



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

DECEMBER 19th, 2016

7:00 P.M.

• **6:30 pm – Finance & Administration Committee Meeting**

A. PLEDGE OF ALLEGIANCE

B. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

a. December 5th, 2016 Council Meeting minutes

3. COMMUNICATIONS

a. Renewal Victualer's license for Pats Pizza

b. Renewal Victualer's license for Subway

4. REPORTS

a. Finance & Administration Minutes – 11/14/2016, 11/21/2016

b. Infrastructure Committee Minutes –

c. Planning & Development Minutes – 11/16/2016

d. Services Committee Minutes – 11/15/2016

C. PUBLIC COMMENTS

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS – None

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

AGENDA

2. PUBLIC HEARINGS

- a. Consideration of a new Victualer's license application for Coffee Break Café, located at 75 Main Rd. North, owned and operated by Lorraine Wilbur & Lynda Nowell of Frankfort.

3. NOMINATIONS – APPOINTMENTS – ELECTIONS –

- a. Re-appointment of Paula Scott as the Registrar of Voters for the Town of Hampden, pursuant to 21 MRSA § 101- *recommended by Manager Jennings*
- b. Re-appointment of Benjamin Curtis to the Lura Hoit Pool Board of Trustees – *recommended by Services Committee*
- c. Re-appointment of Sam Manhart to the Lura Hoit Pool Board of Trustees – *recommended by Services Committee*
- d. Appointment of Pamela Ivey to the Lura Hoit Pool Board of Trustees – *recommended by Services Committee*
- e. Appointment of Kate Waning to the Lura Hoit Pool Board of Trustees – *recommended by Services Committee*
- f. Appointment of Nicole Aronowitz to the Edythe Dyer Library Board of Trustees – *recommended by Services Committee*
- g. Appointment of Margaret Frazier to the Edythe Dyer Library Board of Trustees – *recommended by Services Committee*
- h. Re-appointment of Nancy Fenders to the Recreation Board of Directors – *recommended by Services Committee*

4. UNFINISHED BUSINESS – None

AGENDA
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5. NEW BUSINESS

- a. Council approval of the annual Bingo and Games of Chance license for calendar year 2017, to be granted to the Whitcomb-Baker VFW Post 4633, located at 41 Canoe Club Rd.
- b. Request for Council referral to Public Hearing the proposed repeal of the Town of Hampden Conservation Ordinance – *referral from Services Committee*
- c. Request for authorization for the expenditure of Voting Machine Reserve funds (01-451-00) in the amount of \$1,959.00 for the purpose of paying for the lease on three tabulators and all components – *referral from Finance Committee*
- d. Request for authorization for the expenditure of Municipal Building Reserve funds (03-702-00) in the amount not to exceed \$3,295.00 for the purpose of paying for new and replacement lighting at the Town offices – *referral from Finance Committee*
- e. Council approval and execution of the Certificate of Settlement and the Certificate of Re-Commitment of taxes to transfer custody of the Town of Hampden tax lists from retiring Tax Collector Cheryl Johnson to incoming Tax Collector Barbara Geaghan, pursuant Title 36 MRSA § 763
- f. Presentation by Matt Reynolds of Drumlin, LLC and Steve Rabasca of SoilMetrics, regarding the review of the Pine Tree Landfill post-closure monitoring and reports – *referral from Infrastructure Committee*

e. COMMITTEE REPORTS

f. MANAGER'S REPORT

g. COUNCILORS' COMMENTS

h. ADJOURNMENT



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY

DECEMBER 5, 2016

7:00 P.M.

• 6:30 pm – Finance & Administration Committee Meeting

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

Attending:

Mayor Ryder
Councilor Sirois
Councilor McPike
Councilor Wilde
Councilor Marble
Councilor Cormier
Councilor McAvoy

Town Manager Angus Jennings
Town Clerk Paula Scott

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

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. November 21st, 2016 Council Meeting minutes

3. COMMUNICATIONS

- a. MMA Workers Compensation Fund annual Membership Report
- b. Notification from Bangor Fire Department regarding the discontinuance of Emergency Medical Billing
- c. Notification from Penobscot County Treasurer's office regarding the Penobscot County 2017 proposed budget and date of public hearing.
- d. Hampden Historical Society Fall 2016 Newsletter

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

MINUTES

- e. Notification of department closure for the staff Christmas party to be held on 12/22 from 11:30 am – 1:30 pm

4. REPORTS

- a. Planning & Development Committee Minutes – 10/19/16 & 11/02/16
- b. Finance & Administration Minutes – 10/17/2016
- c. Infrastructure Committee Minutes – 10/12/2016
- d. Services Committee Minutes – 10/11/2016

C. PUBLIC COMMENTS - *None*

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS – *None*

2. PUBLIC HEARINGS

- a. Consideration of the proposed repeal of the Town of Hampden Tree Ordinance – *referred by Council on 11/21/2016 – Mayor Ryder opened the Public Hearing at 7:03 p.m. There was no public comment. The Public Hearing closed at 7:04 p.m. Councilor Wilde made a motion to repeal the Town of Hampden Tree Ordinance effective immediately. Councilor McAvoy seconded the motion. Unanimous vote in favor.*
- b. Consideration of the proposed repeal of the Town of Hampden Yard Sale Ordinance – *referred by Council on 11/21/2016 – Mayor Ryder opened the Public Hearing at 7:05 p.m. There was no public comment. The Public Hearing closed at 7:06 p.m. Councilor Marble made a motion to repeal the Yard Sale Ordinance. Councilor Wilde seconded the motion. Mayor Ryder explained that the Council discussed this in committee and Councilors felt that this requirement was a waste of time for both the customer and staff. With no further discussion, the motion was brought to vote. Unanimous vote in favor.*

3. NOMINATIONS – APPOINTMENTS – ELECTIONS – *None*

4. UNFINISHED BUSINESS – *None*

MINUTES

5. NEW BUSINESS

- a. Contract award – Old County Road Storm Drain Slip lining – *referral from Finance Committee – Councilor Sirois reported that this was discussed in committee with members in agreement of the award. Councilor Sirois made a motion to award the Old County Road Storm Drain Slip lining contract to CLH & Sons out of Auburn in the amount of \$28,023.84. Councilor McPike seconded the motion. Mayor Ryder explained for the public that this process allows for the culvert to be relined rather than digging up the road to replace the culvert. With no further discussion, the motion was brought to vote. Unanimous vote in favor.*
- b. Request for authorization for the expenditure of Library Reserve funds (3-763-00) in the amount of \$800.00 for the purpose of paying for roofing repair – *referral from Finance Committee - Councilor Sirois made a motion to not pay for these repairs out of the reserve account but to take the funds from the General Fund instead. Councilor Marble seconded the motion. Councilor Marble then explained to the public that this decision was not because there is any aversion to paying for repairs, but rather a determination of which line in the budget it should be paid from. It is the Council's opinion that this is an operational expense that can be paid for with current revenues in the budget. With no further discussion, the motion was brought to vote. Unanimous vote in favor.*
- c. Request Council ratification for the prior expenditure of Matching Grant Reserve funds (3-780-00) in the amount of \$737.30 for the purpose of the town's share of the MMA Emergency Vehicle Operation Course equipment – *referral from Finance Committee - Councilor Sirois explained that it was discovered that prior to the current town manager an error was made in that the expenditure of funds was paid to MMA out of reserve funds without approval from Council. He clarified that no one did anything wrong, it was just an oversight that needs to be corrected at this time. Councilor Sirois made a motion to ratify the prior expenditure of Matching Grant Reserve funds in the amount of \$737.30 for the MMA Emergency Vehicle Operation Course equipment. Councilor Wilde seconded the motion. Unanimous vote in favor.*

MINUTES

e. COMMITTEE REPORTS -

Services – Councilor McAvoy reported that the next meeting will be Wednesday Dec. 7th and reminded the public that all are welcome to attend.

Infrastructure – Councilor Marble reported that this committee met on Tuesday Nov. 29th. Attendees included representatives from the Water District, the entire Council, Town staff and members of the public. They addressed concerns regarding speeding on Main Rd. North and South. Chief Rodgers presented a chart demonstrating the number of citations and warnings given in that area. Additionally, Councilors agreed on the placement of a sign requesting reducing the use of engine brakes. There was much discussion on the MRC/Fiberight project. These discussions may continue well into the New Year, especially with regard to utilities. The committee heard the recent report from Drumlin LLC regarding the post closure monitoring of the Pine Tree Landfill. Representatives from Drumlin will bring their recent findings to the next Council meeting on December 19th and anyone with concerns are encouraged to attend. The next Infrastructure meeting will be held on Tuesday December 27th.

Planning & Development – Councilor McPike reported that the next meeting will be Monday December 12th.

Finance & Administration – Councilor Sirois reported that the three items heard tonight were discussed in Finance Committee.

- f. MANAGER'S REPORT – Manager Jennings reported that the new Tax Collector Barbara Geaghan begins on Monday December 12th, and the current Tax Collector Cheryl's last day will be December 22nd which will coincide with the annual employee Christmas party to be held with office closure from 11:30 a.m. – 1:30 p.m. He again publicly extended best wishes to Cheryl Johnson on her retirement. Manager Jennings stated that the status of tax collection will be on the next agenda. Year-to-date, 52% of taxes have been collected. Foreclosure notices will be mailed tomorrow, December 6th. Tax accounts facing foreclosure must be paid by December 22nd. He reminded the public that Services Committee will be this Wednesday and Planning & Development will be next Monday. P & D will be focused primarily on the market study with the consultant. There will be a focus on the Business Park TIF. Manager Jennings expects to be posting a notice of a special meeting to be held after the Services meeting on Wednesday for further discussion on the MRC/Fiberight project. Notice of meeting will be posted tomorrow. Finally, he wanted to recognize the Kiwanis on the success of the community Christmas tree lighting that was held on Sunday and gave credit to all of the hard work and ways in which they help to make Hampden a better place.

g. COUNCILORS' COMMENTS –

Councilor Sirois – No comment
Councilor McPike – No comment
Councilor Wilde – No comment
Councilor Marble – No comment
Councilor Cormier – No comment

MINUTES

Councilor McAvoy – Commented that with Christmas coming, he again and especially wanted to remind everyone to shop local and buy American. He then wished Hampden good night.

Mayor Ryder – No comment

- h. ADJOURNMENT – With no further business, Councilor Sirois made a motion to adjourn at 7:15 p.m. Councilor McAvoy seconded the motion. Unanimous vote in favor.*

Respectfully Submitted,



Paula A. Scott, CCM
Town Clerk

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



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

B-3-a

December 12, 2016

Tina Carroll
662 Main Rd. North
Hampden, Me. 04444

RE: Victualer's license for Pats Pizza

Dear Sir/Madam:

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

Please call if you have any questions.

Sincerely,

Paula A. Scott. CCM
Town

Enclos

VICTUALER'S LICENSE CERTIFICATE	
No. <u>16-20</u>	MUNICIPALITY OF HAMPDEN, MAINE
To all whom these presents may concern:	Date: <u>Dec. 12</u> , 2016
KNOW YE, that <u>Tina Carroll</u>	
doing business as <u>Pats Pizza</u>	
has been duly licensed as a Victualer at <u>662 Main Rd. North</u>	
in the Municipality of Hampden by said Municipality until <u>Dec. 12</u> , 2017,	
and has paid the fee of One Hundred Dollars (\$100.00).	
	
Authorized Municipal Officer / CODE ENFORCEMENT OFFICER	

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



P
F
email: info@hampdenmaine.gov

B-3-6

December 12, 2016

Atif Sheikh
7 Western Ave.
Hampden, Me. 04444

RE: Victualer's license for Subway

Dear Sir/Madam:

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

Please call if you have any questions.

