



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

NOVEMBER 20TH, 2017

7:00 P.M.

6:30 p.m. – Finance & Administration Committee

- A. PLEDGE OF ALLEGIANCE
- B. CONSENT AGENDA
 - 1. SIGNATURES
 - 2. SECRETARY'S REPORTS
 - a. None
 - 3. COMMUNICATIONS
 - a. Elected Officials Workshop registration form
 - b. Notification of the IS 402-ICS for Elected Officials to be held December 13th at the Holden Town Office
 - c. Notification of 2018 MMEHT insurance rates
 - d. EMDC and Town of Hampden Community Technology Plan
 - e. Committee assignment request forms
 - f. Legal notice for information about changes to Spectrum channel line up
 - g. Notification of a public meeting to be held on Tuesday, November 28th at the Hampden Town Office to discuss the future improvement of Twin Bridge
 - h. Termination of Town of Hampden Hampden Properties TIF District
 - 4. REPORTS
 - a. Finance Committee Minutes – None
 - b. Infrastructure Committee Minutes – None
 - c. Planning & Development Committee Minutes – 11/01/2017
 - d. Services Committee Minutes – None
- C. PUBLIC COMMENTS
- D. POLICY AGENDA

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

1. NEWS, PRESENTATIONS & AWARDS

2. PUBLIC HEARINGS

- a. Consideration of the proposed amendments to Section 7.2 Definitions, to define Retail Marijuana, Retail Marijuana Store, Retail Marijuana Social Clubs, Drug Store or Pharmacy and to amend existing Definitions relative to Retail Marijuana and related uses, with the intent to prohibit Retail Marijuana Stores and Retail Marijuana Social Clubs in the Town of Hampden – *referral from Council on November 6th*
- b. Consideration of the proposed Zoning Map Amendment to reflect the proposed rezoning of a portion of parcel 33-0-011-A located at the intersection of US Route 202 and Coldbrook Road, from Residential A District to Commercial Services District – *referral from Council on November 6th*

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. Returns of Votes Cast and Town Clerk’s report on the November 6th, 2017 State Referendum and Municipal Election
- b. Request form to fill an interim vacancy on the RSU 22 Board of Directors
- c. MRC Board of Directors election ballot

4. OLD BUSINESS

5. NEW BUSINESS

- a. Request for Council authorization for the expenditure of an amount up to \$6,300 from Roads/Streets Reserve Account (3-761-00) for the purpose of town center crosswalk engineering – *referral from Finance & Administration Committee*

E. COMMITTEE REPORTS

F. MANAGER’S REPORT

G. COUNCILORS’ COMMENTS

H. ADJOURNMENT

Training Information:

For an updated listing of educational offerings, please visit our website at www.memun.org or call our automated training hotline at (207) 624-0117.

About MMA:



Maine Municipal Association
60 Community Drive
Augusta, ME 04330

*MMA is located off I-95, Exit 112A Northbound,
Exit 112 Southbound, behind the
Augusta Civic Center*

(800) 452-8786
or (207) 623-8428
www.memun.org

The Maine Municipal Association (MMA) is a voluntary membership organization offering an array of professional services to municipalities and other local governmental entities in Maine. MMA is a non-profit, non-partisan organization governed by an Executive Committee elected from its member municipalities. Founded in 1936, MMA is one of 49 state municipal leagues that, together with the National League of Cities, are recognized at all governmental levels for providing valuable services and advocating for collective municipal interests.

The Maine Municipal Association has a core belief that local government is a fundamental component of a democratic system of government. MMA is dedicated to assisting local governments, and the people who serve in local government, in meeting the needs of their citizens and serving as responsible partners in the intergovernmental system.

MMA's services include advocacy, education and information, professional legal and personnel advisory services, and group insurance self-funded programs.

DIETARY REQUIREMENTS

We do our best to plan meals according to general dietary guidelines. If you have a specific dietary restriction, please call our office at least 5 business days prior to the start of the event. Please note that we are not able to accommodate onsite requests, as catering planning happens in advance of the event.

SMOKE FREE

Effective Sept. 1, 2015, in accordance with the provisions of the Workplace Smoking Act of 1985, smoking is prohibited anywhere within the MMA building or on MMA property. MMA maintains a smoke free campus.

FRAGRANCE FREE

MMA recognizes the potential hazards caused by exposure to scented products and cleaning chemicals. We ask that event participants refrain from using products that contain strong fragrances so that we can maintain a safe and healthy learning environment for all.



Elected Officials Workshop 2017

Tuesday, February 21, 2017

Maine Municipal Association - Augusta, ME

Tuesday, February 21, 2017

Northern Maine Development Commission -
Caribou, ME *Live Video Conference*

Wednesday April 5, 2017

The Galley Ballroom at Duffy's Tavern & Grill -
Old Orchard Beach, ME

Wednesday, May 24, 2017

Margaret Chase Smith Library - Skowhegan, ME

Tuesday, June 20, 2017

University of Maine at Machias, Science Building -
Machias, ME

Tuesday, July 18, 2017

The Rangeley Inn & Tavern - Rangeley, ME

Tuesday, August 22, 2017

The Center for Community Health Education
Houlton Regional Hospital - Houlton, ME

Thursday, September 14, 2017

Embassy Suites by Hilton - Portland, ME

Thursday, November 30, 2017

Maine Municipal Association - Augusta, ME

Thursday, November 30, 2017

Northern Maine Development Commission -
Caribou, ME *Live Video Conference*



Presented By

Maine Municipal Association

2017 Elected Officials Workshop



Maine Municipal Association

Augusta - 2/21/2017

Maine Municipal Association
60 Community Dr., Augusta, ME 04330
Caribou - 2/21/2017
Live Video Conference
Northern Maine Development Commission
11 West Presque Isle Rd., Caribou, ME 04473

Old Orchard Beach - 4/5/2017

The Galley Ballroom at Duffy's Tavern & Grill
140 Saco Ave., Old Orchard Beach, ME 04064

Skowhegan - 5/24/2017

Margaret Chase Smith Library
56 Harridgewood Ave., Skowhegan, ME 04976

Machias - 6/20/2017

University of Maine at Machias, Science Building
116 O'Brien Ave., Machias, ME 04454

Rangely - 7/18/2017

Rangely Inn & Tavern
2443 Main St., Rangely, ME 04978

Houlton - 8/22/2017

The Center for Community Health Education,
Houlton Regional Hospital

Portland - 9/14/2017

Embassy Suites by Hilton
1050 Westbrook St., Portland, ME 04102

Augusta - 11/30/2017

Maine Municipal Association
60 Community Dr., Augusta, ME 04330

Caribou - 11/30/2017

Live Video Conference
Northern Maine Development Commission
11 West Presque Isle Rd., Caribou, ME 04473

PRESENTERS:

Attorneys and staff from the
MMA Legal Services and Communication &
Educational Services Departments

STORM POLICY: If there is inclement weather, a decision to postpone will be made by 5:00 pm the day prior to the workshop. MMA encourages attendees to check the MMA website or call the training hotline at (207) 624-0117 before departing for any MMA events to ensure that the event schedule has not changed.

ADA MESSAGE: In order to ensure your complete participation, we would appreciate your informing us of any special requirements you may have due to a disability.

Who Should Attend:

This workshop is a "must" for newly elected and veteran officials-councilors & selectpersons- as well as a wonderful opportunity to learn key points of your new position while networking with officials from around the state. (Qualifies as Maine FOAA Training.)

Course Information:

Registration - 4:00-4:30 pm / Program - 4:30-8:30 pm

As part of our ongoing efforts to bring training to our members, MMA is pleased to announce that this course will be offered in two formats: In classroom and remotely at the Northern Maine Development Commission in Caribou. Attendees can participate via ITV Technology by viewing the presentation remotely. ITV broadcasting allows for live viewing as well as interactive participation with the attendees. A facilitator will be onsite to assist. Should you wish to attend this session at NMDC, simply fill out the registration form and select the Caribou live broadcast.

A perfect opportunity for elected officials to take advantage of the expertise that the Maine Municipal Association has to offer, attain a better understanding of their role as public officials, and stay abreast of ever-changing local government responsibilities and issues.

Frequently Asked Questions:

- What are our rights and duties as officials?
- Can we hold multiple offices?
- Which of our meetings are open to the public?
- Must we have an agenda and take minutes?
- What ordinances can we enact?
- What authority do we have over the schools?
- What are our liabilities and immunities?
- What is a disqualifying conflict of interest?

Workshop Materials

Participants may find it helpful to bring their *Municipal Officers Manual (2016)*. To order, call MMA Publications at (800) 452-8786 to place an order.

Registration/Confirmation/Directions:

Confirmation of class registration will be sent out one week prior to the start of the event. If an email has been provided, the confirmation will be sent electronically. If no email is on file, the confirmation will be mailed to the billing address provided on the registration form. Directions to the facility can be found on the MMA website at the following address: <http://www.memun.org/TrainingResources/WorkshopsTraining/DirectionsToEvents.aspx>.

Questions/Cancellations:

Cancellation notification must be given in writing at least 72 hours before the session. Any cancellation received after the 72 hour deadline will be charged the full registration fee. All cancellations are subject to a \$10 administrative fee for processing. Please go to <http://www.memun.org/TrainingResources/WorkshopsTraining/Cancellations.aspx> to cancel. If you have any questions please contact the Educational Services Office at (800) 452-8786 or (207) 623-8428.

Visit www.memun.org for updates & to register online

2017 Elected Officials Workshop

FEE: **LIVE CLASS:**
MMA Member Municipality/Patron: \$55.00
Non-Member Municipality: \$110.00

VIDEO CONFERENCE: (1/24/17 & 11/30/17 only)
(MMA members only): \$45.00

Please make check payable to:
Maine Municipal Association
(Fee includes workshop materials and light meal)

WEB: You can register online on MMA's website:
www.memun.org; or complete the form below and send via:

FAX: (207) 624-0128

MAIL: Maine Municipal Association
ATTN: Educational Services
60 Community Drive, Augusta, ME 04330.

Please register the following person from (municipality):

Billing Address: _____

Locations: (please check ONE):

- Augusta - 2/21/2017 Rangely - 7/18/2017
- Caribou - 2/21/2017 Houlton - 8/22/2017
- *Live Video Conference*
- Old Orchard Beach - 4/5/2017 Portland - 9/14/2017
- Skowhegan - 5/24/2017 Augusta - 11/30/2017
- Machias - 6/20/2017 Caribou - 11/30/2017
- *Live Video Conference*

Registrant Information:

Full Name: _____

Title: _____

Tel: _____

Email: _____

Live Class: \$55.00 (member) \$110.00 (non-member)

Video Conference*: \$45.00 (*Caribou locations open to MMA Members only)

Please duplicate form if registering more than one person.

2017 Elected Officials Workshop



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Rangeley - 7/18/2017

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Houlton - 8/22/2017

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- | | |
|---|--|
| <input type="checkbox"/> Augusta - 2/21/2017 | <input type="checkbox"/> Rangeley - 7/18/2017 |
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| <input type="checkbox"/> Skowhegan - 5/24/2017 | <input type="checkbox"/> Augusta - 11/30/2017 |
| <input type="checkbox"/> Machias - 6/20/2017 | <input type="checkbox"/> Caribou - 11/30/2017 |
| | <input type="checkbox"/> *Live Video Conference* |

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Title: _____

Tel: _____

Email: _____

Live Class: \$55.00 (member) \$110.00 (non-member)

Video Conference*: \$45.00 (*Caribou locations open to MMA Members only)

Please duplicate form if registering more than one person.



