

Approved 6/27/14



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING

MONDAY

JUNE 13, 2016

7:00 P.M.

Minutes

- 6:00 pm – Finance & Administration Committee Meeting
- 6:30 pm – Stormwater Workshop

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

In attendance:

Mayor Ryder

Councilor Sirois

Councilor McPike

Councilor Wilde

Councilor Marble

Councilor Cormier

Councilor McAvoy

Town Manager Angus Jennings

Town Clerk Paula Scott

Code Officer Myles Block

Admin Assist Rosemary Bezanson

Rec Director Shelley Abbot

DPW Director Sean Currier

Members of the public

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

1. SIGNATURES

2. SECRETARY'S REPORTS

- May 16th, 2016 Council Meeting Minutes
- May 17th, 2016 Council Budget Workshop Minutes
- May 23rd, 2016 Council Budget Workshop Minutes
- June 2nd, 2016 Council Budget Workshop Minutes

3. COMMUNICATIONS

- Renewal liquor license application for McLaughlin's at the Marina
- Notice from Department of Water Quality, City of Bangor regarding Biotower renovations
- Notice from Karen Marysdaughter of June 28 Bangor Solar Forum

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

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4. REPORTS

- a. Planning & Development Committee Minutes – May 17, 2016
- b. Infrastructure Committee Minutes – None
- c. Finance & Administration Minutes – May 2, 2016
- d. Services Committee Minutes – May 9, 2016

C. PUBLIC COMMENTS - *None*

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS -

- a. ***Acknowledgement of receipt of MMA Safety Enhancement grant – Mayor Ryder reported that Officer Bailey applied for and was awarded a Safety Enhancement grant in the amount of \$1,136.79 and thanked him on behalf of the town.***

2. PUBLIC HEARINGS – *None*

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

- a. Appointment of Peter Neal as Harbor Master – *referral from Planning & Development Committee – Councilor McPike made a motion to appoint Peter Neal as Harbor Master, seconded by Councilor McAvoy. Unanimous vote in favor.*

4. UNFINISHED BUSINESS - *None*

5. NEW BUSINESS

- a. **Referral of proposed amendments to Subdivision Ordinance to authorize Private Road Subdivisions to Public Hearing – Councilor Wilde made a motion to refer the proposed amendments to the Subdivision ordinance, to public hearing at the July 5th council meeting, seconded by Councilor McAvoy. Unanimous vote in favor.**
- b. **Request authorization to use Information Technology reserve funds in the amount of \$3,295.00 for GIS Trimble unit – Councilor Sirois made a motion to authorize use of IT reserve funds in the amount of \$3,295.00 for the purchase of the GIS Trimble unit, seconded by Councilor McAvoy. Unanimous vote in favor.**

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- c. **Review of Business Park sewer for town acceptance pursuant to the Sewer Ordinance – sent from Infrastructure Committee –** Councilor Marble made a motion to accept the Business Park sewer as recommended by DPW Director Currier, seconded by Councilor Wilde. Unanimous vote in favor.
- d. **Review of Ammo Park sewer for town acceptance pursuant to the Sewer Ordinance – sent from Infrastructure Committee –** Councilor Marble discussed the previous Ammo park sewer issues and as reported by Director Currier, all issues have been taken care of. Director Currier recommended that the council accept with the condition to receive a sewer easement. Councilor Marble made a motion to accept the sewer, conditional upon receipt of a sewer easement, seconded by Councilor Sirois. Unanimous vote in favor.
- e. **Update on DEP/Chevron consent decree –** Manger Jennings recapped the original consent decree from a few years ago from which Hampden received \$900,000. A new consent decree was filed in May with a thirty day comment period that ends on June 23rd. We have already reached out to DEP and the EPA to let them know that we are interested in being involved in the process and how any future funds could be allocated in the best possible way for Hampden residents. The number in the consent decree is \$880,000.00 and a trust committee will be set up. At tonight's finance & administration committee meeting, this was discussed and we will be looking into whether the town can have an actual sitting member on this committee to help determine disbursement of any funds.
- f. **Town Council review of Town Manager proposed FY17 Budget and referral for public hearing on June 27, 2016 –** Manager Jennings recapped the budget process once again, stating that the budget proposal and series of meetings started May 1st to review and discuss individual departments, the sewer, and the capital plan as set out by charter. Tonight is the review of the entire budget which shows a bottom line increase from FY16 in the amount of \$770,716.18. Manager Jennings reported that the RSU budget is up 2.9%, the county budget is up 3.1%. In the municipal budget, up 2.6%, the increase is due primarily to non-personnel items. Specific increases are in reserves, up \$205,279, DPW, up \$171,000, Stormwater, up \$124,000, Buildings/Grounds, up \$114,800, and TIF, up \$99,000. The budget document is a 31 page document,