Sincerely,

Paula A. Scott, CCM
Town

Encl

VICTUALER'S LICENSE CERTIFICATE	
No. <u>16-19</u>	MUNICIPALITY OF HAMPDEN, MAINE
To all whom these presents may concern:	Date: <u>Dec. 12</u> , 2016
KNOW YE , that <u>Atif Sheikh</u> ,	
doing business as <u>Subway</u>	
has been duly licensed as a Victualer at <u>7 Western Ave</u>	
in the Municipality of Hampden by said Municipality until <u>Dec. 12</u> , 2017,	
and has paid the fee of One Hundred Dollars (\$100.00).	
Authorized Municipal Officer	CODE ENFORCEMENT OFFICER

FINANCE & ADMINISTRATION COMMITTEE MEETINGMonday November 14th, 2016**MINUTES**

Hampden Town Office

Attending:

Councilor Greg Sirois, Chair
Mayor David Ryder
Councilor Mark Cormier
Councilor Terry McAvoy
Councilor Ivan McPike

Councilor Stephen Wilde
Councilor Dennis Marble
Town Manager Angus Jennings
DPW Admin Rosemary Bezanson
Public Safety Director Joe Rogers
Lt. Jason Lundstrom

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

- 1. Meeting Minutes – October 17th, 2016** – *Motion by Councilor McPike seconded by Councilor Marble to approve the minutes as written. Motion passed 7-0.*
- 2. Review & Sign Warrants** – *Warrants were reviewed and signed by Committee members.*
- 3. Old Business** – *None.*
- 4. New Business**
 - a. Recommendation to Council regarding vote for MRC Board of Directors** – *There was a motion by Councilor McPike seconded by Councilor McAvoy to nominate Bar Harbor DPW Director Chip Reeves to serve on the MRC Board of Directors. Motion passed 7-0.*
 - b. Re-execution of FY17 Tax Anticipation Note with Katahdin Trust Company in order to replace the spoiled original version** – *For informational purposes, Manager Jennings summarized his memo in the meeting packet. No formal action of the Committee was needed because their re-execution of the TAN simply replaced the instrument that had been spoiled due to bank error.*
 - c. Request for up to \$11,000.00 (Option 1) or up to \$8,800.00 (Option 2) from Police Cruiser Reserve for vehicle equipment including Watchguard video camera/recording system** – *Public*

Safety Director Rogers summarized the proposed work to transfer equipment from the old vehicle (being transferred to DPW) into the new vehicle, and to add a new radio. A video camera was presented as an optional expense, in order to match equipment standards in the other three vehicles. Councilor Wilde expressed support for the camera, and made a motion to recommend Council authorization of \$4,410.94 for equipment and an additional \$4,900.00 for a camera. Councilor McAvoy seconded the motion, and it was approved 7-0.

- d. Requests from Municipal Building Reserve for \$129.00 for repair to security screen at Administration customer service desk; and \$158.00 for repair to the Fire Station garage door; and for \$288.00 for lock repairs – Motion by Councilor McPike seconded by Councilor Marble to recommend Council authorization of the three expenses from the Municipal Building Reserve. Motion passed 7-0.**
- e. Request for \$704.81 from Matching Grant Reserve funds for local match to MMA Safety Enhancement Grant for Portable LED Scene Lighting with chargers – Director Rogers summarized the grant and Lt. Lundstrom summarized the benefits of scene lighting. Motion by Councilor McPike seconded by Councilor Wilde to recommend Council authorization of \$704.81 from the Matching Grant Reserve. Councilor Marble asked about the balance in the reserve account and Manager Jennings reported that it was \$13,684. The motion passed 7-0.**
- f. Contract award: Sidney Boulevard culvert (to be paid from FY17 Stormwater Management, Contracted Services) – After the bid results and the DPW Director's recommendation were presented there was a motion by Councilor Marble seconded by Councilor McAvoy to recommend that Council award the Sidney Boulevard culvert contract to Gardiner Construction Enterprises. The motion passed 7-0.**
- g. Contract award and request for authorization of up to \$10,000 in funding from the Recreation Reserve fund for topographic survey of Lura Hoit Pool and Municipal Building site – Manager Jennings recommended that the Committee table this item until next week's meeting to allow for DPW Director Currier (who is on vacation this week) to provide input regarding contractor selection. The item was tabled until the November 21 meeting.**
- h. Contract award and request for authorization of up to \$15,000 in funding from the Emera TIF fund for electrical repairs to Town Center lights – Manager Jennings recommended that the Committee table this item until next week's meeting to allow for DPW Director Currier (who is on vacation this week) to provide input regarding**

contractor selection. The item was tabled until the November 21 meeting.

- i. Resolution endorsing updated Penobscot County multi-jurisdictional hazard mitigation plan** – *There was a motion by Councilor McPike seconded by Councilor McAvoy to recommend that the Council endorse the updated Penobscot County multi-jurisdictional hazard mitigation plan. Motion passed 7-0.*
- j. Review of meeting schedule, November to December 2016** – *Manager Jennings proposed that the first regularly scheduled Planning & Development Committee meeting in December be switched with the December Services Committee meeting in order to accommodate the availability of the consultant performing the market study. There being no objections, the Services Committee meeting will be held on Wednesday, December 7 and the Planning & Development Committee meeting will be held on Monday, December 12.*

5. Public Comment – *None.*

6. Committee Member Comments – *None.*

7. Adjournment

There being no further business, the meeting was adjourned at 6:33 p.m.

Respectfully submitted –
Angus Jennings, Town Manager

FINANCE & ADMINISTRATION COMMITTEE MEETINGMonday November 21st, 2016**MINUTES**

Hampden Town Office

*Attending:**Councilor Greg Sirois, Chair**Mayor David Ryder**Councilor Mark Cormier**Councilor Terry McAvoy**Councilor Ivan McPike**Councilor Dennis Marble**Town Manager Angus Jennings**DPW Director Sean Carrier**GIS/IT Specialist Kyle Severance**Town Clerk Paula Scott**Residents (3)**Chairman Sirois called the meeting to order at 6 p.m.*

- 1. Meeting Minutes – None.**
- 2. Review & Sign Warrants – None.**
- 3. Old Business – None.**
- 4. New Business**
 - a. Contract award and request for authorization of up to \$10,000 in funding from the Recreation Reserve fund for topographic survey of the Lura Hoyt Pool and Municipal Building site – Manager Jennings summarized the three proposals received and said that staff recommends the selection of CES, Inc. Motion by Councilor McPike seconded by Councilor Marble to recommend that Council award the contract to CES, Inc. and authorize up to \$10,000 in funding from the Recreation Reserve fund for topographic survey of the Lura Hoyt Pool and Municipal Building site. Motion passed 4-2 with Councilors McAvoy and Cormier opposed.**
 - b. Contract award and request for authorization of up to \$15,000 in funding from the Emera TIF fund for electrical repairs to Town Center lights – Mayor Ryder reported that both bids came in higher than had been expected. There was discussion regarding either proceeding with a phase of the work or postponing the improvements and installing the lights as we did last year, knowing some won't work.**

The Committee agreed to postpone the work in favor of awarding a contract for partial completion.

- c. Request for authorization of \$20,978.40 in funding from the Public Works Equipment reserve fund for the purpose of paying the first of (5) five lease payments – referral from Infrastructure Committee – Motion by Councilor McPike seconded by Councilor Marble to recommend that Council authorize \$20,978.40 in funding from the Public Works Equipment reserve fund for the purpose of paying the first of (5) five lease payments. Motion passed 6-0.**
- d. Request for authorization for up to \$2,975.00 in funding from the IT Reserve account for the purpose of website redesign – referral from Services Committee – Motion by Councilor McAvoy seconded by Councilor Marble to recommend that Council authorize \$2,975.00 in funding from the IT reserve fund for the purpose of redesign of the Town website. Motion passed 6-0.**
- e. Request for Council referral to Public Hearing the proposed repeal of the Town of Hampden Tree Ordinance – referral from Services Committee – Motion by Councilor McAvoy seconded by Councilor Marble to recommend that Council refer to public hearing the proposed repeal of the Tree Ordinance. Motion passed 6-0.**
- f. Request for Council referral to Public Hearing the proposed repeal of the Town of Hampden Yard Sale Ordinance – referral from Planning & Development Committee – Motion by Councilor McPike seconded by Councilor McAvoy to recommend that Council refer to public hearing the proposed repeal of the Yard Sale Ordinance. Motion passed 6-0.**

5. Public Comment – None.

6. Committee Member Comments – None.

7. Adjournment

There being no further business, the meeting was adjourned at 6:47 p.m.

Respectfully submitted –
Angus Jennings, Town Manager



Town of Hampden
Planning and Development Committee
 Wednesday November 16, 2016, 6:10 pm
 Municipal Building Council Chambers
Minutes

Attending:

Committee/Council

Ivan McPike-Chair
 David Ryder, Mayor
 Terry McAvoy
 Mark Cormier
 Dennis Marble
 Greg Sirois

Staff

Angus Jennings, Town Manager
 Karen Cullen, Town Planner
 Myles Block, CEO

Chairman McPike called the meeting to order at 6:00 p.m.

1. Approval of November 2, 2016 Minutes – Motion to approve as submitted made by Councilor McAvoy with second by Councilor Sirois; carried 6/0/0.
2. Committee Applications: None.
3. Updates:
 - A. Status of MRC/Fiberight: Town Manager Jennings and Planner Cullen gave an update on the project: Roadway construction seems to be going well, but there are issues with the route of the water service. Due to cost considerations, MRC has proposed to modify the previously approved route along Coldbrook Road to extend water in through Ammo Park instead. Hampden Water District and Town staff are in favor of the Coldbrook Road route for several reasons: service to future development in that area, fire flow, and potential for expansion of the Fiberight facility itself. MRC is hoping that other parties may be able to offset costs in order to install water along Coldbrook Road. Manager Jennings will attend tomorrow's meeting of the Hampden Water District Board to discuss potential for collaboration to secure the favored route for water.
 - B. Staff Report – nothing outside of agenda items to report tonight.
4. Old Business:
 - A. Business Park TIF: Planner Cullen asked the Committee if they were in agreement that the entire Business Park should be included in the TIF District, and by consensus they agreed. Manager Jennings noted the Credit Enhancement Agreements will be written to differentiate between those specified in the Sargent Developer's Agreement ("back" portion of the park)

and those in the front portion. He also noted the latter will not be drafted by our consultant Noreen Norton as part of the TIF work she is doing at this time.

- B. **Market Study:** Planner Cullen and Manager Jennings led a discussion on peer communities. After reviewing materials presented by Planner Cullen the Committee by consensus agreed to use Hermon, Brewer, and Belfast as the three peer communities for the market study. Manager Jennings also noted that staff is working on a letter to go out next week to all businesses in town inviting them to participate in focus group meetings with the consultants; this will also help set the stage for the community meeting in late January.
4. **New Business:**
 - A. **Yard Sale Ordinance:** Manager Jennings stated he is in favor of repealing the ordinance as it is not universally followed, is not enforced, and brings in very little revenue. **Motion** by Councilor Sirois to repeal the Yard Sale Ordinance; seconded by Councilor McAvoy; motion carried by unanimous vote (6/0/0).
 5. **Zoning Considerations/Discussion:**
 - A. **Recreational Marijuana** – Chairman McPike noted the Hampden vote on this issue was split about 40% in favor and 60% opposed. After discussion the Committee decided to table further discussion on this issue until an unspecified date, once we know what is happening with the (statewide) recount request and what the state regulations are going to look like.
 - B. **Draft language for home occupations** – Planner Cullen noted she had modified her previous draft per the P&D Committee's previous discussion. Committee decided by consensus to require home occupation permits to be recorded at the registry of deeds, and also to delete section 4.10.9.2 of the version 2 draft since it only applies to a small number of cases and there is no way to know if a business has been gone for a year. Next step is to have a joint meeting with the Planning Board's Ordinance Committee on this proposed language. Planner Cullen will contact the P&D Committee with a potential date and time (possibly Dec 14th at 6:00).
 7. **Citizens Initiatives:** None.
 8. **Public Comments:** None.
 9. **Committee Member Comments:** Councilor Sirois requested staff to follow up with the property owner on Dewey Street who is interested in developing multi-family units to discuss the status of the idea and needed zoning amendments.
 10. **Adjournment:** Motion to adjourn at 7:55 by Councilor Marble; seconded by Councilor Sirois, carried 6/0/0.