Angus Jennings <townmanager@hampdenmaine.gov>

IS 402- ICS for Elected Officials Class

1 message

Michelle Tanguay <mtanguay@penobscot-county.net>

Mon, Nov 13, 2017 at 8:46 AM

Good Morning,

Penobscot County EMA is offering an IS 402- ICS for Elected Officials class, on Wednesday December 13, 2017, from 6 p.m. -8 p.m. and will be held at the Holden Town Office. The purpose of the course is to provide an orientation of the ICS system to Elected/Senior Officials including Elected Officials, Town/City Managers and agency administrators.

This is a requirement of your community being NIMS compliant (eligibility for federal and state grants). If any of your selectmen have not had the 402 in the past, and your community receives grant funding (public safety trainings as well as homeland security grants) then they should attend.

Please RSVP to me no later than Wednesday, December 6th, if you plan to attend so we can assure we have enough materials for everyone.

Thank you.

Michelle Tanguay, CEM-ME

Director, Penobscot County EMA

97 Hammond Street

Bangor, ME 04401

Office- 945-4750

Cell - 478-3137

Fax- 942-8941

Click an icon to visit the Penobscot EMA or MEMA websites



Maine Municipal Employees Health Trust

60 COMMUNITY DRIVE AUGUSTA, MAINE 04330-9486 (207) 621-2645
www.mmeht.org

IMPORTANT NOTICE

To: Mr Angus G Jennings, Town Manager
Town of Hampden
From: Gregory L'Heureux, Chair, Board of Trustees
Date: November 3, 2017
Re: 2018 Health Trust Rate Announcement – Non-Rated Groups

Town of Hampden
RECEIVED
NOV 07 2017
Office of the
Town Manager

The Maine Municipal Employees Health Trust (MMEHT) Board of Trustees has established 2018 rates for its health, dental, life, vision, income protection, and long term disability plans. These rates will take effect on January 1, 2018. The Health Trust will mail a separate general rate and benefit plan change announcement to all Health Trust participants within the next few weeks.

This notice contains information on the following topics:

- 2018 Rate Adjustments by Benefit Plan Type
- 2018 Rate Adjustment – Medicare Retirees
- 2018 Health Plan Benefit Changes (enclosed as a separate announcement)

2018 Rate Adjustments – All Plans

The Health Trust announces the following 2018 rate adjustments by benefit plan type:

1. Health Plans
 - For all Non-Rated Groups: 2.0% increase for POS A and POS C plans
6.0% increase for POS 200 and all PPO plans
2. Dental Plan 3.0% increase (all groups)
3. Vision Insurance Plan 5.0% increase (all groups)
4. Life Insurance Plan No adjustment (all groups)
5. Income Protection Plan No adjustment (all groups)
6. Long Term Disability Plan No adjustment (all groups)

These rate adjustments will become effective January 1, 2018.

The health plan rate adjustments listed above apply to all Non-Rated Groups – that is, employer groups with 50 or fewer covered participants. Health plan premiums for the Individually Rated Groups (groups with more than 50 covered employees) will receive different adjustments, based upon the experience of the individual group. Rate adjustments for the Individually Rated Groups depend in part upon the group's own claims experience, and in part upon the experience of the Health Trust as a whole.

Each year, the Health Trust Board works with its actuary, benefit advisors, and staff to examine plan costs and set rates. This is accomplished by looking at the Health Trust's past claims experience, as well as future inflation trends that take into account increasing use of medical services, technology, prescription drugs, and cost shifting from underpayment of services by Medicaid and Medicare.

(over)

Based on historical data, as well as recent trends, health insurers in Maine are projecting that medical claims costs overall will increase by approximately 11% in 2018, and they are projecting that pharmacy claims costs will increase by about 12%. The Health Trust, on the other hand, has been fortunate to observe lower than average claims and pharmacy trends over the past year. This is due to a combination of factors, including careful financial and plan management, and a thoughtful process to reduce claims costs through measured changes in plan benefits. The Health Trust will be continuing these processes in 2018, through changes in prescription drug copays and coinsurance maximums, as outlined in the enclosed notice that was sent to all Health Trust participants in September.

As a result of these factors, we are pleased to provide Health Trust health plan members with significantly lower rate adjustments than are being seen in the general health insurance market. While we cannot know what the future holds, at this point we are able to share the Trust's good fortune with its members, by keeping rate adjustments at a very moderate level for 2018.

2018 Rate Adjustment – Medicare Retirees

The Health Trust is one of the few providers of health benefits in the state of Maine that will continue to cover employees as part of the group, even after they have retired. Eligible retirees under the age of 65 are eligible to continue the same coverage as active employees. Retirees age 65 and over, or those eligible for Medicare, are eligible for the Health Trust's Retiree Group Companion Plan coverage. This plan includes full prescription drug benefits, with the same prescription drug coverage as the active employee plans. Prescription drug costs currently make up about 70% of the total plan costs for the Medicare retirees participating in the Health Trust plan.

Because the premiums for these Medicare retirees are currently based in part upon the annual rate adjustments for the employer groups from which they retired, the monthly premiums for Medicare retirees vary widely. The Health Trust Board has determined that it is in the best interests of these retirees, and of the Trust as a whole, for these premiums to be brought more in line with actual claims experience for the entire group of Medicare retirees, rather than tying the annual rate adjustment for the retirees to the experience of the active employees. As a result, premiums for the Medicare retirees will be increasing in 2018, but not at the same percentage as premiums for active employees.

The Health Trust began the process of equalizing the monthly premiums for all Medicare retirees in 2016, and is continuing this process with the 2018 rate adjustments. Medicare retirees who retired from a **non-rated group** (an employer that currently covers 50 or fewer employees in a Health Trust health plan) will be assessed a rate increase of 4%.

Thank You for Your Support

As a member of the Health Trust, you are part of a group self-insured plan that is committed to providing its employer groups and participants with superior customer service and quality benefit plans, and to using its strength in numbers to take full advantage of cost saving opportunities in the health care market, today and in the future. **The Board of Trustees appreciates your commitment to the Trust.**

If you have any questions about the information contained in this notice, or if you would like additional information about any Health Trust program, please contact Anne Wright, Director, Health Trust Services, or Kristy Gould, Assistant Director, Health Trust Services, at 1-800-452-8786.

Health Trust Board of Trustees

Gregory L'Heureux, Chair (South Portland)
Kelly Karter, Secretary (Hampden)
Jonathan Carter, Trustee (Wells)
James Gailey, Trustee (Cumberland County)
Mark Green, Trustee (WHCA)

Martin Puckett, Vice Chair (Presque Isle)
Diane Barnes, Trustee (Lisbon)
Missy Flayhan, Trustee (Sanford)
Donald Gerrish, Trustee (Retiree)
Richard Metivier, Trustee (Retiree)

Dale Olmstead, Trustee (Retiree)



Maine Municipal Employees Health Trust

MONTHLY RATES
EFFECTIVE DATE: JANUARY 1, 2018

Health

	POS-A	POS-C	POS-200	PPO-500	PPO-1000	PPO-1500	PPO-2500
Single Person	\$1,186.59	\$1,044.20	\$956.96	\$925.31	\$886.20	\$804.11	\$734.38
Employee & Spouse	\$2,661.70	\$2,342.30	\$2,146.58	\$2,075.59	\$1,987.89	\$1,803.74	\$1,647.35
Employee & Child(ren)	\$1,936.18	\$1,703.84	\$1,561.46	\$1,509.84	\$1,446.03	\$1,312.08	\$1,198.32
Family	\$2,661.70	\$2,342.30	\$2,146.58	\$2,075.59	\$1,987.89	\$1,803.74	\$1,647.35

Retiree (with Medicare) - Retiree Group Companion Plan

Single Person	\$527.65
Two Person	\$1,055.29

¹ Dental

Single Person	\$43.36
Employee & Spouse	\$74.85
Employee & Child(ren)	\$142.86
Family	\$142.86

² Vision

Single Person	\$5.58
Employee & Spouse	\$11.15
Employee & Child(ren)	\$11.94
Family	\$19.09

Income Protection Plan (short term disability)

Employee may select 40%, 55% or 70% of annual salary
\$2.04 per month for each \$100 of monthly coverage

Long Term Disability

³ Employer Paid: \$0.40 per \$100 of covered payroll

⁴ Employee Paid: Age banded

Life Insurance

Basic Life (including AD&D)		\$0.30 per \$1,000 of coverage, per month No cost if enrolled in health insurance
Supplemental Life		\$0.30 per \$1,000 of coverage, per month
Dependent Life	Option A	\$1.50
	Option B	\$3.20

- 1 - Dental coverage has no minimum participation requirement
- 2 - Vision coverage has no minimum participation requirement
- 3 - Long Term Disability must have 100% enrollment if employer-paid
- 4 - Long Term Disability requires minimum 25% enrollment if employee-paid



Maine Municipal Employees Health Trust

60 COMMUNITY DRIVE AUGUSTA, MAINE 04330-9486 (207) 621-2645 www.mmeht.org

Important Notice Health Trust Plan Benefit Changes Effective January 1, 2018

Town of Hampden
RECEIVED

To: Health Trust Participants
From: Gregory L'Heureux, Chair, Board of Trustees
Date: September 2017
Re: 2018 Health Trust Plan Benefit Changes

NOV 07 2017

Office of the
Town Manager

The Maine Municipal Employees Health Trust (MMEHT) Board of Trustees has approved making a number of plan design changes to the Health Trust health, dental, and vision plans. These changes will be effective January 1, 2018.

Why We Are Making These Changes

The Health Trust currently offers seven different health plans to its participating employer groups. These plans provide different levels of benefits to plan participants, with different deductibles, copays, and out-of-pocket expenses.

The POS A plan is the highest cost plan offered by the Trust. The PPO 2500 plan is the lowest cost plan. According to the Trust's actuary, there is only a 15% difference in the value of the benefits offered under these two plans, but the premium (cost) for the PPO 2500 plan is 40% lower than the POS A premium. This is also the case with the other lower cost plans (the POS 200, and all PPO plans) offered by the Health Trust: the premiums are less than the value of the benefits offered under each of these plans.

As a result, these plans are underpriced, and the Health Trust either needs to collect more premiums (through rate increases) or change the benefits. The Trust has for several years had a higher percentage rate increase for the lower cost plans than for the higher cost plans. This has helped, but it is a very slow process. For this reason, the Health Trust Board has decided to make some changes to the benefits offered under the health plans, as described below.

Prescription Drug Copays

Prescription drugs accounted for almost 25% of the cost for all Health Trust health plan claims in 2016. The Trust's actuary has told us that prescription drug costs will continue to increase every year for the foreseeable future, as more and more expensive drugs come to the market.

At the present time, all of the Health Trust's health plans offer the same prescription drug coverage, even though there is a 40% difference in premium costs between the highest cost plan offered by the Trust and the lowest cost plan. The Board determined that one way to bring the premiums and claims costs into better alignment would be to increase the prescription drug copays for the Trust's lower cost plans.

Other Changes

There will also be a change in the coinsurance maximum under all of the health plans, as shown in the chart on the next page. Coinsurance is a percentage that you will have to pay for certain claims, once you have met your deductible each calendar year. The Board decided not to make any changes to the health plan deductibles at this time, but your total out-of-pocket costs may increase, depending on how many claims you incur (and how much they cost).

The Health Trust will also be eliminating the reduced PCP copays for those members who use Providers of Distinction. In addition, if you are enrolled in the POS 200 plan, your PCP copay will increase from \$15 to \$20. These changes will all help to bring the Health Trust health plan benefits into better alignment with the current premium structure. The chart on the next page outlines the changes that will be made for each of the Health Trust plans.

