



HAMPDEN TOWN COUNCIL  
HAMPDEN MUNICIPAL BUILDING  
MINUTES

MONDAY

JUNE 18, 2012

7:00 P.M.

*Attending:*

<i>Mayor Janet Hughes</i>	<i>Town Manager Sue Lessard</i>
<i>Councilor Andre Cushing</i>	<i>Public Works Director Galen Swan</i>
<i>Councilor Jeremy Williams</i>	<i>Public Safety Director Joe Rogers</i>
<i>Councilor Jean Lawlis</i>	<i>Librarian Debbie Lozito</i>
<i>Councilor Tom Brann</i>	<i>GIS/IT Specialist Gretchen Heldmann</i>
<i>Councilor Shelby Wright</i>	<i>Citizens</i>
<i>Councilor Kristen Hornbrook (until 9:07 pm)</i>	

*The meeting was opened at 7:08 p.m. by Mayor Hughes.*

A. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

3. COMMUNICATIONS

- a. Email – Cindy Philbrick – Questions About Emails
- b. Email – Cindy Philbrick/Jean Lawlis – Donations from Tax Paying Citizens of Hampden
- c. Email – Bernie Philbrick – Personal Emails Published in Meeting Agendas
- d. Email – Manager Lessard – Social Service Agency Appropriations

4. REPORTS

- a. Finance & Administration Committee Minutes – 6/4/2012
- b. Communications Committee Minutes – 6/12/2012

*Items A-3-a and A-3-c were asked to be set aside on the consent agenda by Councilor Hornbrook and Item A- 3-d was asked to be set aside by Councilor Lawlis.*

*Motion by Councilor Cushing, seconded by Councilor Wright to accept the balance of the consent agenda. Unanimous vote in favor.*

*Item A-3-a, A-3-c – Councilor Hornbrook questioned why these emails were included on the agenda since they were not related to any item on this agenda. The Town Manager explained that they were on the agenda because they related to subjects that had been before the Council.*

*Item A-3-d – Councilor Lawlis asked the Town Manager to present her findings on the history of the Town of Hampden contributing to Outside Agencies. The Manager reported that she had researched the past forty years of Town records and found that in all but a few years, the Town had supported funding for these types of groups.*

*Motion by Councilor Cushing, seconded by Councilor Brann to accept items A-3, a,c,d. Vote 6-1 (Hornbrook).*

B. PUBLIC COMMENTS - None

C. POLICY AGENDA

1. PUBLIC HEARINGS

- a. *Ordinance to Authorize the Borrowing of Funds to Finance the Purchase of Hampden Academy Property from MSAD #22 – The purpose of the ordinance is to document the 3 year repayment of the \$86,000 purchase price to SAD #22, with \$20,000 due at closing and \$33,000 due in each of two subsequent years. The public hearing was opened by Mayor Hughes. Proponents – none. Opponents – none. Neither for nor against – none. The public hearing was closed. Motion by Councilor Brann, seconded by Councilor Cushing to adopt the Ordinance to Authorize the Borrowing of Funds to Finance the Purchase of Hampden Academy Property from MSAD \$22. Vote 5-2. (Williams, Hornbrook)*
- b. *FY 2013 Budget Adoption – The public hearing was opened by Mayor Hughes. Proponents – none. Opponents – none. Neither for nor against – none. The public hearing was closed. The Town Manager indicated that a policy decision needed to be made regarding outside agency funding since the amount on the list exceeded the \$20,000 cap in the Council policy. The Council would need a super-majority in order to exceed that amount.*

*Councilor Hornbrook raised the issue of surpluses left in accounts at year end in prior years and felt that since balances were being left at year end in prior years that this year's budget could be reduced.*

*Councilor Wright asked what the Council needed to 'find' in savings to maintain the mil rate. The response was approximately \$29,400 in reductions.*

