



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

DECEMBER 17, 2012

7:00 P.M.

• **5:30 pm – FINANCE & ADMINISTRATION COMMITTEE MEETING**

A. CONSENT AGENDA

1. SIGNATURES

2. SECRETARY'S REPORTS

a. December 3, 2012

3. COMMUNICATIONS

- a. James Davitt – New Application for Planning Board – Referral to Planning & Development Committee
- b. Kristen McNutt – New Application for Historic Preservation Committee – Referral to Planning & Development Committee
- c. PretiFlaherty/Eastern Maine Development Corporation – Penobscot Valley Refuse Disposal District Funds

4. REPORTS

- a. Finance & Administration Committee Minutes – 12/3/2012
- b. Services Committee Minutes – 12/10/2012

B. PUBLIC COMMENTS

C. POLICY AGENDA

1. PUBLIC HEARINGS

2. NOMINATIONS – APPOINTMENTS – ELECTIONS

3. UNFINISHED BUSINESS

a. Library Furnace Bids

4. NEW BUSINESS

- a. Historic Preservation Grant – Hampden Historical Society/Hampden Historic Trail

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

- b. Higgins Subdivision – Acceptance of Sewer Improvements
- c. Acceptance of Resignation of Councilor Williams
- d. Set Special Election and Nomination Process
- e. Council Committee Assignments

- D. COMMITTEE REPORTS
- E. MANAGER'S REPORT
- F. COUNCILORS' COMMENTS
- G. ADJOURNMENT



A-2-a

HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

MONDAY DECEMBER 3, 2012 7:00 P.M.

Attending:

- | | |
|------------------------------------|---|
| <i>Mayor Janet Hughes</i> | <i>Town Manager Susan Lessard</i> |
| <i>Councilor Jeremy Williams</i> | <i>Councilor-Elect Bill Shakespeare</i> |
| <i>Councilor Jean Lawlis</i> | <i>Economic Development Director Dean Bennett</i> |
| <i>Councilor Tom Brann</i> | <i>Bangor Hydro Electric Co. Representatives</i> |
| <i>Councilor Kristen Hornbrook</i> | <i>Calvary Apostolic Church Representatives</i> |
| <i>Councilor Shelby Wright</i> | |

The meeting was called to order by Mayor Hughes at 7:07 pm.

A. CONSENT AGENDA

1. SIGNATURES
2. SECRETARY'S REPORTS
 - a. October 17, 2011
 - b. November 21, 2011
 - c. December 5, 2011
 - d. December 19, 2011
 - e. August 20, 2012
 - f. September 17, 2012
 - g. October 1, 2012
 - h. October 15, 2012
 - i. October 29, 2012
 - j. November 19, 2012

3. COMMUNICATIONS

- a. Bangor Police Department – Request for use of the Old Hampden Academy – Planning & Development Committee Approved

4. REPORTS

- a. Infrastructure Committee Minutes – 11/26/2012

Mayor Hughes requested that Item A-3-a be set aside. Motion by Councilor Lawlis, seconded by Councilor Brann to accept the balance of the Consent Agenda. Unanimous vote in favor.

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

Mayor Hughes pulled Item A-3-a for information purposes and asked Planning & Development Committee Chair Brann to explain the purpose of the request. Councilor Brann explained that the request was to use the Old Hampden Academy for Bomb Squad and Special Response Training in a school setting. The Planning & Development Committee felt it would be a non-impact use and would provide a good public service. The Committee approved the request. Motion by Mayor Hughes, seconded by Councilor Brann to accept Item A-3-a. Unanimous vote in favor.

B. PUBLIC COMMENTS – *There were none.*

C. POLICY AGENDA

1. PUBLIC HEARINGS – *There were none.*

2. NOMINATIONS – APPOINTMENTS – ELECTIONS – *There were none.*

3. UNFINISHED BUSINESS

- a. Foreclosure – 1037 Kennebec Road – Finance & Administration Committee Recommendation – *Manager Lessard explained that the taxes for 2009/2010 are now in foreclosure. The property owners had entered into a payment arrangement with the Town but have failed to keep up with the payments as agreed. She noted that this is not the primary residence of the owners and it is not the first time that the owners have fallen into foreclosure. The Finance & Administration Committee reviewed the information and recommended proceeding with the foreclosure. Motion by Councilor Brann, seconded by Councilor Williams to proceed with the foreclosure. Unanimous vote in favor.*
- b. Library Furnace Bids – Finance & Administration Committee Recommendation - *This item was referred to the Services Committee for discussion at its meeting on December 10th.*
- c. VFW – Games of Chance License – *Manager Lessard explained that this is an annual request and that the VFW has to have a letter of support from the Town in order to renew their license. Motion by Councilor Williams, seconded by Councilor Wright to approve the request from Whitcomb-Baker VFW to obtain their annual games of chance license. Unanimous vote in favor.*

4. NEW BUSINESS

- a. Application for renewal of Victualers License received from Mark & Tina Carroll d/b/a Pat's Pizza at 662 Main Road North – *Motion by Councilor Williams, seconded by Councilor Lawlis to approve the application. Unanimous vote in favor.*
- b. Bangor Hydro Electric Co. – Approval of Terms of Credit Enhancement Agreement – Planning & Development Committee and Finance & Administration Committee Recommendations – *Economic Development Director Dean Bennett explained that Bangor Hydro is proposing moving its operation to Penobscot Meadow Drive in Hampden and has presented a TIF*

proposal which includes a tax increment financing district creation and a credit enhancement agreement. The agreement would cover a 20-year period and involve return of taxes on the project at a rate of 50% for the first five years, 75% for the second five years, 50% for the third five years, and 25% for the final five years. Dean also noted that the project would generate approximately \$7 million in tax revenue over the 20-year period and the proposal calls for a reimbursement to Bangor Hydro of approximately \$2.5 million. In addition, Bangor Hydro's fleet of vehicles would be registered in Hampden, generating an additional \$2.2 million in excise taxes over that 20-year period. Both the Planning & Development Committee and Finance & Administration Committee have reviewed the proposal and recommend approval. Motion by Councilor Brann, seconded by Councilor Lawlis to approve the Credit Enhancement Agreement as requested. Councilor Williams recused himself as he is employed by Bangor Hydro and Councilor Hornbrook recused herself as her husband is also employed by Bangor Hydro. Vote on the motion was 4-0 in favor with 2 recused.

- c. *Calvary Apostolic Church Request for use of Old Academy Building Library – Planning & Development Committee and Finance & Administration Committee Recommendations – The Church is proposing a 12-month lease for use of the library area and adjacent classrooms for \$20,000, including utilities. The Church is also proposing investing approximately \$15,000 to make improvements to the leased space. They would be using the space for 6-8 hours per week. The Planning & Development Committee and Finance & Administration Committee both recommended approval of the lease agreement. Motion by Councilor Lawlis, seconded by Councilor Brann to offer a lease for the facility and authorize the Town Manager to move ahead with negotiating and signing the lease with the help of the Town Attorney. Mayor Hughes made a friendly amendment to the motion adding “for the Town Manager to consider the heating, plowing and other maintenance as part of the lease agreement”. Vote on the motion was 6-0 in favor.*
- d. *Holiday Hours – Manager Lessard noted that Christmas Eve and New Year's Eve fall on Mondays this year and asked if the Council wished to make an adjustment in office hours for those days. Motion by Councilor Lawlis, seconded by Councilor Brann to close Town offices on December 24th and December 31st and to post notices at the Town Office and on the Town website. Unanimous vote in favor.*

D. COMMITTEE REPORTS

Services Committee – Council Lawlis – the next meeting will be at 6:00 pm on Monday, December 10th. Agenda items will include discussion of library boiler bids and a discussion of the financial outlook for the Recreation Department's use of the Skehan Center.

Infrastructure Committee – Councilor Wright – the Committee met on November 26th and discussed Route 69 road condition and Monroe Road truck traffic. A Maine DOT representative informed the Committee that Route 69 is only scheduled for a skim coating of pavement in 2013 and was not hopeful that that would change. The Public Works Director will get more information on a cost sharing program offered by MDOT that would allow the road to be rebuilt if the Town were to assist in paying the cost. It

was the consensus of the Committee not to pursue closing Monroe Road to truck traffic, but for Public Safety to conduct a traffic count/speed assessment over the next month. The next meeting will be at 7:00 pm on Monday, December 10th following the Services Committee meeting.