Health Plan Changes Effective January 1, 2018

The Health Trust Board voted to make the following health plan design changes, effective January 1, 2018. Please refer to your own individual health plan, to see how these changes may affect you and your covered family members. For information on the current health plan designs, please log on to the Health Trust website, at www.mmeht.org.

Although the Board voted to increase the in-network coinsurance maximum for all seven health plans, there is no change to the deductible amount under any of the plans. The in-network out-of-pocket maximum amount shown in the chart below is the total of the in-network deductible and the in-network coinsurance maximum for each plan.

	PCP Copay	In-Network Coinsurance Maximum	In-Network Out-of-Pocket Maximum (Deductible + Coinsurance)	Prescription Drug Copays – 30 day supply *
POS A	No change	From: \$500 single / \$1,000 family To: \$1,000 single / \$2,000 family	From: \$500 single / \$1,000 family To: \$1,000 single / \$2,000 family	No change
POS C	From: \$10 Provider of Distinction/\$15 PCP To: \$15 PCP (no more Provider of Distinction)	From: \$1,000 single / \$2,000 family To: \$1,500 single / \$3,000 family	From: \$1,000 single / \$2,000 family To: \$1,500 single / \$3,000 family	No change
POS 200	From: \$10 Provider of Distinction/\$15 PCP To: \$20 PCP (increase PCP copay; no more Provider of Distinction)	From: \$1,000 single / \$2,000 family To: \$1,500 single / \$3,000 family	From: \$1,200 single / \$2,400 family To: \$1,700 single / \$3,400 family	From: \$4/\$10/\$30/\$50/\$60 To: \$8/\$15/\$35/\$60/\$80 (2x copay for 90 day supply via mail order)
PPO 500	From: \$10 Provider of Distinction/\$20 PCP To: \$20 PCP (no more Provider of Distinction)	From: \$1,000 single / \$2,000 family To: \$1,500 single / \$3,000 family	From: \$1,500 single / \$3,000 family To: \$2,000 single / \$4,000 family	From: \$4/\$10/\$30/\$50/\$60 To: \$8/\$15/\$35/\$60/\$80 (2x copay for 90 day supply via mail order)
PPO 1000	From: \$10 Provider of Distinction/\$20 PCP To: \$20 PCP (no more Provider of Distinction)	From: \$1,000 single / \$2,000 family To: \$1,500 single / \$3,000 family	From: \$2,000 single / \$4,000 family To: \$2,500 single / \$5,000 family	From: \$4/\$10/\$30/\$50/\$60 To: \$8/\$15/\$35/\$60/\$80 (2x copay for 90 day supply via mail order)
PPO 1500	From: \$15 Provider of Distinction/\$25 PCP To: \$25 PCP (no more Provider of Distinction)	From: \$1,500 single / \$3,000 family To: \$2,000 single / \$4,000 family	From: \$3,000 single / \$6,000 family To: \$3,500 single / \$7,000 family	From: \$4/\$10/\$30/\$50/\$60 To: \$8/\$15/\$35/\$60/\$80 (2x copay for 90 day supply via mail order)
PPO 2500	From: \$15 Provider of Distinction/\$25 PCP To: \$25 PCP (no more Provider of Distinction)	From: \$1,000 single / \$2,000 family To: \$2,000 single / \$4,000 family	From: \$3,500 single / \$7,000 family To: \$4,500 single / \$9,000 family	From: \$4/\$10/\$30/\$50/\$60 To: \$8/\$15/\$35/\$60/\$80 (2x copay for 90 day supply via mail order)
Medicare Retiree Group Companion Plan	No change	No change	No change	From: \$4/\$10/\$30/\$50/\$60 To: \$8/\$15/\$35/\$60/\$80 (2x copay for 90 day supply via mail order)

* Copays shown are for the following prescription drug tiers:

Tier 1 Select Generic / Tier 1 Standard Generic / Tier 2 / Tier 3 / Tier 4

Remember, you can purchase up to a 90 day supply of your prescription medications for just two copays, when you use the convenient mail order service. You will pay three copays for a 90 day supply of your prescription drugs when you purchase them at the retail pharmacy. See page 4 of this notice for more information.

By making these changes, we are hoping to reduce the overall costs to the plans. We also hope to be able to moderate premium rate increases for 2018. It is important to have the plans priced appropriately for the benefits offered, so that the Trust can continue to run as smoothly as possible in the years ahead.

Additional Plan Changes

In addition to making changes to the Trust's health plans, the Health Trust Board approved adding benefits to the Health Trust's Dental and Vision plans. These changes will also be effective January 1, 2018.

Please check with your employer to determine whether you are eligible to participate in the Health Trust's Dental and/or Vision plans.

Dental Plan – Addition of Health through Oral Wellness (HOW) Program

The HOW program is offered by Northeast Delta Dental, the third-party administrator for the Trust's Dental plan, and is designed to help members maintain optimal health through education, risk assessment and evidence-based models of care. You will be able to sign up for this program after January 1, 2018. Once you have signed up, you can take an online assessment to see if you might be eligible for additional preventive services.

Patients at risk for oral diseases or medical complications related to oral health are eligible for enhanced preventive benefits through the HOW program, at no additional cost to the member. These benefits may include up to two additional cleanings annually for high risk members, thus allowing these members to receive as many as four preventive cleanings in a year.

Northeast Delta Dental and the Health Trust believe that encouraging and delivering additional preventive care to members who are at greater risk will delay or prevent the need for additional costly dental services in the future. We will provide you with information on how to sign up for the HOW program later this year.

Vision Plan – Additional Benefits

Under the Vision plan offered by the Health Trust through VSP, the in-network allowance for eyeglass frames will increase from \$130 to \$155. The in-network allowance for Featured Frame Brands purchased from a VSP Preferred Provider will increase from \$150 to \$175. The in-network allowance for contact lenses will also increase, from \$130 to \$150.

Effective January 1, 2018, VSP will expand the Affiliate Provider Network for the Trust's plan to include Sam's Club and Wal-Mart. Although the frame allowance will be lower at these two retailers, the overall cost for glasses should also be lower, thus allowing for a comparable out-of-pocket cost for members.

Thank You for Your Participation

As a member of the Health Trust, you are part of a group self-insured plan that is committed to providing its employer groups and participants with superior customer service and quality benefit plans, and to using its strength in numbers to take full advantage of cost saving opportunities in the health care market, today and in the future. **The Board of Trustees appreciates your participation in the Trust.**

If you have any questions about the information contained in this notice, please call the Health Trust Service Representatives, at 1-800-852-8300 (in Maine) or 207-621-2645 (out of state). The Service Representatives are available to assist you Monday through Friday, from 8:00 am until 4:30 pm. You may also contact the Health Trust via email, at MMEHTInfo@memun.org.

**Eastern Maine Development Corporation
&
Town of Hampden
Community Technology Plan**

Submitted by:

Mark Ouellette & Susan Corbett

Axiom

**October 13, 2017
207.255.0679**

**mark@connectwithaxiom.com
susan@connectwithaxiom.com**

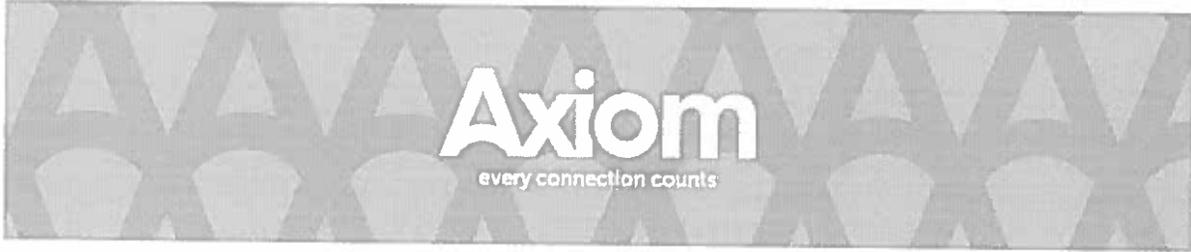


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Community Technology Plan

Executive Summary

Axiom and EMDC worked extensively with the Town of Hampden to assess their assets and set concrete goals that could be implemented. Below is a summary of what we found and recommend.

Key Findings:

- ✓ Concentrate on service to underserved or unserved areas of town
- ✓ Work on expanded service through the renegotiated franchise agreement with Spectrum
- ✓ Limited Fiber to the Premise Plan
- ✓ Digital Inclusion- Focus on business community

During the course of several Broadband Committee meetings it became clear that some areas of town were not connected as well as the residents in those areas would like to have. And as the discussion evolved, it is important to recognize that a community, even as affluent as Hampden (family median income estimated in 2015- \$74,523 vs Maine- \$51,494) have pockets that can only attain service of 3Mbps or less.

In addition, as land becomes scarcer in Bangor, Hampden has become an attractor of businesses and is in a building phase to add business parcels to accept new and growing businesses to the community. Taken together we believe our key findings can help continue the ongoing success of this community.

As part of the planning process, Hampden received significant input from citizens through a survey that was distributed to every household in the community. Below are highlights that helped inform the Broadband Committee and the planning process.

Hampden received 261 responses to the survey

- 61% served by Spectrum (formally Time Warner Cable)
- 30% served by TDS (Hampden Telephone Company)

Almost 63% are unhappy with their current service

- Expensive
- Unreliable
- Slow speeds

Over 62% are not interested in paying more

- 32% would pay more for higher speeds or better reliability

Almost 34% work from home (87 respondents)- almost 25% telecommute (work from home the majority of the time (58 respondents)

Over 50% of businesses say internet is “really important”

33% said more people would live in Hampden if there were better internet

Survey Conclusions:

- *Council believes in attracting competition, given the current situation with a franchise agreement and good coverage with recent upgrades from TDS and Spectrum, unlikely to attract an additional provider, without some incentive*
- *Without movement from town to get to fiber optic solution, town will be at whim of current provider pricing and limitations of technology*
- *Because of its location and proximity to Bangor, Hampden is in a position for growth, but needs the tools (should include high capacity broadband) to compete and win with business and family attraction*

Current Provider Coverage

Spectrum covers the majority of the community, with some notable suggestions. As the town thinks about possibly renewing their franchise agreement with Spectrum, we would suggest that leveraging that negotiation to help expand Spectrum's new upgraded internet service speeds (50/5 Mbps or 100/10Mbps) to areas currently not covered by their service would be a strong option for the town to proceed.

On the map below, we have identified (yellow dots) all of the E911 addresses that show where the homes and businesses in the community. Spectrum covers the vast majority of the Hampden with the exception of those areas highlighted in red.

Spectrum Map- areas in RED not covered



By coupling the renewal of the Franchise agreement with expanded coverage areas, it gives Hampden officials the opportunity to leverage the agreement to help get better coverage at a reduced or no cost. Below is a chart of the types of elements contained in a franchise agreement and what kind of asks the town can make. Most of these agreements focus on the 5% return to the town, but other communities have used this agreement to create a municipal fiber network, or used the Franchise Fee as a match for a ConnectME infrastructure grant to expand service. At any rate, a variety of options and opportunities open up, once you bring Spectrum to the table.