Respectfully submitted by
Karen Cullen, Town Planner

SERVICES COMMITTEE MEETING

Tuesday, November 15, 2016

MINUTES

Attending:

Councilor Terry McAvoy, Chair
 Mayor David Ryder
 Councilor Mark Cormier
 Councilor Dennis Marble
 Town Manager Angus Jennings
 GIS/IT Specialist Kyle Severance

Resident Tom Brann
 Resident William Shakespeare
 Resident Joseph Bethony
 Resident Jennifer Lowe
 Resident Rich Armstrong

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

1. MINUTES

- a. **October 11, 2016** – Motion by Mayor Ryder seconded by Councilor Marble to approve the minutes as written. Approved 4-0.

2. OLD BUSINESS

- a. **Update on Broadband grant pilot project, broadband conference – Kyle Severance, GIS/IT Specialist** – Mr. Severance updated the Committee regarding progress on the grant Hampden received, and the first meeting of the broadband working group. There was discussion among the Committee members and citizens in attendance regarding what speed of internet service may be achievable. Mr. Severance explained that the initial work of the grant will include a survey of businesses and residents, and that goals will be established based on community input. He said that partnerships among the Town and others would be important to implementing a strategy to expand access.

3. NEW BUSINESS

- a. **Pool Board applicants**
- i. **Joseph Bethony**
 - ii. **Pamela Ivey**
 - iii. **Jennifer Lowe**
 - iv. **Kate Waning**

Manager Jennings reported that there are currently three vacancies on the Pool Board, but that additional vacancies would result if any current Pool Board members do not extend their terms. Pool Board applicants Joseph Bethony and Jennifer Lowe were both in attendance and introduced

themselves to the Committee, focusing on their interests and qualifications. Motion by Chairman McAvoy seconded by Councilor Marble to recommend that the Council appoint Mr. Bethony and Ms. Lowe to the Pool Board. Motion passed 4-0. The two candidates who did not appear will be invited to the next meeting of the Services Committee.

- b. Tree Board Committee applicants**
 - i. Tom Brann**
 - ii. William Shakespeare**

Manager Jennings explained that both Mr. Brann and Mr. Shakespeare had submitted Committee applications expressing interest in both the Tree Board and the Conservation Commission. Chairman McAvoy began a discussion of the function of the Tree Board and the Conservation Commission, and whether they were both still needed or could be either combined or eliminated. There was discussion about the history of these Committees and the roles they had played in the past. Manager Jennings noted that each Committee is required by ordinance so ordinance amendments would be needed to make changes. He noted that the Conservation Commission is not on tonight's agenda but could be added for discussion to the next agenda. There was a motion by Chairman McAvoy seconded by Councilor Cormier to recommend that the Town Council repeal the Tree Ordinance. Motion passed 4-0.

- c. Referral to Council of request for up to \$2,975.00 from IT Reserve fund for Town website redesign – Kyle Severance, GIS/IT Specialist –**

Mr. Severance reported that the Town website was last updated in 2007 and the goal is a more modern website that is easier to navigate. The proposed cost would include a discount on annual web hosting costs. Manager Jennings commended Kyle for his work on this. There was a motion by Councilor Marble seconded by Chairman McAvoy to recommend Council approval of up to \$2,975.00 from the IT Reserve fund to support the Town website redesign.
- d. Communications budget / use of A/V system for recordings of Committee meetings – request of Chairman McAvoy –**

Chairman McAvoy said he'd like to reduce the demand on staff time associated with preparing detailed meeting minutes. He said that meeting minutes should only record motions and votes. There was discussion about the value of a detailed written record, but also the availability of meeting recordings if detailed minutes aren't available. Councilor Marble expressed support for this direction provided that records retention requirements are met. The Committee agreed that less detailed minutes would be preferred in order to reduce impact on staff time.

- e. **Discussion of public access to Souadabscook Stream off Bog Road**
– Mayor Ryder said a citizen had approached him about the potential to secure public access to the Souadabscook Stream in the area of the newly subdivided land. Manager Jennings said that he has spoken with the current landowner and that the Town Planner has walked the land with the owner and done preliminary research regarding grants. Mr. Armstrong said that this is a good community resource. Mayor Ryder said this is just an informational item and no action is requested.

- f. **Update on planning for Community Volunteer Forum, January 29, 2017** – Manager Jennings said that he is working with local civic and volunteer organizations to organize a forum with the goal of increasing participation in and support for volunteer organizations. The Committee members agreed this was a worthwhile effort to pursue.

4. PUBLIC COMMENTS – Mr. Shakespeare said that the Town relies on a lot of volunteer support for various functions and Committees.

5. COMMITTEE MEMBER COMMENTS – None.

There being no further business, the meeting was adjourned at 7:34 PM.

*Respectfully submitted –
Angus Jennings, Town Manager*

D-2-a



TOWN OF HAMPDEN

PUBLIC NOTICE

Town of Hampden

Public Notice

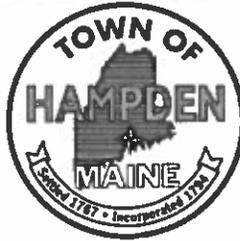
Notice is hereby given that the Hampden Town Council will conduct a public hearing at 7:00 pm on Monday, December 19th, 2016, in the Municipal Building Council Chambers, located at 106 Western Avenue, Hampden, to hear the following:

1. Consideration of a new Victualer's license application for Coffee Break Café located at 75 Main Rd. North, owned and operated by Lorraine Wilbur & Lynda Nowell of Frankfort.

Paula A. Scott, CCM
Town Clerk

Posted: 12/05/2016

Hampden Town Clerk
Paula A. Scott
106 Western Avenue
Hampden, Maine 04444



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

December 5, 2016

Lorraine Wilbur
Lynda Nowell
Coffee Break Café
75 Main Road North
Hampden, Me. 04444

Dear Lorraine and Lynda;

The Town Council will hold a public hearing at 7:00 p.m. on Monday, **December 19th, 2016** at the Hampden town office located at 106 Western Avenue for the purpose of acting upon your application for a new Victualer's license.

The fee for a Victualer's License is \$150.00, which includes public notice and initial inspection of the premises and which I received on November 28th. You will be contacted by the Town of Hampden's Code Enforcement Officer in an effort to schedule an appointment for the initial inspection. If the town needs to perform additional inspections as a result of deficiencies, each inspection will be charged \$50.00 prior to the inspection.

If you have any questions regarding this process, please do not hesitate to contact me.

Sincerely,

Paula A. Scott, CCM
Town Clerk

cc:file

TOWN OF HAMPDEN, MAINE

APPLICATION FOR VICTUALER'S LICENSE

DATE: 11-16-16 PHONE NUMBER: 207-862-6000

NAME(S): Lorraine Wilbur and Lynda Howell

ADDRESS: 3 West Hill Rd Frankfort, Me 04438 2 Eastern Road Frankfort, Me 04438

NAME OF BUSINESS: Coffee Break Cafe LLC 2016

LOCATION OF BUSINESS: 75 Main Road North, Hampden

SIGNATURE: Lorraine Wilbur Lynda Howell

(FOR TOWN USE ONLY)

*This facility has been inspected and meets ordinance criteria.

**Town of Hampden
RECEIVED
NOV 29 2016
Code Enforcement
Office**

[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**

**Town of Hampden
RECEIVED
NOV 28 2016
Office of the
Town Clerk**

LICENSE FEE: \$150.00 Date Received/Fee Paid: Nov 28, 2016 / \$150.00
(Fee Includes Notice of Public Hearing)



TOWN OF HAMPDEN
TOWN CLERK'S OFFICE

COMMENTS ON:

Public Hearing Date: 12/19/2016
(If applicable)

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

NAME: Coffee Break Cafe, LLC Lorraine Wilbur & Lynda Nowell
Business Name Individual

ADDRESS: 75 Main Rd No. PHONE: 862-6000

MAP/LOT: 36-32 DATE: Nov. 29, 2016

DEPARTMENT REPORT:

CP 155-05

DATE: 12/19/16

BY: [Signature]
Title: CCO

BY: [Signature]
Title: Fire Inspector

D-3-a



Memorandum

TO: Town Council, Angus Jennings, Town
Manager
FROM: Paula Scott, Town Clerk
DATE: December 13, 2016
RE: Appointment of Registrar of Voters

Pursuant to 21-A, MRSA § 101, the office of the Registrar of Voters is filled by the appointment of the Municipal Officers, except in towns that operate under the Town Manager plan of government, in which case the appointment would be made by the Town Manager. Under the Hampden Charter, Section 301, Council confirmation is required for the appointment of the Town Clerk; who serves concurrently as the Registrar of Voters.

The appointment of Registrar is for two years and must be made by January 1st of every odd-numbered year. This appointment must be in writing and after notification to the Secretary of State's office, must be entered as part of the permanent record of the Municipality. If it pleases the Manager and the Council, I would respectfully request re-appointment and confirmation as the Registrar of Voters for the Town of Hampden for the next two year cycle.

cc:file

D-3-b



Check One: Initial Application Reappointment Application

TOWN OF HAMPDEN APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: Curtis Benjamin J
LAST FIRST MI

ADDRESS: 1181 Kennebec rd. Hampden 04444
STREET TOWN ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: 207-951-3661 207-848-0770
HOME WORK

EMAIL: curtisbjann@live.com

OCCUPATION: commercial project manager, Allenfarm Fence Co.

BOARD OR COMMITTEE PREFERENCE:

FIRST CHOICE: Lura Hoyt Pool Board

SECOND CHOICE (OPTIONAL): _____

How would your experience, education and/or occupation be a benefit to this board or committee? I plan to continue using my 3 years of experience on the board to further serve the pools needs.

Are there any issues you feel this board or committee should address, or should continue to address? NO

- ANNUAL CHILDRENS DAY COMMITTEE
- CONSERVATION COMMITTEE
- BOARD OF ASSESSMENT REVIEW
- PERSONNEL APPEALS BOARD
- LURA HOYT MEMORIAL POOL
- ECONOMIC DEVELOPMENT COMMITTEE
- FRIENDS OF DOROTHEA DIX PARK
- 1 YEAR
- 3 YEAR
- DYER LIBRARY
- RECREATION COMMITTEE
- BOARD OF APPEALS
- HISTORIC PRESERVATION COMMITTEE
- TREE BOARD

5 YEAR PLANNING BOARD

NOV 29 2016

FOR TOWN USE ONLY

COUNCIL COMMITTEE ACTION: Referred to Council for appt DATE: 12/7/16

COUNCIL ACTION: _____ DATE: 12/19/16

NEW APPT REAPPOINTMENT DATE APPOINTMENT EXPIRES: _____

Emailed Ben Re: Agenda for 12/17 services

D-3-d



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME:

Ivey Pamela B
LAST FIRST MI

ADDRESS: 236 Partridge Lane Hermon, ME 04401
STREET TOWN ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: (207)-214-9424 (207)-941-8200
HOME WORK

EMAIL: pamela.b.ivey@gmail.com

OCCUPATION: Medical Staff Secretary

BOARD OR COMMITTEE PREFERENCE:

FIRST CHOICE: Fundraising - Pool

SECOND CHOICE:(OPTIONAL): _____

How would your experience, education and/or occupation be a benefit to this board or committee? I've worked at Calais Regional Hospital for 35 years, during that time, the last 15 years I worked in Administration, and was a member of the "Events Committee". (explain upon interview). I am presently employed at Dahl-Chase Diagnostic Services.