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downloadable from the website and which is separated by each department and line items within the departments. Manager Jennings deferred to Mayor Ryder in how the council will review the budget. Mayor Ryder suggested starting with the list of accounts and reviewing them in order with discussion on anything any councilor brings up. Budget discussion as follows:

Account 01-01 Administration proposed for \$598,061.62 – accepted as proposed.

Account 01-02 GIS/IT proposed for \$108,030.60 – accepted as proposed

Account 01-03 Communications proposed for \$19,482.14 – accepted as proposed

Account 01-05 Town Council proposed for \$29,717.00 – accepted as proposed

Account 01-10 Municipal Buildings proposed for \$95,561.00 – accepted as proposed

Account 01-15 Tax Collector proposed for \$7,350.00 – accepted as proposed

Account 01-20 Elections proposed for \$9,014.00 – Manager Jennings stated that due to the probability of a town referendum in November, he suggested increasing this line item by \$500.00. Councilor Sirois made a motion, seconded by Councilor Marble to increase this line item to **\$9,514.00**. Councilors Wilde, Marble, McAvoy, McPike, Sirois and Mayor Ryder voted in favor. Councilor Cormier voted in opposition. Motion carries.

Account 01-25 Planning/Assessing proposed for \$274,163.67 – accepted as proposed

Account 01-30 Economic Development proposed for \$4,000.00 – Councilor Wilde made a motion, seconded by Councilor McAvoy, to eliminate the training and travel line item, decreasing proposal to **\$2,250.00**. Councilors McAvoy, Cormier, Wilde and McPike voted in favor. Councilor Sirois and Mayor Ryder voted in opposition. Motion carries. Councilor McAvoy made a motion, seconded by Councilor Cormier, to zero out the advertising line item. Councilor McAvoy and Councilor Cormier voted in favor. Councilors Wilde, McPike, Sirois and Mayor Ryder voted in opposition. Motion fails.

Account 05-01 Police proposed for \$1,024,039.00 – Councilor Wilde made a motion, seconded by Councilor McAvoy, to reduce to **\$1,014,039.00**, removing \$10,000.00 for the proposed thermal imaging camera from the budget. Councilor Sirois suggested putting \$5,000.00 into reserves. Councilor McPike stated he would rather postpone than place into reserves. Motion was brought to vote, unanimous vote in favor.

Account 05-05 Fire Department proposed for \$968,605.00 – Councilor Wilde made a motion, seconded by Councilor McAvoy, to reduce supplies to \$3,000.00. Unanimous vote in favor. Councilor Wilde made a motion, seconded by Councilor McPike, to reduce gas/oil/lube to \$9,000.00. Unanimous vote in favor.

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Councilor Wilde made a motion, seconded by Councilor McAvoy, to reduce EMS supplies to \$10,000.00. Discussion followed regarding EMS services for the aging population. Councilor Wilde offered to withdraw his motion, Mayor Ryder asked to just dispose of the motion on the floor. Councilor Cormier and Councilor McPike voted in favor. Councilors Wilde, Marble, McAvoy, Sirois and Mayor Ryder voted in opposition. Motion fails. Councilor Wilde made a motion, seconded by Councilor Sirois, to reduce EMS supplies to \$11,000.00. Councilors McAvoy, Marble, Wilde, McPike, Sirois and Mayor Ryder voted in favor. Councilor Cormier voted in opposition. Motion carries. Above motion reduced proposal to \$959,605.

Account 05-10 Public Safety proposed for 197,377.00 – Councilor Wilde made a motion, seconded by Councilor Marble to reduce recruitment to \$2,250.00, bringing proposal to \$195,877.00. Unanimous vote in favor.

Account 06-06 Non departmental utilities proposed for \$544,095 – accepted as proposed.