*Since one budget adjustment was related to a reduction in Property and Casualty insurance, which is an item on this agenda, motion by Councilor Cushing, seconded by Councilor Williams to take item C-4-c out of order. Unanimous vote in favor. After discussion of the two quotes by Keyes Insurance and the Maine Municipal Association, motion by Councilor Brann, seconded by Councilor Cushing to award the Property and Casualty insurance bid to Maine Municipal Association at a net cost of \$42,241. Vote 6-1 (Hornbrook).*

C-1-a

**TOWN OF HAMPDEN****ORDINANCE TO AUTHORIZE THE BORROWING OF FUNDS TO FINANCE THE PURCHASE OF THE HAMPDEN ACADEMY PROPERTY FROM MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 22.****RECITALS**

- A. Maine School Administrative District No. 22 ("District") is constructing a new high school, and the existing Hampden Academy property located at 1 Main Road North in Hampden, Maine will become a "closed school" within the meaning of Title 20-A M.R.S. §4102(1) upon the cessation of educational activities thereon in the summer of 2012.
- B. Pursuant to the statute, District offered to sell the existing Hampden Academy property to the Town of Hampden ("Town"), and the parties have negotiated and executed a Purchase and Sale Agreement.
- C. Under the terms of the Agreement, part of the consideration for the property is the payment of \$86,000 by the Town to the District.
- D. Town has agreed to pay \$20,000 at the closing on the sale, and District has agreed to finance \$66,000, without interest, over two subsequent fiscal years of the Town, with the second and final installment due and payable by August 1, 2014.
- E. The financing arrangement is to be documented by a Promissory Note in the amount of \$66,000, which constitutes a borrowing of funds by the Town.

NOW, THEREFORE, The Town of Hampden hereby ordains as follows:

Section 1. That pursuant to Section 212(5) of the Town Charter and any other applicable authority under Maine law, the Town of Hampden is hereby authorized to borrow a principal amount not to exceed in the aggregate the sum of Sixty-six Thousand Dollars (\$66,000.00) from Maine School Administrative District No. 22, said amount to be payable over a period not to exceed three (3) years, at an interest rate of 0% per annum. The proceeds of the loan are to be used to finance the purchase of the so-called Hampden Academy property as described in deeds recorded in the Penobscot County Registry of Deeds in Book 2175, Page 428; Book 2606, Page 342; and Book 2656, Page 57 (the "Property").

Section 2. That the Town Treasurer is hereby authorized to execute such documents and do all things necessary or convenient in order to issue a Promissory Note in a form consistent with that attached hereto as Exhibit A.

Adopted by Town Council: 6/18/2012

Section 3. That the Treasurer is hereby authorized to execute all documents and certificates, and to take all action, including affixing the seal of the Town, as may be necessary or convenient to carry out the full intent of this Ordinance, and to accomplish the purchase of the Property and associated equipment and personal property and the issuance of the Promissory Note, including approval and signing of the Promissory Note.

Section 4. Pursuant to Section 213(c) of the Town Charter, this Ordinance shall become effective at the expiration of 30 days after adoption by the Town Council.

**Exhibit A to Borrowing Ordinance****PROMISSORY NOTE  
(TERM NOTE)**

\$66,000

Hampden, Maine  
\_\_\_\_\_, 2012

FOR VALUE RECEIVED, the undersigned, the Town of Hampden, a Maine municipality with a place of business at 106 Western Avenue, Hampden, Maine ("Town") promises to pay to the order of Maine School Administrative District No. 22, a Maine school administrative district with a place of business at 106 Western Avenue, Hampden, Maine (together with its successors and assigns, "District"), the principal sum of Sixty Six Thousand Dollars (\$66,000.00). There shall be no interest on the principal balance. Town shall make two annual payments of principal in the amount of Thirty Three Thousand Dollars (\$33,000.00) each, the first on August 1, 2013 and the second on August 1, 2014.

Town may prepay this Note in full or in part.

All sums due hereunder shall be paid to District, as payee hereof at the address set forth in the first paragraph of this Note, or to such other parties or addresses as District may from time to time designate in writing to Town. This Note evidences a loan for business and commercial purposes, and not for personal, family or household purposes.

