

HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

JUNE 19TH, 2017

7:00 P.M.

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

- A. PLEDGE OF ALLEGIANCE
- B. CONSENT AGENDA
 - 1. SIGNATURES
 - 2. SECRETARY'S REPORTS
 - a. Minutes for meeting held June 7, 2017
 - 3. COMMUNICATIONS
 - a. Notification of 2016 Workers Compensation Audit and return premium adjustment
 - b. Victualer's License renewal for Erickson's Hardware
 - c. Letter to Council from Margaret Frazier of Griffin Avenue
 - 4. REPORTS
 - a. Finance Committee Minutes – May 15th, June 7th, 2017
 - b. Infrastructure Committee Minutes – None
 - c. Planning & Development Committee Minutes – None
 - d. Services Committee Minutes – May 8th, 2017
- C. PUBLIC COMMENTS
- D. POLICY AGENDA
 - 1. NEWS, PRESENTATIONS & AWARDS
 - 2. PUBLIC HEARINGS – Consideration of the Town Council's proposed FY18 budget, including Sewer Budget and Capital Improvement Program – *referred by Town Council on June 7th, 2017*
 - 3. NOMINATIONS – APPOINTMENTS – ELECTIONS

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

- a. Appointment of Steven Brown to the Recreation Committee – *referral from Services Committee*
- b. Appointment of Chief Joe Rogers as acting Town Manager from July 5th – July 16th, 2017 and from August 28th to September 4th 2017
- c. Return of Votes cast at the June 13th, 2017 State Special Referendum RSU 22 Budget Validation Election

4. OLD BUSINESS

5. NEW BUSINESS

- a. Request for authorization for the expenditure of \$933.33 from Matching Grant Reserve Account (3-780-00) for the Town's share of a MMA Safety Enhancement Grant for two portable LED scene lights – *referral from Finance & Administration Committee*
- b. Request for Town Council authorization of payment from Environmental Trust Principal and Income for eligible expenses pursuant to the Trust Indenture referred to the Finance Committee by the Environmental Trust Committee on May 18, 2017 – *referral from Finance & Administration Committee*
 - i. Reimbursement from Environmental Trust, Principal to Host Community Benefit account for payments to Drumlin Environmental, LLC totaling \$108,907.21 from July 2008 through May 2016
 - ii. Reimbursement from Environmental Trust, Income to General Fund for Stormwater Management and Rain Garden costs totaling \$160,397.08 from July 2009 to September 2016
 - iii. Reimbursement from Environmental Trust, Income to General Fund for Stormwater Management and Rain Garden costs totaling \$20,385.00 from July 2009 to September 2016
 - iv. Reimbursement from Environmental Trust, Income to General Fund for Stormwater Management costs totaling \$70,821.55 from July 2016 to May 2017
 - v. Reimbursement from Environmental Trust, Income to General Fund for Stormwater Management totaling \$49,307.48 from May to June 2017
- c. Contract awards for the 2017 Paving program RFP – *referral from Finance & Administration Committee*
- d. Contract award for the 2017 Pond Road Chip Seal RFP – *referral*

from Finance & Administration Committee

- e. Contract award for the 2017 Public Works Metal Roof Rehabilitation RFP and authorization for the expenditure of \$41,350 from SW/Garage Reserve account (03-777-00) – *referral from Finance & Administration Committee*
- f. Contract award for the 2017 Lura Hoit Memorial Pool Interior Painting RFP and authorization for the expenditure of \$10,000 from the Pool Reserve Account (03-771-00) – *referral from the Finance & Administration Committee*

E. COMMITTEE REPORTS

F. MANAGER'S REPORT

G. COUNCILORS' COMMENTS

H. ADJOURNMENT



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

B-2-a

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WEDNESDAY

JUNE 7TH, 2017

7:00 P.M.
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6:00 p.m. – Finance & Administration Committee

Attending:

Mayor Ryder

Councilor Sirois

Councilor Wilde

Councilor Marble

Councilor Cormier

Councilor McAvoy

Town Manager, Angus Jennings

Town Clerk, Paula Scott

Recreation Director, Shelley Abbot

Resident John Simon

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

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. **May 15th, 2017 Council Meeting Minutes**

3. COMMUNICATIONS

- a. Clerk's article in the Spring edition of the Maine Town & City Clerk's Association newsletter

4. REPORTS

- a. **Finance Committee Minutes –05/15/2017**
b. **Infrastructure Committee Minutes – 04/24/2017**
c. **Planning & Development Committee Minutes – 05/03/2017**
d. **Services Committee Minutes – 04/10/2017**

C. **PUBLIC COMMENTS - None**

D. **POLICY AGENDA**

1. NEWS, PRESENTATIONS & AWARDS -

- a. **Award of grant funds through the Submerged Lands Program,**

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

MINUTES

Bureau of Parks and Lands Grant - *Mayor Ryder announced that the Town of Hampden has received a grant for \$15,000 from the Submerged Lands Program, Bureau of Parks and Lands to replace the floating dock at the marina. He thanked the Town Planner, the Director of Public Works and the Harbor Master for their work on this.*

2. PUBLIC HEARINGS - None

3. NOMINATIONS – APPOINTMENTS – ELECTIONS - None

4. OLD BUSINESS - None

5. NEW BUSINESS

- a. **Proposed FY17 Budget Amendment to Sewer Revenues and Overlay in order to properly credit FY17 sewer amounts paid toward General Fund interfund transfer deficit** - *Manager Jennings explained that a year ago during budgeting the Sewer Department projected an extra \$100,00 in revenue above expenses, which was intended on reducing the debt owed to the General Fund. He stated that he had included it in the General Fund as revenue but the auditor stated that by doing so, it would just show that the Sewer Department would meet its obligation to provide that budgeted revenue, but not actually show as a debt payment from Sewer to the General Fund. Manager Jennings reported this to the Finance Committee, which, upon his recommendation, voted to amend the FY17 budget to reduce the GF revenue by \$100,000 and reduce overlay by \$100,000, reflective of this adjustment. Councilor Wilde made a motion to approve a budget adjustment for fiscal year 2017 to reduce projected income to the Sewer income account R-01-78 from \$160,000 to \$60,000 and to reduce overlay account E-66-01-55-01 from \$210,704.39 to \$110,704.39. Councilor Marble seconded the motion. Unanimous vote in favor.*
- b. **Referral of the Council's proposed FY18 budget to Public Hearing on June 19th, 2017** – *Manager Jennings recapped the budget process which included 7 meetings to discuss the budget, including the Sewer rate hearing. It has been a rigorous process in going through the Manager's proposed budget and working with Department Heads. At the end of all of those meetings and with all changes, what is referred to Public Hearing tonight will be the Council's proposed budget. Councilor Wilde made a motion to refer the Council's FY18 proposed*

budget to Public Hearing on June 19th. Councilor McAvoy seconded the motion. Unanimous vote in favor.

E. COMMITTEE REPORTS

Services Committee: *Councilor Marble reported that the next meeting is Monday, June 7th.*

Finance & Administration Committee: *Councilor Wilde reported that at the May 15th meeting committee members reviewed the engineering bids for the pool site and awarded the contract to Woodard and Curran, recommending payment from the Rec Reserve to pay the contract. They discussed the excavator lease and also the \$65,000 in Local Road Assistance.*

Infrastructure: *Councilor Sirois reported that at the April 24th meeting, the committee was updated on the Old County Road culvert. Members also discussed interest rates on the Sewer obligation bond, the CSO, the 2015 Transfer Station Annual Report, and reviewed LD 1444 and LD 179.*

Planning & Development: *No report*

F. MANAGER'S REPORT – *Manager Jennings reported that Hampden is part of the Maine DOT BACTS group which is for transportation planning. Much of their funding comes from Federal dollars. He and DPW Director Currier took part in a ride along for 2020-2021 priorities within the region. We are specifically advocating for Western Avenue which is in terrible condition and which has been pushed back a couple of times from the original schedule. The manager also informed the public that we submitted a grant application to Northern Borders Regional Commission asking for \$250,000 in Federal money to offset infrastructure soft costs, specifically sewer. It was a joint effort between the Town Planner and DPW Director with assistance from the Town Clerk and support from our two US Senators. Manager Jennings wanted to let the sewer rate payers know that we are doing everything we can to get non local monies to help. He reported that the next Services Committee meeting will be attended by the selected consultants on the pool site engineering. Following this meeting, dates will be set for a couple of more important meetings this summer. Since the last Council meeting, Manager Jennings, Town Planner Karen Cullen and GIS/IT Specialist Kyle Severance attended the HBA dinner meeting and presented a lot of information to the attendees about what is going on in Hampden, both generally and specifically with regard to economic development and how people can stay involved. He reported that a line-item summary of the budget has been prepared showing accounts that have either increased or decreased by \$1,000 or more and will be posted to the web site with other budget information.*

G. COUNCILORS' COMMENTS

Councilor Sirois – No comment

Councilor Wilde – No comment

Councilor Marble – Councilor Marble recognized the Town Clerk for an article that was included in a state wide professional newsletter. He also remarked that in his 3 years on the Council, this was the most comprehensive budget and process he has been involved in. He commended the work done by staff, the Manager and the leadership of

MINUTES
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the Mayor through the process.

Councilor Cormier – No comment

Councilor McAvoy – Encouraged everyone to enjoy the weather, he can only do so much. He reminded everyone to shop local and buy American, then wished Hampden goodnight.

Mayor Ryder – Thanked the public for attendance and input during budget process, stating that it helps the Council when the public is involved. He also invited the public to attend the budget Public Hearing scheduled for June 19th at 7:00 p.m.

- H. ADJOURNMENT** – *With no other business to conduct, Councilor McAvoy made a motion, seconded by Councilor Marble, to adjourn at 7:28 p.m.*

Respectfully Submitted,

Paula A Scott

Paula A. Scott, CCM



MAINE MUNICIPAL ASSOCIATION

Risk Management Services

60 Community Drive
P.O. Box 9109
Augusta, Maine 04332-9109

B-3-a

Telephone No.

(207) 626-5583

(800) 590-5583 Maine Only

Fax No. (207) 626-0513

To: Town of Hampden

From: Michelle L. Pelletier, CPCU, AU, Underwriting Manager

Re: **2016 Workers Compensation Audit**

Date: May 22, 2017

Your cooperation in helping us complete your 2016 Workers Compensation payroll audit is appreciated. As you are aware, the 2016 contribution was based on estimated payrolls. With your help, we have updated the schedule to reflect the actual payroll for the policy term January 1, 2016 to January 1, 2017. Enclosed you will find your 2016 MMA Workers Compensation Fund adjusted contribution.

Along with the schedule and invoice (if applicable), we have included a copy of the actual auditor worksheets for your review. Please contact us at 1-800-590-5583 if you have any questions.

Please refer to the auditor's notes regarding subcontractors. If those you pay in 2017 do not have Workers Compensation coverage, we recommend they complete the Predetermination for Independent Contractor Status and forward to the state for a determination. They should give you (and anyone else they perform duties for) a copy of the determination they receive back from the state.

If your entity is to receive a return premium adjustment, the check will be enclosed. Otherwise, please make additional payments directly to the Maine Municipal Association. A self-addressed envelope is included for your convenience.

If no premium adjustment is necessary, the invoice will have "0" balance due.

Fed ID 01-6001159

Maine Sales Tax Exempt E45376

DATE	5/24/2017	CHECK NUMBER	BSBGF177103
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INVOICE NUMBER	INVOICE DATE	DESCRIPTION	GROSS AMOUNT	DISCOUNT	NET AMOUNT
38302	5/24/2017	Vchr: VO112319	\$3,407.00	\$0.00	\$3,407.00
PRINT BATCH	VENDOR CODE	PAY TO NAME			NET TOTAL
2,926	19280	TOWN OF HAMPDEN			\$3,407.00

THIS DOCUMENT IS PRINTED WITH A COLORED BACKGROUND ON WHITE PAPER.
 THE BACK OF THIS DOCUMENT CONTAINS A WATERMARK. SEE BACK FOR ADDITIONAL SECURITY FEATURE DETAILS. 



Maine Municipal Association
 60 Community Drive
 Augusta, Maine 04330-9486

Bangor Savings Bank
 Bangor ME 04401
 Fed ID 01-6001159
 Maine Sales Tax Exempt E45376

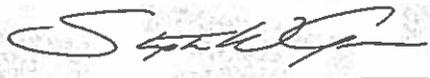
52-7438/2112

DATE	5/24/2017	CHECK #	BSBGF177103
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AMOUNT	\$3,407.00
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PAY Three thousand four hundred seven and 00 / 100 Dollars Only *****

TO THE ORDER OF TOWN OF HAMPDEN
 MUNICIPAL BUILDING
 106 WESTERN AVENUE
 HAMPDEN, ME 04444



 Second Signature Required if over \$20,000

⑈ 177103⑈ ⑆ 211274382⑆ 4020011222⑈

B-3-b

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



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

June 7, 2017

Peter Erickson
Erickson's Hardware
13 Main Road North
Hampden, Me. 04444

RE: Victualer's license for Erickson's Hardware

Dear Sir/Madam:

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

Please call if you have any questions.

Sincerely,

Paula A. Scott

Paula A. Scott, CCM
Town Clerk

Enclosure

VICTUALER'S LICENSE CERTIFICATE

No. 17-11 **MUNICIPALITY OF HAMPDEN, MAINE**

To all whom these presents may concern: Date: June 7, 2017

KNOW YE, that Peter Erickson, doing business as Erickson's Hardware has been duly licensed as a Victualer at 13 Main Rd. North in the Municipality of Hampden by said Municipality until May 18, 2018, and has paid to the Municipal Treasurer the fee of \$100.00.

Myles T. Blawie
Authorized Municipal Officer / CODE ENFORCEMENT OFFICER

To whom it may concern:
June 14, 2017

I am a voracious library user, a reference librarian at the Bangor Public Library, and a member of the board of the Edythe Dyer Library. Given this background of more than a few years, and seeing the benefits of a public library first hand, I believe that I have a broad perspective as to the value that libraries bring to the communities they serve. Thus, I strongly believe that the town council *should increase* the Edythe Dyer Library's budget in order to *grow the benefits* to our community.

As a taxpayer of more than 50 years in many communities, I also recognize the need to manage budgets within reason. Taxes generally go up while some less obvious expenditures go down. Such is the way of Hampden's library. The town council (who may not use the library daily or weekly) wants to reduce the budget. The library doesn't have the "pizazz" that our schools have; therefore many people may not see the need to maintain or increase funding. As a perspective, when I moved here 15 or so years ago, the school budget was about \$14,000,000; now it is twice that.

The town council should ask themselves why people move to Hampden. Is it because of the smooth roads, the neat downtown, the reduced traffic, the low property taxes, and the ex-Sawyer mountain, or is it because of the library and the school system? Libraries provide valuable programming that reaches community members from all socio economic backgrounds and ages – many of whom rely on the library for numerous resources and opportunities to connect with others. Supporting the continued investment in the Hampden community through the library's wealth of offerings (people, information, knowledge and a space to engage) can only enhance the town's desirability to residents and future residents (people who pay taxes).

Respectfully,

Margaret P. Frazier
80 Griffin Ave.
Hampden, ME 04444

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, May 15th, 2017

MINUTES

Hampden Town Office

Attending:

Councilor Stephen Wilde, Chair

Mayor David Ryder

Councilor Dennis Marble

Councilor Terry McAvoy

Councilor Mark Cormier

Councilor Ivan McPike

Councilor Greg Sirois

Town Manager Angus Jennings

DPW Director Sean Currier

Winterport Manager Phil Pitula

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

1. Meeting Minutes

- a. **May 1st, 2017** – *There was a motion and a second to approve the minutes. Approved 7-0.*

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

3. Old Business – *None.*

4. New Business

Prior to discussion Chairman Wilde expressed his intent to recuse himself from Item 4(f) regarding the RSU-22 budget, citing the potential that his company could possibly do business with RSU-22 in the future. Councilor McAvoy said that he doesn't think that rises to the level of recusal and Councilor Marble said he doesn't see a clear conflict. Councilor Sirois said he does not think it's a conflict of interest but if the Chairman is uncomfortable with it he has no objection to Chairman Wilde's recusal. There was a motion to authorize Chairman Wilde to recuse himself, seconded by Councilor Sirois. The motion carried 4-3 with Councilors Marble, McAvoy and McPike opposed. Chairman Wilde said he would not recuse himself from the matter.

- a. **Contract award for the Design, Engineering and Permitting for Pool and Municipal site** – *referral from Services Committee – Services Chair Marble summarized the four bids received. Manager Jennings provided a summary of the basis for the staff recommendation to award the work to Woodard & Curran. There was*

a motion by Councilor Marble seconded by Councilor McPike to refer to Council the award of contract to Woodard & Curran in the amount of \$15,470. Motion carried 4-3 with Councilors Cormier, Sirois and Mayor Ryder opposed.

- b. Request for authorization for the expenditure of \$15,470 from Rec Area Reserve account (3-767-00) for the contract for Design, Engineering and Permitting for Pool and Municipal site –** *There was a motion by Councilor Marble seconded by Councilor McAvoy to refer to Council the authorization of \$15,470 from the Rec Area Reserve account to fund this phase of design, engineering and permitting for the Pool and Town site. Motion carried 5-2 with Councilors Cormier and Sirois opposed.*
- c. Request for authorization for the expenditure of \$6,179.89 out of the Recreation Clearing Account for the purchase of field maintenance equipment –** *referral from Services Committee – Services Chairman Marble summarized the recommendation from the Services Committee. Motion by Councilor Marble seconded by Councilor Sirois to refer to Council the authorization for the expenditure of \$6,179.89 out of the Recreation Clearing Account for the purchase of field maintenance equipment. Motion passed 5-2 with Councilors McAvoy and Cormier opposed.*

Councilor McAvoy asked what is the Recreation Clearing Account and Manager Jennings said it had been set up years ago as an account to hold funds that resulted from the “quasi-enterprise” funding structure. He said it has functioned like a Reserve account but isn’t technically a reserve account. He will be working with the Auditor to transition this account to a true Reserve account in the future.

- d. Request for authorization for the expenditure of up to \$2,900 out of the Equipment Reserve Account (3-717-00) for the purpose of renting an excavator –** *Requested by Sean Currier, DPW Director – Manager Jennings explained that the rental of the excavator was put into reserve funds for the FY17 Budget along with other equipment costs but was a routine seasonal need. Councilor McAvoy asked what is the size of the excavator and DPW Director Currier said 13,000 lbs. There was a motion by Councilor Sirois seconded by Councilor Marble to refer to Council the authorization for the expenditure of up to \$2,900 out of the Equipment Reserve Account (3-717-00) for the purpose of renting an excavator. Motion carried 6-1 with Councilor Cormier opposed.*

- e. Request for authorization for the expenditure of \$65,875.98 out of the Streets/Roads Reserve Account (3-761-00) for the purpose of road resurfacing – requested by Sean Currier, DPW Director –** *Director Currier explained that funding is received annually from the Maine Local Road Assistance Program and is deposited into the Streets & Roads Reserve Account, and his request is to include those funds in this year's paving bid. Councilor Marble asked why driveways were included in the paving scope and Director Currier said it is a result of the amended policy whereby the Town has taken responsibility for driveway underdrains. Mayor Ryder asked if the driveway costs would be broken out separately within the bid documents and Director Currier said yes the bid will be structured so each component's costs will be distinct. Motion by Councilor Marble seconded by Councilor Sirois to refer the Council the authorization for expenditure of \$65,785.98 from the Streets and Roads Reserve account for the 2017 paving bid. Motion passed 7-0.*
- f. Discussion regarding the proposed FY18 RSU 22 Budget and analysis of prior years' budgeting and expenditures –** *Manager Jennings summarized the proposed FY18 increase in the RSU-22 budget and how this 4.1% local increase would affect Hampden costs. Winterport Town Manager Pitula said that Winterport would see a 6% increase. He said that the Superintendent and Asst. Superintendent had been asked at two meetings this spring how they would proceed if State Aid to Education fell in FY18 (which is what is now projected) and they said they would look to cut costs. He explained that costs are increasing and he called upon Hampden's Council to join the Winterport Council in opposing the proposed FY18 budget. Councilor Sirois recalled that two years ago the School received over \$200,000 in additional State funding and did not return it to taxpayers. He said this has a direct impact on taxpayers.*

Councilor Marble said that we all need to realize that the people pay these costs through their taxes. He fully supports publicizing this information. Councilor McPike said he'd be inclined to proceed as Winterport has done. He feels that if excess monies are received they should come back to taxpayers or that the Council should not support the budget. Mayor Ryder took this as a motion and offered a second.

Councilor McAvoy said he agrees with and that the Council should be as public and vocal as possible. There was a call for a vote on the motion and it passed 7-0. Councilor Sirois said we should let the residents know what's going on by sending a town-wide newsletter and the other Councilors agreed.

FINANCE & ADMINISTRATION COMMITTEE MEETING

Wednesday June 7th, 2017

MINUTES

Hampden Town Office

Attending:

Councilor Stephen Wilde, Chair
Mayor David Ryder
Councilor Dennis Marble
Councilor Terry McAvoy
Councilor Mark Cormier

Councilor Greg Sirois
Town Manager Angus Jennings
Rec Director Shelley Abbott
Rec Comm. member James Dyer

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

1. Meeting Minutes

- a. *May 15th, 2017 – The draft minutes were unavailable so this item was tabled.*

2. Review & Sign Warrants – Warrants were reviewed and signed.**3. Old Business – None.****4. New Business**

- a. **Clarification of error in reporting school and budget trends at the May 1st budget presentation –** *Manager Jennings reported on recent correspondence with the School Board Finance Committee Chairman Rob Frank. A slide included in the Manager's May 1 budget presentation included an error regarding the percentage increase in Town and RSU-22 local costs from FY09-FY17; the percentage reported covered FY09-FY16 but had not been correctly updated. The slide created a perception that the Town budget (which did increase from FY16 to FY17) had not increased as significantly as it had. The corrected slide was included in tonight's meeting packet and, on the day the error was discovered, was posted to the Town website along with a note describing the error. Manager Jennings reported that he had apologized to the School Board through Chairman Frank and regretted the inadvertent error.*

- b. Proposed FY17 Budget Amendment to Sewer Revenues and Overlay in order to properly credit FY17 sewer amounts paid toward General Fund interfund transfer deficit –** *Manager Jennings summarized his memo in the meeting packet. There was a motion by Councilor Marble seconded by Councilor McAvoy to recommend to Council an amendment to the FY17 Budget in order to reduce projected Sewer revenues by \$100,000 and to reduce projected Overlay by \$100,000. Manager Jennings explained that he had conferred with the Auditor and that this change was recommended to ensure that the \$100,000 that would be paid from Sewer to General Fund in FY17 would be properly credited as a reduction in the interfund balance deficit. The motion passed 6-0.*
- c. Review of the proposed FY18 budget and referral to Council to set Public Hearing on June 19th, 2017 –** *There was a motion and a second to refer the proposed FY18 Budget to public hearing to be held on Monday, June 19 at 7 PM. The motion passed 6-0.*
- d. Review of the tentative election timeline for the November 7th, 2017 Municipal Election and potential Bond Referendum –** *The Committee discussed whether there would be a need to seek voter authorization of borrowing for any pending capital needs. The costs of sewer replacement at the Grist Mill Bridge, when it is reconstructed by MDOT, were discussed. The costs to reconstruct Schoolhouse Lane, which have not been budgeted in prior or current years' reserve budgets, were also discussed. It was agreed that this issue would be discussed at the June 26 meeting of the Infrastructure Committee.*
- e. Review of Committee priorities for FY18 –** *The Committee reviewed the draft matrix of priorities included in the meeting packet and provided direction to the Manager regarding certain revisions.*
- f. Establishment of the summer schedule for Council and Committee meetings –** *The first regularly scheduled Finance and Council meetings in July would normally be held on Monday, July 3rd. The Council agreed that, due to that being a normal time for vacations, the July 3rd meetings would be cancelled and that only one meeting of the Finance Committee and Council would take place in July, on Monday July 17th.*
- g. Discussion on the June 8th District Budget Meeting to be held at Hampden Academy at 7:00 p.m. –** *Committee members discussed the proposed School Budget and several members expressed their intent to attend the meeting. Manager Jennings advised that it may not be feasible to amend Article 20 from the floor due to procedural*

restrictions on what can be amended. The Committee agreed that it would be important to convey its position that if additional State Aid to Education is received it should be used to offset local property taxes.

5. Public Comment – None.

6. Committee Member Comments – None.

7. Adjournment

There being no further business, the meeting was adjourned at 7:00 p.m. and it was announced that there would be a brief recess prior to the start of the Town Council meeting.

Respectfully submitted –
Angus Jennings, Town Manager

SERVICES COMMITTEE MEETING

Monday, May 8, 2017

MINUTES

Attending:

*Councilor Dennis Marble, Chair
Mayor David Ryder
Councilor Greg Sirois
Councilor Ivan McPike
Councilor Mark Cormier*

*Town Manager Angus Jennings
GIS-IT Specialist Kyle Severance
Recreation Director Shelley Abbott
Councilor Stephen Wilde
Councilor Terry McAvoy
~15 others in attendance*

1. MINUTES

a. April 10, 2017 – Motion by Councilor Sirois seconded by Councilor McAvoy to approve the meeting minutes. Motion carried 7-0.

2. COMMITTEE APPLICATIONS

a. Susan O'Brien – Application for reappointment to Pool Board – Motion by Council Sirois seconded by Councilor Wilde. Motion carried 7-0.

3. OLD BUSINESS

a. Update on broadband grant – Kyle Severance, GIS/IT Specialist – Mr. Severance presented information on the current status of the broadband pilot study including information gathered from recent meetings with internet service providers Spectrum (formerly Time Warner Cable) and TDS Telecom. The next step in the study involves surveying the residents of Hampden to collect data and analyze before moving forward at looking towards options to potentially improve the broadband services for the town.

b. Recommended vendor and cost for contract for Design, Engineering and Permitting for Pool and Municipal Building Site – Angus Jennings, Town Manager –Town Manager Jennings, Public Works Director Currier, and Recreation Director Abbott interviewed finalists WBRC and Woodard and Curran and deemed t both to be highly qualified. Town manager Jennings recommended Woodard and Curran as he felt they presented a more detailed breakdown of the tasks and provided a more detailed understanding of the public involvement aspect. Manager Jennings offered the council to go with either recommendation or, if they request, schedule additional interviews. Councilor Sirois asked about the cost amounts to which Manager Jennings responded that the two firms interviewed (WBRC And Woodard and Curran) bid \$10k less in their proposals compared to the

other firms (CES and AE Hodsdon). Woodard and Curran came in at \$3,200 more than WBRC. Chairman Marble asked what is needed for process to move forward to which Manager Jennings responded that reserve appropriation is needed by the finance committee. Councilor McPike motioned recommendation of the Woodard and Curran contract proposal to be referred to the Finance and Administration Committee, Councilor McAvoy seconded. Motion carried 5-2.

- c. Discussion of proposed FY18 budget for The Bus - Chairman Marble stated that this item is to be discussed at the 7:00pm budget workshop, but seeing a number of members from the public in attendance to speak on this topic, he offered to have them speak now if they were not able to wait until after 7:00pm. No one in attendance spoke on this topic at this time.**
- d. Update on Kiwanis operations and maintenance of Civic Center and its lease with the Town of Hampden (continued from March 13, 2017) – Mr. Dennis Whitcomb, representing the Kiwanis, seeking to have the town pay roughly \$8K a year to take over the costs associated with the maintenance of the civic center building located at 55 Main Rd N. The Kiwanis has been functioning in Hampden for 58 years, but due to the decline of membership, especially with youth, they are having difficulty with maintenance costs such as electrical (the heating is through electric heat pumps). Many organizations rely of this location to function and there are many different fundraisers that bring in revenue. A member of public, resident Angela R., stated that she is in support of the use of tax dollars to keep this building running. Mayor Ryder motioned for the town manager to investigate the building costs in detail and report back to the council, motion seconded by Councilor Sirois. Motion carried 7-0.**

4. NEW BUSINESS

- a. Request for authorization of \$6179.89 from Recreation Clearing Account for the purchase of field maintenance equipment – Shelley Abbott, Recreation Director broke down the request to the specific items and services for the field maintenance request. Manager Jennings reviewed the recreation clearing house budget for the council which has a supporting balance for this purchase request. Councilor McAvoy asked when public works would have time to do this field maintenance work to which Director Abbott stated that this type of maintenance pays for itself (aerate and rolling) over time and greatly adds to the quality of the fields. There was discussion over the length of life of a John Deere tractor. Mayor Ryder motioned to refer the purchase authorization to the Finance and Administration Committee, Councilor Sirois seconded. Motion carried 6-1.**

b. Request from Pebblestone Farm for permission to set up in Town Office parking lot concurrent with Hampden Farmers' Market - *Chairman Marble explained that since the Pebblestone Farm is a non-Hampden business it should not have been on the agenda due to policy and apologized for the oversight. Peter Witt, Hampden resident, asked about the policy and how it's handled. Marble explained that the Farmers Market is a State-recognized organization and the town doesn't play a role in regulating which farmers can be vendors. Johanna Burdett spoke on behalf of the Farmers Market, circulated their bylaws, and explained how they handle applicants. She encouraged the town to review their bylaws to avoid these situations going forward. She recommended a formal agreement between the town and the Farmers Market. Councilor McPike asked if the Hampden farmers have precedent. Burdett responded that they don't, they have to be mindful of the products vendors are selling. Manager Jennings clarified that these Hampden farmers that aren't given precedent can petition the town to set up next to the farmers' market. Councilor Mcavoy asked if they are a non-profit and expressed concern that if they are not non-profit they would be a private organization and that has greater implications when they are operating on the public municipal lot. Jeremy Clay, resident, asked if they are at capacity. Response: yes. Discussion continued on the competition of vendors within the market. It was concluded and reaffirmed that this is a farmer's market topic and should not be a topic at a town meeting.*

C. Discussion of FY18 Services Committee policy priorities – *Chairman Marble read the policy priority list verbatim then opened the floor. Manager Angus explained this is an effort to put all the current and future projects on a one-page sheet to get everyone to be looking at the same list in order to guide work priorities going forward.*

5. PUBLIC AND STAFF COMMENTS – *None.*

6. COMMITTEE MEMBER COMMENTS – *Councilor Sirois commented about a future opportunity involving VFW and cemetery mapping projects with the boy scouts.*

There being no further business, the meeting was adjourned at 7:00PM.