Are there any issues you feel this board or committee should address, or should continue to address? _____

- CONSERVATION COMMITTEE
- BOARD OF ASSESSMENT REVIEW
- PERSONNEL APPEALS BOARD
- LURA HOIT MEMORIAL POOL
- ECONOMIC DEVELOPMENT COMMITTEE
- FRIENDS OF DOROTHEA DIX PARK

3 YEAR

- DYER LIBRARY
- RECREATION COMMITTEE
- BOARD OF APPEALS
- HISTORIC PRESERVATION COMMITTEE
- TREE BOARD

5 YEAR
PLANNING BOARD

FOR TOWN USE ONLY

Date Application Received: 10/27/16

COUNCIL COMMITTEE ACTION: Referred to Council for DATE: 11/15/16
appt. (12/7/16)

COUNCIL ACTION: _____ DATE: 12/19/16

NEWAPPT REAPPOINTMENT DATE APPOINTMENT EXPIRES: _____

Emailed RE: date of mtg 11/30

D-3-e



Town of Hampden RECEIVED

OCT 31 2016

Check One: Initial Appointment Reappointment Application

Office of the Town Clerk

TOWN OF HAMPDEN

APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: Waning Kate M
LAST FIRST MI

ADDRESS: 210 Bemis Rd Carmel 04419
STREET TOWN ZIP

MAILING ADDRESS (if different): Same

TELEPHONE: 207-318-5677 207-947-5337
HOME WORK

EMAIL: Katewaning@gmail.com

OCCUPATION: Director of Finance & Operations

BOARD OR COMMITTEE PREFERENCE:
 FIRST CHOICE: Lura Hoyt Memorial Pool
 SECOND CHOICE (OPTIONAL): _____

How would your experience, education and/or occupation be a benefit to this board or committee? I work for a non-profit and understand how the work of the organization needs to meet the mission. I have experience with fundraising, donor solicitation and events. I have volunteer experience with Carmel Elementary PTO (currently serving as President) and Carmel Recreation programs.

Are there any issues you feel this board or committee should address, or should continue to address?
None at this time

- 3 YEAR
- CONSERVATION COMMITTEE
- BOARD OF ASSESSMENT REVIEW
- PERSONNEL APPEALS BOARD
- LURA HOYT MEMORIAL POOL
- ECONOMIC DEVELOPMENT COMMITTEE
- FRIENDS OF DOROTHEA DIX PARK
- DYER LIBRARY
- RECREATION COMMITTEE
- BOARD OF APPEALS
- HISTORIC PRESERVATION COMMITTEE
- TREE BOARD

5 YEAR
PLANNING BOARD

FOR TOWN USE ONLY Date Application Received: 10/31/16

COUNCIL COMMITTEE ACTION: Referred to Council for appt DATE: 12/7/16

COUNCIL ACTION: _____ DATE: 12/19/16

NEW APPT REAPPOINTMENT DATE APPOINTMENT EXPIRES: _____

Rev. 12/09

Add to Services Agenda for 12/7
 Cannot make 11/15 meeting
 Spoke to her via phone 11/15
 Enclosed up w/letter 11/30/16



D-3-g

Check One: Init
 Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: FRAZIER Margaret P
LAST FIRST MI
ADDRESS: 80 Griffin Av Hampden 04444
STREET TOWN ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: 207 862-5273 207 947-8336
HOME WORK

EMAIL: mtudee@hotmail.com

OCCUPATION: Reference Librarian

BOARD OR COMMITTEE PREFERENCE:

FIRST CHOICE: Dyer Library

SECOND CHOICE (OPTIONAL): _____

How would your experience, education and/or occupation be a benefit to this board or committee? I have a master's degree in library science

Are there any issues you feel this board or committee should address, or should continue to address? _____

- | | | |
|--|---------------|---|
| CONSERVATION COMMITTEE
BOARD OF ASSESSMENT REVIEW
PERSONNEL APPEALS BOARD
LURA HOIT MEMORIAL POOL
ECONOMIC DEVELOPMENT COMMITTEE
FRIENDS OF DOROTHEA DIX PARK | 3 YEAR | DYER LIBRARY
RECREATION COMMITTEE
BOARD OF APPEALS
HISTORIC PRESERVATION COMMITTEE
TREE BOARD |
|--|---------------|---|

**5 YEAR
PLANNING BOARD**

NOV 21 2016

FOR TOWN USE ONLY	Date Application Received: _____
COUNCIL COMMITTEE ACTION: <u>Svcs. referred to council for</u>	DATE: <u>12/7/14</u>
COUNCIL ACTION: _____	DATE: <u>12/19/16</u>
<u>0</u> NEW APPT <input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____

*Emailed Margaret 11/30 re: svc. Mtg
Also Angus for 12/7 Services agenda*

D-3-h



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: Fenders LAST Nancy FIRST A MI
ADDRESS: 407 Old County Rd STREET Hampden TOWN 04444 ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: 207 944 2806 HOME 207 941 7153 WORK

EMAIL: NFenders@gmail.com

OCCUPATION: University Registrar

BOARD OR COMMITTEE PREFERENCE:
FIRST CHOICE: Recreation Committee
SECOND CHOICE (OPTIONAL): _____

How would your experience, education and/or occupation be a benefit to this board or committee? Scheduling, space utilization, enrollment Data Management

Are there any issues you feel this board or committee should address, or should continue to address? Advertising + Registration numbers, space

- CONSERVATION COMMITTEE
- BOARD OF ASSESSMENT REVIEW
- PERSONNEL APPEALS BOARD
- LURA HOIT MEMORIAL POOL
- ECONOMIC DEVELOPMENT COMMITTEE
- FRIENDS OF DOROTHEA DIX PARK

3 YEAR

- DYER LIBRARY
 - RECREATION COMMITTEE
 - BOARD OF APPEALS
 - HISTORIC PRESERVATION COMMITTEE
 - TREE BOARD
- Town of Hampden
RECEIVED

5 YEAR
PLANNING BOARD

NOV 17 2016

FOR TOWN USE ONLY

Date Application Received: Office of the Town Clerk

COUNCIL COMMITTEE ACTION: Services referred to Council for DATE: 12/7/16
appt

COUNCIL ACTION: _____ DATE: 12/19/16

NEW APPT REAPPOINTMENT DATE APPOINTMENT EXPIRES: _____

Emailed to Angus for committee agenda 11/17/16

D-5-a



*Stephen Casey
Commander*

**WHITCOMB-BAKER POST 4633
VETERANS OF FOREIGN WARS OF THE UNITED STATES
41 CANOE CLUB ROAD
P. O. BOX 555
HAMPDEN, ME 04444-0555
207-862-2553**

December 3, 2016
Angus Jennings
Hampden Town Manager

Dear Mr. Jennings,

The purpose of this letter is to once again ask permission from the Hampden Town Council to allow the Whitcomb-Baker VFW Post 4633 to obtain their annual license for bingo and game of chance for the upcoming year of 2017. The license renewal would be from January 1, 2017 to December 31, 2017. If you would, please add this to your list of topics to be discussed at the next regular council meeting. VFW Post 4633 greatly appreciates your assistance with this matter.

Thank you for your continued support .

Sincerely,

**Kevin D. Bean
Quartermaster
207-479-3056**

TOWN OF HAMPDEN, MAINE
CONSERVATION ORDINANCE

ENACTED DATE: March 21, 2005
EFFECTIVE DATE: April 20, 2005

EXTENDED BY TOWN COUNCIL: March 19, 2007
TO: April 20, 2009

AMENDED BY TOWN COUNCIL: April 6, 2009
EFFECTIVE DATE: May 6, 2009

CERTIFIED BY: _____
Denise R. Hodsdon
Town Clerk

Affix Seal

CONSERVATION ORDINANCE
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ARTICLE 1 GENERAL ADMINISTRATION

1.1 Intent And Purpose. This shall be known and shall be cited as the Conservation Ordinance of the Town of Hampden, Maine. This ordinance is established to protect, conserve and enhance the natural resources of the Town of Hampden. To achieve these objectives it is intended to establish a Conservation Commission which will act in an advisory capacity to the Hampden Town Council. The Conservation Commission will provide oversight for the conservation of Town owned lands, or easements, be they forests, meadows, or wetlands. The Commission shall coordinate, and act as a point of contact for, the efforts of State and Federal agencies as well as Hampden residents undertaking natural resource projects or other significant projects which may impact natural resources in the Town.

1.2 Authority. Pursuant to the provisions of Title 30-A M.R.S.A., Section 3261 and the Charter of the Town of Hampden. Article II, Section 212, and Article III, Section 302, THE TOWN OF HAMPDEN HEREBY ORDAINS that there is established a Conservation Commission, to be organized, administered and governed in accordance with the following provisions:

ARTICLE 2 ESTABLISHMENT OF CONSERVATION COMMISSION

2.1. Establishment. The Hampden Conservation Commission is hereby established as a board of the town, which shall serve as the appointed body to carry out the duties and functions specified below. It shall be administered consistent with its role as a board.

ARTICLE 3 ORGANIZATION AND ADMINISTRATION

3.1. Membership. The Conservation Commission shall consist of seven (7) persons, appointed by the Town Council. The members shall serve staggered three (3) year terms.

3.2. Town Planner. The Town Planner shall be an ex-officio member of the Commission. The Commission may make recommendations to the Town Council as to nominations for future membership on the Commission.

3.3. Honorary Membership. The Town Council may name various persons to the Commission as honorary members as it deems appropriate, on recommendation of the Commission. Such honorary membership may be conferred on individuals in recognition of their contribution to conservation in Hampden, or as a means to bring special training, skills and perspective to the work of the Commission. Honorary members may participate in meetings of the Commission but may not vote nor otherwise exercise the authority which is hereby granted to the full Commission members.

ARTICLE 4 DUTIES OF THE COMMISSION

4.1. Duties of the Commission. The following shall be the duties of the Conservation Commission.

4.1.1. Meetings. The Commission shall conduct its business at open meetings, such meetings to be posted at public locations as to time and place.

4.1.2. Minutes. The Commission shall keep a record of its meetings and decisions, available to the public at the municipal building during normal business hours.

4.1.3. Research. The Commission shall conduct research, in conjunction with the planning board, if any, into the local land areas.

4.1.4. Coordination with other conservation bodies. The Commission shall seek to coordinate the activities of conservation bodies organized for similar purposes.

4.1.5. Annual Report. The Commission shall, at least once a year, or at the request of the Town Manager file a report with the Town Council containing information as to the activities of in the past year and an outline of the program anticipated in the coming year.

4.1.6. Assistance. At the request of other Town departments and boards the Commission shall provide assistance on environmental and conservation issues.

4.1.7. Land index. The Commission shall keep an index of all open areas within the municipality, whether publicly or privately owned, including open marshlands, swamps and other wetlands, for the purpose of obtaining information relating to the proper protection, development or use of those open areas. The commission may recommend to the municipal officers or any municipal body or board, or any body politic or public agency of the State, a program for the better protection, development or use of those areas, which may include the acquisition of conservation easements.

4.1.7.1. Any body politic or public agency of the State conducting planning operations with respect to open areas within a municipality having a conservation commission shall notify that conservation commission of all plans and planning operations at least 30 days before implementing any action under that plan.

4.1.8. Notification of land acquisition or sale affecting natural resources or public lands. The Conservation Commission shall be notified by the Town Planner Office of any project, acquisition, or sale by Municipal State or Federal agencies which may impact the Town's natural resources or public lands. The Commission shall be given adequate opportunity to present its findings relative to such actions.

ARTICLE 5 POWERS OF THE COMMISSION

5.1. Powers of the Commission. The following shall be the powers of the Conservation Commission.

5.1.1. Acquisition of lands. With the approval of the Town Council or by referendum the Commission may acquire land or any interest therein in the name of the municipality for any purpose set forth in Title 30-A M.R.S.A., Section 3264, as amended, and may accept gifts of land, money or easements for conservation.