This Note constitutes the entire agreement of the parties hereto with respect to the subject matter hereof and supersedes all prior written and oral agreements and understandings with respect to such subject matter. This Note and each and all of the provisions hereof cannot be altered, modified, amended, waived, extended, changed, discharged, or terminated orally or by any act of Town or District, but only by an agreement in writing signed by the party against whom enforcement of any alteration, modification, amendment, waiver, extension, change, discharge or termination is sought.

No delay or omission on the part of District in exercising any right hereunder shall operate as a waiver of such right or of any other right under this Note. No waiver of any right of District or any modification of the terms and conditions of this Note shall be effective unless set forth in writing and signed by District. Further, no forbearance or waiver by District on one occasion shall be construed as a waiver of any right of District on any future occasion.

IN RECOGNITION OF THE HIGHER COSTS AND DELAY WHICH MAY RESULT FROM A JURY TRIAL, TOWN AND DISTRICT WAIVE ANY RIGHT TO TRIAL BY JURY OF ANY CLAIM, DEMAND, ACTION OR CAUSE OF ACTION (A) ARISING HEREUNDER, OR (B) IN ANY WAY CONNECTED WITH OR RELATED OR INCIDENTAL TO THE DEALINGS OF TOWN AND DISTRICT OR EITHER OF THEM WITH RESPECT HERETO, IN EACH CASE WHETHER NOW EXISTING OR HEREAFTER ARISING.

No invalidity or unenforceability of any portion of this Note shall affect the validity or enforceability of the remaining portions hereof. This Note is intended to take effect as a sealed instrument, and all rights and obligations hereunder, including matters of construction, validity and performance, shall be governed by those laws of the State of Maine that are applicable to agreements that are negotiated, executed, delivered and performed solely in the State of Maine.

Town of Hampden, Maine

By: \_\_\_\_\_  
Susan M. Lessard  
Its Town Manager

*Motion by Councilor Wright, seconded by Councilor Brann not to exceed \$20,000 in the budget for Outside Agencies for 2012-2013. Vote 6-1 (Hornbrook)*

*It was noted that Community Health & Counseling had not attended the Outside Agency budget session and therefore their \$1500 request should be removed.*

*The Town Attorney reminded the Council that they had the authority to make supplemental appropriations and that they could decide to remove all or part of the outside agency funding for now and add back in if there are sufficient savings from other areas during the upcoming year.*

*Motion by Councilor Brann to remove Penquis CAP from the list for funding. Motion died for lack of a second.*

*Motion by Councilor Brann, seconded by Mayor Hughes to remove the Red Cross from the list for funding. For – Brann, Hughes, Hornbrook – Against – Lawlis, Williams, Cushing, Wright. Motion defeated.*

*Motion by Councilor Brann to reduce Eastern Area Agency on Aging funding from \$3500 to \$3000. Motion died due to lack of a second.*

*Motion by Councilor Cushing, seconded by Councilor Wright to fund Hammond Senior Center (\$6055), Eastern Area Agency on Aging (\$3500), Hampden Historical Society(\$1000), Hampden Garden Club (\$600) and the Red Cross (\$1580) for a total of \$12,735. For – Lawlis, Brann, Cushing, Wright, Hughes. Against – Williams, Hornbrook. Motion carried.*

*Motion by Mayor Hughes, seconded by Councilor Brann to consider funding the remaining outside agency accounts at 50% if circumstances show savings in other areas that may be used. For – Lawlis, Brann, Cushing, Hughes, Wright. Against – Hornbrook, Williams. Motion carried.*

*Motion by Councilor Brann, seconded by Mayor Hughes to increase revenues to \$3,689,000. For – Brann, Hughes, Lawlis, Wright. Against Hornbrook, Williams. Motion carried.*