*Respectfully submitted –
Kyle Severance, GIS/IT Specialist*

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



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

TO: Finance Committee and Town Council
FROM: Angus Jennings, Town Manager
DATE: June 14, 2017
RE: FY18 Budget Changes

Since the Council's referral of its Budget to public hearing, two items have arisen that will (or may) require revisions to the proposed Budget:

Budgeting for DPW Equipment

The Budget referred to public hearing does not properly account for the Town's responsibility to make FY18 payments on three DPW vehicles, as follows:

<u>Vehicle</u>	<u>FY18 Amt Due</u>	<u>Financing Terms</u>
John Deere 310SK Backhoe Loader	\$ 13,447.92	Final year of 5-year lease
2016 Freightliner 108SD	\$ 36,492.39	Second year of 5-year financing
John Deere 544K Loader	\$ 20,978.40	Second year of 5-year lease
	\$ 70,918.71	

These were omitted due to my error late in the budgeting process. Each of these vehicles and their FY18 costs are included in the Town Manager proposed Capital Program, and at the May 30 budget workshop regarding Reserves and Capital I advised the Council that these costs were included in the proposed DPW operating budget. (My May 1 proposed Operating Budget carried a blank in line 10-01-20-01 with the notation "TBD based on vehicle replacement plan and financing".)

My intent was to fill in this number following the May 30 meeting based on which costs would be recommended for Reserve funding and which would be proposed for payment from the operating budget. However, I neglected to plug these costs into the operating budget following the May 30 meeting. This error was only discovered when I circulated the Town Council-proposed budget to Department Heads following its referral on June 7, at which point the DPW Director brought this omission to my attention.

I am truly sorry for this error. A total of \$70,918.71 will need to be added to either the DPW equipment replacement operating budget (10-01-20-01) or to the DPW Equipment Reserve (3-717-00) in order for us to make the required payments.

Town Share of RSU-22 Budget

The Town share of the school budget is based on the budget recommended by the School Board at the June 8 School Budget Meeting. At that meeting, two amendments

to the budget were approved by voters – including an increase in Article 1 (General Education) and a decrease in Article 6 (System Administration) – with a net effect of adding \$84,702.65 to the overall RSU-22 budget. Out of the revised budget of \$30,928,966.78 Hampden's share would be \$6,614,835.44. This is an increase of \$48,907.31 from what is included in the proposed Town budget.

However, as you know, the proposed RSU-22 Budget failed at the June 13 School Budget Referendum. The School Board is expected to propose a new (or it could be the original) budget, and will be required to hold a new School Budget Meeting (Town Meeting style) followed by another School Budget Referendum. Because the School budget will not be known on June 19 (and may not be known until mid to late July, or even later), this raises the question of what amount the Town should include in its FY18 Budget.

I recommend including the original budget amount of \$6,565,928.13 (which is the number in the budget that the Council referred to public hearing). If the actual local share changes from this amount – either upward or downward – it would require an amendment to the FY18 budget, but in the absence of definitive information I think this is a reasonable approach. My hope is that the School Budget is adopted prior to the Town Council's approval of the FY18 Tax Commitment anticipated for August 21.

Draw from Fund Balance

A final item that will require resolution by the Council on Monday night (which could include making no change) is the question of how much to draw from Unassigned Fund Balance (if at all) in order to balance the FY18 Budget.

My proposed budget included a draw of \$200,000 and this same amount is included in the Town Council proposed budget (see Revenue Account 01-99).

As of today we are 95.3% through FY17. Year to date expenses are trending slightly lower than that (91.54%) and YTD revenues are trending slightly higher (97.82%) so, while these numbers will change (and there are some inherent year-end costs), it appears that the net effect of FY17 will add to Fund Balance an amount greater than the \$110,000 in non-expended Overlay. The amounts authorized by the Environmental Trust for pre-FY17 expenses will, upon approval of the Council, add an additional \$289,000 to Unassigned Fund Balance (because none of these pre-FY17 dollars were projected in the FY17 budget).

I am therefore comfortable that the Town's Unassigned Fund Balance will continue to gain ground (as it did in FY16), and can absorb the proposed \$200,000 allocation without compromising the policy goal of improving the Town's financial health. I am also comfortable that some amount above \$200,000 could be absorbed. Every dollar allocated from Fund Balance will reduce what may be raised through property tax.

On Monday night the Council will determine whether to maintain, increase, or decrease the proposed allocation from Fund Balance. I will provide the best information available at that time regarding what level of draw may be taken without compromising the Town's financial health looking ahead to FY19.



**JOHN DEERE
FINANCIAL**

Lease Schedule

Lease Schedule No.	030-0081463-001
Master Lease Agreement No.	0061463

Lessee	TOWN OF HAMPDEN 108 WESTERN AVE., HAMPDEN, ME 04444-1428
Lessor	DEERE CREDIT, INC. 6400 NW 86 th ST, PO BOX 6600, JOHNSTON, IA 50131-6600

EQUIPMENT INFORMATION						
Year	Make	Model	Equipment Description	Equipment Identification No.	Lease Value	Residual Value
2012	JD	310SK	BACKHOE LOADER	1T0310SKCCE232270	0	\$101,000.00

Equipment Location	108 WESTERN AVE, HAMPDEN, ME, 04444-1428	OUTSIDE city limits? <input checked="" type="checkbox"/>	PENOBSCOT COUNTY
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LEASE TERM						
Start Date	End Date	Term	Lease Payment	Residual Value	Lease Value	Purchase Option
09/28/2012	09/28/2017	5	\$13,447.92	\$0.00	\$13,447.92	\$1.00

PAYMENT TERMS				PAYMENT DUE AT SIGNING	
Term	Start Date	Frequency	Lease Payment	Lease Value	Lease Payment
28	09/28/2012	<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input checked="" type="checkbox"/> Annual			**\$13,447.92

"Master Agreement" shall mean the above referenced Master Lease-Purchase Agreement. "Schedule" shall mean this Lease Schedule. "Lease" shall mean this Schedule and the Master Agreement. All of the terms and conditions set forth in the Master Agreement and any amendment, addendum, schedule or attachment thereto or hereto including, but not limited to, the Maintenance Addendum are hereby incorporated into and made a part of this Schedule.

Lease Payments. You agree to remit the Lease Payments (and applicable sales, use and property taxes) on the dates noted above and all other amounts when due to: DEERE CREDIT, INC., P.O. Box 4460, Carol Stream, IL 60187-1460.

Purchase Option. You may purchase the Equipment at the end of the Lease Term for \$1, provided (1) you are not in default, and (2) we receive all amounts you owe us on or before the Lease Term End Date (the "Purchase Option"). Upon exercise of the Purchase Option, we will (a) transfer to you all of our right, title and interest in such item(s) of Equipment AS-IS, WHERE-IS, WITHOUT ANY WARRANTY AS TO CONDITION OR VALUE, and (b) release our security interest in the Equipment.

Representations and Warranties. You represent and warrant to us, as of the date you signed this Schedule, that (1) the Equipment was selected by you; (2) the Equipment (including all manufacturer manuals and instructions) has been delivered to, and examined by, you; (3) the safe operation and the proper servicing of the Equipment were explained to

you; (4) you received the written warranty applicable to the Equipment and understand that your rights under the written warranty may be limited; (5) the Equipment is unconditionally and irrevocably accepted by you as being suitable for its intended use; (6) the Equipment is in good condition and repair (operating and otherwise); (7) the Equipment shall be used only for the purpose indicated herein; (8) all information provided to us by you is true and correct.

You acknowledge and agree that: (1) we did not select, manufacture or supply any of the Equipment; (2) we acquired the Equipment at your direction; (3) you selected the supplier of the Equipment; (4) you are entitled to all manufacturer warranties ("Warranty Rights") and we assign all Warranty Rights to you, to the extent assignable; (5) you may request an accurate and complete statement of the Warranty Rights, including any disclaimers and limitations, directly from the manufacturer; and (6) you assign to us all your rights (but none of your obligations) under all purchase orders, purchase agreements or similar documents relating to the Equipment. You waive all rights and remedies conferred upon a lessee under Article 2A of the Uniform Commercial Code.

BY SIGNING THIS SCHEDULE YOU AGREE TO ALL OF THE TERMS AND CONDITIONS OF THIS SCHEDULE AND THE MASTER AGREEMENT.

LESSEE	TOWN OF HAMPDEN 108 WESTERN AVE HAMPDEN, ME 04444-1428	LESSOR	DEERE CREDIT, INC. 6400 NW 86 th ST, PO BOX 6600 JOHNSTON, IA 50131-6600
By: _____ <i>[Signature]</i>		By: _____	
Date: <u>9-27-2012</u>		Title: _____	Date: _____

EXHIBIT 1

DESCRIPTION OF EQUIPMENT

Quantity	Description	Model No./Serial No.	Location
One (1)	2016 Freightliner Truck	108SD	

EXHIBIT A-1

INSTALLMENT PAYMENT SCHEDULE

SCHEDULE NO. 1

Payment No.	Due Date	Installment Payment Amount	Interest Portion	Principal Portion	Prepayment Price	Outstanding Principal Balance
	9/1/2016					\$170,500.00
1	9/1/2016	\$36,492.39	\$0.00	\$36,492.39		\$134,007.61
2	9/1/2017	\$36,492.39	\$4,703.67	\$31,788.72	\$104,263.27	\$102,218.89
3	9/1/2018	\$36,492.39	\$3,587.89	\$32,904.50	\$70,700.68	\$69,314.39
4	9/1/2019	\$36,492.39	\$2,432.94	\$34,059.45	\$35,960.04	\$35,254.94
5	9/1/2020	\$36,492.39	\$1,237.45	\$35,254.94	-\$0.00	-\$0.00
Totals:		\$182,461.95	\$11,961.95	\$170,500.00	Rate 3.5100%	

PREPAYMENT PRICE SCHEDULE: The Prepayment Price on each Installment Payment due date shall be the amount set forth for such Installment Payment due date in the "Prepayment Price" column of the Installment Payment Schedule shown above. The Prepayment Price is in addition to all Installment Payments then due under this Schedule (including the Installment Payment shown on the same line in the Installment Payment Schedule).

COMMENCEMENT DATE: September 1, 2016

Borrower: Town of Hampden, Maine

By X: _____

Name: _____

Title: _____



**JOHN DEERE
FINANCIAL**

Lease Schedule

Lease Schedule No.	030-0061463-002
Master Lease Agreement No.	0061463

Lessee: (Name & Address)	TOWN OF HAMPDEN 108 WESTERN AVE., HAMPDEN, ME 04444-1436
Lessor:	DEERE CREDIT, INC. 6400 NW 86 th ST, PO BOX 6600, JOHNSTON, IA 50131-6600

EQUIPMENT INFORMATION

Year	Make	Model	Equipment Description	Serial Number	Hour Meter	Cash Price
2016	JD	544KX BZ	544K LOADER	1DW544KZCGF675426	5	\$168,800.00

Equipment Location	106 WESTERN AVE, HAMPDEN, ME, 04444-1436	OUTSIDE city limits: (1)	PENOBSCOT COUNTY
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LEASE TERM

Lease Term Start Date	Lease Term End Date	# Of Payments	Lease Payment	*Sales/Use Tax	Total Lease Payment
05/25/2016	12/25/2020	6	\$20,978.40	\$0.00	\$20,978.40

*If part of the regular scheduled lease payment

PAYMENT TERMS

PAYMENT DUE AT SIGNING

Due Date	1 st Payment Due Date	Billing Period	Advance Lease** Payment	\$0.00
25	11/25/2016	<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input checked="" type="checkbox"/> Annual	**Advance Lease Payment includes the first 0 and last 0 Lease Payment(s)	

"Master Agreement" shall mean the above referenced Master Lease-Purchase Agreement. "Schedule" shall mean this Lease Schedule. "Lease" shall mean this Schedule and the Master Agreement. All of the terms and conditions set forth in the Master Agreement and any amendment, addendum, schedule or attachment thereto or hereto are hereby incorporated into and made a part of this Schedule.

Lease Payments. Remit the Lease Payments (and applicable sales, use and property taxes) on the dates noted above and all other amounts when due to: DEERE CREDIT, INC., P.O. Box 4450, Carol Stream, IL 60197-4450.

Purchase Option. You may purchase the Equipment at the end of the Lease Term for \$1, provided (1) you are not in default, and (2) we receive all amounts you owe us on or before the Lease Term End Date (the "Purchase Option"). Upon exercise of the Purchase Option, we will (a) transfer to you all of our right, title and interest in such item(s) of Equipment AS-IS, WHERE-IS, WITHOUT ANY WARRANTY AS TO CONDITION OR VALUE, and (b) release our security interest in the Equipment.

Representations and Warranties. You represent and warrant to us, as of the date you signed this Schedule, that (1) the Equipment was selected by you; (2) the Equipment (including all manufacturer manuals and instructions) has been delivered to, and examined by, you; (3) the safe operation and the proper servicing of the Equipment were explained to you; (4) you received the written warranty applicable to the Equipment and understand that your rights under the written warranty may be limited; (5) the Equipment is unconditionally and irrevocably accepted by you as being suitable for its intended use; (6) the Equipment is in good condition and repair (operating and otherwise); (7) the Equipment shall be used only for the purpose indicated herein; (8) all information provided to us by you is true and correct.

You acknowledge and agree that: (1) we did not select, manufacture or supply any of the Equipment; (2) we acquired the Equipment at your direction; (3) you selected the supplier of the Equipment; (4) you are entitled to all manufacturer warranties ("Warranty Rights") and we assign all Warranty Rights to you, to the extent assignable; (5) you may request an accurate and complete statement of the Warranty Rights, including any disclaimers and limitations, directly from the manufacturer; and (6) you assign to us all your rights (but none of your obligations) under all purchase orders, purchase agreements or similar documents relating to the Equipment. You waive all rights and remedies conferred upon a lessee under Sections 508 - 522 of Article 2A of the Uniform Commercial Code.

Miscellaneous. You agree that we can access any information regarding the location, maintenance, operation and condition of the Equipment, and you irrevocably authorize anyone in possession of such information to provide all of that information to us upon our request. You also agree to not disable or otherwise interfere with any information-gathering or transmission device within or attached to the Equipment. You permit us to monitor and record telephone conversations between you and us. By providing any telephone number, including a mobile phone number, to us, any of our affiliates or any debt collectors we retain, we, such affiliates and such retained debt collectors can contact you using that number, including calls using an automatic dialing and announcing device and prerecorded calls, and that such calls are not "unsolicited" under state or federal law. All of our rights under each Lease shall remain in effect after the expiration of the Lease Term or termination of the Schedule.



**TOWN OF HAMPDEN
PUBLIC NOTICE**

D-2

Notice is hereby given that the Hampden Town Council will hold a public hearing at 7:00 pm on Monday, June 19, 2017 at the Hampden Municipal Building for consideration of the entire FY 2018 proposed town budget, including the Sewer Fund Budget and the Capital Program.

**PROPOSED FY18
HAMPDEN TOWN BUDGET – GENERAL FUND**

ACCOUNT NUMBER	ACCOUNT NAME	PROPOSED BUDGET FY18
01-01	ADMINISTRATION	\$585,659
01-02	GIS/IT	\$116,195
01-03	COMMUNICATIONS	\$22,342
01-05	TOWN COUNCIL	\$30,308
01-10	MUNICIPAL BUILDING	\$103,579
01-15	TAX COLLECTOR	\$7,932
01-20	ELECTIONS	\$11,484
01-25	PLANNING/ASSESSING	\$285,487
01-30	ECONOMIC DEVELOPMENT	\$3,500
05-01	POLICE	\$1,093,054
05-05	FIRE DEPARTMENT	\$1,147,215
05-10	PUBLIC SAFETY	\$202,783
06-06	NON-DEPARTMENT UTILITIES	\$558,272
10-01	PUBLIC WORKS	\$1,574,708
10-05	MUNICIPAL GARAGE	\$50,085
10-10	STORMWATER MANAGEMENT	\$72,345
15-10	SOLID WASTE	\$376,514
20-01	RECREATION	\$192,761
20-05	RECREATION – PROGRAMS	\$192,459
20-07	RECREATION – SKEHAN CENTER	\$123,234
20-10	DYER LIBRARY	\$249,267
20-20	LURA HOIT POOL	\$325,892
20-25	MARINA	\$350
25-10	THE BUS	\$89,911
30-10	BUILDINGS & GROUNDS	\$233,092
38-10	OUTSIDE AGENCIES	\$0
40-10	GENERAL ASSISTANCE	\$7,000
50-10	DEBT SERVICE	\$314,398
67-10	TIF	\$319,573
3-00-00	RESERVES	<u>\$451,941</u>
GROSS	MUNICIPAL BUDGET TOTAL	\$8,741,338
LESS	MUNICIPAL REVENUES	\$4,065,194

= NET	MUNICIPAL BUDGET TOTAL	\$4,676,144
	RSU-22 TAXATION AMOUNT	\$6,565,928
	COUNTY TAXATION AMOUNT	\$834,723

ESTIMATED TOTAL TAXATION REQUIREMENT \$12,076,795

SEWER FUND – ENTERPRISE ACCOUNT

Anticipated Revenues	\$1,133,122
Proposed Expenses	\$1,059,611

CAPITAL PROGRAM

The updated 5-year capital program is an attachment to the FY18 Budget. Capital items proposed for funding in FY18 are included in the General Fund Budget. Capital expenses for years FY19 and beyond are preliminary and non-binding.

Proposed FY 2018 budget referred by Town Council on 6/7/17. The mil rate will be set in August 2017 after all new valuation has been considered. Copies of the entire proposed FY 2018 Budget are available for public inspection at the Hampden Town Office and at www.hampdenmaine.gov.



**TOWN OF HAMPDEN
FY18 BUDGET
TOWN COUNCIL PROPOSED
JUNE 5, 2017**

ACCOUNT NUMBER	ACCOUNT NAME	APPROVED BUDGET	PROPOSED BUDGET	PROPOSED BUDGET	Change from FY17
		FY17	FY18	FY18	
		<i>Town Council</i>	<i>Town Manager</i>	<i>Town Council</i>	<i>Proposed</i>
01-01	ADMINISTRATION	\$ 598,062	\$ 582,467	\$ 585,659	(\$12,403)
01-02	GIS/IT	\$ 108,031	\$ 116,195	\$ 116,195	\$8,164
01-03	COMMUNICATIONS	\$ 19,483	\$ 22,342	\$ 22,342	\$2,859
01-05	TOWN COUNCIL	\$ 29,717	\$ 30,308	\$ 30,308	\$591
01-10	MUNICIPAL BUILDING	\$ 95,561	\$ 105,196	\$ 103,579	\$8,018
01-15	TAX COLLECTOR	\$ 7,350	\$ 7,782	\$ 7,932	\$582
01-20	ELECTIONS	\$ 9,514	\$ 11,484	\$ 11,484	\$1,970
01-25	PLANNING/ASSESSING	\$ 274,164	\$ 285,486	\$ 285,487	\$11,323
01-30	ECONOMIC DEVELOPMENT	\$ 2,250	\$ 3,500	\$ 3,500	\$1,250
05-01	POLICE	\$ 1,014,039	\$ 1,089,214	\$ 1,093,054	\$79,015
05-05	FIRE DEPARTMENT	\$ 959,605	\$ 1,071,285	\$ 1,147,215	\$187,610
05-10	PUBLIC SAFETY	\$ 195,877	\$ 202,782	\$ 202,783	\$6,906
06-06	NON-DEPARTMENT UTILITIES	\$ 544,095	\$ 552,147	\$ 558,272	\$14,177
10-01	PUBLIC WORKS	\$ 1,367,867	\$ 1,741,658	\$ 1,574,708	\$206,841
10-05	MUNICIPAL GARAGE	\$ 34,090	\$ 50,085	\$ 50,085	\$15,995
10-10	STORMWATER MANAGEMENT	\$ 123,430	\$ 72,420	\$ 72,345	(\$51,085)
15-10	SOLID WASTE	\$ 360,028	\$ 385,948	\$ 376,514	\$16,486
20-01	RECREATION	\$ 137,083	\$ 192,760	\$ 192,761	\$55,678
20-05	RECREATION - PROGRAMS ¹	\$ -	\$ 196,983	\$ 192,459	\$192,459
20-07	RECREATION - SKEHAN CENTER ¹	\$ -	\$ 112,616	\$ 123,234	\$123,234
20-10	DYER LIBRARY	\$ 250,008	\$ 255,658	\$ 249,267	(\$741)
20-20	LURA HOIT POOL ¹	\$ 206,024	\$ 325,451	\$ 325,892	\$119,868
20-25	MARINA	\$ -	\$ 350	\$ 350	\$350
25-10	THE BUS	\$ 84,597	\$ 89,911	\$ 89,911	\$5,314
30-10	BUILDINGS & GROUNDS	\$ 196,495	\$ 232,391	\$ 233,092	\$36,597
38-10	OUTSIDE AGENCIES	\$ -	\$ -	\$ -	\$0
40-10	GENERAL ASSISTANCE	\$ 6,000	\$ 7,000	\$ 7,000	\$1,000
50-10	DEBT SERVICE	\$ 339,986	\$ 314,399	\$ 314,398	(\$25,588)
67-10	TIF	\$ 158,512	\$ 319,573	\$ 319,573	\$161,061
3-00-00	RESERVES	\$ 502,019	\$ 509,756	\$ 451,941	(\$50,078)
GROSS	MUNICIPAL BUDGET TOTAL	\$ 7,623,887	\$ 8,887,147	\$ 8,741,338	\$1,117,451
LESS	MUNICIPAL REVENUES¹	\$ 3,189,833	\$ 4,181,380	\$ 4,065,194	\$875,361
= NET	MUNICIPAL BUDGET AMOUNT	\$ 4,434,054	\$ 4,705,767	\$ 4,676,144	\$242,090
	RSU #22 TAXATION AMOUNT	\$ 6,308,863	\$ 6,565,928	\$ 6,565,928	\$257,065
	COUNTY TAXATION AMOUNT	\$ 792,558	\$ 834,723	\$ 834,723	\$42,165

TOTAL TAXATION REQUIREMENT \$ 11,535,475 \$ 12,106,418 \$ 12,076,795 \$541,320

¹ Note: Expenses for Pool, Recreation Programs and Skehan Center were included in FY17 budget in "quasi enterprise" accounts. They are included here as standard budgeted expenses, and the Recreation revenues have also been included in projected non-tax Municipal Revenues shown here.

As proposed the FY 2018 Budget results in an estimated tax rate of \$TBD per thousand. The mil rate will be set in August 2017 after all new valuation has been considered.

Copies of the FY18 Budget are available at the Hampden Town Office and at www.hampdenmaine.gov.

Hampden Proposed FY18 Budget									
Expense									
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1	FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
Dept/Div: 01-01 GENERAL GOVT / ADMIN					91.8%	As of May 1	June 5, 2017		
COMPENSATION									
01-01 SALARIES	363,050.00	365,653.12	368,622.00	324,492.83	88.0%	\$ 354,498	\$ 354,498	(\$14,124)	Bring payroll function back into Admin
INSURANCE									
05-01 FICA/MEDI	27,773.00	28,136.48	28,200.00	24,563.64	87.1%	\$ 27,119	\$ 27,119	(\$1,081)	
05-05 MSRS/ICMA-ER	30,496.00	34,918.77	32,647.00	31,691.96	97.1%	\$ 31,494	\$ 31,622	(\$1,025)	
05-10 WORKER'S COMPENSATION	1,100.00	716.12	1,111.00	727.96	65.5%	\$ 1,122	\$ 1,122	\$11	
05-15 HEALTH	47,978.00	51,081.19	48,023.00	55,888.81	116.4%	\$ 51,589	\$ 51,589	\$3,566	
05-20 LIFE	801.00	659.40	801.00	678.24	84.7%	\$ 675	\$ 675	(\$126)	
05-25 DENTAL	900.00	550.00	638.00	662.50	103.8%	\$ 618	\$ 618	(\$20)	
05-45 GROUP	49,000.00	50,784.00	52,000.00	50,644.00	97.4%	\$ 53,560	\$ 53,560	\$1,560	Budgeted 3% increase per MMA.
SUPPLIES									
10-01 OFFICE	6,500.00	6,182.99	6,200.00	4,416.06	71.2%	\$ 6,200	\$ 6,200	\$0	
Administrative office supplies, forms, disposable items.									
10-05 POSTAGE/SHIPPING	6,500.00	6,013.22	6,500.00	4,560.40	70.2%	\$ 6,000	\$ 6,000	(\$500)	
Postage for mailings, correspondences, notices.									
10-10 GENERAL EXP	200.00	154.00	200.00	40.36	20.2%	\$ 220	\$ 220	\$20	
Preparing and printing Annual Town Report.									
10-22 MANAGERS EXPENSE	300.00	300.00	300.00	148.26	49.4%	\$ 300	\$ 300	\$0	
Misc. expense; employee retirements recognition; etc.									
UTILITIES									
15-01 TELEPHONE	1,600.00	2,830.88	3,220.00	2,723.58	84.6%	\$ 2,772	\$ 2,772	(\$448)	
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	500.00	0.00	500.00	319.88	64.0%	\$ 500	\$ 500	\$0	
Replacement staplers, calculators, other small office equipment.									
20-05 EQUIP.MAINT.	500.00	547.20	500.00	501.60	100.3%	\$ 600	\$ 600	\$100	
Repair of office machinery, shelf building, office alterations.									
PROFESSIONAL SERVICES									
30-01 ADVERTISING	3,000.00	4,729.00	3,100.00	3,737.00	120.5%	\$ 3,700	\$ 3,700	\$600	
Advertising for job vacancies, ordinance changes, RFPs, tax acquired property, public hearings.									
30-10 AUDIT	9,500.00	13,342.50	12,000.00	15,701.50	130.8%	\$ 12,000	\$ 12,000	\$0	

Annual financial audit.									
30-15 COMPUTER SERVICE	7,900.00	8,281.16	8,300.00	8,695.22	104.8%	\$ 8,700	\$ 9,264	\$964	<i>Based on Trio quote March 2017</i>
Licensing for TRIO software for all functions except Assessing, Code (separately budgeted).									
30-60 DUES	1,500.00	1,307.60	1,700.00	834.60	49.1%	\$ 2,100	\$ 2,100	\$400	
30-80 TRAINING/TRAVEL	4,500.00	2,073.67	4,000.00	3,504.48	87.6%	\$ 4,200	\$ 4,200	\$200	
Workshops, seminars, conferences incl. mileage, meals, lodging associated with such training.									
LEGAL									
35-01 LEGAL	12,000.00	9,669.10	19,500.00	10,438.37	53.5%	\$ 14,500	\$ 17,000	(\$2,500)	<i>Includes funds for Counsel support to update Personnel Ordinance and Policies.</i>
Town Attorney's work on ordinances, policies, deeds, legal agreements, legal opinions, attendance at Council mtgs.									
GENERAL GOVT / ADMIN	575,598.00	587,930.40	598,062.00	544,971.25	91.1%	\$ 582,467	\$ 585,659	(\$12,403)	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
01-02 GENERAL GOVT / GIS/IT					91.8%	As of May 1	June 5, 2017		
COMPENSATION									
01-05 WAGES	48,235.00	46,737.55	48,737.00	43,645.94	89.6%	\$ 53,846	\$ 53,846	\$5,109	Includes PT scanner position
INSURANCE									
05-01 FICA/MEDI	3,690.00	3,586.08	3,728.00	3,385.17	90.8%	\$ 4,119	\$ 4,119	\$391	
05-05 MSRS/ICMA-ER	4,052.00	4,200.06	4,333.00	3,964.85	91.5%	\$ 4,419	\$ 4,419	\$86	
05-10 WORKER'S COMPENSATION	200.00	141.61	202.00	134.20	66.4%	\$ 204	\$ 204	\$2	
05-15 HEALTH	7,118.00	7,193.80	7,847.00	7,270.61	92.7%	\$ 8,788	\$ 8,788	\$941	
05-20 LIFE	134.00	113.04	134.00	103.62	77.3%	\$ 114	\$ 114	(\$20)	
05-25 DENTAL	150.00	146.63	150.00	137.50	91.7%	\$ 155	\$ 155	\$5	
SUPPLIES									
10-01 OFFICE	1,000.00	1,013.89	1,000.00	748.74	74.9%	\$ 1,000	\$ 1,000	\$0	
Computer accessories, ink etc.									
10-05 POSTAGE/SHIPPING	300.00	198.00	300.00	239.06	79.7%	\$ -	\$ -	(\$300)	
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	11,085.00	10,770.51	11,500.00	10,563.34	91.9%	\$ 13,500	\$ 13,500	\$2,000	
Hardware, licenses. Maintenance and upgrades to computer workstations. IT assistance for professional hardware installations. Equipment replacement due to hardware failures.									
20-05 EQUIP.MAINT.	13,359.00	13,708.90	13,300.00	14,774.88	111.1%	\$ 13,500	\$ 13,500	\$200	
Software and licenses. GIS software ArcGIS desktop for internal use and WebGIS for public use. IT software for security and antivirus. Unforeseen software updates and renewals. Software for scanning town documents to the cloud for public access.									
20-10 EQUIP. SERVICE CONTRACTS	14,800.00	13,986.66	15,000.00	13,211.50	88.1%	\$ 15,000	\$ 15,000	\$0	
Service contracts/leases. Leases payments for equipment and maintenance of computers, printers/copiers.									
PROFESSIONAL SERVICES									
30-60 DUES	300.00	217.00	300.00	0.45	0.2%	\$ 300	\$ 300	\$0	
Maine GIS Users/Certification.									
30-80 TRAINING/TRAVEL	1,500.00	1,009.92	1,500.00	997.48	66.5%	\$ 1,250	\$ 1,250	(\$250)	
Seminars, workshops.									
GIS/IT	105,923.00	103,023.65	108,031.00	99,177.34	91.8%	\$ 116,195	\$ 116,195	\$8,164	

Hampden Proposed FY18 Budget									
Expense									
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1	FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
Dept/Div: 01-03 GENERAL GOVT / COMMUNICATIONS					91.8%	As of May 1	June 5, 2017		
COMPENSATION									
01-05 WAGES	6,300.00	4,666.33	6,300.00	1,645.08	26.1%	\$ 4,860	\$ 4,860	(\$1,440)	No longer recording RSU-22 mtgs.
INSURANCE									
05-01 FICA/MEDI	482.00	133.32	482.00	125.04	25.9%	\$ 372	\$ 372	(\$110)	
05-10 WORKER'S COMPENSATION	50.00	26.58	51.00	32.11	63.0%	\$ 51	\$ 51	\$0	
SUPPLIES									
10-01 OFFICE	500.00	109.98	500.00	365.97	73.2%	\$ 500	\$ 500	\$0	
Supplies for production of videos, copying.									
UTILITIES									
15-01 TELEPHONE	6,200.00	5,683.11	8,580.00	8,106.57	94.5%	\$ 9,755	\$ 9,755	\$1,175	Website annual cost increased due to refresh (financed over 3 yrs); online streaming of mtgs (\$2,370); currently working w TWC/Spectrum to reduce internet costs (currently \$367/month).
Annual GovOffice Fee for website; Time Warner Cable.									
SPECIAL EVENTS									
16-01 SPECIAL EVENTS	500.00	0.00	500.00	300.00	60.0%	\$ 500	\$ 500	\$0	
Costs associated with hosting meetings, programs.									
PROFESSIONAL SERVICES									
30-30 EXTERNAL PRINTING	5,240.00	3,207.67	5,440.00	5,025.50	92.4%	\$ 6,304	\$ 6,304	\$864	Budgeted for 2 newsletters/yr. Postage (\$546), layout (\$300), printing (\$2,306).
Newsletter layout, printing and postage (twice/year).									
COMMUNICATIONS	19,272.00	13,826.99	21,853.00	15,600.27	71.4%	\$ 22,342	\$ 22,342	\$489	

