



HAMPDEN TOWN COUNCIL  
HAMPDEN MUNICIPAL BUILDING

MONDAY

JUNE 27, 2016

7:00 P.M.

Minutes

• 6:00 pm – Finance & Administration Committee Meeting

*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  
Tax Assessor Kelly Karter  
Chief Joe Rogers  
DPW Director Sean Currier  
Pool Director Darcey Peakall  
Rec Director Shelley Abbot  
Library Director Debbie Lozito  
Members of the Public*

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

**1. SIGNATURES**

**2. SECRETARY'S REPORTS**

- a. June 7<sup>th</sup>, 2016 Budget work session minutes  
b. June 13<sup>th</sup>, 2016 Council Meeting minutes

**3. COMMUNICATIONS**

- a. Letter of appreciation to Department of Public Works employees from Mr. and Mrs. Richard Dufton  
b. Memorandum to U.S. Department of Justice providing comment on the Chevron Consent Decree filed May 18<sup>th</sup>, 2016  
c. Notice of preliminary Town of Hampden 2017 State Valuation report

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

**Minutes****4. REPORTS**

- a. Planning & Development Committee Minutes – June 1, 2016
- b. Finance & Administration Minutes – May 16, 2016
- c. Infrastructure Committee Minutes – May 23, 2016

**C. PUBLIC COMMENTS - None****D. POLICY AGENDA****1. NEWS, PRESENTATIONS & AWARDS - None**

- 2. PUBLIC HEARINGS – Proposed FY 2017 Municipal Budget including Sewer Budget and Capital Improvement Program – Referred to public hearing by Town Council –** *Manager Jennings presented the council and those present with a power point presentation as an overview to the budget. He recapped the entire process, beginning with goals and objectives that began in February. This followed with Department Head requests in March, and the manager's budget message and proposed budget introduced to council on May 2<sup>nd</sup>. This began a series of budget work sessions and the referral by council to public hearing being held tonight. The most notable change is that the budget proposal included an actual sewer budget and a capital plan for the first time. Initial projections suggest that the sewer department will be self-supporting by FY17. Some factors driving expenses are county and school budget increases and increases to health insurance; although personnel cost increases only amount to 3% while non personnel items are at about 21%. Revenue side has some gaps and overlay is already below recommended levels, but the goal is to keep the mil rate stable. A consideration is two potential revenue options which are to reduce TIF sheltering and to project increased Environmental Trust revenues to offset budgeted and qualifying expense items, such as stormwater expenses. All councilors were in receipt of the entire proposed budget, and after the presentation, Mayor Ryder opened the floor to public comment. Tom Brann of Western Avenue approached the podium. He appealed to the Council to not un-shelter funds, but rather to utilize those funds on permitted expenses. There were no additional public comments. Councilor McPike made a motion, seconded by Councilor Sirois to accept the budget. Discussion followed regarding the homestead exemption, the impact of un-sheltering TIF funds and the impact to our valuation with regard to school funding. Councilor McPike stated he wanted to make sure that his motion included the two proposed revenue options that were in the presentation. The clerk asked if he would like to restate his motion. Mayor Ryder questioned whether or not the original motion needed to be disposed of. The clerk stated that because Councilor McPike was just clarifying the intent of his motion, it would be the pleasure of the council to which they agreed.*

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*Councilor McPike restated his motion to accept the budget as presented; to include not sheltering unassigned TIF funds and to include \$100,000 from the Environmental Trust to be used for Stormwater expenses. Councilor Sirois retained his second on the motion. Councilor McAvoy repeated the motion to make sure all knew what the vote would be on. Councilor Wilde asked if we are sure that we would be receiving the \$100,000 since there is no Environmental Trust board yet. Manager Jennings concurred that there is some risk involved, however, in recent correspondence with Casella, they indicated that they have a nominee for trustee. The board is comprised of a nominee from Casella, a nominee from the Mayor, and a nominee from the two trustees. Once the board is empaneled, recommendations could be made to fund up to \$120,000 in eligible purposes identified in the expense budget. Councilor Cormier, Councilor Marble, Councilor Wilde, Councilor McPike, Councilor Sirois and Mayor Ryder voted in favor. Councilor McAvoy voted in opposition. Motion passes.*

**3. NOMINATIONS – APPOINTMENTS – ELECTIONS - None**

- 4. UNFINISHED BUSINESS – Reauthorization of Town Manager to execute Joinder Agreement with Municipal Review Committee (MRC) for MSW services beginning in 2018 – referral from Infrastructure Committee –** *Councilor Marble recapped for the public that concerns about decisions of other communities affecting projected levels of municipal solid waste led to pointed questions being raised by Manager Jennings on behalf of the town. The original authorization was done in February with a deadline of June 30<sup>th</sup>. Manager Jennings knew that more information would be available by June and has been diligent in keeping track of anything that would change the council's recommendation. Discussions with MRC included review of the \$70.00 tipping fee, confirmation of reserve funds to insulate risk, confirmation of coverage of contingencies, the master waste supply agreement and the fact that Hampden has a huge stake in determining where haulers will take waste; not locked into Norridgewock. In summary, the manager has determined that the current status is still the will of the council as it was in February. The council consensus, by a show of hands, was to reauthorize the town manager to execute the Joinder Agreement with the MRC for MSW services beginning in 2018.*