Account 10-01 Public Works proposed for \$1,366,656.61 – Councilor Wilde made a motion, seconded by Councilor McAvoy to reduce tree planting and removal to \$3,000.00. Discussion followed on the cost of tree removal for a single tree and liability concerns over fallen trees. Discussion ceased, Councilor Marble and Mayor Ryder voted in opposition. Councilors McAvoy, Cormier, Wilde, McPike, and Sirois voted in favor. Motion carries. Councilor Wilde made a motion, seconded by Councilor Marble to reduce signs to \$2,500.00. Unanimous vote in favor. Discussion on road resurfacing followed with Councilor Wilde asking if it would be prudent to change the 8 year rotation to a 12 year rotation. Sean stated that an 8 year rotation is actually closer to \$300,000.00, but he offset this request by the \$65,000.00 from local road assistance. Councilors noted that in the past spending on this line item has been closer to \$156,000.00. Director Currier clarified that the money budgeted was offset by money that was taken from reserves, so the actual cost was closer \$300,000.00 and that some of the money was used to rebuild several gravel roads. It used to be a 6 year rotation that had to be backed up to 8 years. He cautions going any further out as the roads will start to degrade in the next 3 – 4 years because we are so out of rotation already. Councilor McAvoy asked if we should show the line with the full \$300,000.00 as an expense and show the \$65,000.00 as revenue. Manager Jennings agreed with that accounting principle and stated that the finance director agreed. Councilor Wilde made a motion, seconded by Mayor Ryder to reduce this line item to \$200,000.00. Discussion followed regarding the wording of the motion and whether or not the change in stating revenues and expenses correctly was reflected in the motion. The \$65,000.00 would be added to both the revenue and the expense side. Mayor Ryder restated the motion as a motion to reduce the line item to \$265,000.00. Unanimous vote in favor.

Alex King of Ichabod Lane was recognized and requested that in the future would the council have Sean provide a list of roads to be done. Councilor Wilde made a motion to add \$10,000.00 to equipment maintenance and wipe out the tires line item, seconded by Councilor McAvoy. Councilor Cormier voted in

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opposition. Councilors McAvoy, Marble, Wilde, McPike, Sirois and Mayor Ryder voted in favor. Motion carries. Councilor Wilde made a motion, seconded by Councilor McAvoy to reduce tires to \$12,000.00. Discussion followed regarding price of tires, how many vehicles, and only replacing tires as needed. Councilor Marble and Mayor Ryder voted in opposition. Councilors McAvoy, Cormier, Wilde, McPike and Sirois vote in favor. Motion carries. Mayor Ryder made a motion, seconded by Councilor Wilde to reduce Street and Crosswalk painting by \$9,600.00. Discussed striping every other year, discussed putting only one stripe as opposed to two. Unanimous vote in favor. Councilor McAvoy made a motion to reduce supplies and materials to \$4,500.00. Councilor Wilde interjected prior to a second and asked if this line item included the special confined space entry tool, which Director Currier confirmed. At that, Councilor McAvoy withdrew his motion. Total proposal after above changes is **\$1,367,857.**

Account 10-10 Stormwater Management proposed for \$134,305.00 –

Councilor Wilde led the discussion under contracted services regarding cleaning catch basins and the possibility that we would not have to do all 80 this year. Director Currier stated he would need to check the inspection records to determine which ones showed the sump being 50% full but also clarified that we have 417 catch basins in all. He based the number on the amount cleaned last year. Councilor Marble stated for the public that this is what happens when you go from non-compliance to becoming compliant and there is really no option. Manager Jennings stated that he was looking at other off setting revenues to fund this and cleaning catch basins would qualify under the Environmental Trust. The underlying asterisk is that we currently do not have a committee. Councilor Wilde asked if the Sidney Rd. Old County Rd. and North Rd. culverts absolutely needed to be replaced. Director Currier informed the council that they are in extremely poor condition and the one on Sidney is almost collapsed. The 3 on North Rd. were discussed 2-3 years ago and are barely putting water through them now. Mayor Ryder asked if the DPW could do the culvert on North Rd., even if it meant a cut into the pavement. After discussion, Mayor Ryder made a motion, seconded by Councilor McAvoy to reduce the contracted services line item to \$7,000.00. Councilor Wilde recused himself from the vote as the Old County Rd. culvert is near to his property. Mayor Ryder, Councilors Sirois, Marble, Cormier and McAvoy voted in favor. Councilor McPike voted in opposition. Councilor Wilde abstained. Motion carries. **Total proposal after changes is \$123,430.00**