Franchise Agreements:

Understanding what towns can and cannot ask for when negotiating franchise agreements:

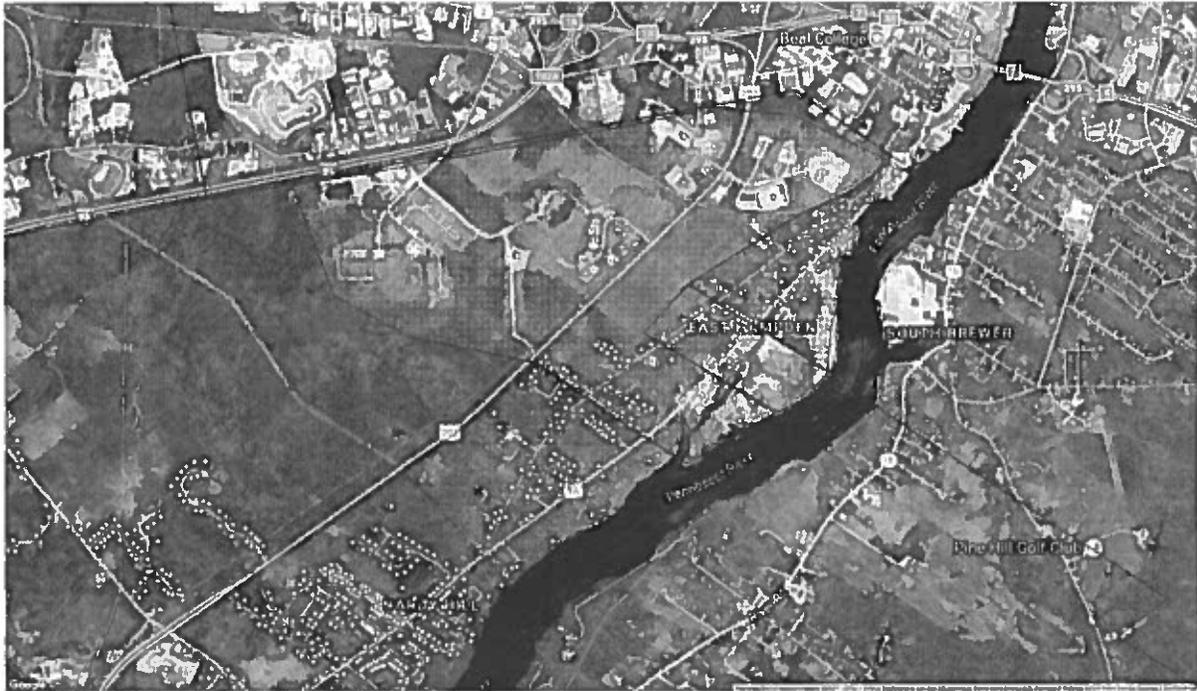
Can do	Cannot Do
<i>Can require specific cable system capacity and functionality</i>	<i>Cannot require a specific transmission technology</i>
<i>Can require support of PEG (Public, Educational and Government) access through facilities, equipment and channels.</i>	<i>Cannot specify which channels are or are not carried and cannot specify which channels are on which tier of service (other than PEG service)</i>

<i>Can establish customer service standards, including ones related to answering telephone calls, responses to complaints, and imposing of late fees.</i>	<i>Cannot regulate rates (other than lowest cost tier of service)</i>
<i>Through an enabling ordinance can require a specific definition of gross revenue</i>	<i>Cannot require franchise fees of more than 5% of gross revenue, as defined in the franchise agreement</i>
<i>Can regulate the video portion of services offered</i>	<i>Cannot regulate any voice (telephone) services</i>
<i>Can require construction of an Institutional Network (I-Net) linking schools, libraries and public buildings for voice, video and data communications</i>	<i>Cannot grant an exclusive franchise</i>
<i>For the public access channel, can require a specific location</i>	<i>Cannot regulate data services, including Internet services</i>
<i>When a cable company does construction in public rights of way, can specify that it must do so in a manner that does not disrupt those rights of way unreasonably.</i>	

The State of Maine created a Model Franchise Agreement that you can access at:

<http://www.maine.gov/connectme/about/modelcable.shtml>

FairPoint Communications covers only a small portion of Hampden and FairPoint's DSL service, because it comes from Bangor, does not have the types of speed and reliability that other parts of its network achieves. The map below shows its coverage area and the areas that are generally covered by those speeds. This map is an approximation, and individual homes or businesses may not be able to achieve speeds shown, however, this is generally what to expect FairPoint's coverage to look like. This is an area that is also covered by Spectrum, so working with FairPoint to upgrade service in this area is unlikely.



FairPoint Communications Coverage Area

- ❖ Blue= Speeds of up to 10 Mbps
- ❖ Green= Speeds up to 7 Mbps
- ❖ Orange= Speeds up to 3 Mbps
- ❖ Red= No or Minimal Service

TDS is the incumbent telephone provider for the town and offers near ubiquitous phone and internet service. They recently upgraded or are in the process of upgrading their facilities in Hampden and will soon offer 50Mbps service in some parts of the network. Below is the map of their coverage area and speeds. Because they have recently upgraded their speeds, it is unlikely that they would make another major investment in the near future.



TDS Coverage Area

- ❖ Blue= Speeds of up to 50/10 Mbps
- ❖ Green= Speeds of up to 25/5 Mbps
- ❖ Orange= Speeds of up to 15/2 Mbps
- ❖ Purple= Speeds of up to 10/1 Mbps

Carrier Coverage Conclusions

Because Hampden is relatively well covered by three providers, it's unlikely to attract another provider to compete and bring cost down. We believe these are your options with current providers:

FairPoint: In order to upgrade FairPoint service it is likely they would need to place a Remote Terminal in Hampden, quotes from FairPoint have generally ranged in the \$60,000- \$70,000 range, but they have not been approached. This would give their service area speed upgrades of up to 25Mbps. Because this is a small area, although densely populated, and because Spectrum offers broadband speeds of up to 100Mbps, we would not recommend this investment.

TDS: TDS is in the midst of a major upgrade in Hampden that will offer speeds up to 50Mbps. Because the end of 2017 will most likely complete this upgrade, we would not expect TDS to be interested in working with the community to upgrade further, as that would require additional investments and technology that we would not think TDS would consider.

Spectrum: Spectrum has also recently upgraded their internet service across all of Maine and now offers up to 100Mbps to residential customers. They typically will consider expanding service at a density level of 20-25 homes per mile. Because there are some gaps in their coverage area, perhaps a portion of the Franchise Fee that they currently pay or would pay in a new Franchise Agreement could be diverted to help defray the cost of expanded service in those areas on the map not covered. Or Spectrum, as part of their agreement may agree to expand service at their cost to one or more of the areas not currently covered with their service. By expanding service, residents in those areas would not only have access to higher internet speeds but the benefit to access cable TV and phone (Triple Play).

Fiber to the Premise

Fiber optic cable offers unlimited speeds, unrivaled reliability and a return on investment of at least 20 years. However, it is also the most expensive, running between \$25,000- \$30,000 a mile, plus the cost of the electronics to run it and the cost of the actual internet. However, we believe this is a sound investment that Hamden should consider, if only in small upgradable increments.

Currently, FairPoint, TDS and Spectrum all offer fiber to businesses in the community. Pricing can vary widely depending on the location, but generally speaking is beyond what a small business might be willing or able to pay. Beyond the cost of actually hooking someone up to the fiber infrastructure, which can cost from a few hundred dollars into the thousands, the recurring cost of the broadband can also be prohibitive because these connections usually require a dedicated link that is only for that one business. In these cases, a typical connection can run in the hundreds of dollars a month. Those businesses that require this type of connection, most likely already have it. For some smaller group of businesses that would require large amounts of bandwidth, high cost are typically the barrier to acquiring such service. In addition, fiber connectivity is not generally available to residential homes leaving home-based businesses with high bandwidth needs frustrated.

As the needs of an increasingly interconnected world continue to demand better and better internet speeds, capacity and reliability, cities and towns are looking at investments that might help keep them from falling behind. The Millennial generation (generally those between the ages of 25-35) is now the dominant percentage of the workforce, as Baby Boomers continue to age out, and those communities that are thinking about how to accommodate the needs of this generation will remain vibrant. One of the needs of this generation of workers is strong connectivity. Given the current situation in Hamden, we would not recommend a fiber to the home solution that would be prohibitively expensive and most likely unachievable. However, by building strategic fiber that can start to help parts of the community with enhanced choices for high-capacity broadband, the town can create an attractor for businesses and residents who are increasingly demanding this level of connectivity. By building small sections at a time, you can have the effect of increased visibility for the town, while containing and managing cost of such a network.



Fiber to the Premise Proposal

The following will outline a proposed fiber deployment in Hampden with a focus on the municipality building and owning the trunk fiber and offering the fiber as an open access network to ISP's or other vendors willing to utilize the facilities to offer a fiber to the premise (FTTP) service.

When looking at Hampden for a prospective fiber deployment there are several factors that should be taken into consideration in choosing an area for deployment.

First is density: Does the area have enough homes and businesses. This is important as the numbers determine whether serving the potential customers off of this fiber would be cost effective and/or beneficial to the ISP offering service off of this municipal trunk fiber.

Second is broadband availability: What other providers and types of technology are present. The number of other providers in the area determine take rate and if there are a significant number of providers that can compete with this potential fiber deployment it goes to the first point in providing enough customers to make it beneficial for any provider to use this fiber.

Third is location: Is the fiber deployment close to any municipal centers or major broadband nodes. The further away from a city or town center, typically the more it could cost a provider to bring in bandwidth to feed the customers served off of the municipal trunk fiber.

All of these factors determine whether it would be an appealing and beneficial prospect for potential broadband providers to extend their services onto this network.

This proposal focuses on the eastern area of Hampden along Main Rd and Old County Rd. This location fits the criteria above best as there are only two providers offering broadband in this area

and one of them, FairPoint Communications, only offers up to 10M service. The other provider, Spectrum, does offer significantly faster service, up to 300M packages but both of these providers offer their services over copper line technology, which is inferior to a fiber optic delivery method. The density is available, offering over 250 potential homes and businesses with two municipality centers at less than 2 miles on either side that could provide backhaul for this network.

Design and Cost:

The fiber run along Main Rd consists of approximately 100 utility poles spanning 2 miles from the southern and northern intersection of Old County Rd. and Old County Rd. consists of approximately 70 utility poles spanning 2 miles along its entire length with a potential for a fiber cabinet located at either intersection point. This build would consist of the trunk fiber only with drops to homes and businesses the primary responsibility of the contracted broadband provider.

The approximate cost to deploy this fiber network would be:

Fiber Materials: \$140,000

Install Labor: \$145,000

Total: \$285,000

The total above includes an average cost to attach to the utility poles, but does not include the annual cost to maintain it. The yearly maintenance fee for the pole licensing, would be approximately \$1000. This could be included as a requirement for the broadband provider to upkeep.

Conclusion

Hampden is in a good position to increase broadband coverage and increase speeds and reliability. In fact, all three current providers have done just that. Given this upgraded service, we would concentrate our focus on completing upgrades to those areas identified by leveraging a renegotiation of the town's outdated Franchise Agreement with Spectrum. Second, we would recommend a strategically limited fiber network that could be built upon in future years, while starting to build an attractive asset for businesses and residential customers alike. Last, a focus on business needs through Digital Literacy classes customized to the Hampden business community would be an investment in the towns citizens and businesses that should drive take rates and economic development.

Action items

- Initiate Franchise Agreement negotiation with Spectrum
 - Work with Spectrum to build out to underserved areas of the community
- Identify funding sources to implement Business Digital Literacy campaign
 - Use Axiom recommendations to organize regional partners
 - Survey businesses for programing/classes important to them
- Town should consider funding the beginning of a municipally owned fiber network- position itself for the future

Digital Inclusion Plan

Surveys, Interviews and Meeting Results

Axiom interviewed businesses, community and municipal leaders, as well as residents to discuss Computer Skills/Digital Literacy Training and Workforce Development Skills Training.