Planning & Development Committee – Councilor Brann – the Committee will meet on Wednesday, December 5th and will continue discussion of uses for the old Hampden Academy property, revised sign ordinance, and setting priorities for the implementation of the Comprehensive Plan.

Communications Committee – Councilor Hornbrook – read the draft announcement about the “I Love Hampden Because...” video contest. The next meeting will be at 6:00 pm on Tuesday, December 11th.

E. **MANAGER’S REPORT** – *A copy of the Manager’s Report is attached hereto and made a part of the minutes. Manager Lessard added that recreation programs are getting up and running at the Skehan Center and over 40 senior citizens participated in the exercise class today.*

F. **COUNCILORS’ COMMENTS**

Councilor Wright thanked everybody for coming and thanked everyone who attended last week’s Infrastructure Committee meeting last week. She noted it was a good meeting and it was really nice to see so many residents out and getting involved in some really important issues.

Councilor Hornbrook echoed Councilor Wright’s comments regarding the Infrastructure Committee meeting and noted that a lot of information was shared which is very helpful for the Council. She thanked everyone for coming and appreciates all the calls and emails.

Councilor Brann thanked everyone who was involved in the Tree Lighting this past Sunday evening.

Councilor Williams thanked everyone for helping the Bangor Hydro move along. He expressed appreciation for how the Council and Planning & Development Committee worked toward this resolution and for Dean Bennett’s assistance in bringing a fresh new corporate business to the Town.

Mayor Hughes thanked Manager Lessard for her work on the Penobscot Valley Regional Disposal District; thanked Bangor Hydro and Dean Bennett and staff, as well as the Planning & Development Committee, who all helped make this happen; noted that Sunday’s tree lighting was well attended and thanked Vivian Gresser and the Kiwanis Club for putting it on.

G. **ADJOURNMENT** – *the meeting adjourned at 8:18 pm.*

Respectfully submitted,



*Denise Hodsdon
Town Clerk*

MANAGER'S REPORT
December 3, 2012

Penobscot Valley Regional Disposal District Meeting – The reconstituted PVRDD met in Orono on Thursday, November 29th. At that time officers were elected with Roger Raymond of Hermon elected as President, myself elected as Vice-President, and Matthew Pineo of Brownville was elected as treasurer. The Board voted to formally request return of the funds from EMDC that were transferred in February of 2012, as well as documentation of the 'paper trail' that accommodated that transfer. The deadline for that is December 14th at 5 p.m. The Board also authorized Greg Louder (executive director of the Municipal Review Committee) to act on its behalf to obtain records requested from EMDC, and finally, the Board appointed Daniel Walker of Prehti Flaherty to act as its legal counsel.

Employee Christmas Lunch – The Town Employee Christmas luncheon will be held on Wednesday, December 19th at 11:30 p.m. Town Councilors are welcome to attend. It is a pot luck affair. Employee length of service pins are awarded at the luncheon, there are door prizes, and the Annual Town Christmas Poem is read by the Manager.

Transfer Station Decals – 2013 Transfer station decals go on sale on Wednesday, December 3rd. Decals cost \$5 and it is required that people present a copy of a valid vehicle registration with a Hampden address at the time of purchase.

Water District Meeting – 12/20/2012 – Since it was not possible for the last Infrastructure Committee Meeting to accommodate a meeting with the Water District Trustees, the next opportunity is at their regular meeting on December 20th at 4 p.m. It is important that the Council meet with the Trustees so that we can get an idea of what is upcoming for a rate increase from the City of Bangor for the price of water that may have significant impact on local rates. I need to let the Water District know how many Council members may be able to meet on the 20th.

Video Contest – The "I love Hampden because...." Video contest will be underway as of tomorrow. I will email a notice to the School District and asked them to distribute it to staff and students in the high school, we are posting a slate on the Time Warner channel and it will also be posted on our website as well as going out in an email blast to all who have registered their emails with us. I am hoping that I can get the Bangor Daily News to also do a story on it. A copy of the draft notice and the registration form are attached – please let me know if anyone has any problems with these as they are going 'live' tomorrow!

New Half Price Bus Passes for Senior Citizens/Disabled – The BAT bus system has revamped its half price system for senior citizens and the disabled. The former program limited the passes for only certain runs – the new ones are good on all runs. If you are over the age of 60 or disabled, come by the town office and pick up your new pass. Senior Citizens need is a State photo id to prove you are over 60, and disabled persons need proof from SSI that you are disabled along with a photo id.



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

A-3-a

NAME: Davitt James (Jim) E
LAST FIRST MI

ADDRESS: 25 Summer Street Hampden 04444
STREET TOWN ZIP

MAILING ADDRESS (if different): _

TELEPHONE: 862-8113 944-7570
HOME CELL

EMAIL: _____

OCCUPATION: Associate Professor, UMA-Bangor; Attorney (Ret.)

BOARD OR COMMITTEE PREFERENCE:

FIRST CHOICE: Planning Board

SECOND CHOICE (OPTIONAL): _____

How would your experience, education and/or occupation be a benefit to this board or committee? My legal training and experience as an educator have given me the talent to carefully examine facts, apply rules, and forge a solutiinn. In Planning operations one is called upon to balance the requests of individuals against the larger goals of the community and to work with all parties to achieve a sensible and satisfactory solution. in other words, use common sense.

Are there any issues you feel this board or committee should address, or should continue to address? Continue to assure all citizens that planning is not a closed door operation designed to steal property but rather a method by which the Town can continue to grow without reducing town services or allowing unchecked development sprawl.

3 YEAR

- CONSERVATION COMMITTEE
- BOARD OF ASSESSMENT REVIEW
- PERSONNEL APPEALS BOARD
- LURA HOIT MEMORIAL POOL
- ECONOMIC DEVELOPMENT COMMITTEE
- FRIENDS OF DOROTHEA DIX PARK

- DYER LIBRARY
- RECREATION COMMITTEE
- BOARD OF APPEALS
- HISTORIC PRESERVATION COMMITTEE
- TREE BOARD

5 YEAR
PLANNING BOARD

FOR TOWN USE ONLY

Date Application Received: DEC 06 2012

COUNCIL COMMITTEE ACTION: _____	DATE: _____
COUNCIL ACTION: _____	DATE: _____
<input type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT
DATE APPOINTMENT EXPIRES: _____	

12/6/12



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN
APPLICATION FOR TOWN BOARDS AND COMMITTEES

A-3-b

NAME: McNutt LAST Kristen FIRST L MI

ADDRESS: 46 Sunset Av. STREET Hampden TOWN 04444 ZIP

MAILING ADDRESS (if different): same

TELEPHONE: 852-2692 HOME same WORK

EMAIL: KristenL.mcalpne@gmail.com or Kristen.mcnutt@meansinvestm

OCCUPATION: financial advisor

BOARD OR COMMITTEE PREFERENCE:
FIRST CHOICE: historic preservation committee

SECOND CHOICE (OPTIONAL): economic development committee

How would your experience, education and/or occupation be a benefit to this board or committee? great w/ budgets, also love history & the culture it brings to the area. I would love the opportunity to contribute.

Are there any issues you feel this board or committee should address, or should continue to address? _____

- CONSERVATION COMMITTEE
- BOARD OF ASSESSMENT REVIEW
- PERSONNEL APPEALS BOARD
- LURA HOIT MEMORIAL POOL
- ECONOMIC DEVELOPMENT COMMITTEE
- FRIENDS OF DOROTHEA DIX PARK

3 YEAR

- DYER LIBRARY
- RECREATION COMMITTEE
- BOARD OF APPEALS
- HISTORIC PRESERVATION COMMITTEE
- TREE BOARD

5 YEAR
PLANNING BOARD

FOR TOWN USE ONLY		Date Application Received: DEC 03 2012
COUNCIL COMMITTEE ACTION: _____	DATE: _____	
COUNCIL ACTION: _____	DATE: _____	
<input type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____

Daniel W. Walker
dwalker@preti.com

December 4, 2012

VIA CERTIFIED MAIL & E-MAIL

Michael W. Aube
President and CEO
Eastern Maine Development Corporation
40 Harlow Street
Bangor, ME 04401

Re: Request for Penobscot Valley Refuse Disposal District Funds

Dear Mr. Aube:

We have been retained by the Penobscot Valley Refuse Disposal District (PVRDD) to recover approximately \$50,000 in funds that were held in trust by EMDC on behalf of the PVRDD in two separate accounts (the general account and the demolition debris account) at Key Bank in Bangor. Although the PVRDD has been inactive for over a decade, it never dissolved and the 28 towns that compose the PVRDD still retain ownership of these funds.