Account 10-05 Municipal Garage proposed for \$34,090.00 – accepted as proposed

Account 15-10 Solid Waste proposed for \$360,027.89 – Councilor McAvoy made a motion, seconded by Councilor Wilde to reduce the tipping fees line to \$145,000.00. Director Currier questioned the council as to whether the discussion would be to keep C & D or not. Mayor Ryder stated he didn't think that service should be removed at this time with no other option. Councilor McAvoy stated the other option is to take it over the mountain and pay for it. Councilor Sirois stated he felt that before doing that the council should let the

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taxpayers know that it is looking at other options. Councilor Wilde stated that he felt it should at least be discussed. Mayor Ryder stated he felt there should be public notice and discussion. Councilor Marble stated he believes this should be researched and the level of C & D decreased, but not settled tonight with no public input. Councilor McAvoy stated he wanted to start the discussion to which Mayor Ryder suggested that Councilor McAvoy put it on the next Infrastructure Committee agenda. Resident Alex King was recognized who stated he would circulate petitions to keep it. At the end of discussion, Councilor McAvoy voted in favor. Councilors Sirois, McPike, Wilde, Marble, Cormier and Mayor Ryder voted in opposition. Motion fails. No changes to proposal.

Account 20-01 Recreation proposed for \$137,082 – accepted as proposed
Account 20-10 Dyer Library proposed for 250,007.11 – accepted as proposed

Account 20-20 Laura Hoit Pool proposed for \$206,023.11 – accepted as proposed

Account 25-10 The Bus proposed for \$84,597 – Councilor McAvoy made a motion, seconded by Councilor Cormier to reduce this to \$40,000.00. Discussion followed with going through proper channels to opt out of this service. Councilor McAvoy and Councilor Cormier voted in favor. Councilors Sirois, McPike, Wilde, Marble and Mayor Ryder voted in opposition. Motion fails.

Account 30-10 Buildings & Grounds proposed for \$197,494.34 – Mayor Ryder made a motion, seconded by Councilor Wilde to reduce grounds improvement to \$1,500.00. Councilors Sirois, Wilde, Marble, Cormier, McAvoy and Mayor Ryder voted in favor. Councilor McPike voted in opposition. Motion carries. Proposal after changes **\$196,494.35**.

Account 40-10 General Assistance proposed for \$6,000.00 – During discussion regarding not wanting to underfund this for eligible recipients during certain times when it is needed, clerk informed council that this is one budget item that may be legally over drafted. Councilor McPike made a motion, seconded by Councilor McAvoy to reduce this to \$2,000.00. Councilor McAvoy, Councilor Cormier and Councilor McPike voted in favor. Councilors Sirois, Wilde, Marble, and Mayor Ryder voted in opposition. Motion fails. Accepted as proposed.

County taxation proposed for \$792,557.54 – accepted as proposed.

Account 50-10 Debt Service proposed for \$339,985.89 – accepted as proposed

Account 67-10 TIF proposed for \$288,512.50 – accepted as proposed

Account 3-00-00 Reserves proposed for \$529,018.70 – Councilor Wilde made a motion, seconded by Councilor McAvoy to remove \$15,000.00 for holiday light repair. Unanimous vote in favor. Discussion on the \$80,000.00 recreation reserve, parking lots, DEP permitting, field space. Councilor McAvoy made a motion, seconded by Councilor Cormier to remove \$50,000.00 from the recreation reserve. Councilor McAvoy, Councilor Cormier and Councilor Wilde voted in favor. Councilor Sirois, Councilor McPike, Councilor Marble and Mayor Ryder voted in opposition. Motion fails. Mayor Ryder made a motion, seconded

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by Councilor Wilde to remove \$12,000.00 for Baker Rd from Streets and Roads. After being asked by Councilor Marble to explain the road situation, Director Currier stated that it could be postponed for a couple of years. Councilor Sirois, Councilor Wilde, Councilor Cormier, Councilor McAvoy and Mayor Ryder voted in favor. Councilor McPike and Councilor Marble voted in opposition. Motion carries. Councilor Marble stated that when the three member Environmental trust board is formed the Sucker Brook culvert may be an approved expense. Director Currier stated that he has been looking for possible grant opportunities as well. Councilor Wilde asked if it would be feasible to reduce the line item by \$20,000.00. Manager Jennings stated that instead \$20,000.00 should be added to revenue as an offset to the expenditure in keeping with the charter and use of funds. **Proposal after changes is \$502,018.70.**