*Motion by Councilor Brann, seconded by Mayor Hughes to absorb the remaining \$14,636 needed to keep the mil rate by reducing the overlay. After extensive discussion, Councilor Wright called the question. 6 in favor, 1 opposed (Hornbrook). Motion carried.*

*Motion by Mayor Hughes, seconded by Councilor Brann to reduce the proposed Administration budget by \$5000 to reflect the change in Property and Casualty Insurance costs. 6 in favor, 1 opposed (Hornbrook). Motion carried.*

*Motion by Councilor Wright, seconded by Councilor Brann to approve the proposed budget as amended this evening.*

*Councilor Williams stated he will vote against the budget because he is concerned about the 'black hole' of old Hampden Academy potential costs. He is pleased with the way things have gone but still has concerns that make him not comfortable voting for this budget.*

*Councilor Hornbrook stated that she agreed with some of what Councilor Williams had said but that she does not support the budget and believes that cuts need to be made in it. She felt that this is a disservice to residents and that she had not had an opportunity to outline all the cuts that she felt could be made.*

*Councilor Hornbrook left the meeting at 9:07 p.m.*

*The vote on the motion was 5 in favor and 1 opposed (Williams). Councilor Hornbrook left prior to the vote on the budget.*

## 2. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. David Barrett – Reappointment to Library Board of Trustees – Services Committee Recommendation – *Motion by Councilor Lawlis, seconded by Councilor Brann to reappoint David Barrett to the Library Board of Trustees. Vote 6 – 0.*

## 3. UNFINISHED BUSINESS

- a. Request to use Library Reserve Funds – Scott's Lawn Service - \$205.00 – Motion by Councilor Williams, seconded by Councilor Brann to approve the expenditure from reserve. Vote 6-0.
- b. Old Hampden Academy Property – Crede Associates Proposal for Phase II Environmental Assessment – Planning & Development Committee Recommendation - *Councilor Brann explained that Planning and Development had reworked the proposal from the original \$35,000 down to a total of \$24,950 with \$9,800 to the consultants and \$15,150 for subcontractors. Motion by Councilor Brann, seconded by Councilor Lawlis to authorize the Phase II environmental assessment for a total of \$24,950 with \$9800 to the consultants and up to \$15,150 for subcontractors with funds to come from Host Community Benefit monies. Unanimous vote in favor.*
- c. 2010 Comprehensive Plan – Referral of State Certified Comprehensive Plan to Planning Board for Review & Recommendation – *Councilor Brann read the following statement and made the included motion: The Citizen's Comprehensive Plan Committee has completed its charge to review and amend the 2011 comprehensive plan. The State Planning Office has ruled the proposed amendments to the 2011 comprehensive plan are compliant with state law. The Town Charter calls for the Planning Board to provide the*



**TOWN OF HAMPDEN  
FY 2013 BUDGET  
ADOPTED BY TOWN COUNCIL  
JUNE 18, 2012**

ACCOUNT NUMBER	ACCOUNT NAME	PROPOSED BUDGET 2013
01-01	ADMINISTRATION	\$584,630.00
01-02	GIS/IT	\$118,084.00
01-03	COMMUNICATIONS	\$30,371.00
01-05	TOWN COUNCIL	\$35,290.00
01-10	MUNICIPAL BUILDING	\$94,343.00
01-15	TAX COLLECTOR	\$6,000.00
01-20	ELECTIONS	\$6,997.00
01-25	PLANNING/ASSESSING	\$252,855.00
01-30	ECONOMIC DEVELOPMENT	\$115,833.00
05-03	NON-DEPT. UTILITIES	\$469,150.00
05-01	POLICE	\$1,028,233.00
05-05	FIRE DEPARTMENT	\$972,981.00
05-10	PUBLIC SAFETY	\$187,011.00
10-01	PUBLIC WORKS	\$1,377,403.00
10-05	MUNICIPAL GARAGE	\$30,340.00
15-10	SOLID WASTE	\$393,636.00
20-01	RECREATION	\$136,570.00
20-10	DYER LIBRARY	\$238,415.00
20-20	LURA HOIT POOL	\$224,917.00
20-25	MARINA	\$0.00
25-10	THE BUS	\$73,000.00
30-10	BUILDINGS & GROUNDS	\$94,872.00
*38-00	OUTSIDE AGENCY REQUESTS	\$12,735.00
40-10	GENERAL ASSISTANCE	\$15,000.00
50-10	DEBT SERVICE	\$380,268.00
55-00	RESERVES	\$225,000.00
67-10	TIF	\$32,000.00
<b>GROSS</b>	<b>MUNICIPAL BUDGET TOTAL</b>	<b>\$7,135,934.00</b>
<b>LESS</b>	<b>MUNICIPAL REVENUES -</b>	<b>\$3,689,000.00</b>
<b>= NET</b>	<b>MUNICIPAL BUDGET TOTAL</b>	<b>\$3,446,934.00</b>
	<b>SAD #22 TAXATION AMOUNT</b>	<b>\$5,299,962.00</b>
	<b>COUNTY TAXATION AMOUNT</b>	<b>\$695,306.00</b>