Mr. Gregory Louder, on behalf of PVRDD has been attempting to receive an accounting of those funds from you since last March, and also to seek delivery of such funds to PVRDD. However, you have consistently resisted those efforts, claiming that the preferences of the PVRDD communities regarding these funds were unknown. In your October 26, 2012 letter to the PVRDD municipalities, you stated that "EMDC remains committed to the principal that either a reconstituted PVRDD and or its member municipalities should determine the use and disposition of these funds." Additionally, in an email sent from your lawyer, Eric Stumpf, to several of the PVRDD communities and Mr. Louder on November 28, 2012, Mr. Stumpf stated, "Concerning agenda item number 5 ("Consideration of Action Required to Recover PVRDD Funds for the Benefits [sic] of its Member Communities"), EMDC has been and remains prepared to discuss appropriate arrangements once the preferences of all PVRDD members have been determined by the PVRDD Board, concerning use and disposition of the funds."

Last Thursday, November 29th, representatives of the PVRDD towns met in Orono and elected the following slate of officers:

Preti Flaherty Beliveau & Pachios LLP Attorneys at Law

45 Memorial Circle | Augusta, ME 04330 | TEL 207.623.5300 | FAX 207.623.2914

www.preti.com

Augusta Boston Concord DC Portland

PRETI FLAHERTY

December 4, 2012

Page 2

President – Roger Raymond, Hermon

Vice-President – Susan Lessard, Hampden

Treasurer – Matthew Pineo, Brownville

Clerk – Greg Louder

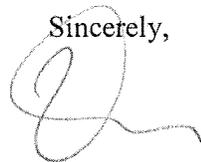
After a detailed discussion, the PVRDD member communities unanimously approved the following authorization and action:

The Board hereby authorizes Greg Louder to take all necessary and appropriate action in order to retrieve the PVRDD funds that have been appropriated by the EMDC and all documents and records related thereto by December 14, 2012 at 5:00 p.m.

The preference of the PVRDD communities regarding the funds at issue is clear, as reflected in the unanimous PVRDD order restated above. By December 14, 2012 at 5:00 p.m., please (1) deliver the funds at issue to Preti Flaherty at our Augusta office (address on page one of this letter) in a certified check made payable to “Preti Flaherty Beliveau & Pachios IOLTA Account”, and (2) provide Mr. Louder (copy to the undersigned) a full accounting of the actions of you and EMDC in acquiring the funds at issue¹. If you fail to deliver the funds at issue and/or provide a full accounting by 5:00 p.m. on December 14, 2012, the PVRDD has authorized us to take all necessary and appropriate actions (including, but not limited to, filing a lawsuit against you and EMDC) in order to accomplish these purposes.

Thank you for your prompt attention to this matter.

Sincerely,



Daniel W. Walker

DWW:ryp

Enclosure

cc: Roger Raymond
Gregory Louder
Erik Stumpf, Rudman and Winchell

¹ Please comply with the attached Information Request sent to you by Greg Louder on November 21, 2012.

Information Request Items for Mike Aube of EMDC Relating to the PVRDD Funds Matter.

The municipalities that comprise the PVRDD membership make the following Information request for certain EMDC records to be provided on or before November 29, 2012. In the meantime, feel free to contact Greg Louder with any questions.

For the purpose of this information request the term "Records" shall have the following meaning: "Records" means all documents, letters, memoranda, notes, minutes, e-mail (electronic mail), studies (including all data, measurements, estimates, calculations, and/or analysis received, used or produced in conjunction with any study), data, analysis, measurements, estimates, calculations, work papers, reports, drafts, telephone logs, message slips or any recordation of messages, photographs, sketches, drawings, and maps produced, received or in the possession of EMDC whether actually on paper or some other hard copy or contained on some form of computer, magnetic or optical media (including information on computer hard drives or backup tapes or CD's) or the like, and includes, but is not limited to and internal communications between and among employees (both staff and management) and the Board of Directors of EMDC.

The municipalities that comprise the Penobscot Valley Refuse Disposal District are meeting on November 29, 2012 at 2 PM at the Municipal Building located on 59 Main Street in Orono, Maine. Should EMDC choose to attend and participate in this meeting, the following requested Records will also serve as the basis for the meeting discussion with the municipalities comprising the PVRDD:

1. All Records from January 1, 2011 to present relating to the two bank accounts held between PVRDD and KeyBank that were transferred to EMDC's control and an EMDC management decision was made to provide signature for that account, including all communications with the bank and/or the State regarding treating the two bank accounts as unclaimed property.
2. All Records from March 21, 2012 to present relating to the establishment of an escrow account for the deposit of PVRDD funds transferred to EMDC's control from the two PVRDD KeyBank accounts.
3. All Records from January 1, 2011 to present relating to all discussion held between EMDC and the primary user of the account the purpose of the funds when it was managed by PVCOG/EMDC.
4. All records from January 1, 2011 to present relating to evidence of PVCOG management authority over the PVRDD accounts
5. All records from January 1, 2011 to present relating to evidence of EMDC management authority over the PVRDD accounts, including all Records supporting the statement that the PVRDD accounts were ever managed by PVCOG and/or EMDC.
6. All Records from January 1, 2011 relating to consultation with EMDC's outside audit firm regarding the change in control of the funds from the PVRDD accounts to EMDC.
7. All Records from January 1, 2011 to present relating to EMDC's knowledge of PVRDD's purpose and function, including any discussions with past staff or members of PVRDD.
8. All Records from January 1, 2012 to present authorizing EMDC expenditure of the transferred PVRDD funds.

FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES

Monday, December 3, 2012

Attending:

Mayor Janet Hughes	Town Manager Sue Lessard
Councilor Jean Lawlis	Librarian Debbie Lozito
Councilor Shelby Wright	Councilor Elect William Shakespeare
Councilor Jeremy Williams	Citizens
Councilor Tom Brann	

The meeting was opened at 5:45 p.m. by Mayor Hughes.

1. Minutes of 10/29/2012 meeting – Motion by Councilor Wright, seconded by Councilor Williams to approve. Unanimous vote in favor.
2. Review & Sign Warrants – Committee members reviewed and signed warrants.
3. October Financial Statements – Not presented due to lack of time
4. Old Business – No items under Old Business were discussed due to lack of time.
 - a. Victualers Ordinance
 - b. Outdoor Wood Boiler Ordinance
 - c. Military Excise Ordinance
5. New Business
 - a. Library Furnace Bids Discussion – Librarian Debbie Lozito presented the information resulting from the furnace bids and the Town Manager recommended using additional money from Matching Grants reserve to augment the \$10,000 grant received by the Library. Committee members had numerous questions regarding the bid process and specifications. Since this item had not been reviewed by Services committee for a recommendation, there was a motion by Mayor Hughes, seconded by Councilor Lawlis to forward this item to the Services Committee for recommendation. Unanimous vote in favor.
 - b. Foreclosure – 1037 Kennebec Road – The Town Manager explained that this property had gone into foreclosure in February of 2012 for an expired unpaid lien filed on 2009/2010 property taxes. The property is located on Map 1 Lot 56 and is not a primary residence for a Hampden resident – it is a second home for people who live in Massachusetts. A payment arrangement was granted but it was broken in September. The total outstanding at this time is \$3,159.36. Motion by Councilor Brann,

seconded by Councilor Lawlis to recommend to the full council that the Town move forward with foreclosure and sale of Map 1 Lot 56, 1037 Kennebec Road. Unanimous vote in favor.