Important Takeaway: Business Growth and Support

Hampden, with a population of 7,257 residents, has a median age of 40.8; however, 20% of the population is over age 55, per the 2010 American Community Survey.

<https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF>

Currently, there are 133 businesses listed on the Town of Hampden's Business Directory, www.hampdenmaine.gov. With a high population of residents over 55 years of age, it is important to focus on business growth, development and sustainability.

Of the businesses that responded to the Hampden Business Survey, 71% of businesses expect training will be needed for new and existing staff over the next year; 61% of businesses report that they currently offer training programs to their staff; 80% state they are interested in offering computer skills classes to their employees; 33% of Hampden businesses do not have a website; and 44% of businesses would like to offer customer service training.

The Hampden Community Survey reports that residents use the internet for both home and business, and 34% report that someone in the household works from home.

Axiom Education & Training Center's "National Digital Equity Center" (NDEC) can organize training for the Hampden business community to leverage available technologies and industry specific instruction. NDEC can provide the community with educators to hold classes, as well as collaborate with local organizations to provide training. The business and community members can learn firsthand how to create and update websites, increase technical proficiency and industry specific knowledge.

Collaborating partners to consider are:

- Hampden Business Association www.hampdenbusiness.com
- Hampden Business & Commerce Park www.hampdenmaine.gov
- Maine Small Business Development Centers www.mainesbdc.org
- Maine Kiwanis Club www.facebook.com/Hampden-Maine-Kiwanis-Club-224905087545841
- Orono-Hampden-Old Town Adult Ed Partnership <http://orono-hampden.maineadulted.org>
- Welcome ME (Customer Service Training) www.welcomemetraining.com

Business Surveys:

The Town of Hampden identified key businesses to target during this process. Online surveys and interviews were administered. Axiom contacted 26 businesses via email or phone calls, and the town

sent out the business survey link. A total of 17 businesses responded to the survey and/or interviews. (See Addendum 1 – Hampden Business & Workforce Needs Survey Results)

Business Survey Results:

- 72% of businesses state that broadband is extremely important for their business
- 71% of businesses state that they could work and sell more efficiently online
- 7% of businesses are sole entrepreneurs, 43% have 5 employees or less
- 67% of businesses have a website
- 53% of businesses do not use a domain email address
- 40% of businesses do not use VoIP (Voice over Internet Protocol) telephone service
- 40% of businesses use the internet for online sales
- 93% of businesses use the internet for social media
- **60% of businesses state that internet speeds have not kept up with business needs over the past few years**
- 53% of businesses state improved broadband will be critically important to their business in the next 1-2 years
- 67% of businesses do not offer telecommuting
- 43% of businesses that do offer telecommuting report that employees struggle with it
- **36% of businesses see a need for computer skills training**

Takeaways: 33% of businesses do not have a website, and 53% do not use a domain email address. Developing website classes may be a valuable resource for businesses in Hampden, specifically targeting small businesses and sole entrepreneurs. 36% of businesses state that they see a need for computer skills training.

Residential Surveys:

As with Business, Community & Municipal leaders, the residential community were invited to participate in a Community Broadband Survey by the Town of Hampden's Broadband Team. It was the goal of the survey for residents to become engaged in providing better broadband to Hampden. A total of 261 residents completed the survey. (See Addendum 2 - Hampden Community Internet Survey Results)

Community Survey results:

- 98% of homes have internet
- 20% of homes use the internet for home and business
- **63% of homes state they are not happy with their current internet service**
- 32% state that they would pay more for faster speeds and better reliability and 62% are not interested in paying more for internet service
- 64% state that they would like internet television; 35% for VoIP, 19% for home security and 11% for home automation
- **64% state they are frustrated with their internet connection**
- **51% state they have children or adults that use the internet for homework – 45% are children and 46% are adults**
- 22% of residents are interested in computer class training
- 32% think more people would live in Hampden if there was better internet

Takeaways: 63% of homes state that they are not happy with their current service and 66% are frustrated with their internet connection. 51% state that they have children and adult learners that use the internet for homework. Hampden should be mindful of homes with school-age children to and further evaluate whether homes with children do not subscribe to the internet because of cost. Hampden ~could~ consider a Technology Fund to assist homes that cannot afford broadband, specifically in homes with school-age children to address the Homework Gap, as well as letting their residents know of the low-cost broadband options offered by providers.

Out of the 261 Community responses, 22% of Hampden's residents expressed a need for training on using the Internet. This is a significant number as it clearly indicates that residents (many own home-based businesses) would like to increase their technical proficiency. Hampden and EMDC could seek funding to offer a Digital Literacy program to its residents and businesses.

The Digital Inclusion Program for the Town of Hampden includes four components:

1. Affordable Internet – Cost continues to be a major barrier to broadband adoption. The Town of Hampden should consider addressing “ability to pay”. The following providers have been contacted regarding low-cost broadband options:

- **Consolidated Communications (FairPoint Communications):**
 - Eligible low-income FairPoint residential customers can qualify for a discount on qualified internet service at their primary residence under the Lifeline Program. The discount consists of federal monthly support of \$9.25.
 - Eligible FairPoint residential customers residing on tribal lands may qualify for an additional federal discount of up to \$25 per month and installation assistance.
 - Further information, including applications forms, can be found at: www.fairpoint.com/home/residential/phone/lifeline.html
- **TDS Telecom:**
 - Eligible low-income TDS residential customers can qualify for a discount on qualified internet service at their primary residence under the Lifeline Program. The discount consists of federal monthly support of \$9.25.
 - Further information, including applications forms, can be found at: <https://tdstelecom.com/content/dam/tdstelecom/pdfs/lifeline/LifelineApplication.pdf>
- **Town of Hampden Technology Fund:** A fund ~could~ be established to offer a discount to low-income families to address broadband adoption and take-rate
 - A fund could be established to offer a discount to low-income families to address broadband adoption and take-rate
 - The Town of Hampden Broadband Committee may opt to explore the feasibility of establishing a fund

2. Affordable Equipment Assessment – Low-cost or free computers are often just as important as having access to low-cost or free Internet options, particularly for people in low-income communities.

- **PC's for Maine** www.pcsformaine.org offers refurbished, used computers that are donated by businesses in Maine and are available to low-income families.
- **PC's for Maine** will consider installing a kiosk at a local business to sell low-cost computers locally. Axiom will work with a local business and facilitate a conversation with PC's for Maine, should the Town of Hampden decide to move forward.
- **Goodwill's "Good Tech"** program offers refurbished, used computers to low-income residents. <https://goodwillnne.org/stores/goodtech>
- **Lending Library of Devices**, laptops, desktops, iPads, etc., could be established for residents to borrow on an "as-needed" basis. The devices might be donated or the Town of Hampden could seek grant funds to purchase equipment. The Edythe L. Dyer Community Library might be considered as the lending institution.

3. Digital Literacy Training – Computer Skills Training plays a critical role in technology and workforce development training. The following digital literacy options are available for the Town of Hampden:

- **Axiom Education & Training Center's "National Digital Equity Center"** offers Digital Literacy classes for residents and businesses. We recommend offering the residents of Hampden digital literacy courses over a 6 to 12-month period, one class per week, ensuring that the program has predictability over some period of time for full residential and business participation.
- **Maine Department of Labor's CareerCenter**, office is located at 45 Oak St., Bangor. The CareerCenter collaborates with the Axiom Education & Training Center, and is committed to assist with workforce development skills efforts.
- **Orono-Hampden-Old Town Adult Ed Partnership** <http://orono-hampden.maineadulted.org> offers digital literacy classes at their location. Their headquarters are located at 14 Goodridge Dr., Orono. The digital literacy classes that are offered are included in their Fall catalog, available online at: <https://orono-hampden.coursestorm.com/category/technology>

Recommended Class Locations:

- **Edythe L. Dyer Community Library** <http://www.edl.lib.me.us>
- **Hampden Town Office** <http://www.hampdenmaine.gov>
- **Business Locations**

Recommended Classes include:

- **Introduction to Computer**
- **Windows 7, 8, 10**
- **Internet Safety**

- Microsoft Word
- Microsoft Excel
- Microsoft Outlook
- Microsoft Publisher
- Microsoft PowerPoint
- QuickBooks
- PhotoShop
- Social Media including FaceBook for Business & Individuals, Twitter, etc.
- WordPress
- Video Streaming
- iPad
- Gmail
- Google Docs, etc.
- Classes designed for Senior Citizen population

Digital Literacy Budget

Digital Literacy is the greatest opportunity to investing in Hampden's future. As more citizens' livelihoods, ability to obtain new skills, understanding of an emerging digital economy are tied to a broadband connection, those regions with the forethought to face this new reality will outpace other regions in productivity, increased economic activity and sustained family attraction and wealth. Axiom is committed to working with the Town of Hampden, its regional, state and federal partners to deliver a world-class regional Digital Literacy program- customized to the town's businesses and citizens.

Teacher/Instructor (Fringe & Salary)	\$ 20,000
Travel	\$ 2,000
Survey Monkey (includes Annual Fee)	\$ 204
Supplies	\$ 1,000
Academic Services Group (curriculum)	\$ 796
Administration	\$ 8,000
Total Budget	\$ 30,000

- ❖ Budget based on 1-year program, 1 class per week
Budget based on 10 students per class

Axiom will work with the Town of Hampden to pursue funding for digital literacy classes for residents and businesses.

4. Public Computer Access – Increasing public access computing allows residents to access technology in places in which they feel comfortable and supported is essential. If a business or resident cannot afford equipment or an Internet subscription, and if broadband is not available at their location, Public Computer Access is essential.

- **Edythe L. Dyer Community Library** has 1 desktop computer and 3 laptop computers available for public use. Wireless internet is also available for residents and businesses with their own equipment to use during library hours.
- **Community HotSpots** are open access networks that allow citizens in a downtown or other public spaces access to the Internet. This is a simple, straightforward way to help the town get more connected. It is an affordable, convenient solution to help visitors and residents easy, seamless connectivity.

In addition to the Edythe L. Dyer Community Library, WiFi is available at a variety of business locations in the Hampden region. Community HotSpot(s) for the downtown are recommended for the Town of Hampden.

Grant Funding Resources

State Grant Funding Resources

The ConnectME Authority offers two types of grants - Infrastructure and Community Broadband Planning Grants. For the purposes of this report, the planning grant is not a consideration. We would recommend looking toward Infrastructure grants, details can be found here:

<http://maine.gov/connectme/grants/>

Axiom has extensive knowledge of these grants, and has received over \$1Million in funding.

- Grant proposals must meet the state standard of 10/10Mbps
- Grant limits are suggested, but typically \$100,000, which must be matched 1 to 1 with a combination of cash and in-kind services
- Area targeted must be unserved or severely underserved (service that is less than 1.5Mbps download)

Typically, ConnectME grants open for applications in the March- April timeframe, but is not clear when grants may be available in 2018.

The Maine Community Foundation has regional grants that can support initiatives up to \$10,000.

<http://www.mainecef.org/GrantsNonprofits/AvailableGrantsDeadlines/CommunityBuildingGrantProgram.aspx>

- Grants available up to \$10,000
- Local decision makers by county
- Various criteria that needs review
- Deadline February 15th of each new year

Northern Boarder Regional Commission Grants, <http://www.nbrc.gov>. The Commission accepts grant applications from across the northern border regions of Maine, New Hampshire, Vermont and New York.

- Requires at least a 1 to 1 cash match
- Must be tied to quantifiable job creation
- Very competitive

Contact: Andrea Smith at (207) 624-9813 or andrea.smith@maine.gov for information on deadlines and program parameters.