**5. NEW BUSINESS -**

- a. Notice of 2015 Assistance to Firefighters Grant and request authorization to use \$818.00 from the Matching Grant Reserve account for turn out gear extractor and dryer – Councilor Sirois stated that this had been discussed in Finance & Administration**

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*committee with recommendation for authorization. Councilor Sirois made a motion, seconded by Councilor McPike to authorize the expenditure of \$818.00 from the Matching Grant Reserve account for the purchase of the turnout gear extractor and dryer. Unanimous vote in favor.*

- b. Request authorization to use up to \$9,051.00 from the Municipal Building Reserve for fuel bid under buy** – *Councilor Sirois stated that this item was discussed in Finance & Administration committee, with a council recommendation to use funds from the DPW operational budget instead of reserve funds. This request was passed over.*
- c. Request authorization to use up to \$17,000.00 from the Personnel Reserve fund for unbudgeted personnel expenses** – *Councilor Sirois stated that this item was discussed in Finance & Administration committee with recommendation for authorization. Councilor Sirois made a motion, seconded by Councilor McAvoy to authorize up to \$17,000.00 from the Personnel Reserve fund for unbudgeted personnel expenses. Unanimous vote in favor.*
- d. Authorization to engage the firm of Eaton Peabody as bond counsel and to initiate process to authorize FY17 borrowing of up to \$2,000,000 in Tax Anticipation Note** – *Councilor Sirois made a motion, seconded by Councilor Wilde to engage the firm of Eaton Peabody as bond counsel and to begin the process for FY17 borrowing in a TAN in an amount up to \$2 million. Unanimous vote in favor.*
- e. Authorization to engage the firm James W. Wadman, CPA for FY16 year-end audit and FY17 audit services** – *Councilor Sirois made a motion, seconded by Councilor McPike, to engage the firm of James W. Wadman, CPA for FY16 and FY17 audit services. Unanimous vote in favor.*

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- f. **Request to authorize up to \$2,500.00 from Host Community Benefit account or to otherwise fund insurance coverage for 2016 Children's Day activities** – *Councilor Sirois stated that this was discussed in Finance & Administration committee and the recommendation is to review all options before authorizing this expenditure. This request was tabled until the July 5<sup>th</sup> council meeting.*

**E. COMMITTEE REPORTS –**

Services Committee: *Councilor McAvoy reported that they have not met since 6/13.*  
Infrastructure Committee: *Councilor Marble reported that they met on 5/23. They reviewed the joinder agreement, discussed LED street lights and looked at possibly changing transfer station operations but will make that a public input process beginning after Labor Day. Discussed the citizen's request for culvert work, and discussed the recent DEP audit that went very well.*

Planning & Development: *Councilor McPike reported that they met on 6/15. They discussed the Fiberight permitting status, and began the Town Planner hiring process; individuals have already been interviewed. Discussed the Marina Rd. sign, the process for empaneling the Environmental Trust and the town's TIF policy.*

Finance & Administration: *Councilor Sirois reported that all new business items on tonight's agenda were discussed in committee. Members also discussed the rain garden and how to proceed.*

- F. MANAGER'S REPORT –** *Manager Jennings thanked the Town Council, Department Heads, staff and the public for all of the work and input into the budget and budget process. He thanked the Council and staff for the support received during his father's recent illness.*

**G. COUNCILORS' COMMENTS –**

Councilor Sirois - *Commented that this was a long and drawn out budget process but he felt the council did not leave any line not looked at. He stated that for the past 6-7 years the town has maintained a flat budget in which time certain things did not get done. Now is a time of reckoning and it is a lesson to the council to spend for what is needed. He thanked Manager Jennings and staff for all of their efforts on the budget.*  
Councilor McPike – *Thanked the manager for all the effort that he put in on the budget during trying times.*

Councilor Wilde – *Thanked all who were involved in the budget and thanked the public who were involved in the process.*

Councilor Marble – *Stated that what he would say has already been said.*

Councilor Cormier – *No comment*

Councilor McAvoy – *Reminded everyone to shop local and buy American.*

Mayor Ryder – *Reported that he wanted to let the public know that even though the council does not always agree, the bottom line is that they are all working toward*

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*keeping Hampden a great community in which to live and work. He thanked Manager Jennings and staff for all of their work.*

- H. ADJOURNMENT** – *Councilor Sirois made a motion to adjourn at 8:00 p.m., seconded by Councilor McAvoy. Unanimous vote in favor.*

*Respectfully Submitted,*

*Paula A Scott*

**Paula A. Scott, CCM**  
**Town Clerk**