**ESTIMATED TOTAL TAXATION REQUIREMENT      \$9,442,202.00**

As adopted, the 2013 Budget should result in a tax rate of \$15.90 per thousand, the same as 2009 - 2012.

Copies of the proposed FY 2013 Budget are available for public inspection at the Hampden Town Office.

*Council its recommendations on changes to the comprehensive plan. I would request the Council forward it to the Town Planning Board for recommendations with particular focus on the comprehensive land use policy amendments proposed by the Citizen's Comprehensive Plan Committee, and the Planning Board responsibility to rule on proposals before them, as to the proposal's consistency with the comprehensive plan. Seconded by Councilor Williams. Unanimous vote in favor.*

#### 4. NEW BUSINESS

- a. Approval of Multi-viewer Purchase – Communications Committee Recommendation – *Motion by Councilor Williams, seconded by Councilor Brann to approve the purchase of a multi-viewer from NESCOM for \$750 with funding to come from Municipal Building Reserve. Unanimous vote in favor.*
- b. Approval of Portable Sound System Purchase – Communications Committee Recommendation – *Motion by Councilor Williams, seconded by Councilor Cushing to refer back to Communications Committee for concurrence on the purchase of a portable sound system with wireless microphones for a cost not to exceed \$1800 (Communications Committee Recommendation was originally \$1500) to come from Municipal Building Reserve. Unanimous vote in favor.*
- c. Insurance Bid Quotes-, *Motion by Councilor Cushing, seconded by Councilor Williams to take item C-4-c out of order (discussed as part of Item C-1-b) Unanimous vote in favor. After discussion of the two quotes by Keyes Insurance and the Maine Municipal Association, motion by Councilor Brann, seconded by Councilor Cushing to award the Property and Casualty insurance bid to Maine Municipal Association at a net cost of \$42,241. Vote 6-1 (Hornbrook).*
- d. Council Attendance – *Mayor Hughes stated that special council meetings should also count in the absence criteria in the Charter. Councilor Brann believes the charter is too lenient in that it allows a councilor to miss more than 25% of meetings and still maintain the seat. Councilor Williams had concerns over including special meetings in the absence policy because sometimes they are called on short notice. It was the consensus of the Council to continue this discussion at the next Finance Committee meeting.*
- e. Salt Bid – (added to the agenda) *Motion by Councilor Brann, seconded by Councilor Wright to accept the salt bid of Harcross Chemical for \$57.21 per ton. Unanimous vote in favor*

*Motion by Councilor Cushing, seconded by Councilor Lawlis to cancel the 7/2/2012 meeting and to hold just one Council meeting in July on July 16<sup>th</sup>. Unanimous vote in favor*

#### D. COMMITTEE REPORTS –

*Infrastructure – the next meeting will be held on June 25<sup>th</sup>.*

*Planning & Development – The next meeting will be June 20<sup>th</sup> to discuss the recreation plan, marina project, model excise tax ordinance and EMCC interest in the old Hampden Academy property.*