- c. Bangor Hydro Electric Company – Terms of Credit Enhancement Agreement Proposal – Mayor Hughes and Councilor Brann explained the credit enhancement agreement proposed for the Bangor Hydro project to the Committee. The agreement would cover a 20 year period and involve return of taxes on the project at a rate of 50% for the first five years, 75% for the second five years, 50% for the third five years, and 25% for the final five years. Motion by Councilor Lawlis, seconded by Councilor Wright to recommend approval of the proposed credit enhancement agreement for Bangor Hydro. Vote – 4 in favor, 1 abstained due to an employment conflict (Williams). Motion carried.
 - d. Calvary Apostolic Church Request for use of Old HA Library – The Committee reviewed the proposal by the Calvary Apostolic Church to use the old Hampden Academy Library and four classroom for a period of one year for a ‘rental’ sum of \$20,000 and an additional \$15,000 in improvements to the HA facility. The use would be 6-8 hours a week. Costs of heat and electricity would be included in the \$20,000 rental fee paid. Motion by Councilor Williams, seconded by Councilor Wright to recommend to the Council the approval of the rental agreement with the Calvary Apostolic Church. Unanimous vote in favor.
- 6. Public Comment – None due to time limitations
 - 7. Committee Member comments – None due to time limitations.

The meeting was adjourned at 7 p.m.

Respectfully submitted,

Susan Lessard
Town Manager

SERVICES COMMITTEE MEETING MINUTES

Monday, December 10, 2012

Attending:

Councilor Jean Lawlis	Sue Lessard, Town Manager
Councilor Shelby Wright	Public Works Director Chip Swan
Councilor Tom Brann	Devin Carter, Woodard & Curran
Mayor Janet Hughes	Terry McAvoy
Kurt Mathies, Recreation Director	

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

1. Minutes of October 9, 2012 – Minutes of the October 9th meeting were reviewed and approved without amendment.
2. Old Business
 - A. Papermill Road Recreation Area – Update – Jeremy Jones of Partridge Road has agreed to lead a group of volunteers for work on the Papermill Road Recreation Area Park. We have posted that information on the Town's web page and send out two editions of Government on the Go with it included. Recreation Director Kurt Mathies will contact Mt. Jones to offer assistance with the project.
 - B. Old Hampden Academy – Recreation Dept. use – Recreation Director Kurt Mathies presented estimated income and expense information related to the use of the Skehan Center. Based on that information, there should be sufficient income to cover expenses through June 30th. New programs using the facility include roller derby, zumba, senior fitness, home schoolers gym use, as well as expanded programs for basketball programs. It is anticipated that more programs will be added over the next several months as well.
 - C. Library Furnace Bids – This item was taken out of order and handled first by the Committee. Devin Carter of Woodard & Curran and Public Works Director Chip Swan explained the initial bid process used for the library furnace, which was a request for a System 2000 boiler, and the request for revised quotes based on the fact that all bidders had gone over the grant amount of \$10,000 in the first round. Review of the revised quotes resulted in two bidders bidding on alternates to the System 2000 and one bidder submitting a lower quote (still over \$10,000) for the System 2000. The revised bid submitted by one bidder was considered to be oversized for the application and could result in poor performance. Information provided indicated that the

System 2000 is the most energy efficient and the most likely to provide significant reduction in fuel usage. There was some question about the amount of the original bids and the Committee asked that that information be forwarded to the Finance Committee. Motion by Mayor Hughes, seconded by Councilor Brann to recommend to the Finance Committee that the project be approved for an amount not to exceed \$12,500 and the Finance Committee to decide on the source after reviewing additional information. Unanimous vote in favor.

3. New Business
4. Public Comment – Terry McAvoy questioned how the funding of recreation programs worked and who oversaw the money that was received and expended. It was explained that all money is receipted through the Town Office and that all checks for payment are written at the Town Office and approved by the Town Council. He believed that it might be better to allow a private concern to operate the facility instead of having the Town do it.
5. Committee member comments –
Councilor Lawlis asked for input for the next agenda. The only item stated at the time was an update on the Skehan Center programming. Mayor Hughes asked if the subject of sidewalks and their maintenance could be added to the next Infrastructure Committee meeting. She also asked if the subject of moving Communications back into the Services Committee could be discussed.
Councilor Brann believes that the roles of Committees should be reviewed in order to make sure that each one is dealing with subjects that are related to the committee purpose. The Town Manager will provide the existing list of Committees and their 'responsibilities' to the Finance Committee for discussion at the next meeting.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Susan Lessard
Town Manager



COMMITMENT & INTEGRITY
DRIVE RESULTS

One Merchants Plaza | Suite 501
Bangor, Maine 04401
www.woodardcurran.com

T 800.564.2333
T 207.945.5105
F 207.945.5492

TOWN OF HAMPDEN, MAINE
EDYTHE L. DYER COMMUNITY LIBRARY BOILER REPLACEMENT
PROJECT NO. 213357
October 23, 2012

No.	Description	Unit	Estimated Quantity	Ray Plumbing & Heating Co.		Huntley Oil Company, Inc.		Penobscot Temperature Controls, Inc.	
				Unit Price	Value	Unit Price	Value	Unit Price	Value
1	Boiler Replacement	LS	1	\$17,805.00	\$17,805.00	\$15,664.84	\$15,664.84	\$19,512.00	\$19,512.00
	Contractor's Proposed Alternate 1A: 5-inch S.S. Chimney Liner	LS	1	TOTAL BASE BID	\$2,443.00	TOTAL BASE BID	\$0.00	TOTAL BASE BID	\$0.00
	Contractor's Proposed Alternate 2A: (2) 275-gallon Oil Tank Package	LS	1	\$2,957.00	\$2,957.00	\$0.00	\$0.00	\$0.00	\$0.00
	Contractor's Proposed Alternate 3A: Grundfos Comfort HW Recirc System	LS	1	\$1,360.00	\$1,360.00	\$0.00	\$0.00	\$0.00	\$0.00
	Contractor's Proposal Alternate 1B: Upgrad DHW Tank to Stainless Steel	LS	1		\$0.00	\$422.00	\$422.00		\$0.00
				TOTAL BID	\$24,565.00	TOTAL BID	\$16,086.84	TOTAL BID	\$19,512.00

C-3-a



**COMMITMENT & INTEGRITY
DRIVE RESULTS**

One Merchants Plaza | Suite 501
Bangor, Maine 04401
www.woodardcurran.com

T 800.594.2333
F 207.545.5105
F 207.545.5492

**TOWN OF HAMPDEN, MAINE
EDYTHE L. DYER COMMUNITY LIBRARY BOILER REPLACEMENT
PROJECT NO. 213357
November 1, 2012 - Re-Bid Under Reduced Scope**

No.	Description	Unit	Estimated Quantity	Ray Plumbing & Heating Co.		Penobscot Temperature Controls, Inc.		Huntley Oil Company, Inc.	
				Unit Price	Value	Unit Price	Value	Unit Price	Value
1	Boiler Replacement	LS	1	See Below	\$9,789.00	\$9,789.00	\$9,996.02	\$9,996.02	
	Revised Original Proposal Dated October 15, 2012	LS	1	TOTAL BASE BID	\$0.00	\$9,789.00	TOTAL BASE BID	\$9,996.02	
	Revised Proposal #1	LS	1	\$18,244.00	\$18,244.00	\$0.00	\$0.00	\$0.00	
	Revised Proposal #2	LS	1	\$15,215.00	\$15,215.00	\$0.00	\$0.00	\$0.00	
		LS	1	\$12,247.00	\$12,247.00	\$0.00	\$0.00	\$0.00	
				TOTAL BID	\$9,789.00	TOTAL BID	\$9,996.02	TOTAL BID	\$9,996.02

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**TOWN OF HAMPDEN
EDYTHE L. DYER COMMUNITY LIBRARY BOILER REPLACEMENT
PRE-BID SITE WALK – BOILER SYSTEM REQUIREMENTS**

September 27, 2012, 10:00 A.M.