5.1.2. Tree planting program. The Commission may develop and undertake an annual tree planting program within funding constraints of the Town budgeting process.

5.1.3. Hampden Conservation Award. The Commission may maintain and review nominations for a Hampden Conservation Award in conjunction with the Town Council.

5.1.4. Natural resources inventory. The Commission may, in association with the Comprehensive Planning Committee, develop an inventory of Natural Resources in the Town, to include: brooks, streams woodlands, wetlands, wildlife habitats, and other unique natural areas, to identify conservation opportunities.

5.1.6. *Strategic Plan.* The Commission may, in association with the Recreation Committee, develop strategic plans for the use and development of public parks, trails and access to outdoor recreation opportunities.

5.1.7. *Coordinate and implement conservation on municipal lands.* The Commission may coordinate and implement conservation on municipal lands subject to the approval of the Town Council and direct expenditure of all money appropriated for conservation projects on municipal lands.

5.1.8. *Distribution of maps and literature.* The Commission may prepare, print and distribute maps, plans and literature as needed to promote conservation and the initiatives of the Commission.

5.1.9. *Local Energy Conservation Efforts.* The Commission may provide leadership and direction for local energy conservation and recycling education.

5.1.10. *Coordination with other conservation bodies.* The Commission may coordinate efforts with those of other local, regional and state organizations.

5.1.11. *Coordination with other bodies for the purpose of fund raising and other resources.* The Commission may coordinate efforts with other public and private organizations to secure funding and other resources for local conservation, energy conservation, and recycling projects.

5.1.12. *Other activities not listed.* The Commission may undertake other conservation related activities not listed here subject to Town Council approval.

ARTICLE 6 VALIDITY, REPEALER AND EFFECTIVE DATE

6.1. *Validity; Conflict of Laws; Effective Date*

6.1.1. *Validity.* Should any section or provisions of this ordinance be declared by a court of competent jurisdiction to be invalid, such determination shall not invalidate or affect any other section or provision of this ordinance, and to that end the provisions of this ordinance are declared to be severable.

6.1.2. *Repealer.* All ordinances, resolutions orders and votes of the Town of Hampden, by whatever governing body enacted and which relate to the Conservation Commission are hereby repealed to the extent they are inconsistent with this Ordinance.

6.1.3. *Effective Date.* The effective date of this ordinance shall be thirty (30) days after adoption by the Town Council.

~~6.1.4. *Sunset Provision.* This Ordinance shall automatically stand repealed two years from its effective date, unless specifically extended by a vote of the Town Council on or before that date. (Extended by Town Council on 3/19/2007 until 4/20/2009 Deleted.~~

D-5-C



Memorandum

TO: Town Council, Manager Jennings
FROM: Paula Scott, Town Clerk
DATE: December 13, 2016
RE: Request authorization for reserve funds

The Town of Hampden leases voting equipment from the Bureau of Corporations, Elections and Commissions which is comprised of three (3) DS 200 Tabulators, three (3) 4GB flash drives, the cases, the ballot boxes and the shipping cartons. The payment is now due for the period covering Nov. 1, 2016 – Oct. 31, 2017.

I am requesting authorization for the use of reserve account funds in the amount of \$1,959 (01-451-00) for the purpose of paying for the lease on this equipment.

cc:file

Current Account Status

G 1-451-00 GENERAL FUND / Voting Mach

-18,492.46 = Beg Bal
0.00 = Adjust

0.00 = YTD Net
0.00 = YTD Enc

-18,492.46 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
Totals-							0.00	0.00

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
Totals	0.00	0.00	0.00	0.00

INVOICE: 170-2016

Town of Hampden
RECEIVED
DEC 05 2016

December 2, 2016

TO:
MUNICIPAL CLERK OF HAMPDEN
106 WESTERN AVENUE
HAMPDEN ME 04444

Office of the
Town Clerk

**Bureau of Corporations, Elections, and
Commissions**

101 State House Station
Augusta ME 04333-0101

Phone: 207-624-7648

Payment is due in our office by December 30, 2016

Quantity	Description	Unit Price	Total
	For rental of voting equipment set(s) for the period November 1, 2016 to October 31, 2017		
1	• DS200 Tabulator - 4GB Flash Drive – Case – Ballot Box – Shipping Box	\$589	\$589
2	• DS200 Tabulator - 4GB Flash Drive – Case – Ballot Box*	\$685	\$1370
	<i>*2014 Lease Adjusted for Refurbished Ballot Boxes</i>		
			\$1959

Please make checks payable to the **Maine Secretary of State** and remit to: Bureau of Corporations,
Elections, and Commissions, Attn: Business Office, 101 SHS, Augusta, ME 04333-0101



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
 HAMPDEN, ME 04444

TEL 862-3337

FAX 862-3910

December 15, 2016

To: Angus Jennings
 From: Sean Currier
 Subject: Exterior Lighting Repairs – Municipal Building

I was approached by Public Safety requesting I review the exterior lighting that is currently not working on the Municipal Building. This time of year, it is dark by 4:00pm-4:30pm making it more of a safety concern. There is a significant amount of lighting that is not working along the Fire/Police (down back) side of the building. Also not working is the wall pack and flood light at the flag pole and several entrance doors. The following lighting would be rectified as part of this repair and changed to LED:

- New LED spot light illuminating the flag
- Retrofit existing wall pack at flag to LED (currently not working)-
Retrofit wall pack to LED must be verified for size
- Retrofit two additional existing wall packs to LED (currently not working)-
Retrofit to LED must be verified for size
- Replace broken photocell by Fire Dept. entrance
- Fix two existing wall packs by Fire Dept. bay doors
- Retrofit two existing parking lot lights (tall poles) with LED conversion (currently working intermittently)
- Retrofit existing under canopy entrances to LED (currently not working)
- New dimmable LED light in Town office lobby-(new 2'x2' high output LED fixture provided at no cost by Hampden Electric)

Note: if wall pack retrofit does not work, new LED fixtures would be installed

I would like to recommend that we pay for the building lighting repairs out of the Municipal Building Reserve account 3-702-00, in the amount not to exceed \$3,295.00. If the existing wall packs to LED retrofits are verified workable, the cost would be \$2,728.00. Additional LED conversions will be budgeted in FY18.

Thank you for your consideration.
 Sean Currier

Current Account Status

G 3-702-00 RESERVE ACCT / MUNIC BLD

-15,521.93 = Beg Bal
0.00 = Adjust

-17,584.28 = YTD Net
0.00 = YTD Enc

-33,106.21 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
08	0151	1818	08/24/16	00392 P D Q DOOR C	BUILDING MATERIAL	R AP	1,000.00	0.00
09	0222	1825	09/14/16	00141 E.J.PRESCOTT	BLDG DRAINAGE SUPPLIES	R AP	840.72	0.00
10	0298		10/06/16		10/06/2016 C/R	R CR	0.00	20,000.00
11	0393	1834	11/16/16	00392 P D Q DOOR C	COUNTER SHUTTER DOOR	R AP	129.00	0.00
11	0393	1834	11/16/16	00392 P D Q DOOR C	HPD GARAGE DOOR MOTOR	R AP	158.00	0.00
11	0424	1837	11/23/16	00271 LAWSON'S LOC	LEVERSET	R AP	288.00	0.00
Totals-							2,415.72	20,000.00

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
August	1,000.00	0.00	0.00	0.00
September	840.72	0.00	0.00	0.00
October	0.00	20,000.00	0.00	0.00
November	575.00	0.00	0.00	0.00
Totals	2,415.72	20,000.00	0.00	0.00

TITLE 36: TAXATION, PART 2

2. Discharged. Collectors shall identify the unpaid taxes discharged under subsection 1 on the tax lists.

§761. -- failure; action

An action against a tax collector for failure to perfect his tax collections shall be commenced within 6 years after the date of such collector's warrant.

§762. Collections completed by new collectors

When new tax collectors are chosen and sworn before the former officers have perfected their collections, the latter shall complete the same, as if others had not been chosen and sworn.

§763. Settlement procedure; removal from municipality; resignation

When a tax collector asks the municipal officers to resign the position of tax collector, or when a tax collector has removed, or in the judgment of the municipal officers is about to remove from the municipality before the time set for perfecting his collections, said officers may settle with him for the money that he has received on his tax lists, demand and receive of him such lists, and discharge him therefrom. Said officers may appoint another tax collector, and the assessors or, in the case of primary assessing areas, the municipal officers shall make a new warrant and deliver it to him with said lists, to collect the sums due thereon, and he shall have the same power in their collection as the original tax collector.

If such tax collector refuses to deliver the tax lists and to pay all moneys in his hands collected by him, when duly demanded, he shall be subject to section 894, and is liable to pay what remains due on the tax lists, said sum to be recovered by the municipal officers in a civil action.

§764. -- incapacity

When a tax collector becomes mentally ill, has a guardian or by bodily infirmities is incapable of performing the duties of his office before completing the collection, the municipal officers may demand and receive the tax lists from any person in possession thereof, settle for the money received thereon and discharge said tax collector from further liability. The tax lists may be committed to a new tax collector.

§765. -- death

If a tax collector dies without perfecting the collection of taxes committed to him, his executor or administrator, within 2 months after his acceptance of the trust, shall settle with the municipal officers for what was received by the deceased in his lifetime. For the amount so received, such executor or administrator is chargeable as the deceased would be if living. If he fails to so settle when he has sufficient assets in his hands, he shall be chargeable with the whole sum committed to the deceased for collection.

§766. Warrant for completion of collection; form

The State Tax Assessor shall prescribe the form of the warrant to be used by the assessors or municipal officers for the completion of the collection of taxes under sections 763 to 765.

**SUBCHAPTER 7
POWERS AND DUTIES OF SHERIFFS**

§801. Sheriff may collect taxes

If at the time of the completion of the assessment a tax collector has not been chosen or appointed, or if the tax collector neglects to collect a state or county tax, the sheriff of the county shall collect it, on receiving an assessment thereof, with a warrant under the hands of the municipal assessors, or in the case of primary assessing areas, the municipal officers, or the assessors appointed in accordance with section 705, as the case may be.

§802. Proceedings by sheriff

The sheriff or his deputy, on receiving the assessment and warrant for collection provided for in section 801, shall forthwith post in some public place in the municipality assessed, an attested copy of such assessment and warrant, and shall make no distress for any of such taxes until after 30 days therefrom. Any person paying his tax to such sheriff within that time shall pay 5% over and above his tax for sheriff's fees, but those who do not pay within that time shall be distrained or arrested by such officer, as by tax collectors. The same fees shall be paid for travel and service of the sheriff, as in other cases of distress.

Certificate Of Recommitment

36 M.S.R.A § 763

COUNTY OF Penobscot ss.

STATE OF MAINE

TO: Barbara A. Geaghan, Tax Collector of the Municipality of Hampden

Herewith are committed to you true lists of the assessments of the Estates of the persons therein named; you are to levy and collection the same, of each one his/her respective amount, therein set down of the sum total of \$5,457,223.17 (being the yet uncollected amount of the lists contained herein), according to the tenor of the foregoing warrant.

Given under our hands this 19th day of December 2016.

Municipal Officers

Kevin J. Kerton

Certificate Of Settlement

36 M.S.R.A § 763

COUNTY OF Penobscot ss.

STATE OF MAINE

TO: Cheryl M. Johnson, Tax Collector of the Municipality of Hampden within this County:
We hereby certify that the 2010 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$8,692,679.46
Supplemental commitments totaling:	\$302.10
Interest	\$13,668.07
A grand total of:	\$8,706,649.63
Cash Payments:	\$8,506,989.99
Abatements Granted:	\$46,571.10
Tax Lien Mortgages: (Recorded in the Penobscot County Registry of Deeds)	\$153,058.33
Other Credits:	\$0.00
A net total of:	\$8,706,619.42
Balance Due of:	\$30.21

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$30.21 and acknowledge receipt of the tax lists for the taxable year 2010.