Federal Grant Funding Resources

U.S. Department of Commerce- Economic Development Administration (EDA) provides funding for economic development projects across the state of Maine. Maine projects are reviewed and administered by EDA's local representative, Alan Brigham at (215) 316-2965 or abrigham@eda.gov. Programs and eligibility can be found at www.eda.gov

- Various funding programs
- Guidelines encourage regions to incorporate broadband investments in their regional strategies (CEDs)
- Funding requires match

U.S. Department of Commerce- **Broadband USA** is helping communities nationwide ensure they have the broadband infrastructure, digitally literate workforce and engaged citizens to thrive in the Digital Economy. Details can be found here: <https://www2.ntia.doc.gov/>

- Provides direct (one-to-one) assistance to communities
- Resource rich website- no direct grants
- Building a self-assessment tool for communities

U.S Department of Agriculture- **Rural Development** has a number of grant programs worth investigating. Local office in Bangor, contact Tommy Higgins, Acting State Director, (207) 990-9160. More information on programs in Maine can be found here: www.rd.usda/me

- Rural Broadband Access Loans and Loan Guarantees Program
 - 2017 Program has not been announced
- Several other competitive grant programs to explore eligibility and criteria

U.S. Department of Treasury- **New Markets Tax Credits (NMTC)** has recently clarified the eligibility of broadband infrastructure and related activities are eligible for NMTC provided they meet certain criteria located here:

<https://www.cdfifund.gov/Documents/2015%20NMTC%20Application%20QA%20FINAL.pdf>

- Axiom is exploring the potential of NMTC funding
- Eligible census tracts are being reviewed
- It's unclear without investigation if Hampden or parts of Hampden may be eligible

Broadband Opportunity Council Funding Report- U.S. Dept. of Commerce and USDA released a report in January 2017 listing all federal broadband funding resources - See Addendum 3.

COMMITTEE REQUESTS

FY 2018

At the beginning of each calendar year the Mayor, in consultation with the Council, appoints three council members to each of 4 standing Council Committees. Please number the Committees from 1 to 4, with 1 being the Committee you are most interested in serving on and 4 being the Committee you are least interested in serving on and return it for the first meeting of 2018.

COUNCILOR NAME: _____

PLEASE NUMBER THE FOLLOWING COMMITTEES IN ORDER OF PREFERENCE:

_____ INFRASTRUCTURE

_____ SERVICES

_____ PLANNING & DEVELOPMENT

_____ FINANCE & ADMINISTRATION

All Councilors are welcome to attend any Committee meeting and are allowed to vote if in attendance. At least 2 of the 3 appointed Committee members must be in attendance at a Committee meeting in order to have a quorum.

IMPORTANT INFORMATION ABOUT YOUR SPECTRUM CHANNEL LINEUP

Communities Served: Cities of Bangor, Belfast, Brewer, Calais, Caribou, Eastport, Ellsworth, Old Town, Presque Isle, Waterville; Saint John Plantation; Reservations of Penobscot Indian Island, Pleasant Point Passamaquoddy; Towns of Addison, Allagash, Anson, Ashland, Baileyville, Bar Harbor, Baring Plantation, Beals, Blaine, Blue Hill, Bradley, Bridgewater, Brownville, Bucksport, Burnham, Canaan, Carmel, Castine, Caswell, Cherryfield, Columbia Falls, Corinna, Corinth, Cutler, Danforth, Deer Isle, Dennysville, Detroit, Dexter, Dover-Foxcroft, Eagle Lake, East Machias, Easton, Eddington, Embden, Enfield, Fairfield, Fort Fairfield, Fort Kent, Franklin, Frenchville, Glenburn, Gouldsboro, Grand Isle, Hampden, Hancock, Harrington, Hartland, Hermon, Hodgdon, Holden, Houlton, Howland, Island Falls, Jonesport, Kenduskeag, Lamoine, Levant, Limestone, Lincoln, Littleton, Lubec, Machias, Machiaport, Madawaska, Mapleton, Mars Hill, Marshfield, Medway, Merrill, Milbridge, Milford, Milo, Monticello, Mount Desert, New Portland, New Sweden, Newport, Norridgewock, Oakfield, Oakland, Orland, Orono, Orrington, Palermo, Palmyra, Passadumkeag, Patten, Pembroke, Perry, Pittsfield, Portage Lake, Princeton, Roque Bluffs, Searsport, Smithfield, Smyrna, Solon, Sorrento, Southwest Harbor, St. Agatha, St. Albans, St. Francis, Stockton Springs, Stonington, Sullivan, Surry, Thorndike, Tremont, Trenton, Unity, Van Buren, Veazie, Verona Island, Wallagrass, Washburn, Westfield, Whiting, Whitneyville, Winslow, Winter Harbor, Winterport, Woodland; Townships of Connor, Edmonds and Unorganized Territory of Sinclair, ME.

Effective on or after December 5, 2017, the following changes will be made to your channel lineup:

FXX on channel 109 will move from Digi Tier 1/Variety Pass to Spectrum Select/Standard TV.

Communities Served: Cities of Bangor, Belfast, Brewer, Calais, Eastport, Ellsworth, Old Town, Waterville; Reservations of Penobscot Indian Island, Pleasant Point Passamaquoddy; Towns of Addison, Anson, Baileyville, Bar Harbor, Baring Plantation, Beals, Blue Hill, Bradley, Brownville, Bucksport, Burnham, Canaan, Carmel, Castine, Cherryfield, Columbia Falls, Corinna, Corinth, Cutler, Danforth, Deer Isle, Dennysville, Detroit, Dexter, Dover-Foxcroft, East Machias, Eddington, Embden, Enfield, Fairfield, Franklin, Glenburn, Gouldsboro, Hampden, Hancock, Harrington, Hartland, Hermon, Holden, Howland, Jonesport, Kenduskeag, Lamoine, Levant, Lincoln, Lubec, Machias, Machiaport, Marshfield, Medway, Milbridge, Milford, Milo, Mount Desert, New Portland, Newport, Norridgewock, Oakland, Orland, Orono, Orrington, Palermo, Palmyra, Passadumkeag, Patten, Pembroke, Perry, Pittsfield, Portage Lake, Princeton, Roque Bluffs, Searsport, Smithfield, Solon, Sorrento, Southwest Harbor, St. Albans, Stockton Springs, Stonington, Sullivan, Surry, Thorndike, Tremont, Trenton, Unity, Veazie, Verona Island, Whiting, Whitneyville, Winslow, Winter Harbor, Winterport and Township of Edmund, ME.

Effective on or after December 5, 2017, the following changes will be made to your channel lineup:

National Geographic on channel 129 will move from Variety Pass to Standard TV.

**For a complete channel lineup, visit spectrum.com/channels.
To view this notice online, visit spectrum.net/programmingnotices.**

Oct. 28, 2017



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

B-3-9

Paul R. LePage
GOVERNOR

David Bernhardt
COMMISSIONER

November 14, 2017

Angus Jennings, Town Manager
Town of Hampden
106 Western Avenue
Hampden, Me 04444

Town of Hampden
RECEIVED
NOV 16 2017
Office of the
Town Manager

RE: Hampden, Twin Bridge #5315, WIN #018959.00

Dear Mr. Jennings:

The Maine Department of Transportation will be conducting a preliminary public meeting to discuss the above referenced project on Tuesday evening, November 28, 2017 at 6:00 p.m., at the Hampden Town Office located at 106 Western Avenue in Hampden, as described in the enclosed Notice.

A copy of this Notice will be published in an area newspaper prior to the meeting and mailed to abutting property owners.

I and other representatives of the Maine Department of Transportation will be present to share information about the project, listen to concerns, receive comments, and answer questions about the project.

If you have any questions regarding the arrangements, please let me know. You may contact me at (207) 624-3672 or via email at brian.j.nichols@maine.gov.

Sincerely,

Brian J. Nichols
Project Manager
Bridge Program

Enclosure



PRINTED ON RECYCLED PAPER



MaineDOT

**Notice of
PRELIMINARY
PUBLIC MEETING
IN HAMPDEN**

**TO DISCUSS
THE FUTURE IMPROVEMENT OF THE
TWIN BRIDGE**

**TUESDAY, NOVEMBER 28, 2017
AT 6:00 P.M.
AT HAMPDEN TOWN OFFICE
LOCATED AT 106 WESTERN AVENUE**

**Town of Hampden
RECEIVED**

NOV 16 2017

**Office of the
Town Manager**

Please join the Maine Department of Transportation (MaineDOT) at a preliminary public meeting to discuss the future improvement of the Twin Bridge (#5315), which carries Route 69 over the West Branch Souadabscook Stream, located 0.04 of a mile north of Meadow Road in Hampden, Maine.

Representatives of MaineDOT will be present on Tuesday, November 28, 2017 at 6:00 p.m. to share information on the upcoming project, listen to concerns, receive comments, and answer questions from anyone with an interest in the project. MaineDOT is particularly interested in learning local views relative to project consistency with local comprehensive plans, discovering local resources, and identifying local concerns and issues. Anyone with an interest is invited to attend and participate in the meeting.

Accommodations will be made for persons with disabilities. Auxiliary aids will be provided upon advanced request.

Any inquiries regarding this project may be directed to the attention of Brian Nichols, Project Manager, Maine Department of Transportation, Bridge Program, 16 State House Station, Augusta, Maine 04333-0016. Telephone: (207) 624-3672. Email: brian.i.nichols@maine.gov.

**Work Identification Number 018959.00
TTY Users Dial Maine Relay 711**

B-3-h

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



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

November 16, 2017

George C. Gervais
Commissioner
Maine Department of Economic and Community Development
59 State House Station
Augusta ME 04333-0059

RE: Termination of Town of Hampden Hampden Properties TIF District

Dear Commissioner Gervais:

Please be advised that the Town of Hampden has terminated the Hampden Properties Municipal Development TIF District approved by DECD with an effective date of February 1, 2006. The final payment made to the business pursuant to the TIF was on March 25, 2015.

If you need any additional information, please contact me at the address, phone number or email address above.

Sincerely,

Angus Jennings
Town Manager

cc: Andrea K. Smith, Director, Tax Incentive Programs, DECD

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



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

November 16, 2017

Andrea K Smith
Director, Tax Incentive Programs
DECD – Office of Business Development
59 State House Station
Augusta ME 04333-0059

Dear Andrea,

I am writing with respect to the Town of Hampden's Hampden Properties Municipal Development Tax Increment Financing (TIF) District, effective February 1, 2006 for a period of 10 years. The district's designation expired January 31, 2016.

One condition of the TIF approval required that an annual written report be filed, no later than August 1st of the following year, if Hampden Properties, LLC ("HP, LLC"), or any business in the district, received TIF payments, from the district, that exceeded \$10,000 in a calendar year.

The only business in the District that received TIF payments during the term of the District was HP, LLC. At no point during the term of the TIF District did HP, LLC receive more than \$10,000 in a calendar year. A review of TIF payments to HP, LLC during the term of the District shows that the largest payment, in any calendar year, was in the amount of \$5,636.30 paid on August 20, 2008. Over the life of the District, TIF payments to HP, LLC totaled \$31,930.70.

This letter is intended to demonstrate that no annual report was required because no payment or combination of payments exceeded the \$10,000 calendar year threshold.

Please also find attached a letter intended to serve as formal notification to DECD that the Hampden Properties Municipal Development TIF District was terminated and is no longer in effect.

Please let me know if you have any questions or require further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Angus Jennings".

