addition charged on her property. There is no two story addition. The previous owner had taken out a permit in 2001 for a 30x24 addition and it had been charged in error. The building is, in fact, a garage with a full story of unfinished living area.

I visited the property and verified the information that she had given me. I did issue an abatement for the current years' taxes, but have no authority to issue anything other than the current year.

She has requested a refund of the overpayment for the three prior years (14/15, 15/16 and 16/17). I am in support of this abatement as it was clearly an error. The requested amounts are:

| | |
|--------------|-----------------|
| 2014/2015 | \$133.00 |
| 2015/2016 | \$133.00 |
| 2016/2017 | \$138.42 |
| Total | \$404.42 |

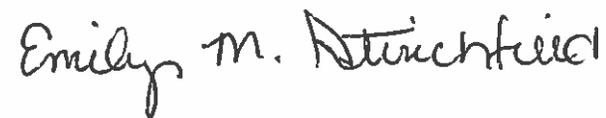
Town of Hampden
106 Western Ave
Hampden, Me 04444

September 20, 2017

To Whom It May Concern:

I, Emily Stinchfield, am requesting an abatement of my overpaid property taxes associated with the address of, 510 Western Ave in Hampden. I obtained ownership of the property on April 30,2014 and am requesting to be paid in full for any over payment. Please see supportive documentation attached.

Thank you,

A handwritten signature in black ink that reads "Emily M. Stinchfield". The signature is written in a cursive style with a large initial 'E' and 'S'.

Emily Stinchfield
501 Western Ave
Hampden, ME 04444
Emstinchfield@gmail.com
(207)491-4727