Given under our hands this 19th day of December 2016.

Municipal Officers

Certificate Of Settlement

36 M.S.R.A § 763

COUNTY OF Penobscot ss.

STATE OF MAINE

TO: Cheryl M. Johnson, Tax Collector of the Municipality of Hampden within this County:
We hereby certify that the 2011 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$8,943,489.24
Supplemental commitments totaling:	\$13,132.11
Interest	\$11,470.49
A grand total of:	\$8,968,091.84
Cash Payments:	\$8,793,640.19
Abatements Granted:	\$49,220.38
Tax Lien Mortgages: (Recorded in the Penobscot County Registry of Deeds)	\$124,781.29
Other Credits:	\$0.00
A net total of:	\$8,967,641.86
Balance Due of:	\$449.98

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$449.98 and acknowledge receipt of the tax lists for the taxable year 2011.

Given under our hands this 19th day of December 2016.

Municipal Officers

Certificate Of Settlement

36 M.S.R.A § 763

COUNTY OF Penobscot ss.

STATE OF MAINE

TO: Cheryl M. Johnson, Tax Collector of the Municipality of Hampden within this County:
We hereby certify that the 2012 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$9,101,970.90
Supplemental commitments totaling:	\$9,483.66
Interest	\$11,471.77
A grand total of:	\$9,122,926.33
Cash Payments:	\$8,955,411.51
Abatements Granted:	\$41,512.37
Tax Lien Mortgages: (Recorded in the Penobscot County Registry of Deeds)	\$124,585.76
Other Credits:	\$0.00
A net total of:	\$9,121,509.64
Balance Due of:	\$1,416.69

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$1,416.69 and acknowledge receipt of the tax lists for the taxable year 2012.

Given under our hands this 19th day of December 2016.

Municipal Officers

Certificate Of Settlement

36 M.S.R.A § 763

COUNTY OF Penobscot ss.

STATE OF MAINE

TO: Cheryl M. Johnson, Tax Collector of the Municipality of Hampden within this County:
We hereby certify that the 2013 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$9,232,401.78
Supplemental commitments totaling:	\$24,153.09
Interest	\$13,082.06
A grand total of:	\$9,269,636.93
Cash Payments:	\$9,108,844.92
Abatements Granted:	\$21,153.90
Tax Lien Mortgages: (Recorded in the Penobscot County Registry of Deeds)	\$138,161.00
Other Credits:	\$0.00
A net total of:	\$9,268,159.82
Balance Due of:	\$1,477.11

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$1,477.11 and acknowledge receipt of the tax lists for the taxable year 2013.

Given under our hands this 19th day of December 2016.

Municipal Officers

Certificate Of Settlement

36 M.S.R.A § 763

COUNTY OF Penobscot ss.

STATE OF MAINE

TO: Cheryl M. Johnson, Tax Collector of the Municipality of Hampden within this County:
We hereby certify that the 2014 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$9,864,547.47
Supplemental commitments totaling:	\$54,043.64
Interest	\$13,503.72
A grand total of:	\$9,932,094.83
Cash Payments:	\$9,725,651.31
Abatements Granted:	\$50,554.40
Tax Lien Mortgages: (Recorded in the Penobscot County Registry of Deeds)	\$154,595.43
Other Credits:	\$0.00
A net total of:	\$9,930,801.14
Balance Due of:	\$1,293.69

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$1,293.69 and acknowledge receipt of the tax lists for the taxable year 2014.

Given under our hands this 19th day of December 2016.

Municipal Officers

Certificate Of Settlement

36 M.S.R.A § 763

COUNTY OF Penobscot ss.

STATE OF MAINE

TO: Cheryl M. Johnson, Tax Collector of the Municipality of Hampden within this County:
We hereby certify that the 2015 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$10,484,601.75
Supplemental commitments totaling:	\$5,391.36
Interest	\$14,595.66
A grand total of:	\$10,504,588.77
Cash Payments:	\$10,299,896.00
Abatements Granted:	\$23,107.56
Tax Lien Mortgages: (Recorded in the Penobscot County Registry of Deeds)	\$178,621.92
Other Credits:	\$0.00
A net total of:	\$10,501,625.48
Balance Due of:	\$2,963.29

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$2,963.29 and acknowledge receipt of the tax lists for the taxable year 2015.

Given under our hands this 19th day of December 2016.

Municipal Officers

Certificate Of Settlement

36 M.S.R.A § 763

COUNTY OF Penobscot ss.

STATE OF MAINE

TO: Cheryl M. Johnson, Tax Collector of the Municipality of Hampden within this County:
We hereby certify that the 2016 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$10,840,572.75
Supplemental commitments totaling:	\$1,131.40
Interest	\$13,163.55
A grand total of:	\$10,854,867.70
Cash Payments:	\$10,699,024.29
Abatements Granted:	\$9,786.00
Tax Lien Mortgages: (Recorded in the Penobscot County Registry of Deeds)	\$138,747.55
Other Credits:	\$0.00
A net total of:	\$10,847,557.84
Balance Due of:	\$7,309.86

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$7,309.86 and acknowledge receipt of the tax lists for the taxable year 2016.

Given under our hands this 19th day of December 2016.

Municipal Officers

Certificate Of Settlement

36 M.S.R.A § 763

COUNTY OF Penobscot ss.

STATE OF MAINE

TO: Cheryl M. Johnson, Tax Collector of the Municipality of Hampden within this County:
We hereby certify that the 2017 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$11,430,790.28
Supplemental commitments totaling:	\$9,379.50
Interest	\$1,233.47
A grand total of:	\$11,441,403.25
Cash Payments:	\$5,995,920.30
Abatements Granted:	\$3,177.51
Tax Lien Mortgages: (Recorded in the Penobscot County Registry of Deeds)	\$0.00
Other Credits:	\$0.00
A net total of:	\$5,999,097.81
Balance Due of:	\$5,442,305.44

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$5,442,305.44 and acknowledge receipt of the tax lists for the taxable year 2017.

Given under our hands this 19th day of December 2016.

Municipal Officers



Angus Jennings <townmanager@hampdenmaine.gov>

Re: Recent water quality report

1 message

Drumlin Environmental <info@drumlinllc.com>

Tue, Dec 6, 2016 at 5:04 PM

To: Angus Jennings <townmanager@hampdenmaine.gov>, Steve Rabasca <srabasca@soilmetrics.com>

Cc: Jason Lundstrom <inspector@hampdenmaine.gov>

Hi Angus,

I will review the October 2016 data and incorporate it into the upcoming discussion on the 19th. No need to delay the meeting (unless there are folks at your end who would prefer more time so they can dig into the most recent data). I anticipate the cost for the additional review will be in the \$500 – \$700 range.

Matt

From: Angus Jennings

Sent: Tuesday, December 06, 2016 12:32 PM

To: Drumlin Environmental ; Steve Rabasca

Cc: Jason Lundstrom

Subject: Re: Recent water quality report

Matt,

At the risk of "scope creep," I've just shared with you (via Hightail, due to large file size), the 295-page Dec. 5, 2016 Fall 2016 Post-Closure Water Quality Data Results received in today's mail from Sevee & Maher.

I'm assuming that your review of this, with adjustments to your recent report (if/as needed) will add to your fee, and depending on the amount I expect this would be money well spent. Since you'll be making the trip up here, we'd like to assure residents that we/you are working from the latest info.

Please advise what this would add to project cost; as well as whether it's feasible to review prior to the 12/19 mtg. If not we could look at postponing that meeting to January, or proceeding on 12/19 as scheduled. Call me if you'd like to talk it over.

Thanks,
Angus

On Wed, Nov 30, 2016 at 2:35 PM, Drumlin Environmental <info@drumlinllc.com> wrote:
Tomorrow at 2 sounds fine. You can reach me at 242-2812.

From: Angus Jennings

Sent: Wednesday, November 30, 2016 2:15 PM

To: Drumlin Environmental

Cc: Steve Rabasca

Subject: Re: Recent water quality report

Tomorrow after 2 is good - want to say 2?

On Wed, Nov 30, 2016 at 1:21 PM, Drumlin Environmental <info@drumlinllc.com> wrote:

Hi Angus:

Steve & I are both available to meet with the Committee at their December 19 meeting. It would be very helpful to understand what particular questions we should be prepared to discuss.

I could be available for a call with you tomorrow after 2 pm or any time on Friday. I am also available next week if that's better for you.

Matt

From: Angus Jennings



Angus Jennings <townmanager@hampdenmaine.gov>

Re: Recent water quality report

1 message

Drumlin Environmental <info@drumlinllc.com>
To: Angus Jennings <townmanager@hampdenmaine.gov>
Cc: Steve Rabasca <srabasca@soilmetrics.com>

Mon, Nov 21, 2016 at 5:32 PM

Hi Angus,

Attached you will find an updated report to the Town's Infrastructure Committee regarding the status of the Pine Tree Landfill. Steve Rabasca and I have incorporated information from the 2015 Annual Report that was not available in our March 2016 memorandum. We have also reviewed and reflected data from the April 2016 sampling round.

Overall, this review did not identify any significant changes in the assessment of the landfill's water quality or stability condition compared to the March 2016 review.

We would be glad to answer any questions that you or the Committee have, or to attend a future meeting to present the findings and discuss questions directly.

Please let me know if you have any immediate questions. I hope you have a nice Thanksgiving holiday later this week.

Regards,
Matt

Matthew D. Reynolds, P.E., C.G.
Drumlin Environmental, LLC
(207) 771-5546
(207) 242-2812 (cell)
info@drumlinllc.com

From: Angus Jennings
Sent: Wednesday, November 02, 2016 8:14 AM
To: Matt Reynolds - Drumlin
Cc: Steve Rabasca
Subject: Re: Recent water quality report

Matt,
When the Committee reviewed your report last spring and decided to postpone the public presentation until after the Casella 5-year report was received and reviewed, their intent was to ensure that, when the findings are presented, you could comment on whether there's anything in the 5-year report that changed your basic findings. They did not raise any specific questions; rather, I think their goal is to get a layperson's presentation of the material for their benefit and for interested citizens.

Thanks,
Angus

On Tue, Nov 1, 2016 at 8:29 PM, Matt Reynolds - Drumlin <info@drumlinllc.com> wrote:

Hi Angus,
That would work fine. We'll update our report from earlier this year with information from the 2015 Annual Report/ 5-Year Post-Closure Report and recent data for the 23rd packet. If there

	Drumlin Environmental, LLC <i>Hydrogeologic and Engineering Consultants</i> Soil Metrics, LLC	
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MEMORANDUM

To: Angus West & Hampden Town Council
From: Matt Reynolds & Steve Rabasca
Date: November 21, 2016 *(updated from March 15, 2016)*
Subject: Pine Tree Landfill –Post-Closure Monitoring Review & Update

This memorandum has been prepared to provide the Town with an overview of recent monitoring data and associated corrective actions and post-closure conditions at the Pine Tree Landfill (PTL). The review is based on data provided in the 2015 Annual Report, water quality data from 2015, April 2016 and July 2016, and 2015 and 2016 memoranda prepared by Richard Heath of the Maine Department of Environmental Protection (MDEP).

The goal of this memorandum is to update the March 15, 2016 memorandum and provide the Town with a general overview of conditions associated with the landfill since closure in 2010. The March 2016 memo was prepared prior to the issuance of the 2015 Annual Report. However the March 2016 memo did include review of water quality data collected during 2015. This updated memorandum includes review of the 2015 Annual Report as well as April 2016 water quality data

Figure 1-1 from Attachment C of the 2015 Annual Report (prepared by Sevee & Maher Engineers) is attached to this memorandum for reference and shows the configuration of the landfill and location of the monitoring points and other site features. This update does not include detailed graphs and figures, however, we would be glad to prepare these if it would assist the Town and/or address specific questions.