Hampden Proposed FY18 Budget									
Expense									
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1	FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
Dept/Div: 01-05 GENERAL GOVT / TOWN COUNCIL					91.8%	As of May 1	June 5, 2017		
COMPENSATION									
01-05 WAGES	18,060.00	18,220.00	18,060.00	15,930.00	88.2%	\$ 18,060	\$ 18,060	\$0	Compensation for 602 meetings
INSURANCE									
05-01 FICA/MEDI	1,382.00	1,393.90	1,382.00	1,218.71	88.2%	\$ 1,382	\$ 1,382	\$0	
05-10 WORKER'S COMPENSATION	64.00	36.99	65.00	41.80	64.3%	\$ 66	\$ 66	\$1	
SUPPLIES									
10-10 GENERAL EXP	3,600.00	1,498.55	2,200.00	1,568.41	71.3%	\$ 2,600	\$ 2,600	\$400	Added \$400 for employee recognition; Christmas trees for Council Chambers
Council attendance at outside mtgs; travel reimbursement; hosting events/mtgs.									
PROFESSIONAL SERVICES									
30-60 DUES	7,784.00	8,339.39	8,010.00	8,199.38	102.4%	\$ 8,200	\$ 8,200	\$190	Increase in MMA dues
MMA dues; BACTS dues									
TOWN COUNCIL	30,890.00	29,488.83	29,717.00	26,958.30	90.7%	\$ 30,308	\$ 30,308	\$591	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
01-10 GENERAL GOVT / MUNICIPAL BUILDING					91.8%	As of May 4	June 5, 2017		
SUPPLIES									
10-01 OFFICE	2,400.00	801.47	1,600.00	543.90	34.0%	\$ 1,400	\$ 1,400	(\$200)	
Cleaning supplies, paper products.									
UTILITIES									
15-01 TELEPHONE	945.00	732.32	1,045.00	694.60	66.5%	\$ 840	\$ 840	(\$205)	
Dedicated phone line required for elevator.									
15-05 ELECTRICITY	39,000.00	50,109.41	46,000.00	45,517.66	99.0%	\$ 51,451	\$ 51,451	\$5,451	Verification ongoing
15-10 FUEL	15,972.00	17,974.40	16,439.00	15,094.41	91.8%	\$ 17,192	\$ 15,575	(\$864)	Based on contracted pricing and 4-yr average usage.
Est. based on 9,000 gallons avg. usage past 4 years, at \$1.699/gallon.									
15-15 WATER	3,900.00	3,895.84	3,900.00	3,895.84	99.9%	\$ 3,900	\$ 3,900	\$0	
15-20 SEWER	0.00	164.64	1,168.00	1,363.60	116.7%	\$ 1,686	\$ 1,686	\$518	
MAINTENANCE/REPAIRS									
20-10 EQUIP. SERVICE CONTRACTS	5,500.00	3,211.53	5,531.00	4,113.70	74.4%	\$ 5,713	\$ 5,713	\$182	
Annual elevator inspection fee (\$115); Maine Fire Protections Annual Insp. Fee (\$600); Elevator Maintenance (\$198.35x12); Mechanical Svcs. Annual Contract (\$2,618).									
20-35 BUILDING MAINTENANCE	18,790.00	19,828.62	19,878.00	14,435.57	72.6%	\$ 23,014	\$ 23,014	\$3,136	Adds for service calls (\$2000), repair/replace lobby entrance mat.
Pest Control (\$78x12); Cleaning Svc. (\$800x12); HVAC (\$500x12); Backflow inspections (\$150); Flag replacements (\$300); Boiler licensing (240); Floor strip/wax (\$1,600); Fire alarm test/cleaning (\$728); Pest-spring service (\$360); bldg maintenance.									
MUNICIPAL BUILDING	86,507.00	96,718.23	95,561.00	85,659.28	89.6%	\$ 105,196	\$ 103,579	\$8,018	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
01-15 GENERAL GOVT / TAX COLLECTOR					91.8%	As of June 1	June 5, 2017		
PROFESSIONAL SERVICES									
30-15 COMPUTER SERVICE	3,200.00	1,536.62	3,200.00	3,029.79	94.7%	\$ 3,432	\$ 3,432	\$232	
Annual Trio software cost (\$362); Annual Tax Billing (\$1,410); Postage - tax bills (\$1,260); Postage - foreclosure notices (\$400)									
30-40 LIENS/TRANSFERS	2,800.00	4,503.00	4,150.00	4,415.78	106.4%	\$ 4,350	\$ 4,500	\$350	
TAX COLLECTOR	6,000.00	6,039.62	7,350.00	7,445.57	101.3%	\$ 7,782	\$ 7,932	\$582	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
01-20 GENERAL GOVT / ELECTIONS					91.8%	As of May 22	June 5, 2017		
COMPENSATION									
01-05 WAGES	2,500.00	1,391.32	2,505.00	899.25	35.9%	\$ 3,200	\$ 3,200	\$695	Reflects min. wage increase. Impact of Ranked Choice Voting (reserve).
SUPPLIES									
10-01 OFFICE	250.00	72.00	250.00	205.44	82.2%	\$ 250	\$ 250	\$0	Voter reg. cards, municipal absentee envelopes, misc.
10-05 POSTAGE/SHIPPING	200.00	40.75	200.00	6.65	3.3%	\$ 200	\$ 200	\$0	Mailing notices to voters, absentee ballots.
10-10 GENERAL EXP	2,079.00	1,959.00	2,079.00	1,959.00	94.2%	\$ 2,079	\$ 2,079	\$0	Lease on 3 tabulators
10-20 SUPPLIES/MATERIALS	3,300.00	2,360.48	4,180.00	3,469.75	83.0%	\$ 5,375	\$ 5,375	\$1,195	Referendum/District ballots (Absentee and Regular); Sample ballots, test ballots, media sticks, shipping/freight.
Tabulator base price for 4 or more, \$1,480.00, Ballot "price Per" \$1,268.70, Ballot faces \$55.20; Media sticks \$55.25 Shipping \$760.00, freight \$60.00. Cost of November 2016 referendum ballot est. \$500.									
PROFESSIONAL SERVICES									
30-01 ADVERTISING	200.00	200.00	300.00	150.00	50.0%	\$ 380	\$ 380	\$80	Ads related to elections. Adjusted to cover 2 elections.
ELECTIONS	8,529.00	6,023.55	9,514.00	6,690.09	70.3%	\$ 11,484	\$ 11,484	\$1,970	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
01-25 GENERAL GOVT / ASSESSOR/PLANNING/CEO					91.8%	As of May 1	June 5, 2017		
COMPENSATION									
01-01 SALARIES	113,328.00	113,534.53	183,442.00	162,869.46	88.8%	\$ 190,679	\$ 190,679	\$7,237	
01-05 WAGES	3,000.00	875.00	4,200.00	3,995.00	95.1%	\$ -	\$ -	(\$4,200)	Moved PT scanning to GIS/IT.
Scanning/indexing									
01-25 VEHICLE EXPENSES	2,000.00	1,070.00	2,000.00	794.74	39.7%	\$ 2,250	\$ 2,250	\$250	
INSURANCE									
05-01 FICA/MEDI	8,669.00	8,707.85	14,033.00	12,575.24	89.6%	\$ 14,587	\$ 14,587	\$554	
05-05 MSRS/ICMA-ER	9,520.00	10,022.13	16,307.00	17,302.71	106.1%	\$ 16,970	\$ 16,970	\$663	
05-10 WORKER'S COMPENSATION	1,400.00	1,708.52	1,723.00	1,225.96	71.2%	\$ 1,740	\$ 1,740	\$17	
05-15 HEALTH	14,236.00	14,387.60	30,368.00	33,080.19	108.9%	\$ 34,012	\$ 34,012	\$3,644	
05-20 LIFE	266.00	226.08	266.00	320.28	120.4%	\$ 342	\$ 342	\$76	
05-25 DENTAL	300.00	300.00	450.00	412.50	91.7%	\$ 464	\$ 464	\$14	
SUPPLIES									
10-01 OFFICE	2,500.00	2,650.07	2,500.00	1,982.88	79.3%	\$ 2,750	\$ 2,750	\$250	
Supplies for Code, GIS/IT, Planning, Econ Dev, Ambulance billing									
10-05 POSTAGE/SHIPPING	2,500.00	635.33	1,250.00	222.95	17.8%	\$ 1,850	\$ 1,850	\$600	Add \$300 to offset GIS/IT reduction
Mailings and notifications for PB activities; postage for Code, Ambulance, Econ Dev and GIS/IT.									
10-15 BOOKS/PUBLICATIONS	750.00	964.15	950.00	999.15	105.2%	\$ 1,600	\$ 1,600	\$650	
Resource materials. Reduced to offset increase in DPW books budget. Marshall & Swift pricing manuals (assessing).									
UTILITIES									
15-01 TELEPHONE	1,200.00	1,200.00	1,200.00	1000.00	83.3%	\$ 1,200	\$ 1,200	\$0	
Phone for Assessor, Admin Asst, Planner, CEO, GIS/IT.									
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	6,025.00	5,692.52	4,725.00	4,927.15	104.3%	\$ 5,699	\$ 5,699	\$974	Trio increase to add Code; equipment maintenance.
Trio licensing for Assessing, GIS/IT, Admin.									
PROFESSIONAL SERVICES									
30-01 ADS			0.00	0.00		\$ -	\$ -	\$0	Econ dev ads moved from Econ dev budget.
30-60 DUES	350.00	256.00	350.00	322.00	92.0%	\$ 1,273	\$ 1,273	\$923	Add APA/AICP.
Maine Chapter Int'l Assn Assessing									

Officers									
30-80 TRAINING/TRAVEL	1,000.00	1,015.82	1,200.00	1131.32	94.3%	\$ 3,370	\$ 3,370	\$2,170	
Maine certification & education									
30-85 ZONING	4,800.00	1,208.10	3,200.00	2,099.85	65.6%	\$ 3,200	\$ 3,200	\$0	
Public hearing costs, notices, plan review									
LEGAL									
35-01 LEGAL	6,000.00	4,829.58	6,000.00	1,464.76	24.4%	\$ 3,500	\$ 3,500	(\$2,500)	
Legal review of deeds/agreements/contracts and ordinances. Also covers CEO/Bldg Inspector legal.									
ASSESSOR/PLANNING/CEO	177,844.00	169,283.28	274,164.00	246,726.14	90.0%	\$ 285,486	\$ 285,487	\$11,323	

Hampden Proposed FY18 Budget									
	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
Dept/Div: 01-30 GENERAL GOVT / ECONOMIC DEV					91.8%	As of May 1	June 5, 2017		
PROFESSIONAL SERVICES									
30-01 ADVERTISING	2,000.00	2,000.00	2,000.00	937.36	46.9%	\$ 3,500	\$ 3,500	\$1,500	
Economic development related advertising / marketing									
30-60 DUES	250.00	0.00	250.00	330.00	132.0%	\$ -	\$ -	(\$250)	
Dues for economic development related training									
ECONOMIC DEV	2,250.00	2,000.00	2,250.00	1,267.36	56.3%	\$ 3,500	\$ 3,500	\$1,250	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
05-01 PUBLIC SAFETY / POLICE					91.8%	As of May 22	June 5, 2017		
COMPENSATION									
01-05 WAGES	687,962.00	669,716.54	677,348.00	630,050.23	93.0%	\$ 724,635	\$ 724,635	\$47,287	Level staffing
01-15 CLOTHING ALLOWANCE	5,000.00	1,958.45	5,000.00	2,663.22	53.3%	\$ 5,000	\$ 5,000	\$0	
INSURANCE									
05-01 FICA/MEDI	52,630.00	50,504.90	51,818.00	47,564.13	91.8%	\$ 55,435	\$ 55,435	\$3,617	
05-05 MSRS/ICMA-ER	65,880.00	79,406.27	75,508.00	83,694.79	110.8%	\$ 83,993	\$ 87,833	\$12,325	
05-10 WORKER'S COMPENSATION	14,000.00	12,314.45	14,140.00	9,784.16	69.2%	\$ 14,281	\$ 14,281	\$141	
05-15 HEALTH	104,375.00	109,920.13	115,694.00	108,144.38	93.5%	\$ 133,783	\$ 133,783	\$18,089	
05-20 LIFE	1,400.00	1,130.40	1,131.00	1036.20	91.6%	\$ 1,140	\$ 1,140	\$9	
05-25 DENTAL	900.00	900.00	900.00	825.00	91.7%	\$ 1,082	\$ 1,082	\$182	
SUPPLIES									
10-20 SUPPLIES/MATERIALS	7,500.00	7,714.83	8,000.00	9,438.02	118.0%	\$ 8,000	\$ 8,000	\$0	
Ammunition for firearms and tasers for qualifications for all sworn personnel, repair of equipment, bullet resistant vests, and consumable supplies									
10-25 FUEL/GAS/OIL/LUBE	27,000.00	16,517.78	25,000.00	12,885.71	51.5%	\$ 18,000	\$ 18,000	(\$7,000)	Fuel and reg. oil changes
UTILITIES									
15-01 TELEPHONE	2,800.00	3,365.67	4,000.00	3,175.36	79.4%	\$ 4,000	\$ 4,000	\$0	Telephone, 3 cell phones
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	47,000.00	47,000.00	1,000.00	0.00	0.0%	\$ 1,365	\$ 1,365	\$365	Rifle (\$865) & mount (\$500)
20-05 EQUIPMENT MAINTENANCE						\$ 1,000	\$ 1,000	\$1,000	
20-20 COMM.MAINT.	1,500.00	689.52	1,500.00	256.50	17.1%	\$ 1,500	\$ 1,500	\$0	
Maintenance and reprogramming costs for portable and mobile radios									
20-25 VEHICLE MAINTENANCE	13,500.00	18,918.72	16,000.00	12,277.68	76.7%	\$ 16,000	\$ 16,000	\$0	
PROFESSIONAL SERVICES									
30-50 PET CONTROL	8,000.00	9,959.51	9,000.00	7,284.07	80.9%	\$ 12,000	\$ 12,000	\$3,000	
Bangor Humane Society (\$1.35 per capita)									
30-80 TRAINING/TRAVEL	8,000.00	6,956.93	8,000.00	5,867.11	73.3%	\$ 8,000	\$ 8,000	\$0	
Basic and specialized training for 10 full-time officers and tuition reimb.									
PUBLIC SAFETY / POLICE	1,047,447.00	1,036,974.10	1,014,039.00	934,946.56	92.2%	\$ 1,089,214	\$ 1,093,054	\$79,015	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
05-05 PUBLIC SAFETY / FIRE DEPT.					91.8%	As of May 22	June 5, 2017		
COMPENSATION									
01-05 WAGES	603,984.00	592,450.18	597,385.00	557,798.18	93.4%	\$ 661,075	\$ 706,495	\$109,110	Adds one firefighter
01-10 CALL WAGES	30,000.00	3,526.49	15,000.00	14,624.52	97.5%	\$ 12,000	\$ 12,000	(\$3,000)	
01-15 CLOTHING ALLOWANCE	4,000.00	2,938.83	4,000.00	3,291.75	82.3%	\$ 4,000	\$ 4,000	\$0	
INSURANCE									
05-01 FICA/MEDI	48,500.00	44,291.69	46,500.00	41,876.79	90.1%	\$ 50,572	\$ 54,047	\$7,547	
05-05 MSRS/ICMA-ER	68,854.00	65,413.41	68,101.00	75,008.53	110.1%	\$ 82,316	\$ 92,760	\$24,659	
05-10 WORKER'S COMPENSATION	32,000.00	23,728.37	32,320.00	21,646.93	67.0%	\$ 32,643	\$ 32,643	\$323	
05-15 HEALTH	98,592.00	109,210.47	126,308.00	129,108.16	102.2%	\$ 141,416	\$ 157,852	\$31,544	
05-20 LIFE	1,500.00	1,111.56	1,131.00	1045.62	92.5%	\$ 1,140	\$ 1,140	\$9	
05-25 DENTAL	900.00	750.00	900.00	762.50	84.7%	\$ 773	\$ 927	\$27	
SUPPLIES									
10-15 BOOKS/PUBS						\$ 2,000	\$ 2,000	\$2,000	
10-20 SUPPLIES/MATERIALS	4,000.00	2,751.00	4,000.00	2,166.60	54.2%	\$ 4,000	\$ 4,000	\$0	
This account funds items that are not specifically budgeted for in other line items. The most expensive items purchased under this account is Class A foam at \$80 per 5 gallons. This expenditure is determined by the number of fires we respond to.									
10-25 FUEL/GAS/OIL/LUBE	13,000.00	6,461.06	9,000.00	6,260.41	69.6%	\$ 9,000	\$ 9,000	\$0	
10-30 EMS SUPPLIES	12,000.00	11,471.44	13,000.00	13,042.70	100.3%	\$ 13,000	\$ 13,000	\$0	
This account funds expendable medical supplies, bandages, gauze, oxygen, braces, etc.									
UTILITIES									
15-01 TELEPHONE	2,600.00	2,013.84	2,600.00	2,974.33	114.4%	\$ 2,800	\$ 2,800	\$200	
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	600.00	450.00	4,560.00	2,746.00	60.2%	\$ 1,500	\$ 1,500	(\$3,060)	
Hose Replacement (2 @ \$550 each); laser level (plumbing insp.) \$400.									
20-05 EQUIP.MAINT.	5,000.00	3,775.95	5,000.00	2,091.34	41.8%	\$ 5,000	\$ 5,000	\$0	
Maintenance expense for equipment including pumps, SCBA's and turnout gear									
20-20 COMM.MAINT.	2,000.00	2,521.04	2,000.00	1,308.00	65.4%	\$ 2,000	\$ 2,000	\$0	
Repair of mobile and portable radios									
20-25 VEHICLE MAINTENANCE	7,000.00	12,411.50	12,000.00	10,221.84	85.2%	\$ 13,000	\$ 13,000	\$1,000	

20-40 STATION #1 Cleaning and janitorial supplies and equipment	4,800.00	4,680.54	4,800.00	2,881.24	60.0%	\$ 4,800	\$ 4,800	\$0	
EQUIPMENT									
25-01 ALS						\$ 2,000	\$ 2,000	\$2,000	<i>Airway monitor, IV arm, I.O. leg</i>
25-05 SAFETY This line item funds the purchase of firefighter turnout gear. Each set costs approximately \$2000 and has a usable life span of ten years. The remaining money will be used to replace aging gear.	6,000.00	1,063.80	6,000.00	5,655.25	94.3%	\$ 6,000	\$ 6,000	\$0	
PROFESSIONAL SERVICES									
30-20 CONTRACTED SERVICES			0.00			\$ 9,750	\$ 9,750	\$9,750	<i>Medical Director (\$1000), assists with training, previously done by volunteer; Ambulance Billing (7000 x \$12.50 = \$8750)</i>
30-37 LICENSE FEES	1,500.00	232.00	1,500.00	150.00	10.0%	\$ 1,500	\$ 1,500	\$0	
30-55 PREVENT/ED						\$ 500	\$ 500	\$500	
30-80 TRAINING/TRAVEL Training expenses, publications (code books=\$2000, confined space rescue training=\$2000)	6,500.00	10,838.41	10,500.00	7,026.49	66.9%	\$ 8,500	\$ 8,500	(\$2,000)	
PUBLIC SAFETY / FIRE DEPT.	953,330.00	902,091.58	966,605.00	901,687.18	93.3%	\$ 1,071,285	\$ 1,147,215	\$180,610	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
05-10 PUBLIC SAFETY / PUBLIC SAFETY					91.8%	As of May 22	June 5, 2017		
COMPENSATION									
01-01 SALARIES	125,240.00	126,076.60	131,121.00	119,451.35	91.1%	\$ 134,121	\$ 134,121	\$3,000	
INSURANCE									
05-01 FICA/MEDI	9,581.00	9,458.66	10,031.00	9,071.02	90.4%	\$ 10,260	\$ 10,260	\$229	
05-05 MSRS/ICMA-ER	14,720.00	14,102.37	15,851.00	15,179.69	95.8%	\$ 15,705	\$ 15,705	(\$146)	
05-10 WORKER'S COMPENSATION	1,800.00	1,520.08	1,818.00	1,247.71	68.6%	\$ 1,836	\$ 1,836	\$18	
05-15 HEALTH	20,429.00	20,647.81	22,529.00	20,868.33	92.6%	\$ 25,224	\$ 25,224	\$2,695	
05-20 LIFE	266.00	226.08	227.00	207.24	91.3%	\$ 227	\$ 227	\$0	
05-25 DENTAL	300.00	175.00	300.00	137.50	45.8%	\$ 309	\$ 309	\$9	
SUPPLIES									
10-01 OFFICE	3,500.00	2,759.27	3,500.00	1,637.25	46.8%	\$ 3,300	\$ 3,300	(\$200)	
Office supplies, copy paper, office equipment maintenance									
10-05 POSTAGE/SHIPPING	1,000.00	363.51	1,000.00	315.08	31.5%	\$ 800	\$ 800	(\$200)	
10-30 EMS SUPPLIES	3,000.00	699.50	3,000.00	644.50	21.5%	\$ 3,000	\$ 3,000	\$0	
Expenses associated with HepB and TB vaccinations, pulmonary function exams, fitness for duty exams, etc.									
MAINT/REPAIR									
20-01 EQUIP. REPLACE						\$ 800	\$ 800	\$800	Shredder replacement.
EQUIPMENT									
25-10 RENTAL	2,000.00	1,054.65	2,000.00	120.19	6.0%	\$ 1,200	\$ 1,200	(\$800)	
Connections for mobile computers									
PROFESSIONAL SERVICES									
30-65 RECRUITMENT EXPENSES	4,000.00	1,617.10	4,000.00	2,512.10	62.8%	\$ 4,000	\$ 4,000	\$0	
Expenses associated with recruiting and promoting police/fire personnel, ie.advertising, medical, polygraph, psychological, drug testing.									
30-80 TRAINING/TRAVEL	2,000.00	1,786.18	2,000.00	1,718.72	85.9%	\$ 2,000	\$ 2,000	\$0	
Travel, training, mileage, meals, professional association fees.									
PUBLIC SAFETY	187,836.00	180,486.81	197,377.00	173,110.68	87.7%	\$ 202,782	\$ 202,783	\$5,406	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
06-06 Non-Department Utilities / Utilities					91.8%	As of June 5	June 5, 2017		
INSURANCE									
05-15 HEALTH	75,000.00	75,000.00	75,000.00	75,000.00	100.0%	\$ 75,000	\$ 81,500	\$6,500	Based on changes to MMEHT voted May 31, 2017, to take effect 1/1/18.
UTILITIES									
15-05 ELECTRICITY	52,000.00	57,026.84	54,000.00	53,315.47	98.7%	\$ 60,479	\$ 60,104	\$6,104	Annualized FY17 expenses YTD. Adds costs for lighting on Chickadee Lane and Constitution Ave extension.
MAINTENANCE/REPAIRS									
20-30 STREET LIGHT MAINTENANCE	2,500.00	748.00	1,500.00	2,088.64	139.2%	\$ 2,306	\$ 2,306	\$806	Annualized FY17 expenses YTD
PROFESSIONAL SERVICES									
30-35 HYDRANT RENT	413,000.00	413,391.80	413,595.00	414,360.84	100.2%	\$ 414,362	\$ 414,362	\$767	Updated expense projections based on FY17 billing
Non-Department Utilities	542,500.00	546,166.64	544,095.00	544,764.95	100.1%	\$ 552,147	\$ 558,272	\$14,177	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
10-01 PUBLIC WORKS / HIGHWAY					91.8%	As of June 5	June 5, 2017		
COMPENSATION									
01-05 WAGES	567,173.00	500,860.80	550,799.00	444,738.01	80.7%	\$ 677,995	\$ 555,480	\$4,681	Level staffing
01-15 CLOTHING ALLOWANCE	6,500.00	7,833.70	6,420.00	6,441.21	100.3%	\$ 8,450	\$ 8,450	\$2,030	
01-25 VEHICLE EXPENSES	4,000.00	2,445.81	3,500.00	1,718.99	49.1%	\$ 2,200	\$ 2,200	(\$1,300)	
INSURANCE									
05-01 FICA/MEDI	43,389.00	38,090.34	42,136.00	33,483.74	79.5%	\$ 51,867	\$ 42,494	\$358	
05-05 MSRS/ICMA-ER	47,642.00	49,729.77	47,121.00	46,249.22	98.1%	\$ 58,203	\$ 47,405	\$284	
05-10 WORKER'S COMPENSATION	35,000.00	24,504.60	35,350.00	23,441.36	66.3%	\$ 35,704	\$ 35,704	\$354	
05-15 HEALTH	127,850.00	129,122.65	125,766.00	127,870.31	101.7%	\$ 169,420	\$ 127,760	\$1,994	
05-20 LIFE	1,463.00	1,117.14	1,463.00	1,051.72	71.9%	\$ 1,200	\$ 1,200	(\$263)	
05-25 DENTAL	750.00	625.00	713.00	750.00	105.2%	\$ 1,391	\$ 927	\$214	
SUPPLIES									
10-01 OFFICE	700.00	747.67	700.00	626.65	89.5%	\$ 700	\$ 700	\$0	
Supplies for DPW office.									
10-05 POSTAGE/SHIPPING	300.00	0.49	200.00	0.00	0.0%	\$ 2,000	\$ 2,000	\$1,800	
Postage for road closures, etc.									
10-15 BOOKS/PUBLICATIONS	0.00	0.00	500.00	35.00	7.0%	\$ 500	\$ 500	\$0	
Maine Standards of Construction. Other reference books.									
10-17 TREE PLANT/REMOVAL	2,500.00	2,570.00	3,000.00	1,300.00	43.3%	\$ 3,500	\$ 3,500	\$500	
Tree service by outside contractors, various locations.									
10-20 SUPPLIES/MATERIALS	3,000.00	5,290.82	7,875.00	7,536.86	95.7%	\$ 3,400	\$ 3,400	(\$4,475)	
Hand tools, power tools, cleaning supplies, trash bags, Confined Space Rescue Retrieval Device (CS Entry Tripod), harness, etc.									
10-25 FUEL/GAS/OIL/LUBE	73,000.00	51,707.78	60,000.00	43,247.02	72.1%	\$ 51,675	\$ 51,675	(\$8,325)	
Fuel, gas, oil, transmission fluid, hydraulic fluid, antifreeze, grease etc.									
10-40 SALT	69,000.00	69,023.85	67,428.00	86,945.57	128.9%	\$ 88,200	\$ 88,200	\$20,772	
1200 tons at \$56.19/ton									
10-50 TAR PATCHING	3,000.00	1,964.50	3,000.00	5,591.77	186.4%	\$ 8,000	\$ 8,000	\$5,000	
Asphalt paving patch for potholes, trench repair for utility replacement.									
10-55 STREET SIGNS	3,000.00	2,114.14	2,500.00	873.93	35.0%	\$ 3,500	\$ 3,500	\$1,000	Does not include Town Center banner proposal. See Capital Program.
Regulatory signage (stop/yield/speed etc), street signs, misc. road signs and hardware.									