- Model EK-2 oil fired boiler by Energy Kinetics with gross input of 240 MBH and net output of 206 MBH. Verify boiler size through Energy Kinetics dealer based on Owner's historical fuel data. Provide next larger boiler size if recommended through dealer analysis.
- Internal bypass pump for shock protection and corrosion control.
- Outdoor reset control through cold start operation.
- 40-gallon indirect water heater with boiler post purge.
- Outside combustion air kit and PVC duct system per Energy Kinetic's recommendations.
- Tiger Loop® oil de-aerator and filter kit.
- Provide piping changes for a primary/secondary piping connection with primary pump control through "System Manager". Existing main circulation pumps will become the secondary pumps. Provide closely-spaced tees at least one pipe size larger than mains.
- Provide boiler drain, service valves for boiler and pumps, and safety controls (including low water cut-off).
- **Contact Information:**
 - Energy Kinetics
 - Jim Pike, Territory Manager
 - Energy Kinetics
 - 361 Brunswick Street
 - Old Town, ME 04468
 - Phone: 207-827-0204
 - Fax: 207-827-3756
 - Cell: 207-266-4199
 - E-mail: jpike@energykinetics.com
 - Website: www.energykinetics.com
 - Corporate Office: 1-800-323-2066, Ext. 408
 - Corporate Fax: 1-800-735-2068

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**TOWN OF HAMPDEN
EDYTHE L. DYER COMMUNITY LIBRARY BOILER REPLACEMENT
BOILER SYSTEM REQUIREMENTS - ADDENDUM 1**

October 5, 2012, 10:00 A.M.

- Replace fuel oil piping from oil tanks to proposed replacement boiler in accordance with State of Maine Oil and Solid Fuel Board requirements.
- Coordinate with local Oil and Solid Fuel Board representative to determine if fuel oil tanks require upgrades for compliance.
- Replace existing zone valves to allow proper purge control in accordance with Energy Kinetics control system operating requirements.
- Note that the basement concrete wall extends to the underside of the first floor decking. The rim joist is bolted onto the concrete wall so that a cored hole in the concrete will be needed for the combustion air vent.
- Attached Energy Kinetics drawings SYS-05-013, ERC_10-15-20, and 10-0412R-5 are generic examples of primary/secondary requirements, zone valve zoning, and circulator zoning and do not reflect actual or complete system requirements. Coordinate with Energy Kinetics representative for details of a complete operational system.

**COMMITMENT & INTEGRITY
DRIVE RESULTS**

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F 207.945.5492

TOWN OF HAMPDEN

EDYTHE L. DYER COMMUNITY LIBRARY BOILER REPLACEMENT

BOILER SYSTEM REQUIREMENTS - ADDENDUM 2

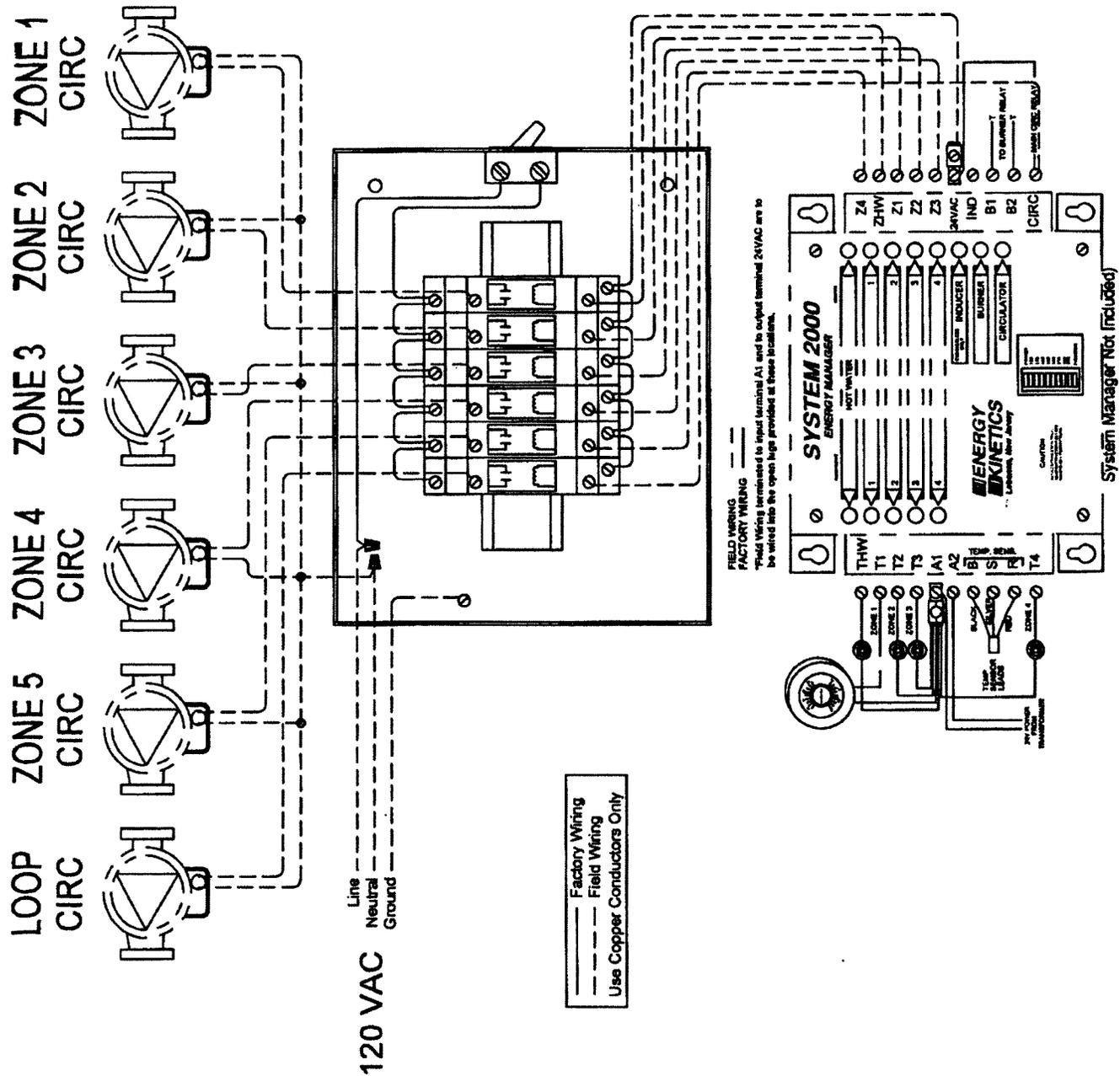
October 15, 2012



- Bid date has been extended from Tuesday, October 16 at 10:00 AM to Tuesday, October 23 at 10:00 AM.
- Provide a triple listed mixing valve equivalent to the Watts MMV series.
- Provide a thermal expansion tank, equivalent to Therm-x-trol Model ST-5, at the indirect water heater.

Five Zone Relay Kit

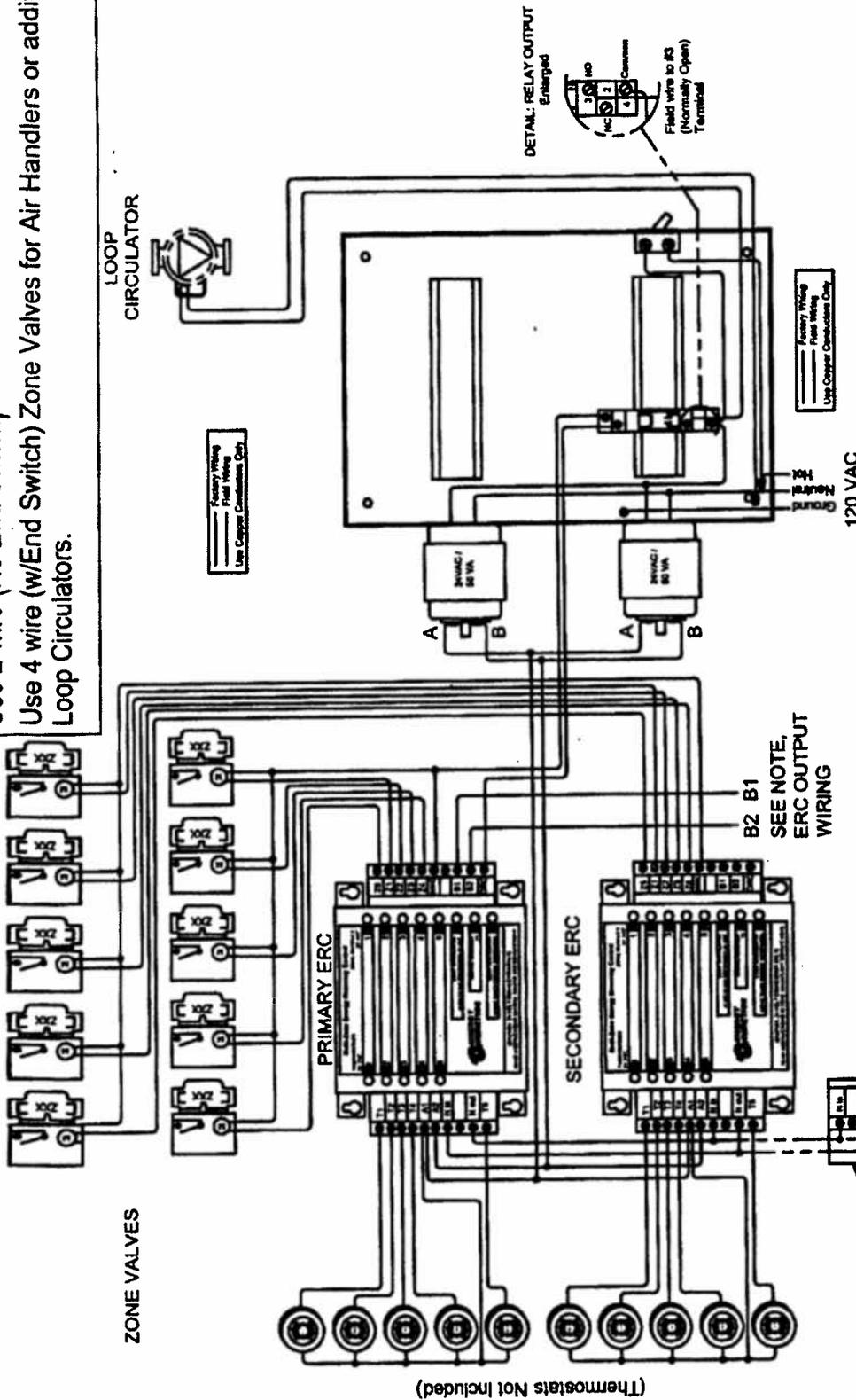
(Uses 6 relays, 5 for heat zones and one for a loop circulator if required)
10-0412R-5