I. Landfill Closure Status

In accordance with the October 2006 Schedule of Compliance agreed to by the Maine Department of Environmental Protection (MDEP) and the Town of Hampden, PTL completed closure of the landfill in 2010. Since that time, monitoring of water quality, gas, settlement, etc. has continued in accordance with the Environmental Monitoring Plan (EMP) for the site. Landfill gas containing methane has also been collected and used to fuel the Landfill Gas to Energy (GTE) facility constructed in 2007. Additionally, some of the leachate collected by the leachate collection system and groundwater extracted from wells at the perimeter of the landfill is being recirculated into the landfill with the approval of the MDEP.

II. Corrective Action Summary

Prior to closure, a number of corrective actions were implemented to mitigate impacts from the PTL facility. Corrective actions systems that control and/or mitigate impacts to groundwater and surface water include the following.

- Gas collection systems were installed in the Conventional Landfill and Secure Landfills to collect a portion of the landfill gas generated by decomposition of waste. Both gas collection systems are connected to the GTE plant.
- The Secure landfill liner system functions as a cover for the Conventional Landfill and the cover system for the Secure Landfills was completed in 2010;
- The perimeter drain (PDPS) borders the west, south and east sides of the Conventional Landfill and intercepts some shallow groundwater;
- Six groundwater extraction wells have been installed near the edge of the landfill (shown on Figure 1-1). Wells EW-2R and EW-3R are located adjacent to the southeast corner of the landfill. Wells EW-5R, EW-6R, EW-101 and EW-102 are located adjacent to the northeast corner of the landfill. There is also a perimeter drain (PDPS) located along the perimeter of the Conventional Landfill that intercepts leachate and groundwater. The gallons of leachate and groundwater extracted by these wells and drain during 2013, 2014 and 2015 are summarized below.

Year	Northeast (EW-5R, -6R, -101, -102)	South (EW-2R, -3R)	PDPS	Total (gallons)
2013	2,687,000	1,121,000	3,721,000	7,529,000
2014	1,857,000	506,000	3,802,000	6,165,000
2015	3,112,039	781,344	3,356,269	7,249,652

- PTL began constructing an active gas collection system along the edge of the landfill in 2009 to collect landfill gas (e.g., methane and carbon dioxide) that was migrating away from the landfill. This external landfill gas (LFG) collection system consists of 6 gas collection wells and a passive gas collection trench. The gas extracted from the collection wells (shown in Figure 1-1) during 2013, 2014 and 2015 is summarized below.

Year	PTGW08-1 (MMSCF/Tons)	PTGW08-11 (MMSCF/Tons)	PTGW08-12 (MMSCF/Tons)	PTGW08-13 (MMSCF/Tons)
2013	20.8/218	2.0/17	0.5/2	0.6/4
2014	19.7/220	2.6/22	0.1/0.3	0.4/6
2015	19.2/200	2.5/19	2.1/10	1.7/8

Notes: 1. MMSCF = Million Standard Cubic Feet. Tons = Tons of Methane Extracted

2. Estimate of Tons is Based on Volume Extracted and Percent Methane

3. No Gas Was Extracted from PTGW08-3, -9 During 2013 to 2015 Due to Low Gas & Methane

Based on the water quality data collected at the site, these corrective actions appear to be improving the groundwater quality in certain areas around the landfill. Of particular note from the 2015 Annual Report is that increased extraction of landfill gas from wells -12

and -13 in 2015 resulted in a decrease in the dissolved methane concentrations compared to 2014 in downgradient monitoring wells located southwest of the landfill (e.g., MW-03-802A, -802B, -803B).

III. Water Quality Target Criteria

The MDEP Closure Order identified 5 specific criteria for determining “successful corrective action” at PTL under the MDEP Solid Waste Regulations. These criteria incorporate the state Maximum Exposure Guideline (MEG) values and the federal Maximum Contaminant Level (MCL) and Ambient Water Quality Criteria (AWQC) values.

These criteria are as follows.

- Groundwater Quality on PTL Property:
 - Specific Conductance must be less than 500 umhos/cm
- Groundwater Quality off of PTL Property:
 - Groundwater must be below the applicable MCLs and MEGs;
 - Specific Conductance must be less than 400 umhos/cm
 - Dissolved Methane must be below 700 ug/L
- Surface Water Quality:
 - Surface water quality must existing water quality classification standards

These criteria must be met at the PTL monitoring locations during the 30 year post-closure period in order for the MDEP to determine that corrective actions have been successful. The 30-year post-closure period began in 2010, so it is premature to expect that monitoring locations will meet these criteria currently. However, tracking data against these criteria allows PTL, the MDEP and the Town to judge whether the existing corrective actions will be sufficient to meet these criteria over time, or whether supplemental corrective actions may be necessary in the future.

IV. Water Quality Overview

In accordance with the Post-Closure Environmental Monitoring Plan, water quality is monitored two or three times each year at a network of sampling locations around PTL. These monitoring points are located in different regions around the landfill and include groundwater monitoring wells, residential wells and surface water, as summarized in Table 1.

An overview of the data is reflected in Table 1 and discussed below.

Discussion of Water Quality Monitoring. As noted in Table 1, the majority of monitoring locations have improved (i.e., a downward trend) since 2008, although the improvements have generally been gradual.

Table 1
PTL 2014, 2015 & April 2016 Water Quality Monitoring Summary

Monitoring Pt	2011-2015 Analysis ¹ (Frequency/yr)	2016-2020 Analysis ¹ (Frequency/yr)	Specific Cond. Range ² (umhos/cm)	Predominant Trend Since 2008 ³
South/Southeast				
200*	F, L (3)	F, L (2)	440 - 691	Down
641	F, L (3), M (2)	F, L (2), M (1)	922 - 1,368	Down
MW-906B*	F, L (3), M (2)	F, L (2)	427 - 513	Down
MW02-801A	F, L (3), M (2)	F, L (2), M (1)	2776 - 3530	Down
MW02-801B	F (3)	F (2)	2320 - 3700	None**
MW03-802A	F, L (3), M (2)	F, L (2), M (1)	470 - 837	Down
MW03-802B	F (3), M (1)	F (2), M (1)	1077 - 1323	Up
MW03-803A	F (3), M (1)	F (2), M (1)	1264 - 1343	Up
MW-03-803B	F, L (3), M (2)	F, L (2), M (1)	1157 - 1423	Up
West & North				
MW03-804A	F (3)	F (2)	682 - 854	None***
P-914A	F, L (3)	F, L (2)	683 - 828	Up
P-914B	F (3)	F (2)	589 - 747	None
516B-B	F, L (3)	F, L (2)	981 - 1103	Up
Northeast & East				
MW98-601A	F (2)	F (2)	2270 - 2880	None
MW96-601B	F (2)	F (2)	1176 - 1730	None
MW01-602B*	F (2)	F (2)	259 - 520	Down
MW97-123	F, L (3)	F, L (2)	866 - 1414	None**
509A	F (3)	F (2)	841 - 1144	None
509B	F, L (3), M (2)	F, L (2)	827 - 1120	Up
P-911B	F (3)	F (2)	768 - 959	None
916*	F, L (3), M (2)	F, L (2), M (1)	257 - 616	Down
917	F, L (3), M (2)	F, L (2), M (1)	354 - 1007	Down**
Residential				
DW04-109****	F (3), L (1), M (3)	F (2), L (1), M (2)	215 - 793	
DW-103	F (3), L (1), M (3)	F (2), L (1), M (2)	409 - 482	
DW-111	F (3), L (1), M (3)		Not Accessible	
Surface Water				
SW-A	F, L (3)	F, L (2)	89 - 126	
SW-C	F, L (3)	F, L (2)	66 - 145	
SW-D	F, L (3)	F, L (2)	197 - 788	
SW-E	F, L (3)	F, L (2)	241 - 914	

Notes: 1. Analyses: F=Field Parameters, L=Laboratory Parameters, M= Methane

2. SC Range Reflects Data from 2014, 2015 & April 2016

3. Trend Identification Reflects Statistical Analysis in 2015 Annual Report and Review by Richard Heath of the MDEP, Independent evaluation was not conducted for this review.

4. Wells in **BOLD*** are close to or below Corrective Action Criteria.

5. ** = 2015 Specific Conductance Generally Lower than 2014, Increased Conductance in April 2016

6. *** = Increase in 2015 Specific Conductance

7. **** = DW08-109 2015 & 4/ 2016 Specific Conductance below Off-Site Criteria: 400 umho/cm

Comparison to of 2014, 2015 & April 2016 Data to the Target Criteria

- Prior to 2013, all on-site groundwater was above the 500 umhos/cm criteria. However, groundwater at MW-200 was below the 500 umhos/cm target criteria for 5 of the 7 sampling events during 2014, 2015 and April 2016. Groundwater at MW-906B has been below 500 umhos/cm since July 2014 (6 of 7 events). Groundwater at MW01-602B was been below 500 umhos/cm for the 6 events in 2014 and 2015 and was 520 umhos/cm in April 2016. Groundwater at MW-916 has been below 500 umhos/cm for 6 of 7 events since 2014.
- Groundwater at off-site well DW09-109 was below the 400 umhos/cm target criteria during the 3 sampling rounds in 2015 and in April 2016.
- Groundwater exceeds several MCL and/or MEG values for arsenic and sodium at off-site monitoring location DW-103. Monitoring locations MW-916 and MW-917 are close to but not on property owned by PTL and the MDEP and PTL have not resolved whether these locations are to be considered on-site or off-site for the purposes of compliance with the post-closure criteria. However, at MW-916 arsenic exceeded the MCL or MEG value in all 2014 and the July and October 2015 sampling events. At MW-917, arsenic exceeded the MCL or MEG at 7 of 7 events. Secondary drinking water criteria of iron and manganese are also exceeded at MW-916 and MW-917.
- Groundwater was below the 700 ug/L methane target criteria for off-site well DW-103 (and also for MW-916 and MW-917) in 2014 and 2015. Methane concentrations have been below the 700 ug/L criteria in DW04-109 since the September 2014 sampling event.
- Surface water meets the applicable classification criteria and AWQC standards.

As noted above, there has been a gradual improving trend in specific conductance and related cations and anions in many of the locations included in the monitoring network at the PTL site. There are several locations where significant improvements have been observed as a result of specific actions.

- Groundwater quality improved significantly at MW01-602B near the northeast corner of the landfill after repairs were made to the leachate collection system in this area in 2008 and 2009.
- Groundwater quality related to migration of landfill gas to the east has improved significantly in several wells east of the landfill (e.g. MW-916, MW-917, DW04-109) since PTL began operation of external gas extraction wells, particularly PTGW08-1, in this area. Prior to 2010, methane concentrations in MW-916 and MW-917 exceeded 5,000 ug/L compared to 2015 when methane concentrations were 140 ug/L or less.

- The overall trend in water quality at well MW97-123 in the northeast corner of the landfill rose from 2008 through 2011. From 2012 through July 2015, the specific conductance in MW97-123 declined from approximately 1700 umhos/cm to a low of 866 umhos/cm in July 2015. In the 2014 Annual Report, Sevee & Maher Engineers suggests that the changes in this well are related to the repair of the leachate collection system in the vicinity of MW01-602 in 2008 and 2009. However, the specific conductance in this well was 1190 and 1382 umhos/cm in October 2015 and April 2016, respectively, suggesting that there may be multiple influences on groundwater quality at this location

There are also several locations noted in Table 1 where the rising trends have been observed. A review of data at these locations is discussed below.

- MW03-802B, -803A, -803B: These monitoring wells are along the south side of the landfill and have generally shown elevated and increasing concentrations of specific conductivity and other parameters since the wells were installed in 2003. During 2012, PTL began operation of 2 gas extraction wells PTGW08-12 and -13 in the vicinity of the 802 and 803 wells. In response to the gas extraction, the methane concentrations in these wells have decreased, particularly in 2015, when an effort was made to extract landfill gas on a more consistent basis (see Section II). However the decrease in methane concentration in these wells has not resulted in a significant decrease in specific conductance, suggesting the potential for leachate migration in this area that is influencing the rising trend in these wells.