10-60 CALCIUM CHLORIDE Snow/ice removal, dust control (gravel roads), fertilizer for ditches	2,900.00	0.00	2,000.00	23.98	1.2%	\$ 2,000	\$ 2,000	\$0	
10-65 STEEL PLOWS Cutting edges - trucks and equipment, bed chains, plow bolts/misc. parts, teeth for digging bucket, plow hydraulic cylinder seal kits, etc.	22,500.00	10,376.57	22,500.00	18,076.64	80.3%	\$ 22,500	\$ 22,500	\$0	
10-70 RESURFACING ROADS	75,000.00	39,649.65	300,350.35	57,756.67	19.2%	\$ 366,000	\$ 366,000	\$65,650	Based on 10-year rotation (1.5" overlay); \$60k/mile for 61 miles.
10-85 MEMORIAL DAY Memorial Day flowers, wreaths, flags etc.	0.00	0.00	700.00	0.00	0.0%	\$ 700	\$ -	(\$700)	Transferred cost to Buildings and Grounds.
UTILITIES									
15-01 TELEPHONE Office phone, office TDS, office OTT, cell phones, GPS in trucks - units and cell service, pager service (quarterly critical alert test).	4,000.00	7,794.70	7,936.00	6,573.53	82.8%	\$ 9,160	\$ 9,160	\$1,224	
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT TBD based on vehicle replacement plan.	0.00	0.00	6,200.00	6,200.00	100.0%	\$ -	\$ 32,560	\$26,360	Initial payment to finance replacement plow truck
20-05 EQUIP.MAINT. Maintenance and repair, all DPW vehicles and equipment	62,000.00	75,398.55	75,000.00	63,454.71	84.6%	\$ 65,000	\$ 65,000	(\$10,000)	
20-15 COPIER Maintenance on DPW copier	0.00	0.00	300.00	0.00	0.0%	\$ 300	\$ 300	\$0	
20-26 TIRES Tires: Grader, 1-tons (2), 1 1/2 tons (3), plow trucks (5); 4 each: Backhoe, Loader, JD 5101, Trailers (2); tire chains. As needed/as supported by budget.	0.00	0.00	12,000.00	9,058.12	75.5%	\$ 12,200	\$ 12,200	\$200	
20-55 MOWER REPAIRS Misc. flail blades, parts and bolts.	0.00	0.00	400.00	0.00	0.0%	\$ 2,000	\$ 2,000	\$1,600	
EQUIPMENT									
25-05 SAFETY Safety vests, safety glasses, hearing protection, hard hats, sign bases, signage, gloves.	1,600.00	1,732.75	2,950.00	2,517.45	85.3%	\$ 2,950	\$ 2,950	\$0	
25-10 EQUIPMENT RENTAL						\$ 8,000	\$ 8,000	\$8,000	Excavator for ditching
PROFESSIONAL SERVICES									

30-01 ADVERTISING						\$ 2,800	\$ 2,800	\$2,800	<i>DPW public bid and personnel ads paid from Admin in FY17</i>
30-20 CONTRACTED SERVICES AND EQUIP.	0.00	0.00	5,000.00	1,334.28	26.7%	\$ 60,800	\$ 46,800	\$41,800	<i>Adds \$40k for contracted engineering. Cost to contract out plowing for Skehan Center moved to 20-07.</i>
Street sweeping (\$4,200), hang holiday decorations/lights (\$800)									
30-21 DRUG/ALCOHOL SCREENING	0.00	0.00	800.00	501.00	62.6%	\$ 843	\$ 843	\$43	
Drug and alcohol tests; MDOT required AHS random screening mgmt.									
30-76 SIDEWALK/STREET PAINTING	0.00	0.00	4,000.00	3890.00	97.3%	\$ 13,500	\$ 13,500	\$9,500	
Crosswalk striping (\$4,000). Includes center line striping (\$9,500), now on a 2-year cycle.									
30-80 TRAINING/TRAVEL	1,200.00	2,575.48	4,600.00	1,838.73	40.0%	\$ 5,000	\$ 5,000	\$400	
Snow Conference (\$2000), memberships (MBTA, NEWEA, APWA), Chainsaw Safety, SPCC, Work Zone Safety, Bloodborne Pathogen, Fire Extinguisher, Hearing Conservation, LOTO, Sexual Harassment, Haz Com, Emergency Action Plans, PPE, Dig Safe, Trenching & Excavation									
PUBLIC WORKS / HIGHWAY	1,157,467.00	1,025,276.76	1,403,207.35	1,003,126.47	71.5%	\$ 1,741,658	\$ 1,574,708	\$171,500	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
10-05 PUBLIC WORKS / GARAGE					91.8%	As of May 1	June 5, 2017		
SUPPLIES									
10-10 GENERAL EXP	0.00	0.00	960.00	862.90	89.9%	\$ 960	\$ 960	\$0	
Water service for garage; \$80/month.									
10-20 SUPPLIES/MATERIALS	0.00	0.00	4,830.00	10,779.18	223.2%	\$ 11,000	\$ 11,000	\$6,170	
Shop supplies, tools; replace 4 hydraulic floor jacks; computer for truck analysis; welding fuel/O2; software for laptop; paper towels, rags etc.									
10-25 FUEL/GAS/OIL/LUBE	0.00	0.00	850.00	1,653.10	194.5%	\$ 1,650	\$ 1,650	\$800	
Misc. shop fluids, lubricants									
UTILITIES									
15-05 ELECTRICITY	5,976.00	5,390.56	5,900.00	4,942.66	83.8%	\$ 5,900	\$ 5,900	\$0	Verification ongoing
Garage electricity									
15-10 FUEL	8,750.00	6,795.59	8,750.00	7,099.05	81.1%	\$ 8,775	\$ 8,775	\$25	
Propane for garage heat. 7000 gallons @ \$1.25/gallon.									
MAINTENANCE/REPAIRS									
20-05 EQUIP.MAINT.	0.00	0.00	400.00	416.96	104.2%	\$ 500	\$ 500	\$100	
Rebuild bottle jacks.									
20-35 BUILDING MAINTENANCE	11,000.00	8,221.30	12,400.00	10,512.76	84.8%	\$ 21,300	\$ 21,300	\$8,900	
Office addition (storage/office space); flush floor drain piping; flush floor tanks; air dryer replacement for compactor.									
PUBLIC WORKS / GARAGE	25,726.00	20,407.45	34,090.00	36,266.61	106.4%	\$ 50,085	\$ 50,085	\$15,995	

Hampden Proposed FY18 Budget									
	Expense					FY18	FY18	Change	
	2016	2016	2017	2017	2017	Town Mgr	Town Council	FY17 to FY18	Notes
	Budget	Actual	Budget	YTD	YTD % 6/1				
Dept/Div: 10-10 PUBLIC WORKS / STORMWATER					91.8%	As of June 5	June 5, 2017		
STORMWATER									
22-01 MAINT/REPAIR	5,000.00	4,709.68	8,280.00	908.70	11.0%	\$ 26,890	\$ 39,815	\$31,535	<i>Culverts/pipes: Misc. driveway repairs, Patterson property; Coolidge; Hopkins; Canoe Club; Coldbrook Road; Cottage Street (moved from Street/Road reserve).</i>
Culverts/pipes; precast concrete catch basins (6 @ \$500 each); castings - frames/grates (8 @ \$320 to \$380 each); flowable fill (75 yards); crushed stone for backfill (200 yds).									
22-05 COMPLIANCE DOCUMENTATION	4,000.00	5,721.94	12,850.00	12,895.19	100.4%	\$ 24,750	\$ 24,750	\$11,900	
DEP compliance consultant; BASWG membership; IDDE testing.									
22-10 SUPPLIES/GEN'L	0.00	0.00	800.00	121.15	15.1%	\$ 1,500	\$ 1,500	\$700	
IDDE testing supplies; iPad for field inspections									
22-20 CONTRACTED SERVICES	0.00	0.00	100,000.00	56,893.94	56.9%	\$ 17,080	\$ 4,080	(\$95,920)	<i>Reduced by \$13k because North Road culvert to be complete in FY17.</i>
Clean catch basins (60 @ \$68/each); repairs to storm sewer system (North Road culvert in-house cost offset) (\$13,000).									
PROFESSIONAL SERVICES									
30-80 TRAINING/TRAVEL	1,000.00	41.77	1,500.00	103.30	6.9%	\$ 2,200	\$ 2,200	\$700	
Stormwater pollution training									
PUBLIC WORKS	10,000.00	10,473.39	123,430.00	70,922.28	57.5%	\$ 72,420	\$ 72,345	(\$51,085)	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
15-10 SOLID WASTE / SOLID WASTE					91.8%	As of June 3	June 5, 2017		
COMPENSATION									
01-05 WAGES	66,491.00	59,328.10	67,117.00	73,842.39	110.0%	\$ 66,953	\$ 66,953	(\$164)	Overspending YTD because of addition of 3rd staff member on demo weekends; and payment of OT.
01-15 CLOTHING ALLOWANCE	1,200.00	1,201.15	1,520.00	1,433.39	94.3%	\$ 1,580	\$ 1,580	\$60	
INSURANCE									
05-01 FICA/MEDI	5,087.00	4,435.83	5,134.00	5,289.95	103.0%	\$ 5,122	\$ 5,122	(\$12)	
05-05 MSRS/ICMA-ER	5,585.00	5,893.17	5,993.00	6,269.15	104.6%	\$ 5,983	\$ 6,049	\$56	
05-10 WORKER'S COMPENSATION	4,000.00	2,727.50	4,040.00	2,667.17	66.0%	\$ 4,080	\$ 4,080	\$40	
05-15 HEALTH	20,429.00	20,647.81	22,522.00	20,868.33	92.7%	\$ 25,224	\$ 25,224	\$2,702	
05-20 LIFE	267.00	226.08	267.00	207.24	77.6%	\$ 227	\$ 227	(\$40)	
05-25 DENTAL	0.00	0.00	150.00	0.00	0.0%	\$ 155	\$ 155	\$5	
SUPPLIES									
10-20 SUPPLIES/MATERIALS	1,000.00	3,614.57	2,730.00	1,693.02	62.0%	\$ 13,320	\$ 3,820	\$1,090	Earlier draft carried costs of transfer station decals compatible with automatic gate. This was removed.
Transfer station decals; transfer station signage; misc. hand tools; speedi-dry; compost bins.									
UTILITIES									
15-05 ELECTRICITY	2,825.00	2,158.41	2,675.00	2,197.71	82.2%	\$ 2,600	\$ 2,600	(\$75)	
EQUIPMENT									
20-05 MAINTENANCE			0.00	117.37		\$ -	\$ -	\$0	
25-10 RENTAL	500.00	0.00	1,000.00	0.00	0.0%	\$ -	\$ -	(\$1,000)	Cost put in professional services
Casella rental equipment - ash containers.									
PROFESSIONAL SERVICES									
30-37 LICENSE FEES	0.00	0.00	1,880.00	512.00	27.2%	\$ 5,704	\$ 5,704	\$3,824	Added MRC quarterly dues (paid out of PERC revenues in prior years).
Annual DEP license fee; permit modification.									
30-53 SOLID WASTE REMOVAL (PERC)	245,000.00	252,230.60	245,000.00	218,137.65	89.0%	\$ 255,000	\$ 255,000	\$10,000	Increased to match FY16 costs; and to haul brush. Tip fees to increase 4th quarter of FY18.
Hauling; tipping fees; recycling; ash tesing; C&D disposal; etc.									
SOLID WASTE	352,384.00	352,463.22	360,028.00	333,235.37	92.6%	\$ 385,948	\$ 376,514	\$16,486	

Hampden Proposed FY18 Budget									
Dept/Div	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
20-01 RECREATION/CULTURE / PARKS/REC					91.8%	As of June 1	June 5, 2017		
COMPENSATION									
01-05 WAGES	92,726.00	95,570.51	96,218.00	86,378.29	89.8%	\$ 127,347	\$ 127,347	\$31,129	Adds 3rd FT Rec staff (@\$15/hr) in place of current 12-hr position.
INSURANCE									
05-01 FICA/MEDI	7,094.00	6,985.26	7,361.00	6,334.58	86.1%	\$ 9,742	\$ 9,742	\$2,381	
05-05 MSRS/ICMA-ER	8,252.00	8,625.51	8,344.00	8,813.15	105.6%	\$ 11,117	\$ 11,117	\$2,773	
05-10 WORKER'S COMPENSATION	2,200.00	1,374.44	2,222.00	1,446.56	65.1%	\$ 2,244	\$ 2,244	\$22	
05-15 HEALTH	20,429.00	20,647.81	22,522.00	20,868.33	92.7%	\$ 41,660	\$ 41,660	\$19,138	
05-20 LIFE	266.00	226.08	266.00	207.24	77.9%	\$ 341	\$ 341	\$75	
05-25 DENTAL	150.00	150.00	150.00	137.50	91.7%	\$ 309	\$ 309	\$159	
RECREATION	131,117.00	133,579.61	137,083.00	124,185.65	90.6%	\$ 192,760	\$ 192,761	\$55,678	

Hampden Proposed FY18 Budget										
Expense										
		2016	2016	2017	2017	2017	FY18	FY18	Change	
		Budget	Actual	Budget	YTD	YTD % 6/1	Town Mgr	Town Council	FY17 to FY18	Notes
Dept/Div: 20-05 RECREATION/CULTURE / RECREATION PROGRAMMING						91.8%	As of June 1	June 5, 2017		
COMPENSATION										
01-01 SALARIES										
				0.00			\$ -	\$ -	\$0	
01-05 WAGES		0.00	92,602.93	109,978.00	77,216.85	70.2%	\$ 117,398	\$ 117,398	\$7,420	Increase due to min. wage.
INSURANCE										
05-01 FICA/MEDI		0.00	7,146.77	8,413.00	5,916.76	70.3%	\$ 8,981	\$ 8,981	\$568	
05-05 MSRS/ICMA-ER				0.00			\$ -	\$ -	\$0	
05-10 WORKER'S COMPENSATION				0.00			\$ -	\$ -	\$0	Included in 20-01 line item
05-15 HEALTH				0.00			\$ -	\$ -	\$0	
05-20 LIFE				0.00			\$ -	\$ -	\$0	
05-25 DENTAL				0.00			\$ -	\$ -	\$0	
SUPPLIES										
10-01 OFFICE		0.00	343.50	645.00	351.83	54.5%	\$ 1,850	\$ 1,850	\$1,205	
10-05 POSTAGE/SHIPPING		0.00	117.68	150.00	56.93	38.0%	\$ 100	\$ 100	(\$50)	
UTILITIES										
15-01 TELEPHONE		0.00	1,592.85	2,280.00	1,438.80	63.1%	\$ 2,280	\$ 2,556	\$276	Reflects end of current promotional rate.
15-05 ELECTRICITY		0.00	1,465.41	1,800.00	1,179.87	65.5%	\$ 1,600	\$ 1,800	\$0	Added tennis court lights
PROFESSIONAL SERVICES										
30-01 ADVERTISING		0.00	1,174.00	1,600.00	680.00	42.5%	\$ 1,600	\$ 1,600	\$0	
30-39 DEBIT/CREDIT FEES		0.00	204.27	8,300.00	4,731.53	57.0%	\$ 5,600	\$ 5,600	(\$2,700)	
30-80 TRAINING/TRAVEL		0.00	1,061.45	2,175.00	1,452.45	66.8%	\$ 2,175	\$ 2,175	\$0	
SPECIAL PROGRAMS										
	<u>Rev. Acct.</u>									
40-04 ADULT SOFTBALL	R 20-40 or G 1-470	0.00	-3,415.00	685.00	527.28	77.0%	\$ 770	\$ 770	\$85	
40-16 CHEERING	R 20-41 or 20-42	0.00	0.00	150.00	0.00	0.0%			(\$150)	Not currently running program
40-23 Dorothea Dix Park		0.00	655.25	690.00	81.33	11.8%			(\$690)	Expenses moved to DPW budget
40-24 FIELD HOCKEY	R 20-41	0.00	-421.45	163.00	132.00	81.0%	\$ 163	\$ 163	\$0	
40-26 FLAG FOOTBALL	R 20-41	0.00	-1,025.28	218.00	198.00	90.8%	\$ 188	\$ 188	(\$30)	
40-28 RUNNING	R 20-41 or R 20-44	0.00	-66.40	202.00	198.00	98.0%	\$ 203	\$ 203	\$1	
40-34 HORSEBACK RIDING	R 20-41 or R 20-44	0.00	170.00	600.00	0.00	0.0%			(\$600)	No instructor identified
40-38 JR GOLF	R 20-40	0.00	0.00	100.00	130.00	130.0%			(\$100)	No participant interest
40-44 KIDS KAMP	R 20-31 or G 1-470	0.00	-40,641.09	8,890.00	4,540.30	51.1%	\$ 10,070	\$ 10,070	\$1,180	General camp increases (no staff costs)
40-46 KIDS KORNER	R 20-32	0.00	-115,527.78	10,320.00	3,122.98	30.3%	\$ 12,755	\$ 12,755	\$2,435	General program increases (no staff costs)
40-47 LATE FEES	R 20-33			0.00					\$0	
40-48 LITTLE LEAGUE				0.00	158.29		\$ 250	\$ 250	\$250	Sewer charges.
40-50 PARKS		0.00	305.50	680.00	98.86	14.5%			(\$680)	Expenses moved to DPW budget
40-54 SENIOR ACTIVITIES		0.00	1,476.00	900.00	875.00	97.2%	\$ 900	\$ 900	\$0	

40-56 SKI & SNOWBOARD	R 20-42	0.00	-545.00	2,500.00	2,900.00	116.0%	\$ 2,500	\$ 2,500	\$0	
40-58 SNOWMOBILE ACTIVITIES		0.00	0.00	1,000.00	1,000.00	100.0%	\$ 2,000	\$ 2,000	\$1,000	<i>Stipend to Goodwill Riders for trails maintenance</i>
40-60 SPEC'L EVENT & RENT ^A	R 20-40, R 20-41, R 20-42, R 20-43, R 20-44	0.00	-45.50	700.00	0.00	0.0%	\$ 2,500	\$ 2,500	\$1,800	<i>Alternative soccer programming TBD</i>
40-62 SOCCER CAMP		0.00	-8,239.26	10,383.00	7,945.52	76.5%			(\$10,383)	<i>Seeking alternative programming options</i>
40-70 T-BALL	R 20-44	0.00	582.29	747.00	987.17	132.2%	\$ 800	\$ 800	\$53	
40-74 TENNIS		0.00	-190.00	410.00	0.00	0.0%	\$ -	\$ -	(\$410)	
40-76 TRACK & FIELD	R 20-40 or G 1-470	0.00	361.69	1,268.00	2437.33	192.2%	\$ 2,000	\$ 2,000	\$732	
40-80 YOUTH SOCCER		0.00	-4,664.72	3,050.00	2,297.84	75.3%	\$ 2,300	\$ 2,300	(\$750)	<i>FY17 expenses included goal replacement</i>
40-81 FACILITIES MAINTENANCE		0.00	5,648.13	12,420.00	4,680.03	37.7%	\$ 18,000	\$ 13,000	\$580	<i>Turf maintenance (\$10,125); signage (\$500); misc. repairs (\$2,375). Reduced with recommendation to add \$5k to Playground Reserve for every 3 year crack repairs to VFW tennis, bball.</i>
RECREATION ENTERPRISE		0.00	- 59,873.76	191,417.00	125,334.95	65.5%	\$ 196,983	\$ 192,459	\$1,042	

Hampden Proposed FY18 Budget										
Expense										
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1	FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes	
Dept/Div: 20-07 RECREATION/CULTURE / SKEHAN CENTER					91.8%	As of June 1	June 5, 2017			
COMPENSATION										
01-05 WAGES	0.00	23,403.13	37,666.00	22,144.53	58.8%	\$ 34,640	\$ 34,640	(\$3,026)	Programmer; 1 bldg supervisor; 5 seasonal basketball staff.	
INSURANCE										
05-01 FICA/MEDI	0.00	1,811.41	2,881.00	1,697.91	58.9%	\$ 2,650	\$ 2,650	(\$231)	Min wage increase	
05-10 WORKERS COMP			0.00			\$ -	\$ -	\$0	Included in 20-01 line item	
SUPPLIES										
10-20 SUPPLIES/MATERIALS	0.00	8,399.26	8,700.00	6,891.95	79.2%	\$ 9,500	\$ 9,500	\$800	Increased scrubber maint. costs; replace lobby runners	
UTILITIES										
15-05 ELECTRICITY	0.00	10,368.85	18,200.00	9,642.04	53.0%	\$ 11,500	\$ 11,500	(\$6,700)	Verification ongoing	
15-10 FUEL	0.00	10,700.56	12,943.00	11,108.04	85.8%	\$ 12,943	\$ 11,950	(\$993)	Based on contract price and estimated reduced usage.	
15-15 WATER	0.00	2,482.47	5,700.00	4,091.87	71.8%	\$ 3,000	\$ 3,000	(\$2,700)		
15-20 SEWER	0.00	954.38	1,432.00	3,315.50	231.5%	\$ 2,689	\$ 1,700	\$268	Updated 6/1/17. YTD includes some non-sewer expenses.	
15-25 LEASE RELATED EXPENSES			0.00			\$ 6,901	\$ 19,501	\$19,501	Taxes (\$2400), insurance (\$1100), lease (\$1), snow removal (\$14,000), misc (paving patch work, etc) (\$2000).	
MAINTENANCE/REPAIRS										
20-35 BUILDING MAINTENANCE	0.00	10,471.54	14,480.00	12,784.29	88.3%	\$ 14,700	\$ 14,700	\$220	Floor maintenance, gym recoat, boiler/vent work, seasonal rug service, extinguisher recharge, mens locker room water fountain replacement, misc. repairs.	
SPECIAL PROGRAMS										
		<u>Rev. Acct.</u>								
40-10 ART LESSONS	R 20-41, R 20-43, R 20-44	0.00	592.00	2,160.00	2,918.00	135.1%	\$ 1,440	\$ 1,440	(\$720)	
40-15 CONCESSIONS	R 20-35	0.00	-2,231.53	1,700.00	1,331.37	78.3%	\$ 2,100	\$ 2,100	\$400	
40-17 BASEBALL CLINIC	R 20-43, R 20-44	0.00	-367.00	374.00	765.00	204.5%	\$ 648	\$ 648	\$274	
40-21 DROP IN PROGRAM	R 20-36	0.00	-7,062.31	2,415.00	3,398.93	140.7%	\$ 2,475	\$ 2,475	\$60	
40-24 INDOOR FIELD HOCKEY	R 20-43			0.00		\$ 50	\$ 50	\$50		
40-25 ADS, DONATIONS, SPO	R 20-37	0.00	-1,909.86	180.00	65.00	36.1%	\$ 180	\$ 180	\$0	
40-27 GATE/ADMISSION COS	R 20-38	0.00	-5,459.85	25.00	0.00	0.0%	\$ -	\$ -	(\$25)	Fall basketball league moved to rental client
40-36 INDOOR SOCCER	R 20-43			0.00		\$ 50	\$ 50	\$50	Indoor program options, needed equipment	
40-40 JR PRO BASKETBALL	R 20-42	0.00	-6,388.65	3,143.00	1,497.69	47.7%	\$ 3,650	\$ 3,650	\$507	

40-61 SPECIAL PROGRAMS	R 20-40, R 20-41, R 20-42, R 20-43, R 20-44	0.00	652.63	540.00	4,768.44	883.0%	\$ 3,500	\$ 3,500	\$2,960	<i>Contracted instruction fees, Halloween Party rentals</i>
	SKEHAN CENTER	0.00	46,417.03	112,539.00	86,420.56	76.8%	\$ 112,616	\$ 123,234	\$10,695	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
20-10 RECREATION/CULTURE / DYER LIBRARY					91.8%	As of May 1	June 5, 2017		
COMPENSATION									
01-05 WAGES	152,998.00	151,433.84	154,906.00	140,456.07	90.7%	\$ 157,348	\$ 157,348	\$2,442	
INSURANCE									
05-01 FICA/MEDI	11,704.00	11,912.42	11,850.00	11,140.01	94.0%	\$ 12,038	\$ 12,038	\$188	
05-05 MSRS/ICMA-ER	10,945.00	11,960.47	11,395.00	12,604.11	110.6%	\$ 11,607	\$ 11,607	\$212	
05-10 WORKER'S COMPENSATION	500.00	299.39	505.00	326.66	64.7%	\$ 510	\$ 510	\$5	
05-15 HEALTH	21,745.00	18,165.63	19,617.00	18,306.56	93.3%	\$ 21,971	\$ 21,971	\$2,354	
05-20 LIFE	400.00	339.12	400.00	310.86	77.7%	\$ 340	\$ 340	(\$60)	
05-25 DENTAL	300.00	300.00	300.00	275.00	91.7%	\$ 309	\$ 309	\$9	
SUPPLIES									
10-01 OFFICE	500.00	284.03	400.00	419.36	104.8%	\$ 400	\$ 400	\$0	
	Office supplies which are not specific to library operations, i.e.: copy paper, paperclips file folders, envelopes, etc.								
10-03 INTERLIBRARY LOAN	1,760.00	1,760.00	2,160.00	1,760.00	81.5%	\$ 2,160	\$ 2,160	\$0	
	Shipping pays for the Statewide Delivery Service that picks up and delivers items each weekday at the Edythe Dyer Library. Five days per week at \$15.00 per stop, however, the cost is reduced because MINERVA and the Penobscot County Commissioners each subsidize one day per week. RSU#22 is no longer paying for 1 day per week during the school year.								
10-05 POSTAGE/SHIPPING	362.00	294.37	362.00	104.05	28.7%	\$ 290	\$ 290	(\$72)	
	Postage pays for mailing notices to patrons and books which cannot be sent through the Statewide Delivery Service.								
10-15 BOOKS/PUBLICATIONS	15,450.00	15,460.99	15,914.00	15,605.47	98.1%	\$ 16,391	\$ 10,000	(\$5,914)	
	Used to purchase books, audio and video materials. The Library's Endowment Fund supplements this line.								
10-16 PERIODICALS	1,500.00	1,498.96	1,500.00	294.08	19.6%	\$ 1,500	\$ 1,500	\$0	
	This line pays for journal and magazine subscriptions. The Library's Endowment Fund supplements this line.								

10-20 SUPPLIES/MATERIALS	1,344.00	1,342.00	1,600.00	804.72	50.3%	\$	1,350	\$	1,350	(\$250)
This line pays for supplies specific to Library work i.e.: processing materials, book covers, barcodes, audio and DVD cases, labels, etc.										
UTILITIES										
15-01 TELEPHONE	978.00	1,143.40	1,164.00	1068.89	91.8%	\$	1,188	\$	1,188	\$24
OTT averages \$42/month (\$504/yr). TDS maintains two copper lines at the Library, one for the fax machine and one for the fire panel (avg. \$55/month) (\$660.00/yr).										
15-05 ELECTRICITY	4,548.00	4,757.63	3,600.00	5,744.25	159.6%	\$	5,508	\$	5,508	\$1,908 2 heat pumps installed 9/2016; savings show in fuel line
LED lighting to be installed 5/2016. Line is reduced; electricity still heats 2nd floor & powers computers/copiers										
15-10 FUEL	3,642.00	3,644.76	2,947.00	1,497.91	50.8%	\$	1,450	\$	1,450	(\$1,497) Based on contract price and estimated reduced usage.
15-15 WATER	326.00	330.55	326.00	325.32	99.8%	\$	326	\$	326	\$0
Water bills est. \$81.33 per quarter.										
15-20 SEWER	181.00	209.44	362.00	262.98	72.6%	\$	272	\$	272	(\$90)
MAINTENANCE/REPAIRS										
20-35 BUILDING MAINTENANCE	13,340.00	12,249.99	13,340.00	11,397.06	85.4%	\$	13,340	\$	13,340	\$0
This line pays for annual ant control (\$340.00), annual contract with Seacoast Security (\$396.00), annual air conditioning service (\$150.00), fire extinguisher inspections, boiler inspections, electrical work and simple building maintenance, \$675 per month for cleaning of the building.										
PROFESSIONAL SERVICES										
30-15 COMPUTER SERVICE	4,275.00	4,200.00	4,550.00	613.25	13.5%	\$	4,550	\$	4,550	\$0
This pays the annual \$4200.00 cost of software and operational support for MINERVA the Library's Library Automation system and \$75.00 annual maintenance for the router and \$275.00 annual fee for MSLN.										
30-60 DUES	256.00	100.00	256.00	100.00	39.1%	\$	256	\$	256	\$0
Five staff members' dues to the Maine Library Association, and two professional journals.										
30-80 TRAINING/TRAVEL	554.00	553.20	554.00	500.00	90.3%	\$	554	\$	554	\$0
Pays for registration to various										

meetings, in-state conferences,
software training, library workshops
and professional development
seminars.

SPECIAL PROGRAMS

40-98 LIBRARY PROGRAMS 2,000.00 1,971.51 2,000.00 1,634.31 81.7%

This line pays for materials needed for regularly scheduled monthly children's story programs and a dozen or more special programs held throughout the year usually during the summer and school vacations. It also pays for performers such as storytellers, magicians, puppeteers, and the occasional adult program. The Library's Endowment Fund and occasional grants supplement this line.

DYER LIBRARY 249,608.00 244,211.70 250,008.00 225,550.92 90.2%

\$ 2,000	\$ 2,000	\$0	<i>Adjusted to previous budgeted level (from lower figure which was typo in DH budget).</i>
\$ 255,658	\$ 249,267	(\$741)	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
20-20 RECREATION/CULTURE / L HOIT MEMORIAL POOL					91.8%	As of June 1	June 5, 2017		
COMPENSATION									
01-01 SALARIES	0.00	0.00	84,151.00	70,866.65	84.2%	\$ 84,891	\$ 84,891	\$740	
01-05 WAGES	182,833.00	182,173.39	100,508.00	105,952.72	105.4%	\$ 109,208	\$ 109,208	\$8,700	
INSURANCE									
05-01 FICA/MEDI	13,987.00	13,968.81	14,127.00	13,605.94	96.3%	\$ 14,849	\$ 14,849	\$722	
05-05 MSRS/ICMA-ER	6,887.00	7,331.71	7,238.00	6,219.23	85.9%	\$ 7,302	\$ 7,302	\$64	
05-10 WORKER'S COMPENSATION	0.00	2,882.36	4,700.00	3,055.73	65.0%	\$ 4,747	\$ 4,747	\$47	
05-15 HEALTH	0.00	7,309.00	12,445.00	13,130.65	105.5%	\$ 17,576	\$ 17,576	\$5,131	
05-20 LIFE	0.00	226.08	226.00	207.24	91.7%	\$ 228	\$ 228	\$2	
05-25 DENTAL	0.00	150.00	150.00	137.50	91.7%	\$ 309	\$ 309	\$159	
SUPPLIES									
10-01 OFFICE	0.00	1,177.67	994.00	751.64	75.6%	\$ 994	\$ 1,234	\$240	Internet costs increasing from \$25 to \$45/month.
Time Warner Cable Internet (\$45/month); printer ink; notebooks, pens, batteries, dividers, paper; staff immunizations Hep B shot series.									
10-05 POSTAGE/SHIPPING	0.00	604.50	450.00	241.00	53.6%	\$ 450	\$ 450	\$0	
10-20 SUPPLIES/MATERIALS	0.00	1,481.60	1,050.00	754.44	71.9%	\$ 1,050	\$ 1,050	\$0	
Rescue equipment, life lines, buoys, vacuum supplies, pool toys, noodles, swim lesson supplies, first aid supplies, aqua fitness supplies.									
10-80 CHLORINE	0.00	5,145.42	7,200.00	5,187.10	72.0%	\$ 7,200	\$ 7,200	\$0	
UTILITIES									
15-01 TELEPHONE	0.00	1,160.67	1,176.00	1088.05	92.5%	\$ 1,176	\$ 1,176	\$0	
OTT (\$36/month); TDS (\$62/month)									
15-05 ELECTRICITY	0.00	23,493.46	22,000.00	19,564.51	88.9%	\$ 22,000	\$ 22,000	\$0	Verification ongoing
15-10 FUEL	0.00	27,082.81	23,240.00	15,047.48	64.7%	\$ 19,500	\$ 19,500	(\$3,740)	Based on contracted price and estimated reduced usage.
Est. 11,000 gallons @ \$1.699									
15-15 WATER	0.00	3,224.58	3,500.00	2,492.38	71.2%	\$ 3,500	\$ 3,500	\$0	
15-20 SEWER	0.00	2,319.64	6,000.00	4,383.00	73.1%	\$ 5,171	\$ 5,172	(\$828)	YTD reflects all 4 quarters
MAINTENANCE/REPAIRS									
20-05 EQUIP.MAINT.	0.00	23,506.74	14,000.00	15,890.04	113.5%	\$ 15,000	\$ 15,000	\$1,000	
20-35 BUILDING MAINTENANCE	0.00	3,660.27	4,500.00	2,596.44	57.7%	\$ 4,500	\$ 4,500	\$0	
Paint, Mops, Brushes, Toilet paper, Cleaning Chemicals, Vacuum, Gloves, Trash Bags, Hardware, Shower Curtains, Tools.									