Angus Jennings
Town Manager



Town of Hampden
Planning and Development Committee
 Wednesday November 1st, 2017, 6:00 pm
 Municipal Building Council Chambers
Minutes

Attending:

Committee/Council

Ivan McPike-Chair
 Terry McAvoy
 David Ryder
 Dennis Marble
 Mark Cormier

Staff

Angus Jennings, Town Manager
 Myles Block, Code Enforcement Officer

Chairman McPike called the meeting to order at 6 pm.

1. **Approval of October 18th, 2017 Minutes – Motion to approve as submitted made by Councilor McAvoy with second by Councilor Marble; carried 5-0.**
2. **Committee Applications: None.**
3. **Updates:**
 - A. **MRC/Fiberight – Manager Jennings provided an update regarding the project timeline and there was discussion among the Committee members. CEO Block provided an updated regarding site work to date. Committee discussion focused on the requirements associated with implementing the updated Solid Waste Flow Control Ordinance, including the requirement to notify local businesses and institutions regarding the new destination for MSW after April 1, 2018, and how these communications could best be handled. Manager Jennings said that the MRC Exec. Director has talked about MRC preparing "model" documents (i.e. hauler licensing forms, sample correspondences to haulers and to local businesses) so that 110 municipalities can implement the changes with some consistency, but a timeline isn't known. It was acknowledged that there could be challenges in enforcing the Flow Control Ordinance.**
 - B. **Staff Report – Manager Jennings summarized the materials in the meeting packet, including the update of ongoing/pending development activity.**
4. **Old Business:**
 - A. **Update on potential commercial development at northeast corner of Coldbrook Road and Route 202; update on agreement to engage consultant to support new TIF District proposal to facilitate development; review potential boundaries of potential TIF District – Manager Jennings summarized the materials in the meeting packet. There**

was discussion about the potential District boundaries. Mayor Ryder suggested including several additional parcels along Coldbrook Road. The Committee members unanimously agreed with these changes. Manager Jennings said that an updated map would be reviewed at the next meeting, and that the TIF consultant would be present to begin discussion of other aspects of the TIF District. Manager Jennings reminded the Committee of the November 8 Planning Board public hearing regarding the proposed zoning map amendment. Mayor Ryder and Councilor Marble confirmed that they would join the Manager in attending the public hearing.

- B. Review of approved consultant work scope and schedule to prepare amendments to the Business Park Covenants and associated zoning amendments; review draft outreach to Business Park owners –**
Manager Jennings summarized the materials in the meeting packet. The Committee appreciated the detail in the schedule and all agreed that it will be important to maintain the project schedule.

5. New Business: None.

6. Zoning Considerations/Discussion:

- A. Discussion of zoning amendment process including the role of the Planning Board and its Ordinance Committee; preparation for November 8 Planning Board meeting –**
Manager Jennings summarized the materials in the meeting packet. He circulated a draft letter to the Planning Board and asked the Councilors to take a couple of minutes to review the draft to be sure it effectively communicated the issues. The Councilors read the draft letter, and all agreed it was appropriate to send as is. The Committee discussed the importance of aligning the Planning Board process relative to zoning amendments with the Council's goals regarding timeliness of amendments. Manager Jennings said the letter would be included in the November 8 Planning Board meeting packet. Mayor Ryder and Councilor Marble confirmed that they would join the Manager in attending the meeting.

7. Citizens Initiatives: None.

8. Public Comments: None.

9. Committee Member Comments: None.

10. Adjournment: There was a motion by Councilor Marble seconded by Councilor McAvoy to adjourn at 7:03 pm. The motion carried unanimously.

*Respectfully submitted –
Angus Jennings, Town Manager*

Town of Hampden
Land & Building Services



Planning Department
Memorandum

To: Hampden Town Council
Through: Angus Jennings, AICP, Town Manager
From: Ben Smith, AICP, Contract Planner *BS*
Date: November 13, 2017
RE: Planning Board Recommendation – Recreational Marijuana Ordinance

At a public hearing on November 8, 2017, the Planning Board considered the proposed zoning ordinance amendments relative to Retail Marijuana. These changes were detailed in two staff memos.

The first was the staff memo included in the meeting packet dated October 26, 2017, from Angus Jennings, Town Manager, which included ordinance markups labeled version 3. These are the changes reviewed by the Planning Board's Ordinance Committee, the Town Council and the Council's Planning and Development Committee.

The second memo was dated November 7, 2017, from Karen Cullen, Town Planner, and was handed out at the Planning Board meeting. This memo included ordinance markups labeled version 4. Version 4 included all of the changes in version 3, plus an additional definition of Retail Marijuana Product, and an addition to the definition of Retail Sales noting that retail sales does not include the sales of retail marijuana.

By a vote of 5-0, the Planning Board recommends "Ought to Pass" for the ordinance language included in Town Planner Cullen's memo of November 7, 2017.

TOWN OF HAMPDEN

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

Deletions are ~~Strikethrough~~ Additions are Underlined

Amend §7.2 Definitions

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

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

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

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

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

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

sterilized seed of the plant that is incapable of germination or any ingredient combined with cannabis to prepare topical or oral administrations, food, drink or any other product. [7 MRSA Section 2442.5 – marijuana legalization act]

Retail marijuana product: a marijuana product that is manufactured, processed, distributed or sold by a licensed retail marijuana establishment or a retail marijuana social club. [7 MRSA Section 2442.37 – marijuana legalization act, as amended by L.D. 1641]

Retail marijuana social club: An entity licensed to sell retail marijuana and retail marijuana products to consumers for consumption on the licensed premises. [7 MRSA Section 2442.39 – marijuana legalization act]

Retail marijuana store: An entity licensed to purchase retail marijuana from a retail marijuana cultivation facility and to purchase retail marijuana products from a retail marijuana products manufacturing facility and to sell retail marijuana and retail marijuana products to consumers. [7 MRSA Section 2442.40 – marijuana legalization act]

Retail sales: The sale or rental of merchandise to the general public. Retail sales shall be limited to merchandise typically kept in stock on the premises. Retail sales shall allow accessory service unless prohibited elsewhere in this Ordinance. Retail sales shall not include the sale of retail marijuana as defined in this ordinance in any form or for any purpose.

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

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

Town of Hampden
Land & Building Services



Planning Department
Memorandum

To: Hampden Town Council
Through: Angus Jennings, AICP, Town Manager?
From: Ben Smith, AICP, Contract Planner *BS*
Date: November 13, 2017
RE: Planning Board Recommendation – Tradewinds Zoning Map Amendment

At a public hearing on November 8, 2017, the Planning Board considered the proposed zoning map amendment to rezone the property at the corner of Cold Brook Road and Route 202 from Residential A to Commercial Services B. These changes were detailed in the staff memo dated October 23, 2017, from Ben Smith, Contract Planner, and a submission from the applicant dated July 14, 2017.

By a vote of 5-0, the Planning Board recommends "Ought to Pass."

Business

Residential A

Business

Route 202

Stonebrook Road

200'

Area proposed to be rezoned
from Residential A to
Commercial Service;
Apx. 16 acres.

Commercial Service

Coldbrook Rd.

Residential A

Lastey Ln



**Memorandum**

TO: Town Council
FROM: Paula Scott, Town Clerk
DATE: November 14, 2017
RE: Hampden Polls

While the turn out for the November 7th election was a low 32%, the pace was steady from the moment we opened our doors to the those waiting in line, until we assisted our last elderly voter at 7:55 p.m. The poll was a vibrant mixture of voters, petitioners, PTO fund raisers, election clerks and staff.

I always thank my election team for doing such great work for the Town of Hampden as I do today, but I would like to thank the Department of Public Safety as well for working around all of us while we over take their space. I would like to especially thank the Department of Public Works who do all my heavy lifting, set up and break down and who are there at a moment's notice if I find there is something I may need. I consider all of them a part of the team.

For all that is so great about our polls, the staff and the process, however, there is one area that I would like to bring to the attention of the Council. The single largest complaint I have received from the populace for the last two election cycles has been the poor lighting in the public safety training room. The fixtures are very far removed from the voting booths due to the height of the ceiling. That, coupled with the fact that they are incandescent lights, lends itself to citizen complaints about not being able to see well inside of the voting booths. In speaking with the Director of Public Works about this issue, he informed me that it was a municipal building budget request of his in the present budget that was not funded by Council.

I understand fiduciary responsibility and the need for elected officials to streamline budgets and endeavor to keep taxpayer funded expenses to a minimum. Yet I also understand election law, including the Help America Vote Act that was implemented January 1, 2006. HAVA as it is called, is a Federal Act that all states were required to implement by that date. The State of Maine's two largest challenges were to centralize the voter system, and to bring about 700 polling locations into ADA compliance. Implementation of the Act continues and thankfully, Maine has always been a leader in adopting laws and procedures that remove barriers that prevent voters from exercising this most fundamental right to vote a private ballot.

As of November 6th, when I ran my Incoming Voters List for the election, the total number of registered and enrolled voters in the Town of Hampden was 5,761. I pulled statistics to determine how many of those voters fall in the 50 to 90-year-

old age group and discovered that of the 5,761 voters in Hampden, 3,007 fall into that age bracket; approximately 53% in that demographic.

Many of us understand that age related vision problems can be different than just far sighted or near sightedness. Many times, lighting and shadows can play a large part in vision deficiency that might not normally occur in an otherwise well-lit space. It was in fact the stated reason why the last elderly voter made an error on the first ballot issued to him and in frustration, almost cast it as it was, mistake and all because he thought he had no choice. I informed the voter that I could spoil that ballot for him, give him another ballot, and beyond that, could help him read or mark the ballot the way in which he wanted. He gratefully accepted my offer. I am happy to and legally permitted to help any voter who asks for assistance, but it troubles me to think that I should be privy to someone's right to vote in private due to poor lighting. One person feeling disenfranchised in any way is one person too many, and I respectfully ask that Council consider funding the Community Room LED lighting request in the next budget cycle.

**Town of Hampden
 MASTER TALLY SHEET
 Municipal Election
 Tuesday, November 7, 2017**

District 1	
Wilde, Stephen	370
District 2	
Marble, Dennis	430
District 3	
McAvoy, Terry	293
District 4	
Ryder, David	232
Colford, Andrew	172
RSU 22 Board of Directors	
Hawkes, Karen	1269
Schmelz, Mark	1047
Water District Trustee	
Morrell, Nate	21

TOTAL NUMBER OF BALLOTS CAST	1900
TOTAL NUMBER OF ELIGIBLE VOTERS	5761
PERCENTAGE OF VOTE TURNOUT	32%

STATE OF MAINE RETURN OF VOTES CAST

MUNICIPALITY: HAMPDEN - 1 (1-1)

QUESTION 1: CITIZEN INITIATIVE

171 YES

1,726 NO

6 BLANK

QUESTION 2: CITIZEN INITIATIVE

989 YES

903 NO

11 BLANK

QUESTION 3: BOND ISSUE

1,322 YES

571 NO

10 BLANK

QUESTION 4: CONSTITUTIONAL AMENDMENT

1,233 YES

614 NO

56 BLANK

Certified by the Municipal Clerk:

Paula A. Scott
Signature of Clerk

Nov. 8 2017
Date



TOWN OF HAMPDEN
REQUEST FOR TOWN COUNCIL APPOINTMENT
TO FILL INTERIM VACANCY ON THE RSU 22 BOARD OF DIRECTORS

NAME: LAST FIRST MI

ADDRESS: STREET TOWN ZIP

MAILING ADDRESS (if different):

TELEPHONE: HOME WORK

EMAIL:

OCCUPATION:

Please attach separately your responses to the following questions and include any other relevant information as to your qualifications for or interest in appointment to the School Board:

- How would your experience, education and/or occupation be a benefit to this board?
• Are there any issues you feel this board should address, or should continue to address?