Ten Zone (and up) ERC's w/Zone Valves

(Uses one Relay to pull in a loop circulator)
10-0418E-QC2, QC3, QC4

Use 2-wire (No End Switch) Zone Valves
Use 4 wire (w/End Switch) Zone Valves for Air Handlers or additional Loop Circulators.



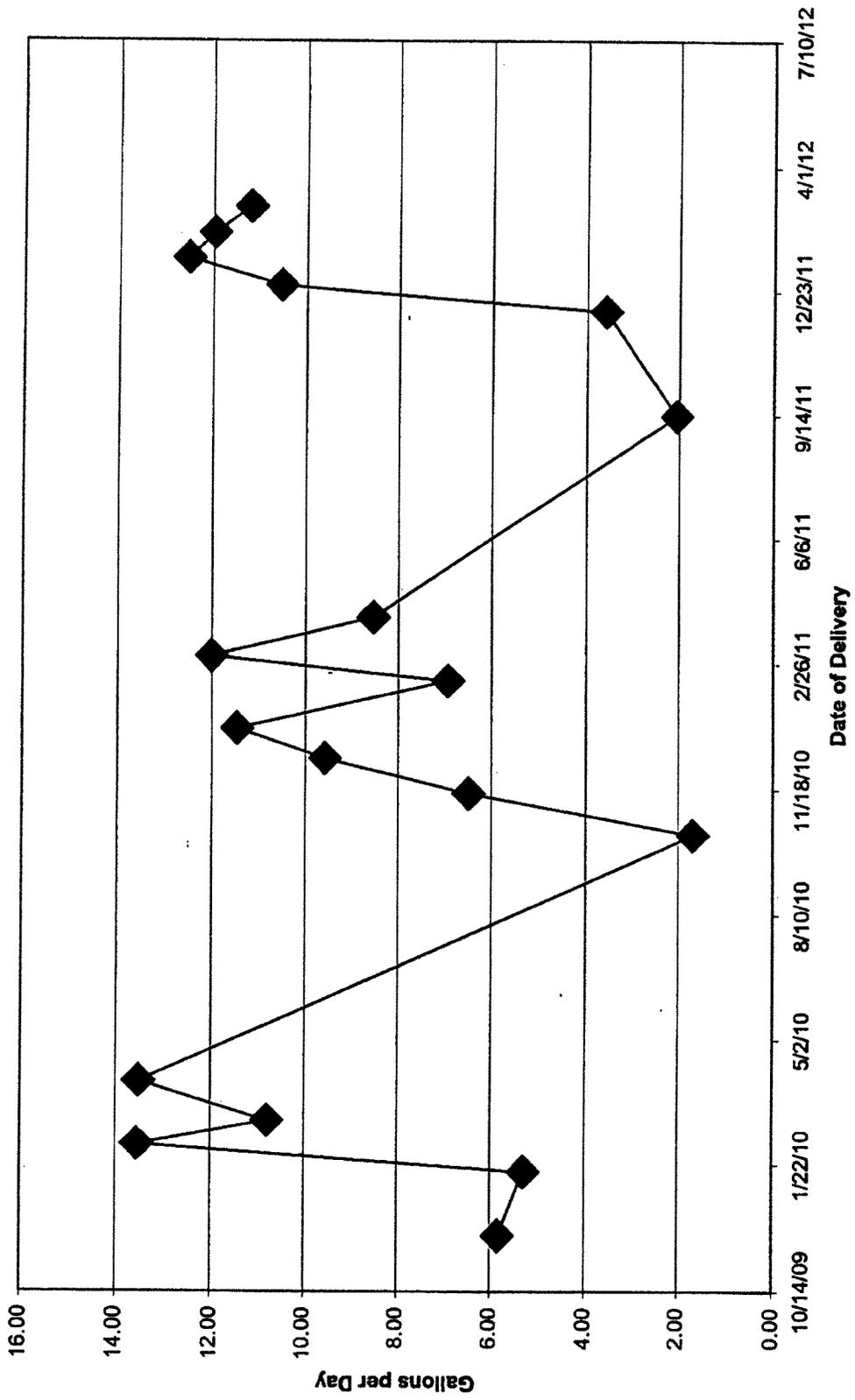
NOTE, ERC OUTPUT WIRING:

- For Single Boiler Injecting into a Loop: Connect B1-B2 on the ERC to A1-TX (Injection Zone Input) on the Digital Manager.
- For Multi Boilers using a Tekmar Control: Connect B1-B2 on the ERC to Boiler Demand 1 & 2 on the Tekmar. (Note: The Tekmar Control's Boiler Demand requires voltage applied across the Boiler Demand terminals. It is recommended that an independent 24VAC transformer be wired in series between the ERC and the Tekmar to supply the required voltage.