PROFESSIONAL SERVICES								
30-01 ADVERTISING	0.00	335.00	800.00	269.00	33.6%	\$ 800	\$ 800	\$0
Advertising for pool events, schedules and employment								
30-39 DEBIT/CREDIT FEES	0.00	21.51	2,900.00	3,165.80	109.2%	\$ 3,500	\$ 3,700	\$800
Fees for MyRec.com and debit/credit card acceptance								
30-80 TRAINING/TRAVEL	0.00	1,509.63	1,500.00	1,684.47	112.3%	\$ 1,500	\$ 1,500	\$0
POOL	203,707.00	308,764.85	312,855.00	286,291.01	91.5%	\$ 325,451	\$ 325,892	\$13,037

Hampden Proposed FY18 Budget									
	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
Dept/Div: 20-25 MARINA					91.8%	As of May 1	June 5, 2017		
MISC									
10-10 SUPPLIES			0.00			\$ 350	\$ 350	\$350	
MARINA	0.00	0.00	0.00	0.00		\$ 350	\$ 350	\$350	

Hampden Proposed FY18 Budget									
	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
Dept/Div: 25-10 THE BUS / THE BUS					91.8%	As of May 8	June 5, 2017		
MISC									
55-15 THE BUS	82,000.00	90,992.23	84,597.00	63,446.25	75.0%	\$ 89,911	\$ 89,911	\$5,314	<i>Also proposed ~\$7k in reserve budget for "new" bus.</i>
THE BUS	82,000.00	90,992.23	84,597.00	63,446.25	75.0%	\$ 89,911	\$ 89,911	\$5,314	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
30-10 BUILDINGS/GROUNDS / BLDG/GROUNDS					91.8%	As of May 15	June 5, 2017		
COMPENSATION									
01-05 WAGES	68,373.00	72,519.81	124,711.00	97,416.60	78.1%	\$ 139,646	\$ 139,646	\$14,935	Spending YTD FY17 lower due to short-staffed department due to non-work injury.
01-15 CLOTHING ALLOWANCE	0.00	0.00	1,600.00	1,478.34	92.4%	\$ 1,620	\$ 1,620	\$20	
INSURANCE									
05-01 FICA/MEDI	5,231.00	5,523.14	9,540.00	7,113.81	74.6%	\$ 10,683	\$ 10,683	\$1,143	
05-05 MSRS/ICMA-ER	0.00	0.00	10,476.00	145.43	1.4%	\$ 11,730	\$ 11,730	\$1,254	
05-10 WORKER'S COMPENSATION	1,800.00	1,727.58	1,818.00	1,281.37	70.5%	\$ 1,836	\$ 1,836	\$18	
05-15 HEALTH	0.00	0.00	30,814.00	0.00	0.0%	\$ 34,511	\$ 34,511	\$3,697	
05-20 LIFE			0.00			\$ 228	\$ 228	\$228	
SUPPLIES									
10-01 OFFICE	0.00	0.00	300.00	18.79	6.3%	\$ 100	\$ 100	(\$200)	
Pens, paper, printing, etc.									
10-18 FLOWERS	1,500.00	408.00	1,000.00	0.00	0.0%	\$ 1,000	\$ 1,000	\$0	
Landscape flowers and plantings, incl. at Locust Grove Cemetery for dedicated burial lots.									
10-20 SUPPLIES/MATERIALS	1,000.00	0.00	3,000.00	4,159.13	138.6%	\$ 5,025	\$ 5,025	\$2,025	
Flags, hand tools (rakes, shovels etc.), signage, garbage bags.									
10-75 MAPS/MARKERS	500.00	0.00	2,500.00	0.00	0.0%	\$ 500	\$ 1,200	(\$1,300)	Transferred \$700 cost for Memorial Day flowers, wreaths, flags from Hwy.
Markers for Veterans' graves. Surveyed maps of cemeteries.									
UTILITIES									
15-15 WATER	330.00	305.62	300.00	309.55	103.2%	\$ 1,325	\$ 1,325	\$1,025	Lakeview water svc (\$400); DD Park monthly charge (\$400); backflow testing (\$525)
Water service at Cemetery.									
MAINTENANCE/REPAIRS									
20-01 EQUIPMENT REPLACEMENT	0.00	296.00	5,040.00	4,425.29	87.8%	\$ 5,760	\$ 5,760	\$720	Reduced to account for items proposed for funding from Rec Carrying Account.
Mower replacement (\$5,140), 2 trimmers (\$310 each).									
20-05 EQUIP.MAINT.	1,500.00	1,986.56	1,450.00	789.34	54.4%	\$ 1,050	\$ 1,050	(\$400)	
Fix cemetery trailer ramp; trimmer tune-ups; mower blades, plugs, parts etc.									
20-35 BUILDING MAINTENANCE	1,000.00	237.50	800.00	389.17	48.6%	\$ 600	\$ 600	(\$200)	
Fix cemetery bldg - Locust Grove roof/trim/door.									
20-50 GROUNDS IMPROVEMENTS	500.00	835.64	1,500.00	6844.00	456.3%	\$ 13,885	\$ 13,885	\$12,385	Add curb excavation for

						<i>Asus grad prevention for cemeteries and parks</i>		
Flower beds and curbing at Municipal Bldg; or plantings for cemeteries.								
EQUIPMENT								
25-05 SAFETY	600.00	3,864.76	500.00	403.55	80.7%	\$ 600	\$ 600	\$100
Safety vests, hard hats, goggles, etc.								
25-10 RENTAL	0.00	0.00	1,146.00	805.00	70.2%	\$ 2,292	\$ 2,292	\$1,146
Port-a-potty rental and cleaning								
BUILDINGS/GROUNDS	82,334.00	87,704.61	196,495.00	125,579.37	63.9%	\$ 232,391	\$ 233,092	\$36,597

Hampden Proposed FY18 Budget										
		Expense					FY18	FY18	Change	
		2016	2016	2017	2017	2017	Town Mgr	Town Council	FY17 to FY18	Notes
		Budget	Actual	Budget	YTD	YTD % 6/1	As of May 1	June 5, 2017		
Dept/Div: 38-10 OUTSIDE AGENCIES						91.8%				
MISC										
43-01 EXPENSES		0.00	0.00	0.00	0.00		\$ -	\$ -	\$0	
38-00-00-01	Hammond St. Sr. Ctr.						\$ -	\$ -	\$0	
38-10-04-04	Eastern Area Agency						\$ -	\$ -	\$0	
38-00-00-05	UCP						\$ -	\$ -	\$0	
38-10-04-05	Hampden Historical						\$ -	\$ -	\$0	
38-10-04-06	Com.Health & Counsel						\$ -	\$ -	\$0	
38-10-04-07	Bangor STD Clinic						\$ -	\$ -	\$0	
38-10-04-08	Penquis Cap						\$ -	\$ -	\$0	
38-10-04-09	American Folk Fest.						\$ -	\$ -	\$0	
38-10-04-03	Hampden Kiwanis						\$ -	\$ -	\$0	
38-10-04-10	Red Cross						\$ -	\$ -	\$0	
38-10-04-13	Snowmobile Club						\$ -	\$ -	\$0	
	Bangor YMCA						\$ -	\$ -	\$0	
	The Children's Dyslexia Center, Inc.						\$ -	\$ -	\$0	
	Health Equity Alliance						\$ -	\$ -	\$0	
	Spruce Run Womancare Alliance						\$ -	\$ -	\$0	
	Landmark Heritage Trust						\$ -	\$ -	\$0	
	Lifeflight Foundation						\$ -	\$ -	\$0	
	OUTSIDE AGENCIES	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$0	

Hampden Proposed FY18 Budget									
	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
Dept/Div: 40-10 GENERAL ASSISTANCE / GEN'L ASSIST					91.8%	As of May 1	June 5, 2017		
MISC									
43-01 EXPENSES	10,000.00	487.97	6,000.00	4,457.23	74.3%	\$ 7,000	\$ 7,000	\$1,000	
GENERAL ASSISTANCE	\$ 10,000.00	\$ 487.97	\$ 6,000.00	\$ 4,457.23	74.3%	\$ 7,000	\$ 7,000	\$1,000	

Hampden Proposed FY18 Budget									
	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
Dept/Div: 45-10 COUNTY TAX / COUNTY TAX					91.8%	As of May 1	June 5, 2017		
MISC									
55-10 COUNTY TAX	768,555.00	768,555.41	792,558.00	792,557.54	100.0%	\$ 834,723	\$ 834,723	\$42,165	
COUNTY TAX	768,555.00	768,555.41	792,558.00	792,557.54	100.0%	\$ 834,723	\$ 834,723	\$42,165	

Hampden Proposed FY18 Budget									
	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
Dept/Div: 50-10 DEBT SERVICE / GENERAL					91.8%	As of May 1	June 5, 2017		
DEBT SERVICE									
50-04 Mayo Road Rebuild 2011	123,821.00	125,539.35	124,236.00	124,223.45	100.0%	\$ 121,056	\$ 121,056	(\$3,180)	Debt service increased due to Federal sequestration. Offset by availability of one-time revenues in Mayo Road bond proceeds (\$109,881).
50-15 FIRE STATION 2002	111,970.00	111,970.34	107,653.00	107,653.26	100.0%	\$ 103,343	\$ 103,343	(\$4,310)	
50-20 BUSINESS PARK 2000	0.00	0.00	108,097.00	108,096.74	100.0%	\$ 90,000	\$ 90,000	(\$18,097)	Reduced debt service due to refinancing.
DEBT SERVICE	235,791.00	237,509.69	339,986.00	339,973.45	100.0%	\$ 314,399	\$ 314,398	(\$25,588)	

Hampden Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
65-10 ED GEN'L SVS / EDUCATION GENERAL SERVICES					91.8%	As of May 1	June 5, 2017		
MISC									
55-20 ED GEN'L SVS	6,130,574.00	6,130,573.68	6,308,863.00	5,257,385.20	83.3%	\$ 6,565,928	\$ 6,565,928	\$257,065	<i>Hampden share of proposed RSU-22 budget proposed by School Budget and Finance Committees 4/25/17.</i>
RSU-22 TOWN ASSESSMENT	6,130,574.00	6,130,573.68	6,308,863.00	5,257,385.20	83.3%	\$ 6,565,928	\$ 6,565,928	\$257,065	

Hampden Proposed FY18 Budget									
	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
Dept/Div: 66-01 OVERLAY / OVERLAY					91.8%	As of May 1	June 5, 2017		
MISC									
55-01 OVERLAY	303,289.00	0.00	210,704.39	0.00	0.0%			(\$210,704)	<i>TBD upon tax commitment, August 2017</i>
OVERLAY	303,289.00	0.00	210,704.39	0.00	0.0%			(\$210,704)	

Hampden Proposed FY18 Budget									
	Expense					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
Dept/Div: 67-01 TIF / TIF REIMBURSEMENT					91.8%	As of May 1	June 5, 2017		
MISC									
TBD - TIF EXPENSES		88,887.00	0.00			\$ 148,602	\$ 148,602	\$148,602	<i>Includes \$100k to MRC MOU; \$48,600k proposed to offset budgeted - or new - expenses (incl. in revenue budget).</i>
55-25 TIF	189,148.00	100,256.33	158,511.00	158,427.95	99.9%	\$ 170,971	\$ 170,971	\$12,460	
Estimated payments to Emera and Dennis Paper through Credit Enhancement Agreements.									
TIF	189,148.00	189,143.33	158,511.00	158,427.95	99.9%	\$ 319,573	\$ 319,573	\$161,062	

Hampden Proposed FY18 Budget - REVENUES									
	Revenue					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
Dept: 01 GENERAL GOVT					91.8%	As of June 1	June 5, 2017		
03 INT ON TAXES	9,000.00	14,524.97	11,000.00	9,088.85	82.6%	\$ 8,659	\$ 8,659	(\$2,341)	
05 INTEREST/COSTS ON TAX LIENS	23,000.00	23,696.17	23,500.00	19,726.44	83.9%	\$ 23,863	\$ 23,863	\$363	
09 SALE OF TAX ACQUIRED PROPERTY	0.00	649.50	0.00	0.00		\$ -	\$ -	\$0	
15 MV EXCISE TX	1,600,000.00	1,920,387.80	1,780,000.00	1,820,853.56	102.3%	\$ 1,891,624	\$ 1,891,624	\$111,624	
17 BOAT EXCISE	9,000.00	11,195.80	10,000.00	8,825.80	88.3%	\$ 10,000	\$ 10,000	\$0	
18 AGENT FEES	20,000.00	24,161.00	20,500.00	22,711.00	110.8%	\$ 23,221	\$ 23,221	\$2,721	
19 CLERK FEES	12,500.00	11,773.20	14,500.00	12,032.30	83.0%	\$ 13,861	\$ 13,861	(\$639)	Estimate based on improved collections dog registrations.
20 TRANSFER IN FROM RESERVES	6,220.00	6,220.00	0.00	0.00		\$ 25,952	\$ 12,004	\$12,004	
23 INTEREST EARNED ON ACCOUNTS	10,000.00	1,284.70	10,000.00	4,352.47	43.5%	\$ 5,000	\$ 5,000	(\$5,000)	
25 RENTAL INCOME	2,000.00	6,250.00	2,000.00	2,000.00	100.0%	\$ 2,000	\$ 2,000	\$0	Post Office lease proceeds
27 PLUMBING FEE	6,500.00	9,015.00	8,500.00	7,475.00	87.9%	\$ 8,500	\$ 8,500	\$0	
29 CODE ENFORCEMENT FEES	15,000.00	21,741.40	20,500.00	15,648.98	76.3%	\$ 20,000	\$ 20,000	(\$500)	
31 PLANNING BOARD FEES	2,500.00	2,335.00	2,500.00	22,808.20	912.3%	\$ 43,168	\$ 43,168	\$40,668	Increase based on estimated Town proceeds due to resolution of developer escrow accounts.
33 CARRIED BALANCES	100,000.00	100.00	0.00	0.00	#DIV/0!	\$ -	\$ -	\$0	Approved FY17 Budget budgeted zero; audit adjustment increased "budgeted" amount due to paving costs extended into FY17.
35 CABLE TV FEE	40,000.00	38,892.71	39,000.00	33,643.94	86.3%	\$ 39,000	\$ 39,000	\$0	
37 FEE/PERMITS	1,000.00	2,019.40	1,000.00	78.20	7.8%	\$ 98	\$ 98	(\$902)	
41 HCB REVENUE	0.00	0.00	0.00	0.00		\$ -	\$ -	\$0	
45 SERVICE FEE- PAYMENT IN LIEU	15,000.00	8,644.14	13,540.00	9,116.35	67.3%	\$ 9,110	\$ 9,110	(\$4,430)	May increase based on outcome of pending appeal.
47 BUSINESS PARK REVENUE	0.00	20,000.00	0.00	0.00		\$ -	\$ -	\$0	
48 ENVIRONMENTAL TRUST - INCOME	0.00	0.00	120,000.00	0.00	0.0%	\$ 72,420	\$ 72,345	(\$47,655)	Funds to offset budgeted stormwater expenses. Proposed \$100k payback of interfund transfer should not be budgeted.
78 SEWER INCOME	60,000.00	60,000.00	160,000.00	60,768.50	38.0%	\$ 132,945	\$ 60,000	(\$100,000)	Mayo Road bond proceeds (to offset debt service expense). One time revenues.
79 MISC INCOME	2,000.00	551.02	0.00	6,597.22		\$ 109,881	\$ 109,881	\$109,881	rec'd in Nov '15 for FY15; rec'd in Nov '16 for FY16 (\$3,749.57)
81 TREE GROWTH	2,000.00	175.32	3,400.00	0.00	0.0%	\$ 3,700	\$ 3,700	\$300	rec'd in Aug '15 for FY15
82 VETERAN'S REMIBURSEMENT	6,500.00	0.00	6,700.00	0.00	0.0%	\$ 6,900	\$ 6,900	\$200	Half budgeted GA expense
86 GENERAL ASSISTANCE REIMBURSEMENT	5,000.00	261.25	3,000.00	2,111.80	70.4%	\$ 3,500	\$ 3,500	\$500	

87 SNOWMOBILE REIMBURSEMENT	0.00	687.72	2,654.00	1,177.98	44.4%	\$ 2,200	\$ 2,200	(\$454)	<i>FY17 revs net out \$1k payment</i>
88 REVENUE SHARING	348,000.00	375,972.49	377,135.00	330,250.69	87.6%	\$ 393,636	\$ 393,636	\$16,501	
89 401 Forfeiture Funds	50,000.00	56,192.51	6,192.00	6,081.91	98.2%	\$ -	\$ -	(\$6,192)	<i>One-time revenues ended FY17</i>
93 Reserve Use for Budget	20,000.00	0.00	0.00	0.00		\$ -	\$ -	\$0	<i>Shown in R 01-20 above</i>
99 APPROPRIATION FROM FUND BALANCE	200,000.00	0.00	0.00	0.00		\$ 200,000	\$ 200,000	\$200,000	<i>DRAFT pending ongoing review</i>
TBD (TIF budgeted expense offsets)						\$ 50,000	\$ 50,000	\$50,000	
GENERAL GOVT	2,565,220.00	2,616,731.10	2,635,621.00	2,395,349.19	90.9%	\$ 3,099,238	\$ 3,012,270	\$326,649	

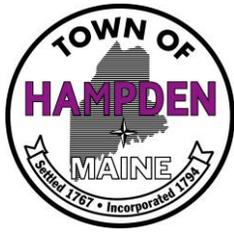
Hampden Proposed FY18 Budget - REVENUES									
	Revenue					FY18	FY18	Change	
	2016	2016	2017	2017	2017	Town Mgr	Town Council	FY17 to FY18	Notes
	Budget	Actual	Budget	YTD	YTD % 6/1				
Dept: 05 PUBLIC SAFETY					91.8%	As of June 1	June 5, 2017		
01 ANIMAL CONTROL FEES	1,000.00	3,324.00	3,000.00	3,740.75	124.7%	\$ 4,520	\$ 4,520	\$1,520	
05 AMBULANCE FEES	200,000.00	204,697.41	200,000.00	159,804.38	79.9%	\$ 175,038	\$ 175,038	(\$24,962)	<i>Need to change how we receipt these funds and pay our billing vendor. Auditor correspondence 3/20/17</i>
15 POLICE RECEIPTS	2,500.00	3,357.43	2,500.00	2,090.00	83.6%	\$ 2,332	\$ 2,332	(\$168)	
16 FIRE RECEIPTS	0.00	3,000.00	2,000.00	4.00	0.2%	\$ 5	\$ 5	(\$1,995)	
17 Underage Drinking Grant	0.00	-2,177.44	0.00	0.00	#DIV/0!	\$ -	\$ -	\$0	
20 POLICE WAGE REIMBURSEMENT	160,000.00	152,303.34	160,000.00	140,788.25	88.0%	\$ 173,988	\$ 144,770	(\$15,230)	<i>MDEA reimb., RSU for SRO, witness fees. Updated 5/25/17</i>
PUBLIC SAFETY	363,500.00	364,504.74	367,500.00	306,427.38	83.4%	\$ 355,883	\$ 326,665	(\$40,835)	

Hampden Proposed FY18 Budget - REVENUES									
	Revenue					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
Dept: 10 PUBLIC WORKS					91.8%	As of May 1	June 5, 2017		
01 CEMETERY FEES	5,000.00	7,075.00	6,100.00	5,932.01	97.2%	\$ 6,100	\$ 6,100	\$0	Cemetery reserve, \$13,675
05 SALE OF CEMETERY LOTS	4,000.00	2,350.00	2,500.00	2,025.00	81.0%	\$ 2,500	\$ 2,500	\$0	
07 CEMETERY RES. USE	5,000.00	0.00	5,000.00	0.00	0.0%	\$ -	\$ -	(\$5,000)	
20 MAINT. REVENUE	0.00	1,001.00	0.00	500.00		\$ 500	\$ 500	\$500	Skehan Center plowing offset
25 MAINE LOCAL ROAD ASSISTANCE PR	0.00	0.00	65,316.00	65,316.00	100.0%	\$ 65,316	\$ 65,316	\$0	Held at FY17 levels. Expect to receive MDOT letter in June.
PUBLIC WORKS	14,000.00	10,426.00	78,916.00	73,773.01	93.5%	\$ 74,416	\$ 74,416	(\$4,500)	

Hampden Proposed FY18 Budget - REVENUES									
Revenue									
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1	FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
Dept: 15 SOLID WASTE					91.8%	As of May 24	June 5, 2017		
01 TRANSFER STATION PERMITS	45,000.00	32,690.00	31,795.00	31,575.00	99.3%	\$ 32,690	\$ 32,690	\$895	<i>FY16 actual revenues; improved decal enforcement</i>
05 SOLID WASTE RECYCLING	12,000.00	4,807.64	4,500.00	7,789.41	173.1%	\$ 7,518	\$ 7,518	\$3,018	<i>Annualized FY17 revenues YTD</i>
Exercise of PERC Put Option						\$ 29,839	\$ 29,839	\$29,839	<i>Per letter from MRC Jan 6, 2017 and email 5/1/17. One-time revenues.</i>
Refund of Debt Service Reserve Fund						\$ 27,308	\$ 27,308	\$27,308	<i>Per letter from MRC 5/23/17. One-time revenues.</i>
10 PERC REVENUE	85,000.00	61,129.68	65,000.00	49,853.97	76.7%	\$ 52,270	\$ 52,270	(\$12,730)	<i>used to pay MRC dues</i>
SOLID WASTE	142,000.00	98,627.32	101,295.00	89,218.38	88.1%	\$ 149,625	\$ 149,625	\$48,330	

Hampden Proposed FY18 Budget - REVENUES									
	Revenue					FY18 Town Mgr	FY18 Town Council	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 6/1				
Dept: 20 RECREATION/CULTURE					91.8%	As of May 1	June 5, 2017		
01 LIBRARY FEES	7,000.00	7,004.48	6,500.00	6,385.52	98.2%	\$ 7,090	\$ 7,090	\$590	Annualized FY17 revenues YTD
05 LIBRARY ENDOWMENT	0.00	0.00	0.00	0.00		\$ -	\$ -	\$0	
23 POOL SWIM DIAPERS	0.00	17.00	40.00	21.00	52.5%	\$ 21	\$ 21	(\$19)	Annualized FY17 revenues YTD
24 POOL BUSINESS RENTAL	0.00	2,654.00	6,400.00	9,189.00	143.6%	\$ 11,018	\$ 11,018	\$4,618	Annualized FY17 revenues YTD
25 L HOIT POOL FEES	0.00	84,747.74	20,000.00	17,582.99	87.9%	\$ 19,129	\$ 19,129	(\$871)	Annualized FY17 revenues YTD
26 POOL PUNCH CARDS	0.00	6,408.36	12,500.00	11,788.00	94.3%	\$ 13,100	\$ 13,100	\$600	Annualized FY17 revenues YTD
27 POOL MEMBERSHIP	0.00	15,528.75	32,000.00	29,504.00	92.2%	\$ 31,240	\$ 31,240	(\$760)	Annualized FY17 revenues YTD
28 POOL SWIM LESSONS	0.00	37,490.40	63,000.00	58,798.50	93.3%	\$ 70,552	\$ 70,552	\$7,552	Annualized FY17 revenues YTD
29 POOL WEEKEND RENTAL	0.00	10,835.50	21,060.00	18,712.01	88.9%	\$ 20,759	\$ 20,759	(\$301)	Annualized FY17 revenues YTD
30 RECREATION	0.00	850.00	0.00	3,068.16		\$ -	\$ -	\$0	Per Dept. Head projection
31 REC/KIDS KAMP	0.00	0.00	41,300.00	43,371.50	105.0%	\$ 45,675	\$ 45,675	\$4,375	Per Dept. Head projection
32 REC/KIDS KORNER	0.00	61,258.00	169,400.00	171,556.00	101.3%	\$ 185,850	\$ 185,850	\$16,450	Per Dept. Head projection
33 REC/LATE FEES	0.00	50.00	250.00	200.00	80.0%	\$ 40	\$ 40	(\$210)	Per Dept. Head projection
34 REC/SOCCER CAMP	0.00	0.00	21,200.00	24,535.00	115.7%	\$ -	\$ -	(\$21,200)	Per Dept. Head projection
35 REC/CONCESSIONS	0.00	604.25	2,620.00	3,448.14	131.6%	\$ 3,080	\$ 3,080	\$460	Per Dept. Head projection
36 REC/DROP IN PROGRAMS	0.00	5,404.00	15,434.00	22,648.45	146.7%	\$ 22,864	\$ 22,864	\$7,430	Per Dept. Head projection
37 REC/ADS,DONATIONS,SPONSORSHIP	0.00	2,216.86	4,320.00	5,874.78	136.0%	\$ 4,320	\$ 4,320	\$0	Per Dept. Head projection
38 REC/GATE ADMISSIONS	0.00	1,047.90	4,300.00	323.00	7.5%	\$ 300	\$ 300	(\$4,000)	Per Dept. Head projection
39 REC/SPEC'L EVENT/RENTALS	0.00	9,075.00	14,400.00	26,933.75	187.0%	\$ 21,520	\$ 21,520	\$7,120	Per Dept. Head projection
40 REC/SUMMER PROGRAMS	0.00	0.00	8,800.00	9,080.00	103.2%	\$ 13,160	\$ 13,160	\$4,360	Per Dept. Head projection
41 REC/FALL PROGRAMS	0.00	0.00	11,720.00	16,835.00	143.6%	\$ 12,390	\$ 12,390	\$670	Per Dept. Head projection
42 REC/WINTER I PROGRAM	0.00	0.00	9,400.00	11,155.00	118.7%	\$ 10,005	\$ 10,005	\$605	Per Dept. Head projection
43 REC/WINTER II PROGRAM	0.00	0.00	3,862.00	3,859.00	99.9%	\$ 4,160	\$ 4,160	\$298	Per Dept. Head projection
44 REC/SPRING PROGRAM	0.00	7,660.00	5,337.00	6,330.00	118.6%	\$ 5,945	\$ 5,945	\$608	Per Dept. Head projection
RECREATION/CULTURE	7,000.00	252,852.24	473,843.00	501,198.80	105.8%	\$ 502,218	\$ 502,218	\$28,375	

Hampden		Proposed FY18 Budget - RESERVES					
		Allocations to Reserve Funds					
		2016	2016	2017	FY18	FY18	Notes
		Budget	Actual	Budget	Town Mgr	Town Council	
Dept: 70 RESERVES					As of May 1	June 5, 2017	
	3-702-00					\$ 14,000	
	3-708-00						
	3-710-00					\$ 5,850	
	3-711-00					\$ 14,100	
	3-712-00						
	3-715-00						
	3-717-00					\$ 31,680	
	3-719-00					\$ 2,940	
	3-721-00						
	3-723-00						
	3-725-00					\$ 15,000	
	3-727-00					\$ 6,730	
	3-729-00						
	3-731-00						
	3-733-00					\$ 25,000	
	3-735-00						
	3-737-00					\$ 20,000	
	3-739-00						
	3-741-00					\$ 50,000	
	3-743-00						
	3-745-00					\$ 2,361	
	3-747-00					\$ 10,000	
	3-749-00						
	3-751-00						
	3-753-00					\$ 27,000	
	3-759-00						
	3-761-00					\$ 67,000	
	3-763-00						
	3-765-00						
	3-767-00					\$ 10,000	
	3-768-00					\$ 5,000	
	3-769-00						
	3-771-00					\$ 5,000	
	3-773-00					\$ 5,000	
	3-775-00					\$ 5,280	
	3-777-00					\$ 90,000	
	3-778-00						
	3-780-00					\$ 40,000	
	RESERVES	\$ 330,000.00	\$ 330,000.00	\$ 502,019.00	\$ 509,756	\$ 451,941	(\$50,078)



DATE: May 1, 2017¹
TO: Town Council
FROM: Angus Jennings, Town Manager
RE: Proposed Capital Program, FY18 to FY21

Proposed Capital Program *(Expenditures detailed by offices, departments & agencies)²*

1. Summary of Contents³

The attached Hampden Capital Planning Workbook includes known and potential capital costs and identified revenues as of May 1, 2017. Projects were provided by Department Heads, are programmed for State or Federal funding with required local matches, and/or were drawn from the Town's previous capital planning efforts since 2008. This will be a "living document" as we continue to refine this based on both improved information, and Town Council priorities, during the FY18 budget process and on an ongoing basis in the months and years ahead.

2. List of All Capital Improvement Proposed to be Undertaken (next 5 Fiscal Years) with supporting information as to the necessity for such improvements⁴

Not all projects included in the attached Workbook are proposed to be undertaken within the next 5 fiscal years. However, the goal is to include all known and potential projects in one place. Supporting documentation is on file in the Town Manager's office and in the offices of other Department Heads. Additional documentation will be provided to members of the Town Council leading up to and prior to the Council work session scheduled regarding the Capital Program, TIF, Debt Service and Reserves on May 30 at 6 PM.

¹ Town Charter Sec. 702.

² Town Charter Sec. 704(2).

³ Town Charter Sec. 705(b)(1).

⁴ Town Charter Sec. 705(b)(2).

FY18 Capital Program, Town Manager Proposed as of May 1, 2017

3. Cost Estimates, Methods of Financing and Recommended Time Schedules for Each Improvement⁵

The cost estimates in the Workbook are based on the best information available at this time. For many projects, information sources and other information is noted. Work is ongoing regarding projected costs and revenues, including borrowing proceeds and debt service.

4. Estimated Annual Operating and Maintenance Costs of Facilities to be Constructed or Acquired⁶

Estimates of annual O&M costs is part of the scope of work of the Town's engineering consultants and / or by Town personnel. This work is ongoing and will continue to be refined, with regular reporting to the Infrastructure Committee.

⁵ Town Charter Sec. 705(b)(3).

⁶ Town Charter Sec. 705(b)(4).