*Services – The committee met last week and the bulk of the meeting was the outdoor facilities ordinance and there were lots of concerns about the definition of land covered. We now have a new draft with a map and one more chance to review it at a special meeting on 6/20 at 5:30 p.m.*

*Motion by Councilor Cushing, seconded by Councilor Lawlis to extend the meeting beyond 10 p.m. Vote 5-1 (Williams)*

*Communications – Councilor Williams gave an update on the most recent meeting and read the minutes of it into the record (see attached).*

*Finance Committee – all items discussed by the finance committee were acted upon during tonight's meeting.*

E. **MANAGER'S REPORT** – *The Manager's Report is attached hereto and made part of the minutes.*

F. **COUNCILORS' COMMENTS** –

*Councilor Wright – thought that the Council had done good work tonight and liked being part of it and hopes that it can continue.*

*Councilor Cushing – Thanked the citizens for their support on primary election day.*

*Councilor Brann – Noted that there is a major pothole by the light on Western Avenue that should be addressed by MDOT.*

*Mayor Hughes – Congratulated Hampden Academy graduates and had a question by a resident related to military exemptions for property taxes that she asked the Town Manager to follow up on.*

G. **ADJOURNMENT** – *The meeting was adjourned at 10:15 p.m.*

*Respectfully submitted,*



*Denise Hodsdon  
Town Clerk*

COMMUNICATIONS COMMITTEE MEETING MINUTES  
Tuesday, June 12, 2012

Attendance:

Councilor Kristen Hornbrook                      Matt Thomas, FF/Paramedic  
Councilor Jeremy Williams  
Town Manager Susan Lessard  
Resident Jeremy Jones

The meeting was opened at 6 p.m. by Chairman Hornbrook.

1. MINUTES OF 4/10/2012 MEETING – Motion by Councilor Williams, seconded by Councilor Hornbrook to approve the minutes. Vote 2-0.
2. OLD BUSINESS
  - A. UPDATE – CABLE TV CONTRACT PROGRESS – The Town Manager updated the committee on the current status of the contract negotiations with Time Warner. The Town is represented in the negotiations through its membership in the Penobscot Cable Consortium. The goal of the negotiations is not to lose any items that are part of the current contract. The contract will include a capital equipment grant to the Town similar to the one given at the time of initial adoption.
  - B. UPDATE – VIDEO STREAMING PROJECT – Matt Thomas informed the Town that he was working with the Town Manager to come up with a computer that could be dedicated for possible use in this project. The Manager indicated that she would work with the GIS/IT Specialist to come up with one that could be used when it is retired from regular office use. Mr. Thomas also discussed item 3-E, the u-tube channel idea. He indicated that it would be simple and easy to find – but would require more work to upload the video from the cable tv system. Since the purpose of the video streaming is to make what is available via cable also available via the internet in as cost effective way as possible, the original plan to feed the channel through a connection, possibly at the library, continues to be the preferred option.
  - C. PORTABLE SOUND SYSTEM – MATT THOMAS – Matt explained that the Public Safety Department was in the process of getting a 60 inch LED television for use in the community room for training activities. This purchase would be funded from leftover monies received from a class held by Hampden for Fire Training. In consulting with the Town Manager, they were made aware that the Town wanted to acquire a portable sound system for it use – much of which would be in the Community Room. Matt did the research and located a system with six microphones that should

be suitable. The total cost of acquiring the system is estimated to be \$1500. The original budget for a sound system for this year was \$3500, so it is well within that amount. Motion by Councilor Williams, seconded by Councilor Hornbrook to recommend the purchase of the sound system identified by Mr. Thomas at a cost not to exceed \$1500. Vote 2-0. The recommendation was referred to the Finance Committee to designate the funding source.