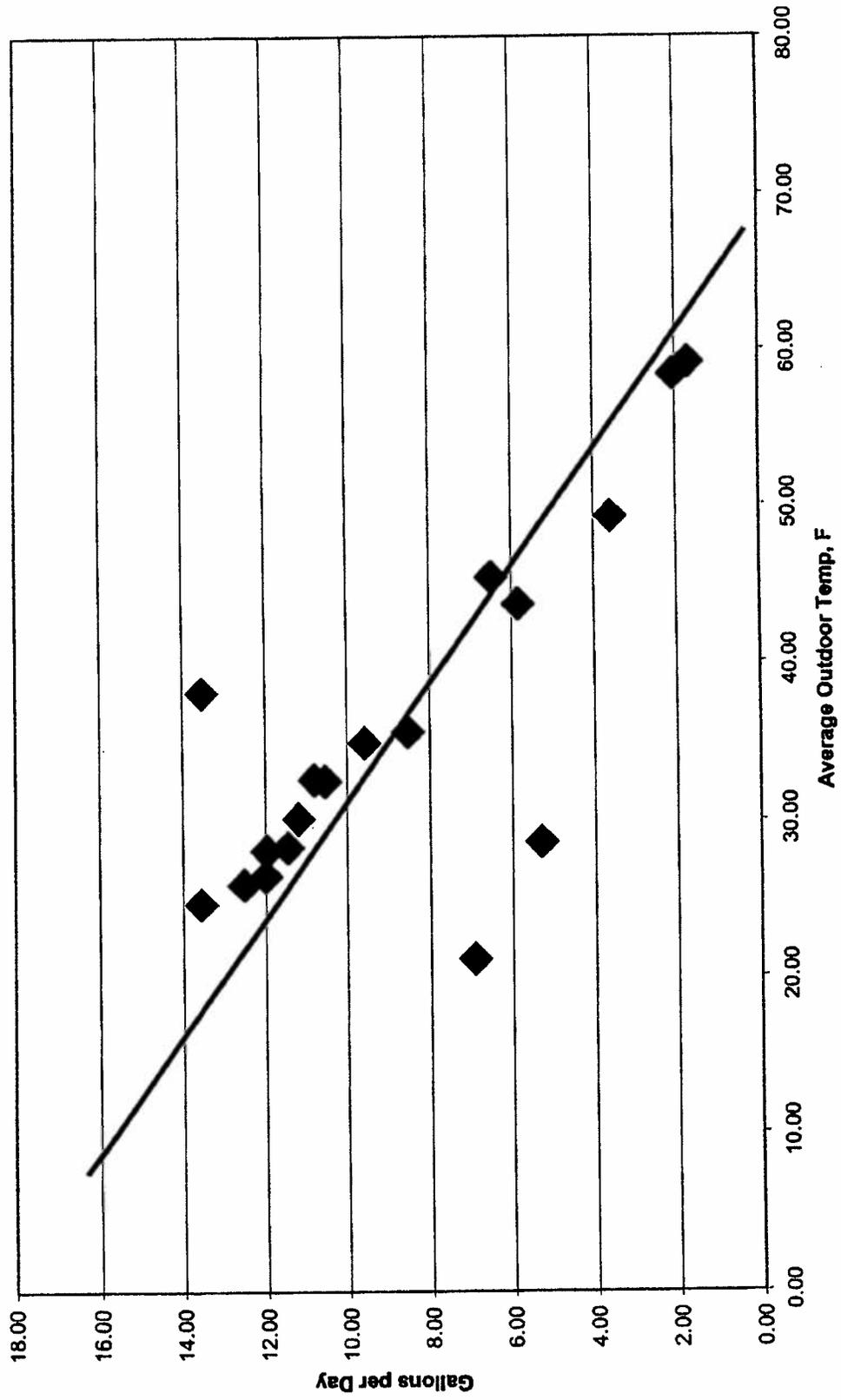
NOTE, MULTIPLE ERC INPUT WIRING:

- When installing 15 & 20 zone ERC's:
- Wire "N in(s)" on all Secondary ERC's in parallel to "N out" on the Primary ERC
 - Wire "N out(s)" on all Secondary ERC's in parallel to "N in" on Primary ERC.
 - Wire outputs of 24VAC/50VA transformers in parallel as shown to A1 & A2 on all ERCs

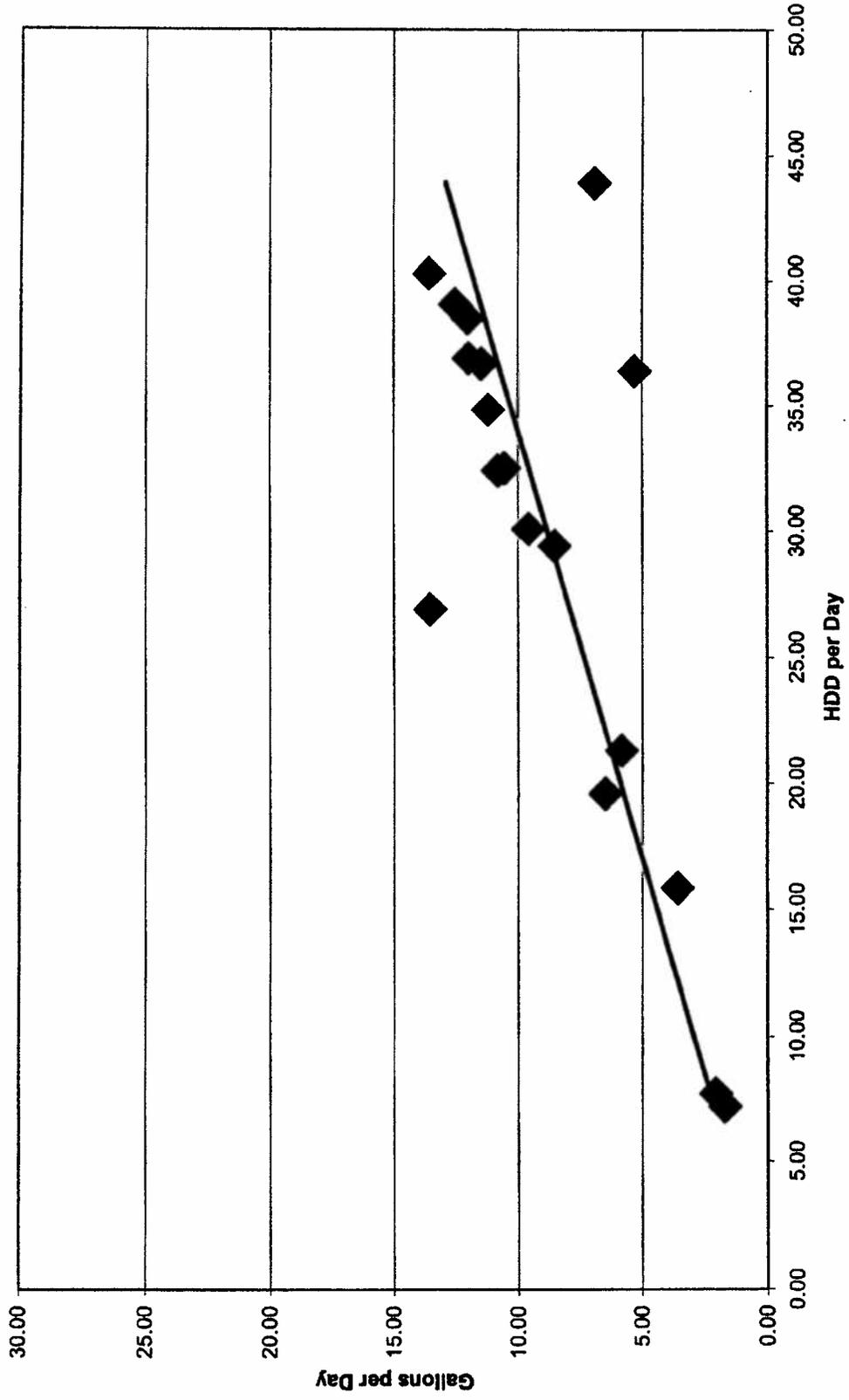
Hampden Library



Hampden Library



Hampden Library



Dealer name
 Hampden Library
 Hampden, ME 04444

Existing equipment:

	SI	EQ	GA	HDD	KFactor	Years	Gal/Yr	IDEAL
Before	726079	65.00	4890.2	17,622.50	3.60	2.35	2,082.76	7,505.50

Enter Indoor Temp
 Enter Design Day Temp

65	F
-10	F

Calculate Max Burn on Design Day

20.81 Gal/Day
 0.87 Gal/Hour
 121,405 Btu/Hour

Based on the fuel delivery and weather data, one EK1 would be needed.

This report and any associated information are not contracts, guarantees of savings, or warranties of any kind and are not intended to be used as such. This information consists of ESTIMATES only and is not to be relied upon. Many field variables exist which could significantly impact the savings estimate. The savings estimate is dependent upon, among other things, an appropriate characterization of the existing heating equipment, weather conditions, performance characteristics and fuel consumption, infiltration losses, and lifestyle operational characteristics of the occupants.