Proposed FY18 Reserve Fund Allocations and Expenditures												Updated 6/3/17
May 1, 2017												
Acct	Reserve Account	FY08 Budget	FY09 Budget	FY10 Budget	FY11 Budget	FY12 Budget	FY13 Budget	FY14 Budget	FY15 Budget	FY16 Budget	FY17 Budget	Proposed FY18 Budget Appropriation
3-702-00	Munic Bldg	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000				\$ 20,000	\$ 20,000	\$ 20,000	\$ 14,000
3-705-00	Unemployment											
3-706-00	Contingency											
3-708-00	Cemetery											
3-710-00	City Bus											\$ 5,850
3-711-00	Computer	\$ 7,100	\$ 9,970		\$ 17,300	\$ 20,000	\$ 20,000	\$ 17,500	\$ 14,925	\$ 15,000		\$ 14,100
3-712-00	Cable TV											
3-715-00	Copier											
3-717-00	DPW Equipment	\$ 65,200	\$ 100,000	\$ 170,000	\$ 150,000	\$ 100,000	\$ 100,000	\$ 80,000	\$ 100,000	\$ 150,000	\$ 137,774	\$ 64,240
3-719-00	Twn Record R											\$ 2,940
3-721-00	Plan Dev											
3-723-00	Plan Brd Res											
3-725-00	Plan & Comm											\$ 15,000
3-727-00	Economic Dev											\$ 6,730
3-729-00	Twn Prop Sur											\$ -
3-731-00	GIS Mapping	\$ 10,000	\$ 10,000	\$ 10,000	\$ 5,000							
3-733-00	Personnel									\$ 40,000	\$ 40,000	\$ 25,000
3-735-00	Twn Prop Acq											
3-737-00	Ambulance		\$ 20,000		\$ 15,000						\$ 77,245	\$ 20,000
3-739-00	ALS Equip											
3-741-00	Fire Truck	\$ 25,000	\$ 25,000		\$ 20,000						\$ 50,000	\$ 50,000
3-743-00	Fire Tk Refu		\$ 4,000		\$ 4,000							
3-745-00	Fire Building			\$ 4,000								\$ 2,361
3-747-00	Fire Camera											\$ 10,000

Proposed FY18 Reserve Fund Allocations and Expenditures												Updated 6/3/17
May 1, 2017												
Acct	Reserve Account	FY08 Budget	FY09 Budget	FY10 Budget	FY11 Budget	FY12 Budget	FY13 Budget	FY14 Budget	FY15 Budget	FY16 Budget	FY17 Budget	Proposed FY18 Budget Appropriation
3-749-00	Fire Training											
3-751-00	Boat Fund											
3-753-00	Police Cruiser										\$ 34,000	\$ 27,000
3-759-00	Communications											
3-761-00	Roads/Streets	\$ 45,000	\$ 45,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ 100,000	\$ 50,000	\$ 100,000	\$ 100,000	\$ -	\$ 79,925
3-763-00	Library		\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ 5,000	\$ 5,000		
3-765-00	Library Grant											
3-767-00	Rec Area Res										\$ 80,000	\$ 10,000
3-768-00	Playground											\$ 5,000
3-769-00	Rec/Conserv											\$ -
3-771-00	Pool Facility	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000					\$ 5,000	\$ 5,000
3-773-00	Marina											\$ 20,000
3-775-00	Bldg/Grounds											\$ 5,280
3-777-00	SW/Garage										\$ 58,000	\$ 65,000
3-778-00	EPA/DEP-Gara											
3-780-00	Matching Grant											\$ 40,000
Designated Reserve Balance Total		\$ 177,300	\$ 243,970	\$ 264,000	\$ 291,300	\$ 240,000	\$ 225,000	\$ 147,500	\$ 239,925	\$ 330,000	\$ 502,019	\$ 487,426

Proposed Hampden Capital Program, FY18-FY21+ Updated 6/3/17

Dept	Project	Life/yrs	Replacem ent Year	Cost	FY17	FY18	FY19	FY20	FY21+	Source(s)
Municipal Building										
	Roof replacement			\$ 55,000		\$ 5,000	\$ 10,000	\$ 10,000	\$ 30,000	2008 CIP
	Public Safety flooring		FY18	\$ 20,000	\$ 10,000	\$ 10,000				
	LED lighting upgrades		FY18	\$ 14,152		\$ 3,300	\$ 10,852			Vendor proposal (2017)
	Replace wall heater in garage		FY18	\$ 2,000		\$ 400				Current balance \$1,640
	Fire garage door exhaust linkage		FY18	\$ 2,000		\$ 2,000				
	ADA door openers (Town Office)		FY18	\$ 3,000		\$ 3,000				Vendor proposal (2017)
	ADA door openers (Public Safety)		FY19	\$ 3,000			\$ 3,000			Vendor proposal (2017)
	Repaving parking area									2008 Hampden CIP
	Air Handling System			\$ 50,962						Vendor proposal (2016)
Public Safety										
	Fire Engine		FY23	\$ 400,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000	
	Air Bottles		FY20	\$ 55,000			\$ 5,000	\$ 50,000		
	Ambulance		FY26	\$ 200,000	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 110,000	
	Thermal Imaging Camera		FY18	\$ 10,000		\$ 10,000				
	Handguns		FY19-20	\$ 6,000			\$ 6,000			
	Cardiac Monitor (2)		FY28	\$ 80,000			\$ 10,000	\$ 10,000	\$ 60,000	
	Police Cruiser		FY18	\$ 34,000		\$ 17,000	\$ 17,000	\$ 17,000		
	Pickup Truck		FY18-20	\$ 40,000		\$ 10,000	\$ 15,000	\$ 15,000		
	Radios		FY22-25	\$ 30,000			\$ 5,000	\$ 5,000	\$ 20,000	
Recreation										
	Additional field space (multipurpose)				\$ 50,000	\$ -				
	Permanent bathroom and concession space									
	Addition of outside field storage									
	Facility signage									
	New facility/recreation center									
	More parking for Lura Hoit complex				\$ 30,000	\$ 10,000				
	VFW Tennis Courts (replacement)			\$95-110,000		\$ 2,500				Vendor estimate (2015)
	VFW Basketball Courts (replacement)			\$130-150,000		\$ 2,500				Vendor estimate (2015)
	Ballfield Road softball field, LED lighting			\$ 15,000						Vendor estimate (2017)
Rec (Skehan Center)										
	Parking (60-70 additional spaces)									
	Permanent secure lobby office space			\$ 15,000						Vendor proposal
	Building heating upgrades (energy efficiency)									
	Water (locker room) heating upgrades			\$ 10,600						Vendor proposal
	Facility signage									
	Windows and doors									
	Paint									
	Roof replacement									
Public Works Vehicles										
	John Deere 544K front end loader		FY17		\$ 20,979	\$ 20,979	\$ 20,979	\$ 20,979	\$ 20,979	5-year lease (in FY18 expense budget)
	310SK Backhoe Loader #8	5	FY13		\$ 13,448	\$ 13,448	\$ 14,564	\$ 14,564	\$ 43,692	last year of lease (in FY18 expense budget)
	Plow truck #44		FY17	\$ 185,000	\$ 36,493	\$ 36,493	\$ 36,493	\$ 36,493	\$ 36,493	5 year financing (in FY18 expense budget)
	Plow truck (replace #13)		FY18	\$ 148,000		\$ 32,560	\$ 32,560	\$ 32,560	\$ 65,120	(Est.) 5-year financing
	Plow truck (replace #20)		FY18	\$ 144,000		\$ 31,680	\$ 31,680	\$ 31,680	\$ 63,360	(Est.) 5-year financing
	Pickup Truck, cemetery (4-door 4x4) (replace #52)		FY18	\$ 24,000		\$ 5,280	\$ 5,280	\$ 5,280	\$ 10,560	(Est.) 5-year financing (proposed in B&G Reserve)
	John Deere Mower 540X (replace #7)		FY18							\$5,140 in 30-10-20-01
	John Deere Small Tractor 2520 (replace #9)		FY19							
	Ford F-350 1-ton (replace #32)		FY19							
	Ford F-350 1-ton (replace #35)		FY19							
	DPW vehicle (replace #51 Crown Vic)		FY19							

Proposed Hampden Capital Program, FY18-FY21+ Updated 6/3/17

Dept	Project	Life/yrs	Replacem ent Year	Cost	FY17	FY18	FY19	FY20	FY21+	Source(s)
	Trailer (cemetery)		FY19							
	Trailer (20 ton)		FY19							
	Ford F-250 3/4 ton pickup (replace #10)		FY20							
	Trailer (ballfield)		FY20							
	Dump Truck (replace #14)		FY21							
	Plow truck (replace #18)		FY21							
	John Deere Large Tractor (replace #9A)		FY21							
	John Deere zero turn 60" mower (replace #4)		FY21							
	Front end loader (replace #16)		FY22							
	Dump Truck (replace #19)		FY22							
	Plow truck (replace #11)		FY22							
	John Deere Mower X590 (replace #5)		FY22							
	John Deere Mower X590 (replace #6)		FY22							
	Dump Truck (replace #15)		FY23							
	Trackless sidewalk plow (replace #7A)		FY25							
	Dump truck - wheeler (replace #44)		FY26							
Public Works Facilities										
	Salt Shed	-1	FY19	\$ 136,319		\$ 50,000	\$ 86,500			
	Contingency for "bridge waste" transport costs					\$ 15,000				
	Equipment garage			\$ 70,000						
	Roof repair at DPW Garage	0	FY17	\$ 38,000	\$ 38,000					
	Transfer Station Reconfiguration			\$ 53,200			\$ 53,200			
	New vehicle lift at DPW Garage			\$ 39,900						
	New DPW Modular Office			\$ 206,000	\$ -	\$ -				
MDOT Projects										
	Main Road North (MDOT #65291)		FY19	\$ 465,000			\$ 48,318	\$ 48,318		
	Western Ave sidewalk		FY19	\$ 6,736		\$ 6,736				MDOT contract local share
	Main Road North (MDOT #65291)			\$ 56,673						
	Repaving MRN, Western Ave to Kennebec Rd									
	Western Ave repaving, MRN to Mayo Rd									BACTS TIP v.2 for 2016-2019 estimates total project cost at \$1,194,588.
	Western Ave repaving, Mayo Rd to Railroad									BACTS TIP v.2 for 2016-2019 estimates total project cost at \$1,234,407.
Public Works Projects										
	Baker Road (275' of road reconstruction)			\$ 35,000		\$ 12,000	\$ 12,000	\$ 12,000		
	Schoolhouse Lane			\$ 310,000						
	Installation of flashing Ped beacon (from MDOT)			\$ 5,000		\$ 5,000				
	Manning Bridge #3366									
	Sawyer Bridge #0863									
	Upper Papermill Bridge #0864									
Stormwater										
	Cottage Street (catch basins & drain pipe)					\$ 12,925				
	Sucker Brook Culvert			\$ 120,000	\$ 20,000	\$ 50,000	\$ 50,000			
	Shaw Brook Watershed Management Plan			\$ 40,000			\$ 5,000	\$ 5,000	\$ 30,000	
	Sucker Brook Watershed Management Plan			\$ 40,000			\$ 7,000	\$ 7,000	\$ 26,000	
Library										
	Roof replacement (flat portion)			\$ 2,000						
	Heating far ends of building									
	Window replacement (energy efficiency)			\$ 236,250						
	Larger meeting space									
	Replace library doors (complete, FY17)		FY17	\$ 19,267						
	LED lighting (complete, FY17)		FY17	\$ 20,000						

Proposed Hampden Capital Program, FY18-FY21+ Updated 6/3/17

Dept	Project	Life/yrs	Replacem ent Year	Cost	FY17	FY18	FY19	FY20	FY21+	Source(s)
Lura Hoit Pool										
	Pool sand filter	20	FY26	\$ 20,000						
	Plaster re-surface	15	FY21	\$ 32,000						
	Boilers	15	FY24	\$ 42,710						
	Pool Pump	15	FY22	\$ 2,600						
	Air Handler	15	FY27	\$ 172,000						
	Metal Roof	25	FY39	\$ 24,000						
	Painting interior of pool area		FY18	\$ 30,000	\$ 5,000	\$ 5,000				
	Replace/repair sidewalk and curbing		FY18	\$ 6,500						
Computers										
	(See attached IT CIP)					\$ 14,100	\$ 14,100	\$ 14,100		
Marina										
	Dock		FY18	\$ 35,000		\$ 20,000				
Cemetery										
	Stone repair, all cemeteries					\$ -	\$ 5,000			
Miscellaneous										
	Coldbrook Road water infrastructure			\$ 167,000	\$ 67,000	\$ 100,000	\$ (23,656)	\$ (36,679)	\$ (107,304)	Loan to MRC/Fiberight
	Revaluation (town-wide)	10		\$ 350,000			\$ 35,000	\$ 35,000		Peer (assessor) estimates
	LED Street Lighting (streetlight acquisition)			pending						Pending Emera rulemaking
	LED Street Lighting (services)			\$ 141,994			\$ 16,500	\$ 16,500		Vendor proposal (2016)
	Bus (end of life rehab)	6		\$ 7,000		\$ 5,850				City of Bangor (2017)
	Town Center decorative banner installation			\$ 8,280		\$ 8,280				Offset by EconDev Reserve
	Town Center holiday lighting repairs			\$ 33,000						Vendor proposal (2016)
	Town Records Preservation					\$ 2,940				Vendor proposal (2017)
	Dangerous Building funds (in P&D Reserve)			\$ 14,000		\$ 15,000				Current balance \$5,265
	Personnel Reserve				\$ 40,000	\$ 25,000				
	Matching Grants Reserves					\$ 40,000				

Proposed FY18 Costs **\$ 673,971.00**

Available Reserve Funds

Bus Reserve	\$ 1,153.26	Bus end of life rehab
Econ. Dev. Reserve	\$ 1,559.67	Town Center banners
Cemetery Reserve	\$ 5,000.00	Stone repairs
Fire Bldg Reserve	\$ 1,639.70	Garage heater exhaust
Host Community Benefits	\$ 6,736.00	Western Ave sidewalk
Total non-Reserve Sources:	\$ 9,352.63	

Revenue Sources

TIF (infrastructure)	\$ 100,000.00	Included in FY18 Revenue budget
Env. Trust (income)	\$ 50,000.00	To be added in FY18 Revenue budget
Host Community Benefits		
Grant proceeds (known)		
Total non-Reserve Sources:	\$ 150,000.00	



TO: Town Council
FROM: Angus Jennings, Town Manager
RE: Proposed FY18 Sewer Budget and Capital Program Updates

This proposed budget is provided in a format consistent with the requirements of the Hampden Town Charter.

Estimated Income¹ (with comparative figures: FY16, FY17 YTD)

The attached projected Sewer Revenue Budget includes estimated income from sewer bills taking into account the revised rate structure that took effect in March 2016. This rate structure is fully reflected in FY17 collections to date.

If a new rate structure is adopted following a public hearing on May 15, 2017, it would take effect June 15 and would be applicable to the third quarter of 2017 billing (July to September). Because of the lag time between a rate change and cash flow, revenues from a new rate structure would be available for three quarters of FY18.

Projections of sewer revenue are fairly secure with a couple of exceptions, neither of which represent a significant share of revenues; specifically:

1. **Abatements**. There is no way of knowing how many abatements will be approved in FY18 or the total value. The proposed budget carries an estimate of \$4,500 in abatements, which annualizes the abatements approved so far in FY17. Trio reports a major discrepancy between approved abatements in FY15 (much higher) and FY16 (much lower). Now that a formal abatement policy is in place I think the projected amount for FY18 is reasonable.
2. **Industrial User Surcharge**. The Sewer Ordinance Sec. 10.4 provides authority to assign a special charge to an industrial customer. Based on the characteristics of projected discharge, as well as the incremental costs that DPW will incur to maintain an additional pump station, force main, and maintenance of a cross-country easement, in 2016 the Infrastructure Committee recommended assignment of such a charge to the proposed Fiberight facility. The proposed FY18 budget carries estimated revenues of \$3,479 representing one quarter of the total recommended charge, which assumes that the Fiberight facility will tie in as a sewer customer for the second quarter of 2018. This may prove to be an optimistic projection; and in order to capture those funds in FY18 this surcharge would need to be paid at the beginning of the quarter, not the end. So there is variability here, but this does not represent a significant share of projected revenues.

¹ Town Charter Sec. 704.

Potential Grant Funding

A letter of intent was submitted to the Northern Border District Commission on April 26 regarding our intended submittal of a grant application, due June 2, for \$250,000 in funding to support the CSO Master Plan update. The required matching funds are included in the proposed FY18 sewer expense budget. If these grant funds are received, depending on the amount of the award it could offset projected expenses, but more likely this would simply allow the Town to complete work sooner than it might otherwise. (It should also be noted that the Northern Border District Commission is proposed for elimination in the Trump Administration budget; we will continue to monitor this through our Congressional delegation).

We have also researched grant opportunities USDA Rural Development Program, which offers grants as well as favorable borrowing terms for capital projects, with specific programs set aside for sewer infrastructure. Due to the residential demographics in Hampden, additional work will be required to document the Town’s potential eligibility to pursue these funds. The work to determine eligibility will proceed within available resources during FY18, but it is not expected that grant funding would be realized until FY19 or beyond.

We will continue to keep our ear to the ground regarding other grant funding that may become available to offset costs that would otherwise be borne by ratepayers.

Proposed Expenditures detailed by offices, departments & agencies² (with comparative figures: FY15, FY16, FY17 YTD)

The attached proposed Sewer Expense Budget includes incurred costs for the previous two fiscal years and year-to-date spending in FY17. The column “Change FY17 to FY18” highlights those line items that are proposed (or projected) to increase or decrease in FY18.

Interfund Transfers. Second year of multi-year payback. (Current amount owed: \$801,570, projected FY17 year-end deficit \$651,570).

Budgeting for Treatment Charges

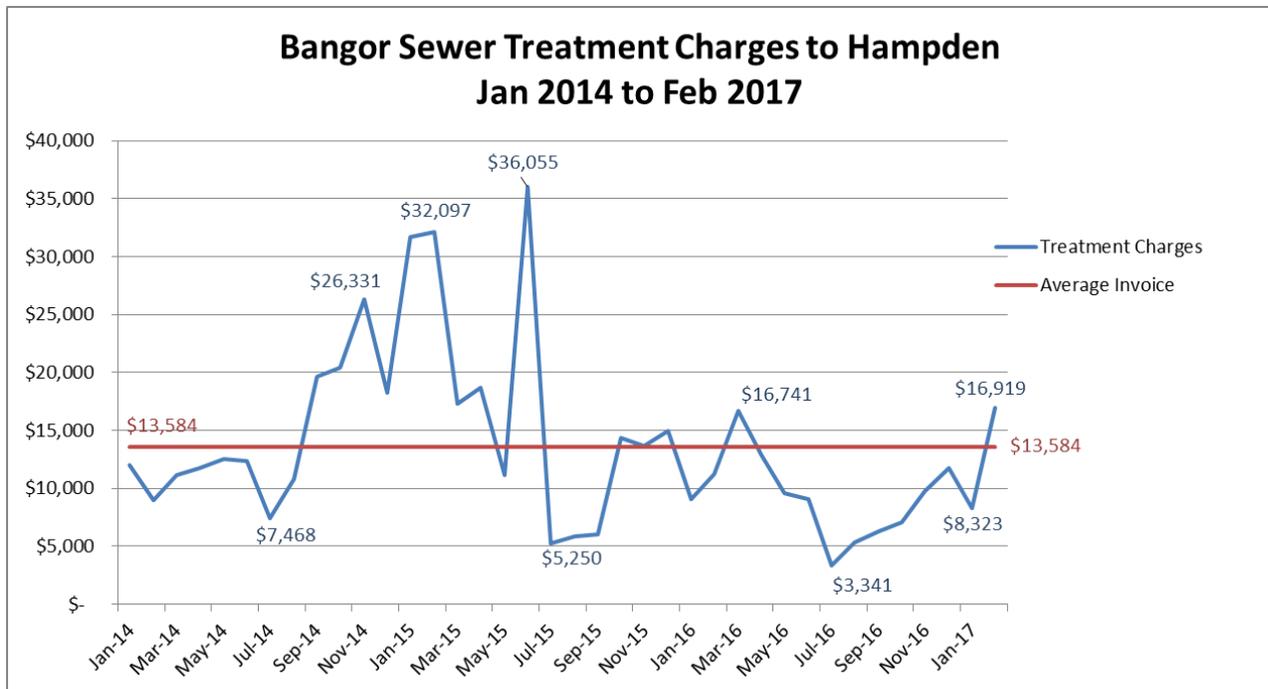
To take into account the fact that charges had been trending higher, the FY17 sewer budget estimated treatment costs of \$262,494. This amount applied a 5% increase to the actual treatment charges during FY15, based on advice from Bangor at the time that rates were likely to increase by 5%. However actual treatment costs in FY17 YTD have been lower than budgeted, averaging \$8,586.

Budgeting for Bangor Treatment Charges

<u>Year</u>	<u>Total Cost</u>	<u>Avg. Monthly</u>
FY15	\$ 249,994	\$ 20,833
FY16	\$ 128,762	\$ 10,730
FY17 (thru Feb.)	\$ 68,689	\$ 8,586

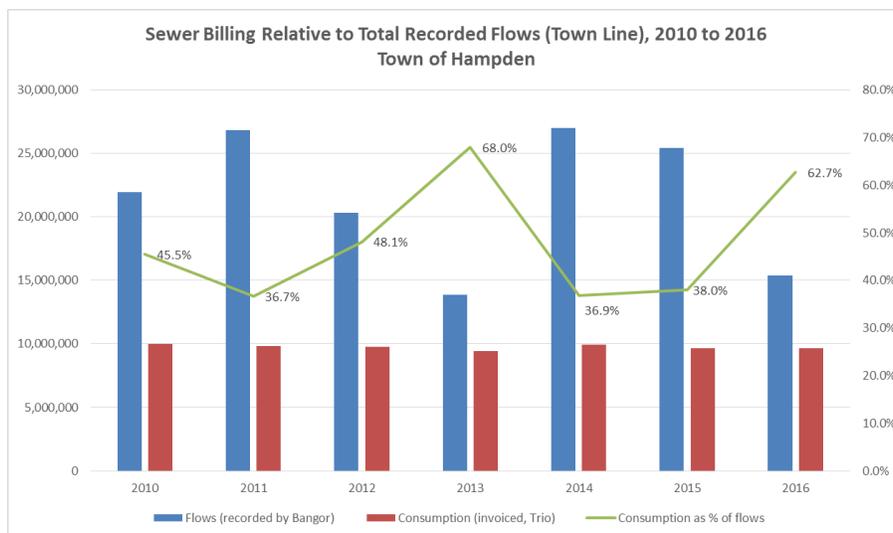
Treatment charges have been a major variable in the Sewer Fund expense budget for the past few years. The following chart illustrates the major variability in per-month costs, and illustrates that the average monthly invoiced cost from January 2014 to February 2017 was \$13,584.

² Town Charter Sec. 704(1).



Proposed FY18 budgeted costs for this line item multiply this average monthly cost by twelve, resulting in a proposed FY18 expense budget of \$163,010 for Treatment Charges. If the average cost of the past two years (\$11,694) is used, instead, this would reduce the proposed FY18 budget by \$22,679.

There is risk in using a less conservative budgeting approach since we know that the amount of flows we generate, and are charged for, directly relate to the amount of precipitation within the year and the depth of ground water. This is obviously not something we can control.



If actual FY18 costs are lower or higher than the approved expense budget, this will affect additional revenues available to pay pack interfund transfers to the General Fund. And, there is always the option to revisit sewer rates during FY18.

Sewer Fund, Anticipated Net Surplus or Deficit and Proposed Method of Disposition³

Proposed sewer expenses of approximately \$1,132,556 exceed projected revenues of approximately \$975,000 by approximately \$157,556.

Holding all proposed expenses, an increase in sewer rates would be needed from the current \$9.74 per 100 CF to \$11.60 per 100 CF, an increase of 19%.

This would affect typical sewer customers (by volume usage) as follows:

25th percentile usage customer analysis, 2014

Usage/Yr (100 CF)	Usage/ quarter	Bill/Yr (current)	<u>Bill/Yr (test)</u>		<u>Change in cost</u>	
			Usage	Total	Total	Percent Increase
30	8	\$ 292.20	\$ 348.00	\$ 348.00	\$ 55.80	19%

Median usage customer analysis, 2014

Usage/Yr (100 CF)	Usage/ quarter	Bill/Yr (current)	<u>Bill/Yr (test)</u>		<u>Change in cost</u>	
			Usage	Total	Total	Percent Increase
49	12	\$ 477.26	\$ 568.40	\$ 568.40	\$ 91.14	19%

75th percentile usage customer analysis, 2014

Usage/Yr (100 CF)	Usage/ quarter	Bill/Yr (current)	<u>Bill/Yr (test)</u>		<u>Change in cost</u>	
			Usage	Total	Total	Percent Increase
73	18	\$ 711.02	\$ 846.80	\$ 846.80	\$ 135.78	19%

Sewer rates are anticipated to be considered at a public hearing on Monday, May 15, 2017.

³ Town Charter Sec. 704(3).

Hampden Sewer, Proposed FY18 Budget

	Incurring FY15	Incurring FY16	Budget FY17	YTD FY17 thru 6/1/17	Percent 91.5% of year	Town Mgr Proposed as of 5/15/17	Budget (Proposed) FY18 June 5, 2017	Change FY17 to FY18	Budget Notes FY18
Sewer Expense Budget									
60 - SEWER									
10 - FUND 2									
01 - COMPENSATION									
01 - WAGES (DEDICATED)						\$72,945	\$0	\$0	Transfer of DPW staff (8E); New hire (4D). Benefits to be proposed in General Fund DPW budget.
05 - WAGES (GEN FUND OFFSET)	\$60,000	\$60,000	\$60,000	\$ 60,000	100%	\$60,000	\$60,000	\$0	Appropriation for contribution to public works/admin salary offset.
10 - SUPPLIES									
01 - SUPPLIES/OFFICE	\$5	\$0	\$0			\$0	\$0	\$0	
05 - POSTAGE/SHIPPING	\$6,389	\$7,370	\$6,000	\$5,640	94%	\$8,000	\$8,000	\$2,000	Cost of sewer billing printing & postage 4 times per year.
20 - SUPPLIES/MATERIALS	\$6,752	\$5,849	\$10,000	\$ 10,769	108%	\$3,490	\$3,490	(\$6,510)	Pump station or line repair supplies: 6 sewer manhole castings; bricks, mortar, etc.; riser rings. (Removes cost of meter readings, budgeted elsewhere).
99 - MISC.	\$0	\$0	\$2,400	\$ 3,835	160%	\$3,320	\$3,320	\$920	Jet truck nozzles (\$1,500); Dye testing packets (\$110); Tiger tales for jet truck (\$110); grade stakes (\$150); spoon to clean inverts (\$450); Trio software (\$1,000).
15 - UTILITIES									
05 - ELECTRICITY	\$33,811	\$37,055	\$36,000	\$ 31,836	88%	\$30,400	\$30,400	(\$5,600)	Electric charges for pump stations. Includes new pump station for MRC, partial year. Reduced per Maine Power Options estimate.
10 - FUEL	\$7,602	\$8,864	\$7,000	\$ 217	3%	\$3,000	\$3,000	(\$4,000)	Fuel costs for pump stations. (FY17 included cost of meter readings).
20 - MAINTENANCE/REPAIRS									
53 - Repair	\$0	\$21,629	\$52,000	\$ -	0%	\$5,500	\$5,500	(\$46,500)	Repair costs for pump stations and sewer lines. Includes manhole repair on Dewey St (\$500) and misc. pump station upgrades (\$5k).
30 - PROFESSIONAL SERVICES									
02 - PROF SVCS/METER READINGS				\$ -		\$8,000	\$8,000	\$8,000	Expense unchanged. Proposed here instead of 60-10-10-20.
37 - PROF SVCS/LICENSE FEES			\$0	\$ 1,532		\$7,720	\$7,720	\$7,720	License fees to State Treasurer (\$475., removed from 60-10-10-20). Trio service (\$750., paid in FY17 from 60-10-10-99). \$2,700 to Bangor for Industrial Pretreatment Program Admin fee (paid out of 60-10-60-04 in FY17); Annual report fee (\$180); Trio annual software costs (\$1,135); Annual rent to Maine Central Railroad, due September (\$2,480).
40 - LIENS/TRANSFERS	\$3,972	\$8,961	\$5,600	\$ 3,641	65%	\$5,600	\$5,600	\$0	Cost of lien placement and discharge for sewer liens.
80 - TRAINING / TRAVEL						\$2,800	\$2,800	\$2,800	New sewer employee training incl. collection system certification course.
60 - SEWER EXPENSES									
02 - TREATMENT SERVICE CHARGE	\$ 249,993.84	\$128,762	\$262,494	\$ 68,689	26%	\$163,010	\$163,010	(\$99,484)	Projected sewer treatment charges by City of Bangor. Prior three years' monthly cost average x 12.

Hampden Sewer, Proposed FY18 Budget

	Incurring FY15	Incurring FY16	Budget FY17	YTD FY17 thru 6/1/17	Percent 91.5% of year	Town Mgr Proposed as of 5/15/17	Budget (Proposed) FY18 June 5, 2017	Change FY17 to FY18	Budget Notes FY18
04 - PUMP STATION MAINT.	\$ 48,012.52	\$64,450	\$43,878	\$ 35,221	80%	\$59,003	\$59,003	↑ \$15,125	Cost of contracted pump station maintenance services by Bangor. Based on avg. invoice prior 12 months. Increased by one pump station, 1/4 year, for new pump station (MRC).
10 - O&M CONTINGENCY		\$2,509	\$5,000		0%	\$5,000	\$5,000	→ \$0	Small projects that are above and beyond the routine repair costs. TBD based on CIP.
16 - PRINC/INT FMHA	\$371,109	\$380,193	\$381,465	\$ 394,980	104%	\$458,969	\$458,969	↑ \$75,833	Total debt service includes all six financing obligations (below).
1997 State Revolving Loan Fund						\$96,217	\$96,217		Bond will be paid off in FY18.
2009 1A Sewer Project						\$103,669	\$103,669		Bond will be paid off in FY26.
2014 1A Sewer & Pump Station						\$68,594	\$68,594		Bond will be paid off in FY35.
2006 Sewer Bond						\$108,526	\$108,526		Bond will be paid off in FY30.
2017 The First (overdue bills)						\$40,543	\$40,543		Loan will be paid off in FY24.
2017 Bangor WWTP						\$41,420	\$41,420		Loan will be paid off in FY24.
19 - INTERFUND (TO GF)		\$0	\$100,000	\$ -	0%	\$100,000	\$100,000		Second year of multi-year payback. (Current amount owed: \$801,570; projected year-end FY17, \$651,570).
22 - SPECIAL PROJ	\$0	\$0	\$15,500	\$ 16,372	106%	\$135,000	\$135,000	↑ \$119,500	Easement clearing (\$20k); CCTV for defect investigation (\$60k); Seal CSO tank joints (\$30k); Flushing/Cleaning (\$5k); GIS Mapping (\$5,000); Engineering Svcs (\$20k).
24 - SEWER FLUSHER REPAIRS	\$0		\$0			\$0	\$0	→ \$0	
26 - SEWER LEGAL & BOND COUNSEL		\$0	\$0	\$ 4,873		\$800	\$800	→ \$800	FY17 costs paid from 60-10-30-40.
	\$787,647	\$725,643	\$987,337	\$637,604	65%	\$1,132,556	\$1,059,611	↑ \$72,273	

Hampden Sewer, Proposed FY18 Budget

	Incurring FY15	Incurring FY16	Budget FY17	YTD FY17 thru 6/1/17	Percent 91.5% of year	Town Mgr Proposed as of 5/15/17	Budget (Proposed) FY18 June 5, 2017	Change FY17 to FY18	Budget Notes FY18
Sewer Revenue Budget									
60 - SEWER									
01 - SEWER BILLS	\$546,133	\$542,518	\$943,845	\$941,240	99.7%	\$1,124,086	\$1,124,086	↑ \$180,241	Projection based on sewer rates approved 5/15/17 (\$11.60 per 100 CF) to take effect 6/15/17.
03 - INTEREST ON SEWER BILLS	\$1,924	\$1,784	\$1,735	\$2,340	135%	\$2,400	\$2,400	↔ \$665	
05 - INTEREST/COSTS ON SEWER LIENS	\$9,697	\$8,832	\$9,050	\$5,465	60%	\$7,219	\$7,219	↓ (\$1,831)	
08 - ABATEMENTS	(\$14,003)	(\$383)	\$0	(\$4,377)		(\$4,500)	(\$4,500)	↓ (\$4,500)	
23 - INTEREST EARNED	\$1,234	\$87	\$1,230	\$586	48%	\$781	\$781	↓ (\$449)	
24 - CONSTRUCTION INTEREST	\$541	\$210	\$0			\$5	\$5	↔ \$5	
60 - SEWER - DEBIT CARD	\$4	(\$122)	\$0	(\$287)		(\$348)	(\$348)	↓ (\$348)	
79 - MISC SEWER INCOME	\$0	\$64	\$0	\$1,369		\$0	\$0	↔ \$0	Potential grant proceeds (not budgeted).
TBD - INDUSTRIAL USER SURCHARGE			\$0			\$3,479	\$3,479	↔ \$3,479	Supplemental charge to Fiberight (1/4 year).
Final Totals	\$545,530	\$552,989	\$955,860	\$946,336	99.0%	\$1,133,122	\$1,133,122	\$177,262	
Prior Surplus / (Deficit)	(\$242,117)	(\$172,654)							
Projected Surplus / (Deficit)			(\$31,477)						
				Projected Surplus / (Deficit)		\$566	\$73,512		

Proposed Sewer Capital Program (Expenditures detailed by offices, departments & agencies)⁴

1. **Summary of Contents**⁵

The proposed Sewer Capital Program includes known and potential capital costs and identified revenues as of May 1, 2017. Upon its re-endorsement by the Town Council in June 2017, this will continue to guide the Town Manager’s implementation of the Capital Program. As new information and updated cost estimates become available, these will be brought to the Council through its Infrastructure Committee.