Municipal Revenues projected at \$3,004,516.69 - Councilor Wilde made a motion, seconded by Councilor Marble to create a revenue line for the \$65,000.00 to offset the paving expense as discussed earlier in the public works budget. Unanimous vote in favor. Councilor Wilde made a motion to create a revenue line for Environmental Trust for \$20,000.00. With no second to the motion, discussion followed regarding whether to cap the revenue projection at \$20,000. Manager Jennings stated there are other eligible expenses that could be funded by the trust which interest income as of April at \$1.1 million. Councilor Wilde rescinded his motion. Councilor Wilde made a motion to create a revenue line for Environmental Trust and leave the amount at zero. Manager Jennings explained that projected revenue as less to have to raise through property tax and to show a projected offset to the expense. Councilor Wilde rescinded his motion. Discussion followed regarding funding levels, having to utilize overlay if the board denied the funding request and dedicating funds to projects. Manager Jennings stated that if we project a revenue but do not receive it, unless it is an imperative situation, we do not have to complete the work that is the offset expense. After discussion ceased, Councilor Wilde made a motion, seconded by Councilor McAvoy to create a revenue line for Environmental Trust and project it at \$20,000.00 with the condition that expenses are not incurred unless the revenue has been confirmed. Unanimous vote in favor. **Projected revenue after changes is \$3,089,516.69**

Recreation Enterprise Councilor McAvoy asked what happens to Enterprise funds for recreation and pool at the end of the year and if lines should be added to revenues in an effort to begin accounting for the fees. Manager Jennings explained that the revenue is accounted for, but under the quasi-enterprise framework. It is a goal to change the process for FY18, but to do that in this budget cycle would have been a bridge too far; that the changes made have to be ready to send to the paper tonight for the public hearing notice. He further added that all the revenues and expenses are here and that the policy objective has been that rec and pool revenues above costs are to be utilized to further the programs. He stated that this has been the most comprehensive and transparent enterprise budget cycle to which Councilor McAvoy agreed. No changes to Recreation enterprise.

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Pool Enterprise – Manager Jennings explained that historically there have been no revenue accounts in the pool budget which was flagged by the auditor. Going forward the pool will have separate accounts to show revenue, which is estimated at \$155,000.00. No changes to Pool enterprise.

Account 60 Sewer proposed for \$987,337.35 – Manager Jennings explained that this is the first time the sewer department has had an actual budget. Included in the expense side is the \$100,000.00 due to the general fund to pay back what has been borrowed. Discussed the likelihood of this being brought to referendum in November. Accepted as proposed.

At the conclusion of the budget discussion, Councilor Wilde made a motion, seconded by Councilor McAvoy to refer the proposed FY17 budget to public hearing on June 27th, 2016. Unanimous vote in favor.

E. COMMITTEE REPORTS

Services – none

Infrastructure – Councilor Marble reported that they met on May 23rd and discussed LED streetlights, reviewed sewer billing, and discussed the sewer abatement process, deciding to continue to have the manager make those decisions. There were recommendations on the Ammo and Business park sewer as discussed tonight and continued discussions on the transfer station. The committee also discussed citizen concerns about grub damage at the cemeteries.

Planning & Development – Councilor McPike reported that the committee met June 1st and recommended Peter Neal as Harbor Master and discussed more of the budget.

Finance & Administration – Councilor Sirois reported that at the meeting tonight they reviewed the status of the Dangerous Building Order and gave the property owner some direction, reviewed the information on the consent decree, selected 3 individuals to be a part of the interview team for the planner and approved the use of reserve funds for the Trimble unit.

F. MANAGER'S REPORT - Manager Jennings reminded everyone that the Primary and the RSU budget vote was tomorrow and encouraged everyone to vote.

G. COUNCILORS' COMMENTS

Councilor Sirois – no comment

Councilor McPike – no comment

Councilor Wilde – Thanked the citizens who are watching from home or the audience and thanked the department heads for attending.

Councilor Marble – no comment

Council Cormier – no comment

Mayor Ryder – Thanked the staff for stepping to the plate and helping in any way when the manager had a family emergency. Meetings were changed and

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everyone worked together. He also thanked the council for re-arranging their schedules as well.

- H. **ADJOURNMENT** – *With no other business to conduct, Councilor Sirois made a motion seconded by Councilor Wilde to adjourn at 10:00 p.m. Unanimous vote in favor.*

Respectfully Submitted,



Paula A. Scott, CCM
Town Clerk