Filing deadline: Tuesday, January 2nd, 2018 at 2 PM to the Town Clerk's Office. Interviews will be scheduled for January 15th, 2018 with Finance & Administration Committee who will make recommendation; appointment by full Council will be January 15th, 2018 following the Committee meeting.

Consent of Candidate: I consent to the proposed interim appointment to the RSU 22 Board of Directors and agree to serve until the next municipal election to be held November 9, 2018. I understand that if I seek election to the board for the unexpired term, I must take out nomination papers and obtain the required signatures before my name is placed on the ballot for November.
Signature: Date

CLERK'S RECEIPT:
RECEIVED AND FILED AT THE OFFICE OF THE TOWN CLERK OF HAMPDEN, ME.
SIGNATURE: DATE:
COUNCIL ACTION: DATE:
DATE APPOINTMENT EXPIRES:

D-3-C

■ 395 State Street
■ Ellsworth, ME 04605
■ www.mrcmaine.org



866-254-3507
207-664-1700 ■ Voice
207-664-2099 ■ Fax
glounder@mrcmaine.org ■ E-Mail

To: MRC Membership
From: Greg Louder, MRC Clerk *[Signature]*
Date: November 1, 2017
RE: MRC Board of Directors Election Ballot

RECEIVED
NOV 13 2017
Office of the
Clerk

Please find enclosed a MRC Board of Directors election ballot. Ballots cast in this election will determine the election of three (3) Directors to serve on the MRC Board of Directors for three-year terms from January 1, 2018 through December 31, 2020. Biographical descriptions of the candidates, as provided by the candidates, are also enclosed for your information.

Ballots must be returned to MRC before 5:00 pm, December 12, 2017.

The election results will be read at the MRC Annual Meeting held at 3:00 P.M. in the afternoon on December 13, 2017 at the Town of Hampden Public Safety Building on 106 Western Avenue in Hampden.

Note: Vote must be cast for one candidate only.

Please contact Greg Louder at 664-1700 or 866-254-3507 with any questions.

Voting Ballot

- ◆ To fill three positions for a three year term from January 1, 2018 to December 31, 2020
(3 highest vote totals)

The Charter Municipality of _____ casts its vote for the following *individual* to serve on the Municipal Review Committee Board of Directors for the above stated term.

Note: Candidates are listed alphabetically. Biographies provided by each candidate are attached.

VOTE FOR ONE INDIVIDUAL ONLY

→ *More than one checked box will invalidate the ballot* ←

Kevin Howell – Carmel

Ralph Saucier – Millinocket

Sophie Wilson – Orono

Please return this ballot no later than 5:00 p.m., DECEMBER 12, 2017 to:

Municipal Review Committee, Inc.

395 State Street

Ellsworth, Maine 04605

Or

FAX: (207) 667-2099 EMAIL ATTACHMENT: glounder@mrcmaine.org

**RESULTS OF THIS ELECTION WILL BE READ AT THE MRC ANNUAL MEETING
TO BE HELD DECEMBER 12, 2017**

Kevin Howell

Kevin is the Town Manager, Road Commissioner, Code Enforcement Officer, Plumbing Inspector, Treasurer, Tax Collector, Town Clerk, and GA Administrator for the town of Carmel. After spending 20 years in the private financial sector, Kevin entered the public sector and hasn't looked back. Under his administration, he has been able to reduce the municipal budget appropriation and at the same time, significantly improve efficiency and infrastructure. In 2017 Kevin implemented a complete overhaul of the town recycling program by over 30%. His broad knowledge base and experience would be a valued addition to the MRC Board of Directors.

Ralph Saucier

Ralph has over (10) ten years of experience employed by the Town of Millinocket as a Director of Public Works which include responsibilities at The Millinocket Cemetery as the Sexton, Airport Manager, and Solid Waste Facility Director.

I believe my strengths are being able to recognize diversity and acknowledge the need for change.

Accomplishments have been working with Penobscot County as a partnership to provide a much better solution for MSW disposal for areas surrounding the Millinocket Region. These areas are now able to use the Town's MSW disposal and Recycling Facility instead of the need for containers which are hard to manage, and are not environmentally friendly.

My job at Millinocket has been a challenge working with my fellow employees to find new ways of doing the same thing. I hope to find that same opportunity working with the board at The MRC.

Sophie Wilson

Sophie Wilson has served as Town Manager for a total of 17 years – the last 6 in Orono, Maine and the previous 11 in Brownville, Maine. She is finishing up her fourth term on the MRC Board of Directors and currently serves at the MRC Treasurer. In Brownville, she served on various regional boards including the Penquis Solid Waste Board of Directors in the roles of both President and Treasurer. She has also served on the Maine Workers Compensation Board of Directors as well as a member, President, and Past President of the Maine Municipal Association Executive Committee. While family and work in Orono keeps Sophie quite busy, she currently serves as a Public Member of the Maine Board of Overseers of the Bar Grievance Commission

TO: Hampden Town Council, Services Committee

FROM: Angus Jennings, Town Manager

DATE: November 10, 2017

RE: Agenda item 3.c, Town Center Crosswalks

At the time of the Finance Committee's vote on Monday to not authorize the recommended funding for engineering services for the town center crosswalks, I knew that it would be a significant challenge to proceed with the project in a timely and efficient way without engineering support. However I thought it may be possible.

I have since conducted additional research, and am now fully convinced that engineering services will be necessary in order to proceed with this project in a timely, efficient, cost-effective, and professionally competent manner.

One critical factor in my determination is the opportunity to coordinate the bidding of construction work for the crosswalks and flashing ped beacons with the Hampden Water District's bidding of the replacement of the 1A water main from Cottage Street to Western Ave. Superintendent Holyoke intends to bid out the work in December and has offered to include the crosswalks as an add/alternate to the bid. We do not have the technical capabilities to prepare bid documents on this timeline. I expect that, by including the work within the HWD scope, the savings on contractor mobilization, MDOT permitting and interface, construction inspections/oversight, etc., will more than offset any near-term costs for engineering.

For reference, I have enclosed the bid documents from the crosswalk and beacons in Brewer. This illustrates the level of work that will be needed in order to professionally administer this project. I have also corresponded with the Brewer engineering department, MDOT personnel, and others regarding specific considerations relative to the proposed two crosswalk locations. Although the MDOT crosswalk specs would of course be included in any bid documents, these specs alone do not answer (or ask) many questions that will need to be answered in order for prospective contractors to price the work on an "apples to apples" basis, in order for MDOT to understand and approve what is proposed, in order to take into account how the crosswalks will interface with existing sidewalk infrastructure, proposed changed curb cuts (related to anticipated changes to Hannibal Hamlin Place approved recently by the Planning Board), and potential future infrastructure.

If the Services Committee sees fit to recommend reserve funding for this purpose, I would certainly welcome this. However, my focus is on getting this project done, and in the absence of any further action by the Council I intend to contract for the engineering services needed to complete this project in the most efficient, cost efficient, professional, and timely manner. I will be carefully reviewing what operating budget line item will support this expense, understanding that this will affect budgeted services to some extent. Based on the public safety and, in my opinion, moral imperative to get this project done timely, I will make this decision in a way that I believe best serves the Town of Hampden.



TASK ORDER #17

ISSUED PURSUANT TO A

CONTRACT

BY AND BETWEEN

THE TOWN OF HAMPDEN AND WOODARD & CURRAN, INC.

DATED THE 15TH DAY OF NOVEMBER 2017

This Task Order is issued pursuant to, and in accordance with, the terms of a Contract for Consulting Engineering Services entered into by and between the Town of Hampden, a municipal corporation, with its offices located on Main Street, and with a mailing address of 106 Western Avenue, Hampden, ME 04444 (hereinafter called the "Client"), and Woodard & Curran, Inc., a corporation, with its principal office located at One Merchants Plaza, Suite 501, Bangor, ME 04401 (hereinafter called "Consultant").

PROJECT: Route 1A Crosswalk Design

DESCRIPTION OF WORK: To design crosswalks located on Route 1A at both the Kiwanis entrance and at the Cottage Street intersection. Work to include:

- **Task 1: Data Gathering:**
 - Project kickoff meeting to identify client goals and objectives.
 - Utilize topographic survey to create base for site sketches.
 - Collect information, including standard details, on crosswalk signage provided to the Town (by MDOT).
- **Task 2: Prepare Site Sketches for Crosswalks at Kiwanis Entrance and Cottage Street Intersection:**
 - Site Design with notes and figures for layout purposes.
 - Details (signage, paving, ADA and layout).
 - Solicit MDOT review & comments.
 - Incorporate review comments from Town and MDOT into Final Site Sketches.
 - Deliver Final Site Sketches to client for bidding and subsequent construction.

SCOPE OF WORK: Items to be reviewed are:

- | | |
|---|--|
| <input type="checkbox"/> Erosion and Sedimentation Controls | <input type="checkbox"/> Structural Assessment |
| <input checked="" type="checkbox"/> General Civil Engineering | <input checked="" type="checkbox"/> Traffic |
| <input type="checkbox"/> Groundwater Resources | <input type="checkbox"/> Wetlands |
| <input type="checkbox"/> Marine Resources | <input type="checkbox"/> Zoning District Performance Standards |
| <input type="checkbox"/> Sewer/Water | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Stormwater Management | <input type="checkbox"/> Other _____ |

START DATE: November 27, 2017

COMPLETION DATE: January 8, 2018



TASK ORDER AMOUNT:

_____ **NOT TO EXCEED:** The total cost to be provided pursuant to this Task Order shall not exceed: \$N/A, without written authorization.

Estimated reimbursable expenses of Engineer will not exceed: \$N/A

Fees and expenses for subconsultants to be engaged in connection with this Task Order will not exceed: \$N/A.

X **TIME AND MATERIALS:** The services to be provided pursuant to this Task Order are not sufficiently defined at the date of this Task Order and shall be completed on a time and materials basis, with the following only to serve as an estimated amount of services: \$6,300

TERMS AND CONDITIONS:

All the terms and provisions of the Contract for Consulting Engineering Services entered into by the parties dated June 10, 2008, are incorporated herein by reference and made a part hereof.

AUTHORIZATION:

Task Order issued this 15th day of November 2017 for and on behalf of Consultant by its duly designated officer or agent:

WOODARD & CURRAN

By 
TITLE

Task Order agreed to as of the 15th day of November 2017 for and on behalf of the Client by Town Manager or Planner (for purpose of Peer Reviews) of the Town of Hampden:

TOWN OF HAMPDEN

By 
TITLE
Angus Jennings, Town Manager

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



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

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

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

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

Several correspondences are enclosed for your reference.

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

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

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

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

Location Diagram

Existing crosswalk

Proposed new crosswalk
(approx. location)

Existing crosswalk (not
ADA compliant)



Existing Non-Compliant Crosswalk at Cottage Street



Looking at Cottage Street



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





MaineDOT

ENGINEERING INSTRUCTION

Title: MaineDOT Guidelines on Crosswalks	Number: C6
Discipline: General Engineering	
Originators: Stephen Landry and Regional Traffic Engineers	
Approved By: Kenneth L. Sweeney, P.E., Chief Engineer	Issue Date: March 6, 2013 Revised Date: March 14, 2013 Revision#2 Date: October 13, 2016

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

Section 1: ADA (Required)

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

Section 2: MUTCD (Required)

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

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

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

Section 3: Required Safety

Revised 10/13/16

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

Table 1 – Sight Distance

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

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

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

Table 2 – Number of Lanes Vs Speed

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

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

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

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

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

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

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

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

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

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

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

Hampden Approved FY18 Budget - RESERVES

Allocations to Reserve Funds

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