Discussion of Arsenic in Groundwater. The 2014 Annual Report identified that the concentration of arsenic exhibited a 3-year increasing trend in 9 of the 12 on-site locations where arsenic is analyzed. The increase was attributed to a combination of factors related to closure (e.g., completing the cover, decreasing recharge to the waste mass, etc.). During 2015, arsenic concentrations continued to increase in 4 wells, decreased in 2 wells and the rest of the wells remained in the same (elevated) range as was measured in 2014.

In response to this trend, the MDEP requested and PTL agreed to conduct a residential well sampling event in 2014 to gather data on the concentration of arsenic off-site wells around the landfill. Twenty-one sampling locations were identified and access was obtained to wells at 14 of these locations. The June 2014 arsenic concentrations were below the detection limit at all off-site wells except DW-103, where the concentration was 0.012 mg/L, slightly above the MCL and MEG concentrations for arsenic of 0.010 mg/L. Arsenic was detected at concentrations below the MCL & MEG at the PTL office well and the well at the Gas to Energy plant.

After reviewing the data, the MDEP concluded that the arsenic sampling program “did not suggest widespread impact of the closed landfill on water quality of the surrounding residential wells included in the investigation”. To provide further confirmation of this initial conclusion, the MDEP requested and PTL agree to include the historically sampled

residential wells in the three rounds of sampling planned for 2015. Wells identified as DW-103 and DW04-109 (east), DW-104 (south) and DW-105 (west) were sampled and analyzed for arsenic in April, July and October 2015. The 2015 data were as follows.

- Arsenic was detected in the 0.014 to 0.019 mg/L range in DW-103, which is above the MCL/MEG value of 0.010 mg/L but within the historical range for this well.
- Arsenic was detected in the 3 sampling events in DW04-109 at concentrations of 0.005 to 0.006 mg/L, which is below the MCL/MEG and below concentrations of 0.036 to 0.042 mg/L detected in 2013 and 2014.
- Arsenic was detected in the 3 sampling events in DW-104 at concentrations of 0.005 to 0.007 mg/L, which is below the MCL/MEG and below concentrations of 0.011 to 0.012 mg/L detected in 2010 and 2011.
- Arsenic was detected in July and October in DW-105 at 0.006 mg/L, which is below the MCL/MEG and below concentrations of 0.011 to 0.015 mg/L detected in 2010 and 2011.

The 2014 and 2015 data from off-site residential wells do not appear to indicate that the landfill is causing elevated arsenic concentrations off-site.

Water Quality Monitoring - 2016 to 2020. In March 2016, Sevee & Maher Engineers (SME) on behalf of PTL sent an e-mail to the MDEP with suggested changes to the ongoing Environmental Monitoring Plan (EMP) for 2016 to 2020. The MDEP provided comments and the 2015 Annual Report included proposed changes to the Environmental Monitoring Plan. Table 1 above includes a comparison of the sampling regime from 2011 to 2015 versus 2016 to 2020. The primary changes are as follows.

- Reducing the sampling from 3 times per year (spring summer and fall) to 2 times per year (spring and fall).
- Reducing the sampling of dissolved methane to one time per year in monitoring wells;
- Eliminating off-site well DW-111 (which has not been accessible during 2014 and 2015 sampling events) unless this well has not been sealed and would not be reused in the future.
- Reducing the number of locations where leachate quality is sampled regularly from 7 to 2 (i.e., PDPS and LCS-3C, which have the largest flows). The remaining leachate flow locations will be each be sampled once during the 5 year period.

V. Geotechnical Monitoring

The geotechnical monitoring program for the landfill is summarized in a report prepared by Dr. Richard Wardwell, PE, who has been involved with the geotechnical monitoring at that site for many years. The observational approach is utilized in the monitoring, based primarily on topographic surveying of the surface and surveying of multiple survey

monuments that were embedded in the surface of the landfill cover system. The primary purposes of the geotechnical monitoring are to assess if the internal waste mass and foundation soils are stable, and to assess if the cover system is performing as-designed.

Internal and Waste Mass Stability: The internal and waste mass stability is assessed by an evaluation of the horizontal and vertical deformation of four displacement monuments at the toe of the landfill along the east side. The horizontal and vertical movements measured do not indicate that there are any detrimental large-scale movements occurring that would be indicative of large-scale waste-mass or foundation soil movements. There is a significant amount of scatter in the data, but the overall trends indicate that the foundation soils and waste mass are not undergoing detrimental displacements. There was some settlement measured in three of the four monuments in the last survey date, but there was no unusual horizontal movement associated with this reading. The cause of the settlement is being investigated, but since there was no unusual horizontal movement, these settlement readings were not thought to be related to instabilities. It is also noted that if there were instabilities, the most likely movement would have been heave at these locations, not settle.

Cover System Monitoring: The performance of the cover system is also assessed using survey measurements of embedded displacement monitors. Several monuments are installed in each phase of the closure, and horizontal and vertical measurements have been made at least quarterly since those phases were closed. The report includes the plots of horizontal and vertical deformation.

- The horizontal deformation plots for all phases do not indicate any trends that would be indicative of large scale movements that would be detrimental to the cover system integrity. The data are scattered, and some general downslope creep is evident but this is expected given the overall large deformation of the waste mass due to secondary settlement.
- The vertical displacement plots all indicate that the rate settlement is diminishing with time. This is also expected especially since waste loading has stopped and the landfill is now covered. These vertical displacement plots are also used to calculate strain that has likely occurred in the liner. Excessive strain could result in a rupture of the primary geomembrane liner, therefore these periodic assessments of liner strain are important to demonstrate that the movements that are occurring are within those originally predicted during the design phase. The strain calculations are summarized in a table and indicate that the likely strain incurred to date is well within the allowable strain for this type of membrane. The current rate of strain is also extrapolated over the 30-year closure period and those extrapolations are also well within the allowable strain for the liner.

Topographic and Drainage Swale Surveying: Topographic surveying of the landfill is also performed on a regular basis. The results of these surveys do not show any unusual features on the topographic surface that would indicate large scale movements. The drainage ditch invert elevations were recently surveyed for baseline elevations. These surveys indicate that overall the drainage swales are draining in a positive direction and

shedding surface and water that has infiltrated through the surficial cover soils. The survey did show some localized low spots, which are highlighted for surveillance and if necessary, remedial repairs in the future to restore positive drainage. The reason for remediating these low spots is that if left to pond water, excessive seepage could enter the drainage layer on top of the liner leading to liner system instabilities (i.e. sloughing of the liner system). The routine inspections are an important maintenance for the system to ensure it is operating effectively, given the large amount of yearly settlement that occurs.

One additional point that was not indicated, is that the overall side slopes of the landfill are becoming flatter. The side slopes were designed originally at a 2.5H:1V slope angle. As the waste mass consolidates, these side slopes have gradually flattened and will continue to flatten. It is estimated that the slopes may be on the order of 2.65 to 2.75H to 1V as of the 2015 survey. The flatter slopes will result in an overall increase in the factor of safety from that calculated after construction, provided the drainage system in the cover system remains functional as-designed.

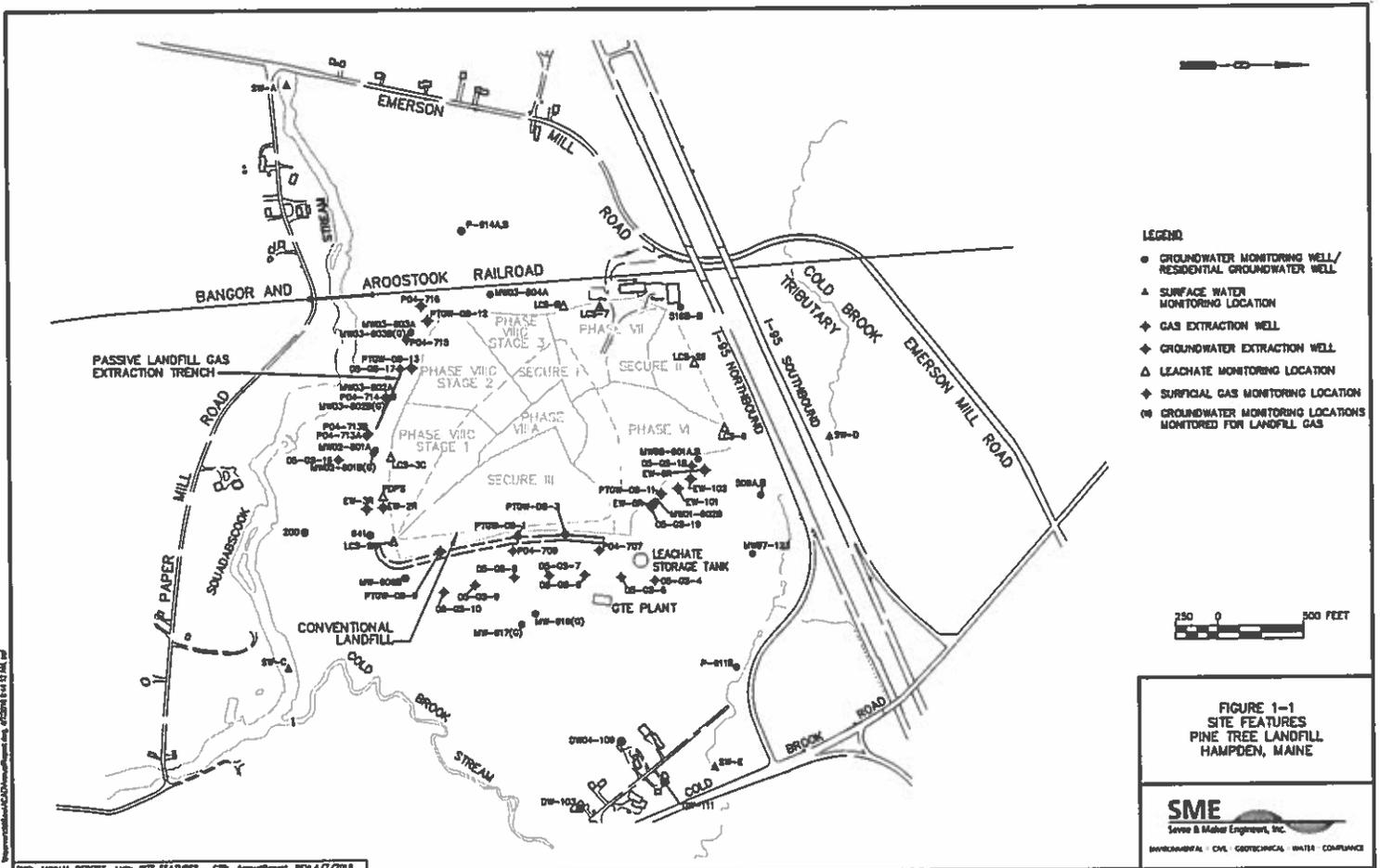
VI. Closing

Overall, the water quality monitoring data from PTL reflected in the 2014 and 2015 Annual Reports indicate that there has been gradual improvement at many monitoring locations. There are several on-site locations that are close to or meet the corrective action criteria, compared to 2013 when no locations met these criteria. However, groundwater in several wells south and southwest of the landfill has exhibited increasing concentration trends.

Operation of the corrective action systems (groundwater extraction and external gas extraction) should be continued to maintain the improvement and PTL should be encouraged to look for opportunities to improve and enhance the correction action systems to accelerate the rate of improvement in the future.

The geotechnical monitoring at the landfill indicates that the cover system is performing as designed, and that there are no indications of large-scale waste mass or foundation instabilities.

We hope that the information summarized in this memorandum is helpful to the Town. If there are any questions or a more detailed review would be appropriate, please give me a call at your convenience.



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