### 3. NEW BUSINESS

- A. IDEAS FOR COMMUNITY SURVEY – The Committee suggested three topics for inclusion in the survey questions:
  - 1. What is the most effective form of communication?
  - 2. What information would you like to see more of from the Town?
  - 3. Rate the effectiveness of Town Communication
- B. NEWSLETTER IDEAS – JULY EDITION – The Committee reviewed the list provided as part of the packet and added Hampden Academy Update and Election Outcome from the June primary/school budget as topics.
- C. STUDENT INTERN WORK – The Town Manager informed the Committee that intern Justin Foster is working on two projects – one with Mr. Folsom regarding the Hampden Academy tour and the other with Richard Newcomb involving a history show. Councilor Williams asked that a list be provided of areas to photograph as part of a flyover in mid-July so that footage could be obtained that could be used in other shows of Town-owned facilities/parks.

The Manager provided information to the Committee regarding a multi-viewer that is available from NESCOM. Hampden has been discussing obtaining one for some time so that we could eliminate five televisions in the video room and replace them with one flat screen. It would greatly improve the overheating situation in the room due to the presence of all the televisions. The cost of the unit is \$750 plus approximately \$300 for a flat screen to accompany it. The new cost of the multiviewer to NESCOM was \$9000. Motion by Councilor Williams, seconded by Councilor Hornbrook to recommend to the full council the purchase of the multiviewer/flatscreen. Vote 2-0. The item was referred to Finance for a funding recommendation. It was noted that this item could be purchased with some of the funds remaining that were budgeted for the portable sound system.

- D. DISTRICT/NEIGHBORHOOD MEETINGS – This idea was raised at the last meeting as a way of encouraging residents to talk with their

elected representatives in a less formal atmosphere than regular council meetings. The idea of doing it by District was based on the premise that each district may have concerns that are different. Use of the Kiwanis Hall or the Snowmobile Club was suggested. In order to move forward with this idea, the remainder of the Council needs to be brought up to speed and then decide if they wish to host/participate in such meetings. The Town Manager will prepare a draft on the subject and forward it to Committee members for input. It will be put on the Communications Committee agenda for July 10<sup>th</sup>, and if approved by the Committee, referred to the Council at the July 16<sup>th</sup> meeting.

E. UTUBE CHANNEL IDEA – Discussed as noted above under Item 2-B.

(Councilor Hornbooks' notes after Manager Lessard left :)

4. Public Comment: Jeremy Jones stated that he really thought the Hampden YouTube channel was a very good idea. He stated that there could even be two. One for Council and Committee meetings and the other for goings on in the town like special events or things the town wants to highlight. Committee members agreed. He also wanted to know if Committee thought it would be helpful to download the newest meetings first and then begin slowly backlogging the older ones so that eventually a complete video record could be found on line. Committee members agreed this was a good idea.

5. Committee Member Comments: none.

Motion to adjourn by Councilor Williams at 7:10.  
Motion 2nd by Councilor Hornbrook.

Respectfully submitted,

Susan Lessard  
Town Manager

MANAGER'S REPORT  
June 18, 2012

Newsletter – The deadline for submitting information for the next edition of the newsletter is June 25<sup>th</sup> at 6 p.m.

Fiscal Year End – The Town's fiscal year ends on June 30<sup>th</sup>. Unpaid taxes as of that date will be listed in the Town's annual report.

School Budget Meeting –

The RSU District Budget meeting was held on Thursday, June 7<sup>th</sup> at 7p.m. at the Skehan Center at Hampden Academy. 36 people attended from the three district communities.

Alewives –

Although the Town preserved its rights to regulate the Alewife Fishery this year, we do not have a fisheries agent. We have had a request from a resident who wishes to obtain permission to harvest 25 alewives for personal use. Our 'plan' does not address the issuance of permits for 'recreational' harvest. Is this idea something that the Council would be willing to consider? If so – to what Committee would you like it referred?

Farmer's Market –

We received an email from a resident who was very happy with the Farmer's Market that is being held in the parking lot where Shact's is located.