

Approved 8/1/16



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY

JULY 18TH, 2016

7:00 P.M.

• 6:00 pm – Finance & Administration Committee Meeting

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

Attending:

Mayor Ryder

Councilor Sirois

Councilor McPike

Councilor Wilde

Councilor Marble

Councilor Cormier

Councilor McAvoy

Town Manager Angus Jennings

Town Clerk Paula Scott

Members of the Public

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

1. SIGNATURES

2. SECRETARY'S REPORTS

- a. July 5th, 2016 Council Meeting minutes
b. July 6th, 2016 Council Public Hearing minutes

3. COMMUNICATIONS

- a. Victualer's License renewal – Neally's Corner Store
b. Hampden Historical Society Spring Newsletter and Membership Application
c. Notification of tax foreclosure sale for property located at 118 Fowlers Landing Road and further identified as Map 13 Lot 27-A
d. Memo from Shelley Abbott, Recreation Director on repairs and upgrades to tennis and basketball courts and acknowledgement of the Hampden Water District's assistance

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

4. REPORTS

- a. Planning & Development Committee Minutes – June 15, 2016
- b. Finance & Administration Minutes – July 5, 2016
- c. Infrastructure Committee Minutes –
- d. Services Committee Minutes – June 6, 2016

C. PUBLIC COMMENTS - *None*

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS -

2. PUBLIC HEARINGS – *None*

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

4. UNFINISHED BUSINESS –

5. NEW BUSINESS –

- a. Recommendation of the Director of Public Works for the John Deere flail mower as bid by Greenway Equipment on July 11th, 2016 and request authorization to use reserve account funds in the amount of \$12,858.30 for its purchase. – ***Councilor Sirois reported that this was discussed in Finance committee, having already been budgeted for FY17. Councilor McPike made a motion, seconded by Councilor Sirois, to approve the recommendation to accept the Greenway Equipment bid and to authorize use of reserve account funds in the amount of \$12,858.30 for the purchase. Unanimous vote in favor.***
- b. Recommendation of the GIS/IT Director for the purchase of a computer, software and peripherals for use by the Town Planner and request authorization to use IT Reserve funds in the amount of \$2,095.00 and Emera TIF funds in the amount of \$1,500.00 for the purchase. – ***Councilor Sirois reported that this was discussed in Finance Committee. Councilor Marble made a motion, seconded by Councilor Sirois, to accept the recommendation of the GIS/IT Director for the computer and software for the town planner and to authorize use of IT Reserve funds in the amount of \$2,095.00 and Emera TIF funds in the amount of \$1,500.00 for the purchase. Unanimous vote in favor.***

- c. Recommendation of the Director of Public Works to award the 2016 Paving program proposal as bid by Eaton Paving & Excavation on July 12th, 2016 and request authorization to use amounts carried forward from the FY16 operating account, the Streets and Roads Reserve account and the Conservation/Recreation Reserve account for paving projects. – ***Councilor Sirois reported that this was discussed in Finance Committee. Councilor McPike made a motion, seconded by Councilor Sirois to approve the recommendation to accept the Eaton Paving & Excavation bid and to authorize use of \$54,000.00 carried forward from DPW FY16 operating account and to fund the balance from reserves that were budgeted for FY17. Unanimous vote in favor.***
- d. Request authorization under #4 "Unusual Circumstances" of the Hampden Town Council Bid Procedure Guidelines to purchase a public works plow truck using the quotation system and not by bid procedure. – ***Mayor Ryder reported that this was discussed in Finance Committee. Councilor Marble supports the use of the quote system as a time and money saving process. Councilor Sirois made a motion, seconded by Councilor Marble to authorize use of the quotation process under #4 Unusual Circumstances of the Bid Procedure Guidelines. Councilor McAvoy suggested that if two trucks are already available, there could be a bid procedure which might garner a better price. Councilor Cormier asked if there was a need to vote on this tonight, or if the whole matter could be tabled until DPW Director Currier was available to answer questions. Councilor Wilde would like more information from the Director. Councilor McPike would like to bring this item back to the next meeting. Mayor Ryder stated that the vote tonight would not be on the purchase of a particular truck, but on the approval for the quotation system and not the bid system. He suggested that Director Currier could attend the next Infrastructure Committee meeting and answer Councilor's questions. Mayor Ryder recognized resident William Shakespeare who stated that if he was on the council he would vote no as he thinks the Director should be here to answer questions and he doesn't agree with bypassing the bid system. Discussion ceased and the matter was brought to vote. Mayor Ryder, Councilor Sirois, Councilor McPike and Councilor Marble voted in favor. Councilor Wilde, Councilor Cormier and Councilor McAvoy voted in opposition. Motion carries.***
- e. Request authorization to use GIS Reserve funds in the amount of \$5,000.00 for the purpose of funding stormwater mapping by Stillwater Environmental Engineering. – ***Councilor McPike made a motion, seconded by Councilor Marble to authorize use of***

\$5,000.00 from GIS Reserve fund for the purpose of stormwater mapping by Stillwater Environmental Engineering. Unanimous vote in favor.

E. COMMITTEE REPORTS –

Services Committee - Councilor McAvoy reported that the next meeting is on the 8th and the topic is goals and objectives and he will have a report after that.

Infrastructure Committee – Councilor Marble reported that he too will have a report after the next meeting on the 25th.

Planning & Development – Councilor McPike reported that the next meeting is Wednesday. At the last meeting they began discussions on goal setting, discussed the BETTE and BETTR programs and work plans.

Finance – Councilor Sirois reported that much of what was discussed at tonight's meeting was acted on tonight at Council meeting. They identified 7 different priorities to be presented at the next Council meeting.

F. MANAGER'S REPORT – Manager Jennings reported that the preliminary fund balance after FY16 close out show that all but 2 departments were under budget, and that the overall bottom line is under budget. He also reported that the new planner will be starting next Monday.

G. COUNCILORS' COMMENTS –

Councilor Sirois – none

Councilor McPike – none

Councilor Wilde – none

Councilor Marble – Suggested that the new planner be invited to the Infrastructure meeting on Monday.

Councilor Cormier – none

Councilor McAvoy – reminded everyone to shop local and buy American.

Mayor Ryder -none

H. ADJOURNMENT – Councilor Sirois made a motion, seconded by Councilor McAvoy to adjourn at 7:20 p.m.

Respectfully Submitted,



Paula A. Scott, CCM
Town Clerk