Sewer Fund, Obligated Debt Service⁶ (with comparative figures: FY16, FY17)

The debt service payments included in the proposed expense budget are based on the following outstanding financing obligations:

Town of Hampden Debt Service Analysis, 4-27-17				Future Debt Service Obligations				
Sewer Fund	Bond Series	Maturity Date	Principal Balance (Year-End FY17)	FY17	FY18	FY19	FY20	FY21
1996 Sewer SRF	1997 A	10/1/2017	\$ 184,333	\$ 96,284	\$ 96,217			
2006 Sewer Construction Bond	2006 C	11/1/2025	\$ 789,477	\$ 107,675	\$ 103,669	\$ 99,495	\$ 95,715	\$ 85,889
2010 Route 1A Sewer Bond SRF	2009 FS	7/29/2029	\$ 1,337,963	\$ 108,533	\$ 108,526	\$ 108,520	\$ 108,514	\$ 108,508
2014 Sewer Project	2014 A	11/1/2034	\$ 856,948	\$ 68,973	\$ 68,594	\$ 68,066	\$ 67,397	\$ 66,578
Sewer Overdue Bills (\$258,810)	Loan #44181126	1/23/2024	\$ 257,139	\$ 16,893	\$ 40,543	\$ 40,543	\$ 40,543	\$ 40,543
Sewer Bangor WWTP (\$262,936)	Proposed terms	5/16/2024			\$ 41,060	\$ 41,060	\$ 41,060	\$ 41,060
			\$ 3,425,860	\$ 398,358	\$ 458,609	\$ 357,684	\$ 353,229	\$ 342,577
		Change from prior year:		\$ 20,266	\$ 60,250	\$ (100,924)	\$ (4,456)	\$ (10,651)

The next bond to be paid off will be in FY18. However, the Sewer Fund took on two new financing obligations in FY17 for overdue bills and Bangor WWTP, including to pay overdue treatment charges incurred prior to FY17, and to pay Hampden’s responsibility for 8.33% of the cost of certain Capital Improvements to the Bangor WWTP.

⁴ Town Charter Sec. 704(2).

⁵ Town Charter Sec. 705(b)(1).

⁶ Town Charter Sec. 704(2).

HAMPDEN'S PORTION OF BANGOR WWTP CAPITAL IMPROVEMENTS		
TASK	FY17	FY18
Aeration system repairs	\$ 505,000.00	\$ 250,000.00
Submersible flight pumps		\$ 100,000.00
Electrical control system		\$ 80,000.00
Catwalk repairs		\$ 6,000.00
Plant/building repairs		\$ 10,000.00
Total per Fiscal Year	\$ 505,000.00	\$ 446,000.00
Hampden percent	8.33%	8.33%
Hampden share	\$ 42,066.50	\$ 37,151.80
<i>Hampden share, other than Biotower (FY17-18):</i>		\$ 79,218.30
<i>Biotower cost (invoice pending):</i>		\$ 183,718.00
<i>Total projected cost:</i>		\$ 262,936.30
Total proposed for borrowing:		\$ 262,936.30

Note: Hampden contribution at 8.33% per Interlocal Agreement Sec. A Item 6.(a).

These costs will be paid through the pending issuance of a sewer revenue obligation bond, and will be paid back over the course of seven years.

In FY19, sewer debt service obligations will fall by almost \$100,000 in the absence of new obligated debt. In other words, \$100,000 of new annual debt service obligations could be taken on in FY18 – with costs to first come due in FY19 – without affecting that line item of the FY19 budget.

2. List of All Capital Improvement Proposed to be Undertaken (next 5 Fiscal Years) with supporting information as to the necessity for such improvements⁷

Not all projects included in the attached Workbook are proposed to be undertaken within the next 5 fiscal years. However, the goal is to include all known and potential projects in one place. Supporting documentation is on file in the Town Manager’s office. During FY18 we will work to assemble key supporting information and documentation into web page accessible to the Town Council and to members of the public.

Anticipated New Debt Obligations in FY18

Additional capital obligations will be considered in FY18, and unless postponed or otherwise financed may be brought to the ballot for voter referendum in November 2017. These include:

1. Grist Mill Bridge
2. Souadabscook Pump Station
3. CSO Master Plan Update

⁷ Town Charter Sec. 705(b)(2).

The Town's engineering consultant has been given notice to proceed to prepare more accurate cost estimates based on advancing the preliminary engineering work.

Based on current and future debt service, it is recommended that any financing costs associated with new capital programming in FY18 be deferred to FY19.

3. Cost Estimates, Methods of Financing and Recommended Time Schedules for Each Improvement⁸

The cost estimates in the Workbook are based on the best information available at this time, with sources cited and other notes. Work is ongoing regarding projected costs and revenues, including borrowing proceeds and debt service.

4. Estimated Annual Operating and Maintenance Costs of Facilities to be Constructed or Acquired⁹

Estimates of annual O&M costs is part of the scope of work of the Town's engineering consultants and / or by Town personnel. This work is ongoing and will continue to be refined, with regular reporting to the Infrastructure Committee.

⁸ Town Charter Sec. 705(b)(3).

⁹ Town Charter Sec. 705(b)(4).

Proposed 5-Year Capital Improvement Program, Town of Hampden Sewer Fund

5/1/2017

TASK	FY17	FY18	FY19	FY20	FY21	FY22	TOTAL (FY18-22)	
CSO TANK SEALING (5 tanks)	\$35,000.00	\$30,000.00	\$5,000.00				\$35,000.00	
CCTV - FLUSH SEWER SYSTEM	\$17,000.00	\$60,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$180,000.00	
SEWER FORCE MAIN-SOUADABSCOOK PUMP STATION							\$500,000.00	Potential share w Gen. Fund
SOUADABSCOOK PUMP STATION ALT 1 (REPLACE AS IS)								TBD pending engineering
SOUADABSCOOK PUMP STATION ALT 2 (INCREASE CAPACITY)								TBD pending engineering
I/I STUDY - MAYO ROAD		x	x				\$0.00	
I/I STUDY - WESTBROOK TERRACE		x	x				\$0.00	
METER PIT PARSHALL FLUME STUDY	\$7,000.00						\$0.00	
METER PIT PARSHALL FLUME FIX/VALVE INSTALL		\$10,000.00					\$10,000.00	TBD pending engineering
SEWER PROJECT PRIORITY #4 (#1-3 COMPLETED)* <i>-RT1A FROM RT 9 TO SKEHAN AND ELM ST. WEST</i>							\$764,500.00	estimate from 2008
SEWER PROJECT PRIORITY #5 * <i>-WESTERN AVE FROM 1A TO RITE AID</i>							\$561,500.00	estimate from 2008
SEWER PROJECT PRIORITY #6 * <i>-PLEASANT ST FROM DEAD END TO INT AND SUMMER ST.</i>							\$462,625.00	estimate from 2008
SEWER PROJECT PRIORITY #7 * <i>-CARVER ST AND 3 SPOTS ON MRN NEAR HUGHES BROS</i>							\$472,000.00	estimate from 2008
REPLACE SUMMER STREET PUMP	\$6,500.00						\$0.00	
REPLACE COUNTY ROAD SS (3 AREAS) (2,450 LF)							\$407,250.00	
REPLACE MOUNTAINVIEW SS (930 LF)							\$155,450.00	
REPLACE DEWEY STREET SS (390 LF)							\$65,350.00	
REPLACE SEWER JET WITH JET/VAC (FUND RESERVE)							\$0.00	
	\$65,500.00	\$100,000.00	\$35,000.00	\$30,000.00	\$30,000.00	\$30,000.00		

* Priority Projects refer to analysis by Woodard & Curran, 2008. Costs for priority projects are based on 2008 estimates, not adjusted for inflation.

HAMPDEN'S PORTION OF BANGOR WWTP CAPITAL IMPROVEMENTS						
TASK	FY17	FY18	FY19	FY20	FY21	FY22
Aeration system repairs	\$ 505,000.00	\$ 250,000.00				
Submersible flyght pumps		\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Electrical control system		\$ 80,000.00				
Catwalk repairs		\$ 6,000.00				
Plant/building repairs		\$ 10,000.00				
Total per Fiscal Year	\$ 505,000.00	\$ 446,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Hampden percent	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%
Hampden share	\$ 42,066.50	\$ 37,151.80	\$ 8,330.00	\$ 8,330.00	\$ 8,330.00	\$ 8,330.00
<i>Hampden share, other than Biotower (FY17-18):</i>	\$ 79,218.30					
<i>Biotower cost (inoice pending):</i>	\$ 183,718.00					
<i>Total projected cost:</i>	\$ 262,936.30					
Total proposed for borrowing:	\$ 262,936.30					

Note: Hampden contribution at 8.33% per Interlocal Agreement Sec. A Item 6.(a).

MAY 22 2017



Office of the
Town Clerk

Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: Brown Steven E.
LAST FIRST MI
ADDRESS: 114 Main Road North Hampden 04444
STREET TOWN ZIP
MAILING ADDRESS (if different): P.O. Box 315 Hampden, ME
TELEPHONE: 862-3656 _____
HOME WORK
EMAIL: brown3069c Roadrunner.com
OCCUPATION: Retired
BOARD OR COMMITTEE PREFERENCE:
FIRST CHOICE: Recreation
SECOND CHOICE (OPTIONAL): —

How would your experience, education and/or occupation be a benefit to this board or committee? I have been a coach for Little League Baseball, softball, soccer & basketball. High School coach Boys Basketball + Cross Country.

Are there any issues you feel this board or committee should address, or should continue to address? Continue to expand offerings of programs for senior citizens.

3 YEAR

BOARD OF ASSESSMENT REVIEW
PERSONNEL APPEALS BOARD
LURA HOIT MEMORIAL POOL
HARBOR COMMITTEE

DYER LIBRARY
RECREATION COMMITTEE
BOARD OF APPEALS
HISTORIC PRESERVATION COMMISSION

5 YEAR
PLANNING BOARD

MAY 22 2017

FOR TOWN USE ONLY		Date Application Received: _____
COUNCIL COMMITTEE ACTION: <u>Services</u>	DATE: <u>6/12/17</u>	
COUNCIL ACTION: _____	DATE: _____	
<input type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



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

TO: Paula Scott, Town Clerk
FROM: Angus Jennings, Town Manager
DATE: June 14, 2017
RE: Designation of Acting Town Manager

I will be out of the office on vacation twice this summer: from Wednesday, July 5 through Sunday, July 16 (returning to the office on Monday, July 17); and again from Monday, August 28 through Monday, September 4 (Labor Day) (returning to the office on Tuesday, September 5).

Pursuant to Sec. 404 of the Town Charter, I wish to designate Public Safety Director Joe Rogers to exercise the powers and perform the duties of Town Manager during my absence. Chief Rogers has agreed to serve in this capacity, and he and I will meet prior to each scheduled vacation to review active issues and anticipated responsibilities during my absence.

This designation is subject to approval of the Town Council, and this letter is intended for their consideration at their meeting on June 19.

cc: Chief Rogers



TOWN OF HAMPDEN CLERK'S CERTIFICATE

I, Paula A. Scott, Clerk of the Town of Hampden, do hereby certify that the following is a true and accurate record of the return of votes cast by the townspeople of the Town of Hampden and entered into the permanent record of the Town of Hampden, Maine.

RSU 22 Budget Validation Referendum held June 13th, 2017

Yes 272 No 319

Blank 4

Dated: June 14, 2017

Paula A. Scott
Clerk, Town of Hampden



TOWN OF HAMPDEN CLERK'S CERTIFICATE

I, Paula A. Scott, Clerk of the Town of Hampden, do hereby certify that the following is a true and accurate record of the return of votes cast by the townspeople of the Town of Hampden and entered into the permanent record of the Town of Hampden, Maine.

State Special Election held June 13th, 2017

Yes 376 No 212

Blank 1

Dated: June 14, 2017

Paula A. Scott
Clerk, Town of Hampden



Hampden Public Safety

D-5-a

Emergency Services Working Together

106 Western Avenue
Hampden, ME 04444



Phone: 207-862-4000

Email: publicsafety@hampdenmaine.gov

<http://www.hampdenmaine.gov/>

<https://www.facebook.com/hampdenpublicsafety>

Police—Fire—EMS

Code Enforcement
Building Inspection
Fire Inspection

Local Health Office

Joseph L. Rogers
Director of Public Safety
Kandy A. McCullough
Admin. Office Manager

Police

T. Daniel Stewart
Sergeant / SRO

Scott A. Webber
Sergeant

Christian D. Bailey
Sergeant

Joel Small
Investigator

Joseph D. Burke
Patrol Officer

Benson G. Eyles
Patrol Officer

Shawn F. Devine
Patrol Officer

Marc Egan
Patrol Officer

William Miller
Patrol Officer

Jeffrey L. Rice
Patrol Officer

Fire

Jason Lundstrom
Lieutenant / Fire Inspector

Daniel Pugsley, Jr.
Lieutenant / Paramedic

Matthew St. Pierre
Lieutenant / Paramedic

Myles Block
CEO / Paramedic

Jared LeBarnes
Building Inspector / Paramedic

Joseph Dunton
Paramedic / Chaplain

Matthew Thomas
FF / Paramedic

Shawn McNally
FF / Paramedic

Matthew Roope
FF / Paramedic

Chris Liepold
FF / Paramedic

TO: Town Council, Angus Jennings, Town Manager
FROM: Joe Rogers, Public Safety Director
RE: Acceptance of Safety Enhancement Grant – May 2017
DATE: June 7, 2017

On May 31, 2017, Sergeant Scott Webber was informed that the Town has been awarded a Maine Municipal Safety Enhancement Grant for the purchase of two portable LED scene lights in the amount of \$1,666.67. We would ask that the Town Council accept this grant and authorize the disbursement of up to \$933.33 from the Grant Matching Reserve Account to cover our required match.



MAINE MUNICIPAL ASSOCIATION

Risk Management Services

60 Community Drive
PO Box 9109
Augusta, Maine 04332-9109

Telephone No.
(207) 626-5583
(800) 590-5583 Maine Only
RMS Fax (207) 626-0513
Fax (207) 624-0127

May 31, 2017

Scott Webber
Town of Hampden
106 Western Ave
Hampden, ME 04444

**Town of Hampden
RECEIVED**

JUN 06 2017

**Office of the
Town Manager**

RE: Safety Enhancement Grant Application for May 2017

Dear Sergeant Webber:

The selection committee has reviewed your application and is pleased to approve your request. This grant is to be used exclusively for purchasing of two Revel Scout Portable LED Scene Lights, as stated in your application.

The grant is intended to cover two-thirds of your cost up to, but not exceeding \$1,666.67. When your project is complete, please send us proof of payment (cancelled check, treasurer's warrant, "paid" stamped invoice, etc.) so that reimbursement can be made. The grant must be used within one year from the date of this letter or it will be withdrawn.

We have enclosed a press release that may be used to announce your Safety Enhancement Grant to your community. If you have any questions, please call Jennette Holt at 624-0140 or contact me directly at 624-0165. Congratulations on your grant! We appreciate your interest in workplace safety.

Sincerely,

Donald Vickery
Loss Control Manager

Enclosed: Draft Press Release

cc: Angus Jennings

Press Release
For Immediate Release

Municipal Officials are pleased to announce that the **Town of Hampden** has received a Safety Enhancement Grant awarded by the Maine Municipal Association for **\$1,666.67**.

The Safety Enhancement Grant and Scholarship Grant programs offer financial incentives to members of the Maine Municipal Association Workers' Compensation Fund. These grants are used to purchase safety equipment or services that assist in reducing the frequency and severity of workplace injuries. Improving workplace safety for municipal employees saves taxpayers money by reducing lost hours at work, cost of insurance claims and overtime expenses for employees who might have to fill in for injured co-workers.

The Maine Municipal Association has been awarding safety grants to Members of their Workers' Compensation fund since 1999. The Grant program has assisted municipalities by bestowing more than ***\$4.2 million*** through funding of ***3,330*** Safety Enhancement Grants and ***444*** Scholarship Grants.

Loss Control Department for Maine Municipal Association, advises the program received ***152*** applications for this grant period and ***\$154,655*** was awarded. Grants are awarded in May and October each year.

For more information about any of the Maine Municipal Association Risk Management Service programs, including Safety Enhancement Grants eligibility and applications, please visit their website at **www.memun.org** and click on the Risk Management Services link, or call at 1-800-590-5583.

**HAMPDEN ENVIRONMENTAL TRUST
COMMITTEE MEETING**

Thursday May 18th, 2017

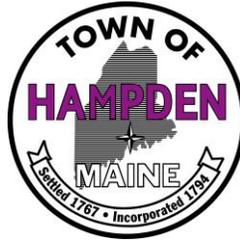
10 A.M.

HAMPDEN TOWN OFFICE

A G E N D A

1. Call to Order
2. Approval of Meeting Minutes – February 2, 2017
3. Review of financial statements, first quarter (January to March) 2017
4. Update on contract with Drumlin Environmental, LLC, executed March 2017, for continuing assistance in monitoring Pine Tree Landfill post-closure activities and data
5. Summary of proposed FY17 and FY18 Town Budgets including proposed budgeted Environmental Trust revenues – *Angus Jennings, Town Manager*
6. Review of proposed FY17 costs for reimbursement or payment from Environmental Trust, Income
 - a. General Fund payments for Stormwater Management totaling \$70,821.55 from July 2016 to May 2017
7. Review of proposed pre-FY17 costs for reimbursement from Environmental Trust, Principal
 - a. General Fund payments to Drumlin Environmental, LLC totaling \$108,907.21 from July 2008 through May 2016
8. Review of proposed pre-FY17 costs for reimbursement from Environmental Trust, Income
 - a. General Fund payments for Stormwater Management and Rain Garden totaling \$160,397.08 from July 2009 to September 2016
 - b. General Fund payments for Stormwater Management and Rain Garden totaling \$20,385.00 from July 2009 to September 2016 (*accounting records but invoices not kept past records retention*)
9. Establish June 2017 special meeting date, and establish date of next quarterly meeting in August or September 2017
10. Adjourn

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



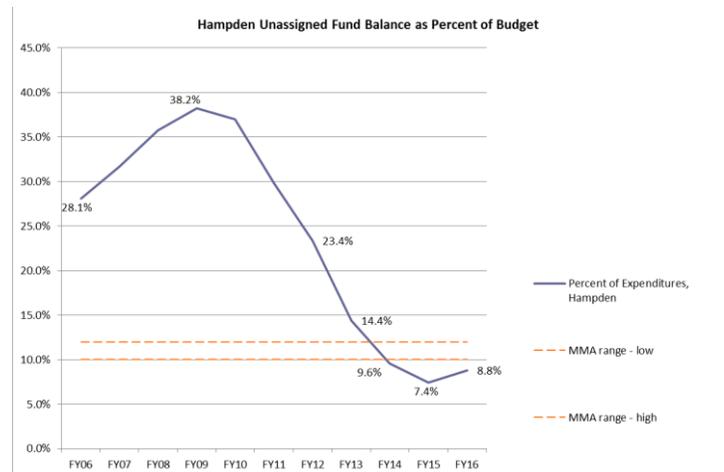
Phone: (207) 862-3034
Fax: (207) 862-5067
Email:
townmanager@hampdenmaine.gov

TO: Environmental Trust Committee
FROM: Angus Jennings, Town Manager
DATE: May 15, 2017
RE: Current and proposed role of Environmental Trust in Town budgeting

As was discussed at the Committee's October 2016 and February 2017 meetings, the Environmental Trust was an active financial resource to the Town of Hampden for many years. Our paper records show routine Committee authorization of Trust payment of eligible expenses from 1993 until around 2007. The last Environmental Trust Committee meeting minutes we have on file are from Oct. 8, 2008, and the last meeting agenda we have on file is from Aug. 29, 2009 (no meeting minutes found).

Over the past 16 months or so, we have worked to reactivate the Trust through Council reappointment of the Committee; resuming quarterly meetings pursuant to the Trust Committee Bylaws; restoring communications between the Committee and the Institutional Trustee (Bangor Savings Bank); and facilitating Committee consideration of its roles and responsibilities as it was intended, and as it functioned for many years.

Part of our work involved resolving a backlog of documented expenses that have been incurred by the Town's General Fund during the period of Committee inactivity. During that time, the health of the Town's finances (as indicated by the Unassigned Fund Balance as a percentage of annual budget) worsened considerably (see chart, excerpted from Town Manager presentation of proposed FY18 Town Budget, complete presentation online at www.hampdenmaine.gov/budget).



At year-end FY14, for the first time the Town's Unassigned Fund Balance fell below the 10-12% range recommended by the Maine Municipal Association. Restoring the Fund Balance to a healthier condition is one of the Town Manager / Town Council goals, and some progress has been made in this regard.

Later on this meeting agenda the Committee will review a number of expenses incurred prior to the Committee's appointment in 2016 that would have been eligible for payment from the Trust had the Committee been active.

The purpose of this memo is to set out the role that the Trust played in adopting a balanced FY17 budget, and its role in the proposed FY18 Town budget.

In FY17, for the first time, the Town included a separate budget for Stormwater Management which, because Hampden is a regulated MS4 (Municipal Separate Storm Sewer System) community, has been and will continue to be a significant and costly unfunded mandate. Prior to FY17, stormwater management expenses were not specifically budgeted, but rather were paid from one-time Host Community Benefit revenues.

The approved FY17 Town Budget includes \$122,630 in stormwater management expenses. It also includes \$120,000 in budgeted revenues based on anticipated payment (or reimbursement) of these expenses from the Environmental Trust. The Town Council agreed with my recommendation that, because the legal underpinning of MS4 regulations is protection of water quality, our compliance costs are eligible for Trust payment (or reimbursement) from Trust Income which under the Trust Indenture may be expended "to preserve and protect the environment in the Town of Hampden, including funding such environmental study, testing, protection, preservation, and remediation measures as the Individual Trustees, in their discretion, direct."

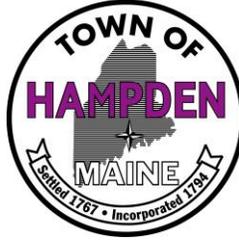
Under Item 6 on the May 18 agenda, the Committee will be asked to pay about \$71,000 of related expenses incurred in FY17. An additional request will be submitted closer to the end of the fiscal year (June 30) in order to submit payment (or reimbursement) request for an additional approximately \$49,000 in order to meet budgeted revenues.

The same approach is reflected in the FY18 Town Budget proposed to the Town Council by the Town Manager: the proposed budget includes \$72,420 in stormwater management expenses, and projects the \$72,240 in Environmental Trust revenue. (Proposed budget numbers are subject to change as the Town Council proceeds with ongoing budget working meetings; the Town Council is anticipated to propose its FY18 Town Budget on June 5 and to adopt its FY18 budget at public hearing on June 19).

This item is included for discussion on the May 18 meeting of the Environmental Trust Committee in order to ensure clarity regarding the intent of this budgeting approach, and to seek the Committee's input which can then be shared with the Town Council.

cc: *Town Council Infrastructure Committee*
Tammy Ewing, Finance/HR
Sean Currier, DPW Director

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



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

TO: Environmental Trust Committee
FROM: Angus Jennings, Town Manager
DATE: January 30, 2017
RE: Proposed FY17 eligible cost offsets from Environmental Trust

As was presented at the Committee's meeting on 10/18/16, this year's Town budget projects revenue of \$120,000 from the Environmental Trust. This number is based on the approved stormwater management budget for the following four line items:

<u>Acct.</u>	<u>Budgeted</u>
10-10-22-01	\$8,280
10-10-22-05	\$12,850
10-10-22-20	\$100,000
10-10-30-80	\$1,500
TOTAL (excl. Supplies)	\$122,630

Please find enclosed information regarding the overall FY17 stormwater budget, with backup/documentation for each of the line items. It is our opinion that these expenses would be eligible for payment from the Environmental Trust Income account, which is eligible for use "to preserve and protect the environment in the Town of Hampden, including funding such environmental study, testing, protection, preservation, and remediation measures as the Individual Trustees, in their discretion, direct."

DPW Director Currier's memo, attached, discusses how stormwater management is integral to the Town's work to preserve and protect the environment in the Town of Hampden. Related documentation can also be found in the Town's recent grant application to Maine DEP for funding for the replacement of a culvert under Old County Road. This grant application is included as Item 2-a in the Council's Infrastructure Committee meeting packet for January 30, 2017 (online [here](#)).

As noted in DPW Director Currier's memo, the proposed expenses include both incurred costs and budgeted but not yet expended costs in the FY17 expense budget.

Upon Committee authorization these expenses would be referred to the Town Council, for their review and approval.

**This memo was in Feb. Committee mtg packet.
Included here as context for expense report
circulated as separate attachment.**



TOWN OF HAMPDEN

DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

January 27, 2017

To: Angus Jennings
From: Sean Currier
Subject: 2017 Storm Water Budgeting

During the FY17 budget preparation, Hampden staff along with support from an environmental consultant, put forth a budget incorporating storm water maintenance and improvements for the Town of Hampden. Hampden is currently in permit year (4) four of a (5) five year permit cycle for our Municipal Separate Storm Sewer System (MS4). This is a permit regulated by MeDEP for improving water quality, with State and Federal legal implications.

There are (6) six minimum control measures which must be met annually to achieve permit compliance. These control measures ensure that the Town is improving the environment with measurable annual results. Some of the required measures are public outreach, illicit discharge detection and elimination, construction and post construction monitoring and pollution prevention. Hampden is taking a very proactive role in improving the water quality of our streams and environment as a whole.

Items budgeted for this year, not only help us achieve permit requirements, they help improve the ecosystem inside and outside of the regulated area by reducing pollution in streams, removing contaminants from storm water, eliminating sewage from entering waterways, preventing sediment and erosion of stream and drainage banks and improving fish passage.

The storm water budget is essentially an unfunded mandate upon MS4 communities that are striving to find funding sources to accomplish responsible upkeep of existing, aging storm water systems. Prior to FY17, the storm water repairs, maintenance, improvements and the substantial MS4 compliance directives required expenditures that were unfunded and came from a reserve account (Host Community Benefit). This reserve account has been essentially depleted due to the regulated nature of the MS4 permit and the need for recurring annual expenses as well as ongoing capital improvement planning.

In order to contain the extent of tax increase needed for FY17 (much of which resulted from internalizing expenses such as stormwater which had previously been paid with one-time revenues), the approved FY17 projected \$120,000 in revenue from the Environmental Trust in order to offset eligible costs for environmental improvements and compliance mandates.

This year, the storm water budget includes (4) four accounts that directly help to improve the environment.

10-10-22-01 Maintenance/Repair: Budget=\$8,280.00, Current Spending=\$908.70, **Balance=\$7,371.30**. The reason the account balance is still high is that we used our existing pipe stock pile to replace culverts on Patterson Road, Canoe Club Road and structures on Frances, Daisy and Ruth. The remaining balance of the account will be utilized to replenish our stockpile of pipe, frames and grates.

10-10-22-05 Compliance Documentation: Budget=\$12,850.00, Current Spending=\$8,230.19, **Balance=\$4,619.81**. Additional consultant work, already under contract, will be necessary this spring for outfall inspections, monitoring, MS4 required reporting, etc. It is forecasted that entire budget will be utilized.

10-10-22-20 Contracted Services: Budget=\$100,000.00 Current Spending=\$26,191.10, **Balance=\$45,255.16 (see explanation)**. The Sidney Boulevard project was under budget at \$26,495.00. 2% retainage will be due after one year from completion date of project which equals \$529.90. An additional \$28,023.84 is pending payment this week due to the completion of the Old County Road culvert sliplining project. With those items included, the account balance of \$45,255.16 should remain.

We still have catch basins to clean, the North Road culvert to replace, a culvert to slipline or replace on Old County Rd (42" cmp where the road was previously patched) and a 10 foot diameter culvert for Sucker Brook under Old County Road to repair or replace. This account is expected to be utilized in its entirety.

10-10-22-20 Prof. Services/Training/Travel: Budget=\$1,500.00 Current Spending=\$0, **Balance=\$1,500.00**. The expected storm water training class this past fall was canceled due to lack of attendees. We are currently looking for a replacement to the training and forecast this budget will be utilized.

Thank you for your consideration of funding these improvements through the Environmental Trust fund.

Sincerely,



Sean Currier

Pre-FY17 Expenses Paid from General Fund, Proposed for Environmental Trust Reimbursement

<u>Date</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Expense</u>	<u>Category</u>			<u>Source of Proposed Reimbursement</u>		
				Landfill Post-Closure Monitoring	Stormwater Management	Rain Garden	Principal	Income	Receipt
9/28/2016	00626 STILLWATER E	TECHNICAL CONSULTANT	\$ 436.72		\$ 436.72		\$ 436.72	Y	
9/21/2016	00626 STILLWATER E	PROFESSIONAL SERVICES	\$ 11,152.99		\$ 11,152.99		\$ 11,152.99	Y	
4/6/2016	00626 STILLWATER E	ENGINEERING CONSULTING	\$ 5,710.40		\$ 5,710.40		\$ 5,710.40	Y	
1/27/2016	00626 STILLWATER E	ENGINEERING MS4 SERV	\$ 1,966.00		\$ 1,966.00		\$ 1,966.00	Y	
12/9/2015	00626 STILLWATER E	ENG.CONSULTING SERV 10/31	\$ 3,961.04		\$ 3,961.04		\$ 3,961.04	Y	
9/23/2015	00626 STILLWATER E	ENGINEERING CONSULTING	\$ 3,512.50		\$ 3,512.50		\$ 3,512.50	Y	
9/9/2015	00040 BANGOR DAILY	MEMO OF AGREEMENT/LEGAL	\$ 525.00		\$ 525.00		\$ 525.00	Y	
8/26/2015	00626 STILLWATER E	ENGINEERING CONSULTING	\$ 2,656.10		\$ 2,656.10		\$ 2,656.10	Y	
8/19/2015	00661 TREASURER, S	MS4 GENERAL PERMIT	\$ 180.00		\$ 180.00		\$ 180.00	Y	
7/15/2015	00626 STILLWATER E	ENGINEERING CONSULTING	\$ 5,280.20		\$ 5,280.20		\$ 5,280.20	Y	
7/15/2015	00055 BASWG	MEMBERSHIP SHARE FY16	\$ 4,000.00		\$ 4,000.00		\$ 4,000.00	Y	

Pre-FY17 Expenses Paid from General Fund, Proposed for Environmental Trust Reimbursement

<u>Date</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Expense</u>	<u>Category</u>			<u>Source of Proposed Reimbursement</u>		
				Landfill Post-Closure Monitoring	Stormwater Management	Rain Garden	<u>Principal</u>	<u>Income</u>	<u>Receipt</u>
6/3/2015	00626 Stillwater Environ	ENGINEERING CONSULTING	\$ 2,838.20		\$ 2,838.20		\$	2,838.20	Y
5/13/2015	00422 Robert Osborne	STREAM CLEANUP	\$ 326.82		\$ 326.82		\$	326.82	Y
4/15/2015	00626 Stillwater Environ	STORMWATER 101 TRAINING	\$ 475.00		\$ 475.00		\$	475.00	Y
4/15/2015	00626 Stillwater Environ	ENGINEERING CONSULTING	\$ 2,577.40		\$ 2,577.40		\$	2,577.40	Y
2/18/2015	00626 Stillwater Environ	ENGINEERING CONSULTING	\$ 1,246.70		\$ 1,246.70		\$	1,246.70	Y
1/28/2015	00626 Stillwater Environ	ENGINEERING CONSULTING	\$ 1,448.40		\$ 1,448.40		\$	1,448.40	Y
1/7/2015	00517 US Postal Service	STORMWATER LETTER	\$ 155.33		\$ 155.33		\$	155.33	Y
12/17/2014	00626 Stillwater Environ	REVISED SPCC PLAN	\$ 2,200.00		\$ 2,200.00		\$	2,200.00	Y
12/17/2014	00626 Stillwater Environ	ENGINEERING CONSULTING	\$ 2,421.60		\$ 2,421.60		\$	2,421.60	Y
10/22/2014	00626 Stillwater Environ	PROFESSIONAL SERVICES	\$ 2,720.00		\$ 2,720.00		\$	2,720.00	Y
8/13/2014	00055 BASWG	MEMBERSHIP SHARE FY15	\$ 4,000.00		\$ 4,000.00		\$	4,000.00	Y
8/6/2014	00626 Stillwater Environ	PROFESSIONAL SERVICES	\$ 3,216.00		\$ 3,216.00		\$	3,216.00	Y

Pre-FY17 Expenses Paid from General Fund, Proposed for Environmental Trust Reimbursement

<u>Date</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Expense</u>	<u>Category</u>			<u>Source of Proposed Reimbursement</u>		
				Landfill Post-Closure Monitoring	Stormwater Management	Rain Garden	<u>Principal</u>	<u>Income</u>	<u>Receipt</u>
6/25/2014	00626 Stillwater Env.	PROFESSIONAL SERVICES	\$ 3,232.50		\$ 3,232.50		\$ 3,232.50	Y	
6/11/2014	0661 State of Maine	MS4 GENERAL PERMIT	\$ 176.00		\$ 176.00		\$ 176.00	Y	
5/7/2014	0422 Robert Osborne	STREAMWATER CLEANUP	\$ 216.90		\$ 216.90		\$ 216.90	Y	
4/16/2014	00626 Stillwater Env.	Spill Prevention, Control, and Countermeasure (SPCC) Plan	\$ 180.00		\$ 180.00		\$ 180.00	Y	
4/16/2014	00626 Stillwater Env.	PROFESSIONAL SERVICES	\$ 900.00		\$ 900.00		\$ 900.00	Y	
2/26/2014	00626 Stillwater Env.	Spill Prevention, Control, and Countermeasure (SPCC) Plan	\$ 1,750.00		\$ 1,750.00		\$ 1,750.00	Y	
2/18/2014	00626 Stillwater Env.	Spill Prevention, Control, and Countermeasure (SPCC) Plan	\$ 630.00		\$ 630.00		\$ 630.00	Y	
1/8/2014	00626 Stillwater Env.	PROFESSIONAL SERVICES	\$ 1,250.00		\$ 1,250.00		\$ 1,250.00	Y	
12/11/2013	00626 Stillwater Env.	PROFESSIONAL SERVICES	\$ 1,750.00		\$ 1,750.00		\$ 1,750.00	Y	
11/27/2013	0100 Civil Engineering	MS4 PROFESSIONAL SERVICES	\$ 451.25		\$ 451.25		\$ 451.25	Y	
11/20/2013	00626 Stillwater Env.	PROFESSIONAL SERVICES	\$ 1,250.00		\$ 1,250.00		\$ 1,250.00	Y	
10/23/2013	0104 Clean Harbors	PUMP CATCH BASINS	\$ 5,110.08		\$ 5,110.08		\$ 5,110.08	Y	
10/23/2013	0100 Civil Engineering	MS4 COMPLIANCE ASSISTANCE	\$ 650.48		\$ 650.48		\$ 650.48	Y	
10/9/2013	00626 Stillwater Env.	PROFESSIONAL SERVICES	\$ 500.00		\$ 500.00		\$ 500.00	Y	
8/14/2013	00055 BASWG	MEMBERSHIP SHARE FY14	\$ 4,177.03		\$ 4,177.03		\$ 4,177.03	Y	
7/25/2013	0100 Civil Engineering	MS4 COMPLIANCE ASSISTANCE	\$ 812.43		\$ 812.43		\$ 812.43	Y	

Pre-FY17 Expenses Paid from General Fund, Proposed for Environmental Trust Reimbursement

<u>Date</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Expense</u>	<u>Category</u>			<u>Source of Proposed Reimbursement</u>		
				Landfill Post-Closure Monitoring	Stormwater Management	Rain Garden	<u>Principal</u>	<u>Income</u>	<u>Receipt</u>
5/29/2013	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 641.60		\$ 641.60		\$ 641.60	Y	
5/8/2013	0422 Robert Osborne	STREAMSIDE CLEANUP	\$ 169.28		\$ 169.28		\$ 169.28	Y	
5/1/2013	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 575.00		\$ 575.00		\$ 575.00	Y	
3/26/2013	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 648.10		\$ 648.10		\$ 648.10	Y	
2/27/2013	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 650.63		\$ 650.63		\$ 650.63	Y	
2/6/2013	0100 Civil Engineering	MS4 COMPLIANCE ASSISTANCE	\$ 1,016.85		\$ 1,016.85		\$ 1,016.85	Y	
12/26/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 746.85		\$ 746.85		\$ 746.85	Y	
11/28/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 800.00		\$ 800.00		\$ 800.00	Y	
11/7/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 815.63		\$ 815.63		\$ 815.63	Y	
10/3/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 618.75		\$ 618.75		\$ 618.75	Y	
8/29/2012	0100 Civil Engineering	MS4 COMPLIANCE ASSISTANCE	\$ 1,030.95		\$ 1,030.95		\$ 1,030.95	Y	
8/22/2012	0661 State of Maine	ANNUAL WASTE WATER DISCHARGE	\$ 426.86		\$ 426.86		\$ 426.86	Y	
8/8/2012	0661 State of Maine	STORMWATER LIC AND FEES	\$ 168.35		\$ 168.35		\$ 168.35	Y	
8/1/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,842.55		\$ 1,842.55		\$ 1,842.55	Y	
7/24/2012	00055 BASWG	MEMBERSHIP SHARE FOR FY13	\$ 3,872.55		\$ 3,872.55		\$ 3,872.55	Y	

Pre-FY17 Expenses Paid from General Fund, Proposed for Environmental Trust Reimbursement

Date	Vendor	Purpose	Expense	Category			Source of Proposed Reimbursement		
				Landfill Post-Closure Monitoring	Stormwater Management	Rain Garden	Principal	Income	Receipt
6/27/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,016.05			\$ 1,016.05		\$ 1,016.05	Y
6/6/2012	0422 Osborne, Robert	COMMUNITY CLEANUP	\$ 209.13		\$ 209.13			\$ 209.13	Y
5/30/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,398.10		\$ 1,398.10			\$ 1,398.10	Y
5/2/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 988.10		\$ 988.10			\$ 988.10	Y
3/28/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 861.85		\$ 861.85			\$ 861.85	Y
3/7/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,045.90		\$ 1,045.90			\$ 1,045.90	Y
2/2/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,548.75		\$ 1,548.75			\$ 1,548.75	Y
1/4/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,994.70		\$ 1,994.70			\$ 1,994.70	Y
1/4/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 440.00			\$ 440.00		\$ 440.00	Y
1/4/2012	0100 Civil Engineering		\$ 2,356.00			\$ 2,356.00		\$ 2,356.00	Y
1/4/2012	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,916.00			\$ 1,916.00		\$ 1,916.00	Y
12/21/2011	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,058.50		\$ 838.50	\$ 220.00		\$ 1,058.50	Y
11/16/2011	0100 Civil Engineering		\$ 220.00			\$ 220.00		\$ 220.00	Y
11/16/2011	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 678.60		\$ 538.60	\$ 140.00		\$ 678.60	Y
8/31/2011	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 935.50		\$ 935.50			\$ 935.50	Y
8/10/2011	0661 State of Maine	MS4 GENERAL PERMIT	\$ 134.00		\$ 134.00			\$ 134.00	Y
8/3/2011	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,140.60		\$ 1,140.60			\$ 1,140.60	Y
7/27/2011	00055 BASWG	MEMBERSHIP DUES	\$ 3,670.15		\$ 3,670.15			\$ 3,670.15	Y
7/13/2011	0821 PINNACLE	STORMWATER STEWARD	\$ 262.50		\$ 262.50			\$ 262.50	Y

Pre-FY17 Expenses Paid from General Fund, Proposed for Environmental Trust Reimbursement

<u>Date</u>	<u>Vendor</u>	<u>Purpose</u>	<u>Expense</u>	<u>Category</u>			<u>Source of Proposed Reimbursement</u>		
				Landfill Post-Closure Monitoring	Stormwater Management	Rain Garden	<u>Principal</u>	<u>Income</u>	<u>Receipt</u>
6/30/2011	0100 Civil Engineering	MS4 SERVICES FOR 2011	\$ 1,724.95		\$ 1,724.95		\$ 1,724.95	Y	
6/1/2011	0100 Civil Engineering	MS4 SERVICES FOR 2011	\$ 902.50		\$ 902.50		\$ 902.50	Y	
5/4/2011	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,258.45		\$ 1,258.45		\$ 1,258.45	Y	
3/30/2011	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 767.90		\$ 767.90		\$ 767.90	Y	
3/2/2011	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,609.85		\$ 1,609.85		\$ 1,609.85	Y	
2/9/2011	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 954.50		\$ 954.50		\$ 954.50	Y	
1/5/2011	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,027.70		\$ 1,027.70		\$ 1,027.70	Y	
12/1/2010	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,656.85		\$ 1,656.85		\$ 1,656.85	Y	
11/3/2010	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,354.83		\$ 1,354.83		\$ 1,354.83	Y	
9/22/2010	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,245.75		\$ 1,245.75		\$ 1,245.75	Y	
9/1/2010	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,843.00		\$ 1,843.00		\$ 1,843.00	Y	
8/4/2010	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,529.45		\$ 1,529.45		\$ 1,529.45	Y	

Pre-FY17 Expenses Paid from General Fund, Proposed for Environmental Trust Reimbursement

Date	Vendor	Purpose	Expense	Category			Source of Proposed Reimbursement		
				Landfill Post-Closure Monitoring	Stormwater Management	Rain Garden	Principal	Income	Receipt
6/30/2010	0661 State of Maine	MS4 ANNUAL FEE FOR PERMIT	\$ 132.00		\$ 132.00		\$ 132.00		Y
6/30/2010	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,037.95		\$ 1,037.95		\$ 1,037.95		Y
6/30/2010	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 750.00		\$ 750.00		\$ 750.00		Y
6/3/2010	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,833.10		\$ 1,833.10		\$ 1,833.10		Y
5/19/2010	0940 Penobscot County Soil	STENCILING	\$ 156.90		\$ 156.90		\$ 156.90		Y
5/5/2010	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 960.60		\$ 960.60		\$ 960.60		Y
3/24/2010	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 885.50		\$ 885.50		\$ 885.50		Y
3/4/2010	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 754.50		\$ 754.50		\$ 754.50		Y
1/27/2010	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 711.10		\$ 711.10		\$ 711.10		Y
12/29/2009	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 892.50		\$ 892.50		\$ 892.50		Y
12/2/2009	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 2,103.90		\$ 2,103.90		\$ 2,103.90		Y
12/2/2009	0100 Civil Engineering	Spill Prevention, Control, and Countermeasure (SPCC) Plan	\$ 571.70		\$ 571.70		\$ 571.70		Y
10/28/2009	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,411.90		\$ 1,411.90		\$ 1,411.90		Y
10/28/2009	00055 BASWG	WORKSHOP FEES	\$ 264.00		\$ 264.00		\$ 264.00		Y
9/23/2009	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 978.10		\$ 978.10		\$ 978.10		Y
9/23/2009	0100 Civil Engineering	Spill Prevention, Control, and Countermeasure (SPCC) Plan	\$ 1,060.95		\$ 1,060.95		\$ 1,060.95		Y
9/2/2009	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 1,214.80		\$ 1,214.80		\$ 1,214.80		Y
7/30/2009	0100 Civil Engineering	PROFESSIONAL SERVICES	\$ 905.75		\$ 905.75		\$ 905.75		Y
7/15/2009	0829 New Eng. Organics	COMPOST-RAIN GARDEN PROJ	\$ 840.00		\$ 840.00		\$ 840.00		Y
7/15/2009	0661 State of Maine	2008 MSGP ANNUAL FEE/PERMIT	\$ 132.00		\$ 132.00		\$ 132.00		Y
7/9/2009	0821 PINNACLE	SERVICE FEES FOR STORM WATER	\$ 1,312.50		\$ 1,312.50		\$ 1,312.50		Y
7/9/2009	00055 BASWG	MEMBERSHIP SHARE	\$ 3,670.15		\$ 3,670.15		\$ 3,670.15		Y
Total proposed for reimbursement to General Fund:			\$ 160,397.08	\$ -	\$ 154,089.03	\$ 6,308.05	\$ -	\$ 160,397.08	\$ 160,397.08

Data Sources: Town accounting records (Trio) and paper records.

Note: Per Records Retention schedule, paper invoices prior to July 1, 2010 are no longer retained.

EXHIBIT A
FORM OF CERTIFICATE OF TOWN

Bangor Savings Bank (Institutional Trustee)
c/o Julie A. Shephard, Account Administrator
5 Senator Way
Augusta, ME 04330

Re: Demand for Funds Pursuant to Trust Indenture Dated As of October 1, 1991 between Town of Hampden, as Grantor and Bangor Savings Bank, as Institutional Trustee (the "Trust Indenture")

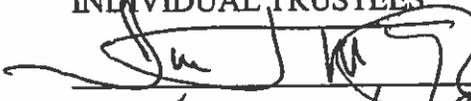
Gentlepersons:

This certificate is provided to you pursuant to the above-referenced Trust Indenture. Capitalized terms used herein without definition shall have the meaning set forth in the Trust Indenture.

The undersigned do hereby certify:

1. That they are the Individual Trustees of the Trust.
2. The Individual Trustees have approved use of property held in the Fund for purposes set forth in the Trust Indenture, in the amount set forth below. Trust-Income
3. You are hereby directed pay to Town of Hampden the sum of \$ 20,385.00

INDIVIDUAL TRUSTEES



Kerry L. Woodluff

Robert J. Cutt

CERTIFICATE OF TOWN CLERK

The undersigned DOES HEREBY CERTIFY:

1. That he/she is the duly appointed and incumbent Clerk of the Town of Hampden, Maine.
2. That the foregoing certificate of the Individual Trustees was duly approved by a majority of the members of the Town Council of the Town of Hampden on _____, _____.

Printed Name: _____
Clerk, Town of Hampden

cc: Town of Hampden

EXHIBIT A
FORM OF CERTIFICATE OF TOWN

Bangor Savings Bank (Institutional Trustee)
c/o Julie A. Shephard, Account Administrator
5 Senator Way
Augusta, ME 04330

Re: Demand for Funds Pursuant to Trust Indenture Dated As of October 1, 1991 between Town of Hampden, as Grantor and Bangor Savings Bank, as Institutional Trustee (the "Trust Indenture")

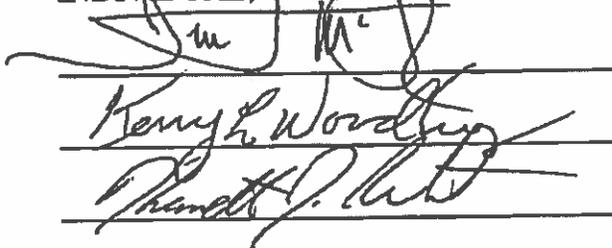
Gentlepersons:

This certificate is provided to you pursuant to the above-referenced Trust Indenture. Capitalized terms used herein without definition shall have the meaning set forth in the Trust Indenture.

The undersigned do hereby certify:

1. That they are the Individual Trustees of the Trust.
2. The Individual Trustees have approved use of property held in the Fund for purposes set forth in the Trust Indenture, in the amount set forth below. (Trust - Income)
3. You are hereby directed pay to Town of Hampden the sum of \$ 70,781.55

INDIVIDUAL TRUSTEES


Henry L. Woodbury
Phanet J. White

CERTIFICATE OF TOWN CLERK

The undersigned DOES HEREBY CERTIFY:

1. That he/she is the duly appointed and incumbent Clerk of the Town of Hampden, Maine.
2. That the foregoing certificate of the Individual Trustees was duly approved by a majority of the members of the Town Council of the Town of Hampden on _____, _____.

Printed Name: _____
Clerk, Town of Hampden

cc: Town of Hampden

EXHIBIT A
FORM OF CERTIFICATE OF TOWN

Bangor Savings Bank (Institutional Trustee)
c/o Julie A. Shephard, Account Administrator
5 Senator Way
Augusta, ME 04330

Re: Demand for Funds Pursuant to Trust Indenture Dated As of October 1, 1991 between Town of Hampden, as Grantor and Bangor Savings Bank, as Institutional Trustee (the "Trust Indenture")

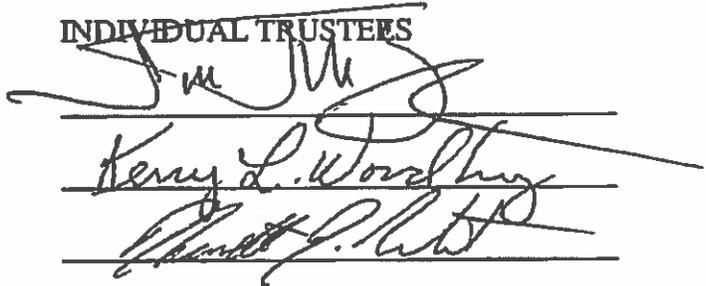
Gentlepersons:

This certificate is provided to you pursuant to the above-referenced Trust Indenture. Capitalized terms used herein without definition shall have the meaning set forth in the Trust Indenture.

The undersigned do hereby certify:

1. That they are the Individual Trustees of the Trust.
2. The Individual Trustees have approved use of property held in the Fund for purposes set forth in the Trust Indenture, in the amount set forth below. *Trust-Principal*
3. You are hereby directed pay to Town of Hampden the sum of \$ 108,907.21

INDIVIDUAL TRUSTEES



CERTIFICATE OF TOWN CLERK

The undersigned DOES HEREBY CERTIFY:

1. That he/she is the duly appointed and incumbent Clerk of the Town of Hampden, Maine.
2. That the foregoing certificate of the Individual Trustees was duly approved by a majority of the members of the Town Council of the Town of Hampden on _____, _____.

Printed Name: _____
Clerk, Town of Hampden

cc: Town of Hampden

EXHIBIT A
FORM OF CERTIFICATE OF TOWN

Bangor Savings Bank (Institutional Trustee)
c/o Julie A. Shephard, Account Administrator
5 Senator Way
Augusta, ME 04330

Re: Demand for Funds Pursuant to Trust Indenture Dated As of October 1, 1991 between Town of Hampden, as Grantor and Bangor Savings Bank, as Institutional Trustee (the "Trust Indenture")

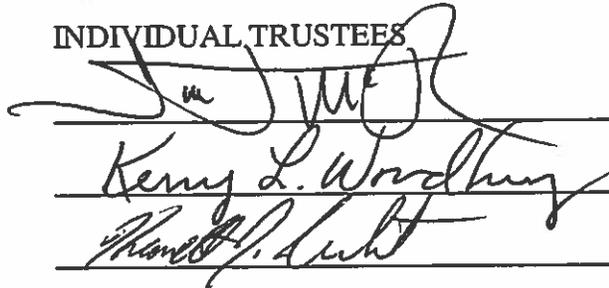
Gentlepersons:

This certificate is provided to you pursuant to the above-referenced Trust Indenture. Capitalized terms used herein without definition shall have the meaning set forth in the Trust Indenture.

The undersigned do hereby certify:

1. That they are the Individual Trustees of the Trust.
2. The Individual Trustees have approved use of property held in the Fund for purposes set forth in the Trust Indenture, in the amount set forth below. *Trust - Income*
3. You are hereby directed pay to Town of Hampden the sum of \$ 160,397.08

INDIVIDUAL TRUSTEES



CERTIFICATE OF TOWN CLERK

The undersigned DOES HEREBY CERTIFY:

1. That he/she is the duly appointed and incumbent Clerk of the Town of Hampden, Maine.
2. That the foregoing certificate of the Individual Trustees was duly approved by a majority of the members of the Town Council of the Town of Hampden on _____, _____.

Printed Name: _____
Clerk, Town of Hampden

cc: Town of Hampden



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-3910

June 14, 2017

To: Angus Jennings
From: Sean Currier
Subject: 2017 Paving Bid – Recommendation of Award

The Public Works department solicited bids for 2017 paving of various locations.

Six (6) contractors bid on the requested work with bids for street paving ranging from \$111,992.15 to 181,310.75. Bids for reclaiming/paving Hopkins Road were also solicited in conjunction under a different pay item. Bids for Hopkins Road ranged from \$30,756.16 to \$58,296.00 with two options including straight paving, paving and reclaim, and reclaim, emulsion injection and paving. The reclaim, emulsion injection and paving seems to be the better choice to stabilize the road base and is projected to hold up better during the freeze/thaw cycles with the existing road base material.

Funding for 2017 paving projects will come from approved amounts in the FY17 operating budget under the Highway, Resurfacing Roads account (10-01-10-70) with a remaining balance of \$242,593.68 and also from pre-approved (by Council, May 15, 2017) reserve account Roads/Streets 03-761-00 with a remaining balance of \$65,875.98 for a total remaining paving budget of \$308,469.66.

I would like to recommend awarding the 2017 Base Bid Paving contract to (the lowest bidder, \$111,992.15) to Wellman Paving.

I would also like to recommend awarding the 2017 Hopkins Road portion of the paving bid to B and B Paving (for reclaim, emulsion injection and paving) in the amount of \$48,634.60 as they are the lowest bidder utilizing emulsion in their bid.

Due to extremely competitive paving prices, I would like approval to spend an accumulative amount of \$308,469.66 on 2017 paving projects and chip sealing (\$22,230.00). This would provide for additional road/street paving and inspection in the amount of \$125,612.91.

Thank you,

Sean Currier

Attachment: 2017 Paving Bid results

TOWN OF HAMPDEN

**PAVING
 BID SHEET
 June 7th, 2017
 1:30 pm**

STREETS & ROADS

BIDDER	HMA PRICE PER TON	HMA HAND PLACE PRICE PER TON	HMA OVERLAY	HMA CURBING	TOTAL CONTRACT PRICE
Lane Construction	86.50	190.00	85.15	15.00	\$181,310.75
Vaughn Thibodeau	53.77	150.00	53.77	10.00	\$114,248.15
Hopkins Paving/Landscape	59.10	100.00	56.25	8.00	\$120,440.25
Paving Professionals	56.15	165.00	55.95	8.00	\$118,773.25
B & B Paving	57.80	200.00	54.95	14.00	\$118,716.75
Wellman Paving	54.44	120.00	52.11	12.00	\$111,992.15

ALTERNATE BID HOPKINS RD

BIDDER	TOTAL PRICE HOPKINS RD
Lane Construction	\$52,563.00/No emulsion
Vaughn Thibodeau	\$30,756.16/No emulsion
Hopkins Paving/Landscape	\$72,790.00/With emulsion
Paving Professionals	\$54,322.60/With emulsion \$33,904/Reclaim
B & B Paving	\$48,634.60/With emulsion
Wellman Paving	\$58,296.00/With emulsion \$20,114.46/Shim/Overlay

D-5-d



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-3910

June 12, 2017

To: Angus Jennings
From: Sean Currier
Subject: 2017 Chip Seal Bid – Recommendation of Award

The Public Works department solicited bids for 2017 Chip Sealing of Pond Road. One (1) contractor (All States Asphalt, Inc.) bid on the requested work. The bid price was \$22,230.00

For the 2017 construction season, the paving bid accounted for shimming the Pond Road, while the chip seal (bid) is a specialized preservation product designed to reduce paving costs while preserving the road surface for an additional projected 6-8 years.

The estimated cost to pave the Pond road is \$55,000.00 (plus shim), while the shim and chip seal option is \$48,905.60 for an immediate savings of \$6,094.40 (plus the cost of the shim). Because it is a specialized service and requires specialized equipment, the paving contractor and chip seal contractor may be different while the funds for this service are from the same account, which has been funded in the operating budget, Resurface Roads 10-01-10-70.

Wellman paving is the apparent lowest bidder on the paving projects while, All States Asphalt is the apparent lowest (and only) bidder on the chip seal bid.

I would like to recommend awarding the 2017 chip seal bid contract All States Asphalt, Inc. in the amount of \$22,230.00.

Thank you,

A handwritten signature in black ink, appearing to read "SJC", is written over the typed name Sean Currier.

Sean Currier

Attachment: 2017 Chip Seal bid results

D-5-e



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

June 12, 2017

To: Angus Jennings
From: Sean Currier
Subject: 2017 HPW Metal Roof Rehabilitation Bid – Recommendation of Award

The Public Works department solicited bids for the restoration, waterproofing and insulating of the public works building metal roof.

One (1) contractor attended the mandatory pre-bid meeting and delivered a bid for the requested work scope of insulating and waterproofing the HPW garage roof. The base bid for the work was \$33,700.00. After reviewing the bid and speaking with Code Enforcement, it was determined that a thermal paint would need to be sprayed on the spray foam to provide the minimum 15 minute thermal barrier. The additional price of the thermal paint was included in the bid as a separate line item in the amount of \$7,650.00 for a total bid amount of \$41,350.00

Funding for this work will come from approved amounts in the FY17 Garage Reserve.

I would like to recommend awarding the 2017 HPW metal roof rehabilitation bid to Gates Construction in the amount of \$41,350.00 which is a budgeted expense in the SW/Garage reserve account 03-777-00

Thank you,

A handwritten signature in black ink, appearing to read "S Currier".

Sean Currier

Attachment: 2017 HPW Metal Roof Rehabilitation Bid Tab

Current Account Status
07/01/2016 - 06/12/2017
G 3-777-00 RESERVE ACCT / SW/GARAGE

-18,530.16 = Beg Bal -58,000.00 = YTD Net -76,608.12 = Balance
 -77.96 = Adjust 0.00 = YTD Enc

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
07	0781		03/27/17		Beg Bal Adjustments	B GJ	0.00	77.96
10	0298		10/06/16		10/06/2016 C/R	R CR	0.00	58,000.00
Totals-							0.00	58,077.96

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	0.00	0.00	77.96
October	0.00	58,000.00	0.00	0.00
Totals	0.00	58,000.00	0.00	77.96



D-5-f



Lura E. Hoit Memorial Pool
146 Western Ave.
Hampden, ME 04444
(207) 862-4305

There were five submitted bids June 7, 2019, for the pool painting project. I am recommending awarding the bid of \$10,180 to R&M Painting, 205 Dyer Rd., Carmel Maine, 04419 subject to Council approval on June 19, 2017. I am also requesting authorization of pool reserve funding in the amount of \$10,000 to support this work. \$5,000 was included in the approved FY17 Budget for this work, and an additional \$5,000 would be included in the FY18 Budget upon Council adoption of the Budget to be acted upon at Monday night's public hearing.

Sincerely,
Darcey Peakall
Pool Director

TOWN OF HAMPDEN
LURA HOIT MEMORIAL POOL
INTERIOR PAINTING
BID SHEET

June 7, 2017
1:00 PM

BIDDER	BID AMOUNT	
R & M Painting	Waves:	\$ 9,070 \$ 1,110
Gates Construction	Waves:	\$ 24,420 \$ 2,900
Hussey Paint	Waves:	\$ 12,850 \$ 850
John Andrews BPA	Waves:	\$ 21,770 \$ N/C-gift
Lee Builders	Waves:	\$ 17,200 \$ 5,100