Date	Gallons	Day	Gal/Day	SI	EQ	GA	HDD	KFactor	Years	Gal/Yr	IDEAL
10/19/09				21.31	43.69	5.83				745.90	
11/27/09	227.5	39	5.83	36.41	28.59	5.29				1820.50	
1/16/10	264.6	50	5.29	40.34	24.66	13.55				887.50	
2/7/10	298.2	22	13.55	32.45	32.55	10.79				616.60	
2/26/10	205.1	19	10.79	26.93	38.07	13.53				861.90	
3/30/10	432.8	32	13.53	7.19	59.15	1.69				1416.10	
10/13/10	332.8	197	1.69	19.60	45.40	6.48				646.70	
11/15/10	214.0	33	6.48	30.12	34.88	9.57				843.30	
12/13/10	267.9	28	9.57	36.72	28.28	11.45				881.30	
1/6/11	274.9	24	11.45	43.91	21.09	6.93				1668.50	
2/13/11	263.2	38	6.93	38.56	26.45	12.01				771.10	
3/5/11	240.1	20	12.01	29.44	35.56	8.52				912.70	
4/5/11	264.2	31	8.52	7.70	58.39	2.05				1239.70	
9/14/11	332.5	162	2.05	15.84	49.25	3.59				1330.40	
12/7/11	301.4	84	3.59	32.55	32.45	10.53				683.60	
12/28/11	221.2	21	10.53	39.10	25.90	12.52				860.30	
1/19/12	275.4	22	12.52	36.94	28.07	11.97				738.70	
2/8/12	239.4	20	11.97	34.89	30.12	11.19				697.70	
2/29/12	235.0	21	11.19								

**Library Fuel Usage
2009/10 - 2011/2012**

2009-2010	
216.8	10/19/2009
227.5	11/27/2009
264.6	1/16/2010
205.1	2/26/2010
298.2	2/7/2010
242	3/30/2010
1454.2	
2010-2011	
264.2	4/5/2011
240.1	3/5/2011
263.2	2/13/2011
274.9	1/6/2011
267.9	12/13/2010
214	11/15/2010
332.8	10/13/2010
1857.1	
2011-2012	
332.5	9/14/2011
301.4	12/7/2011
221.2	12/28/2011
275.4	1/19/2012
239.4	2/8/2012
235	2/29/2012
190.8	3/23/2012
1795.7	

Description of operation:

Heat Zone: A heat zone thermostat calls the System Manager which starts the boiler circulator and fires the burner. The boiler circulator preheats the boiler, the injection pipes and tees, and the boiler side of the plate heat exchanger.

Once the boiler return reaches operating temperature the Manager starts the circulator for the calling heat zone, heating the loop and supplying heat for the zone.

When the heat zone thermostat call is satisfied, the burner stops firing but the boiler circulator and zone circulator will continue to operate until the heat left in the boiler and primary loop is purged to the last zone that called.

Hot Water: The hot water tank thermostat calls the System Manager, which starts the boiler circulator and fires the burner. The boiler circulator preheats the boiler, the injection pipes and tees, and the boiler side of the plate heat exchanger.

Once the boiler return reaches operating temperature the Manager starts the domestic hot water circulator (the Smart Pump), circulating cold domestic water from the tank through the plate heat exchanger, and back into the top of the tank.

When the hot water tank thermostat is satisfied, the burner stops firing but the boiler circulator and Smart Pump circulator will continue to operate until the heat left in the boiler is purged to the hot water storage tank.

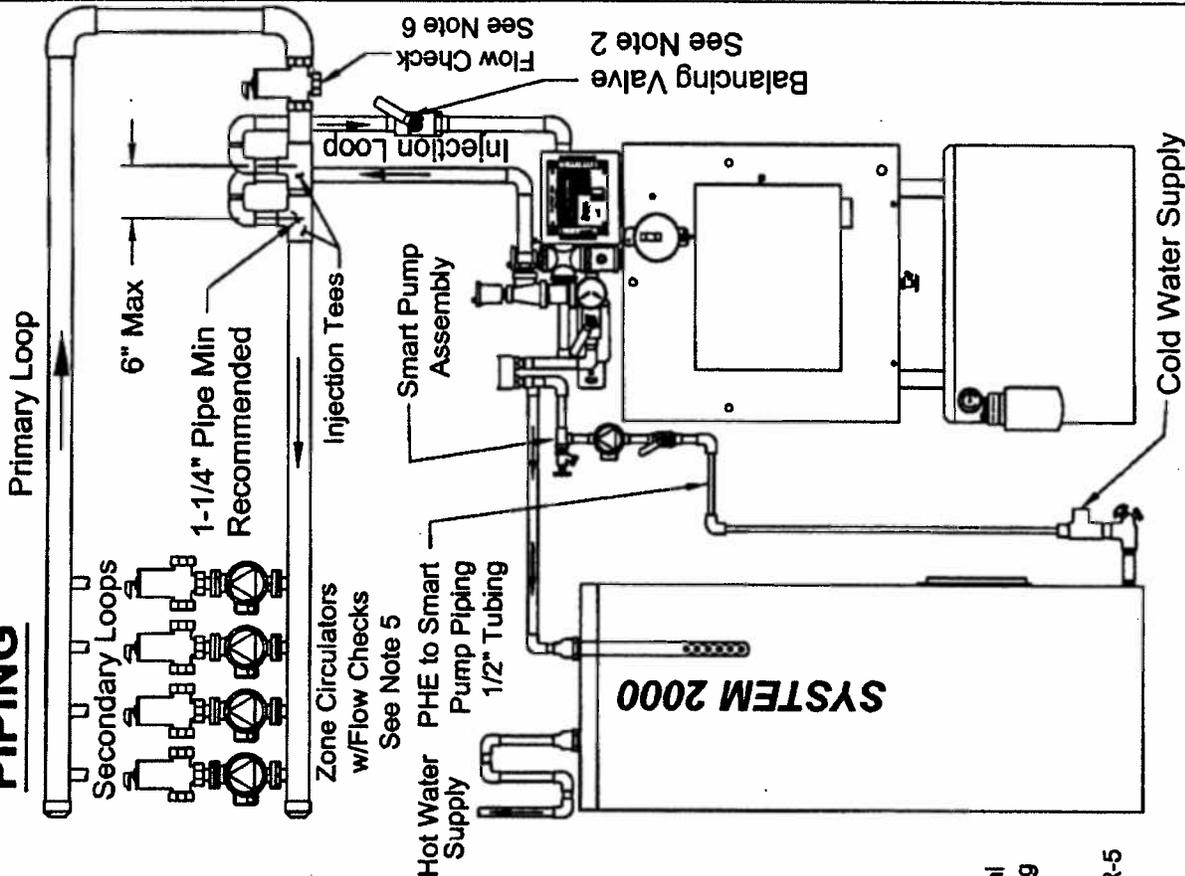
Notes:

1. Use with a Heat and Hot Water Boiler with the plate heat exchanger mounted in the boiler bypass. If you are not making domestic hot water, refer to drawing SYS-05-010.
2. Install a balancing valve in the return of the injection loop to adjust injection piping return temperature. Adjust the return balancing valve for a minimum of 130F return temperature when all heating zones are operating.
3. If boiler is installed in unheated space, insulate injection piping and tees to reduce heat loss to unheated space.
4. Existing large water volume systems should use a boiler protection kit (10-0615 for EK-1 or 10-0616 for EK-2) and 8-Way treatment. See drawing SYS-05-008.
5. Size the zone circulators for appropriate primary/secondary loop flow.
6. Install a flow check on system return before the injection tees. The flow check will prevent gravity flow backwards to system radiation during hot water production.

Zone Wiring:

1. Connect hot water tank thermostat to THW and A1.
2. Connect domestic hot water circulator (Smart Pump) black lead to "HW CIRC" terminal on 120V terminal block in system junction box. Connect the white lead to any open lug on neutral terminal block.
3. Connect heating thermostats to Tx and A1.
4. Control zone circulators, use Energy Kinetics Zone Relay Kit Part Numbers: 10-0412R-5 (up to 5 zone circls), 10-0412R-10 (up to 10 zone circls), 10-0412R-15 (up to 15 zone circls) refer to the Energy Kinetics Energy Recovery Control & Zone Relay Kits.

PIPING



This drawing provided for reference only, design subject to change. Review application to determine suitability and compliance with code requirements.



Molasses Hill Road
Lebanon, NJ 08833
1-800-323-2066

Primary/Secondary Loop w/ Heat & Hot Water
Using Zone Circls & Post Purge to Last Zone Calling

DESIGNED BY: J.Szwed
DATE: 11/09/05
DWG. NO.

sys-05-013-rev3.dwg

SYS-05-013

For Residential, Commercial and Institutional Applications

Job Name _____
 Job Location _____
 Engineer _____
 Approval _____

Contractor _____
 Approval _____
 Contractor's P.O. No. _____
 Representative _____

Series MMV

Thermostatic Mixing Valves

Sizes: ½" – 1" (15 – 25mm)

Series MMV Thermostatic Mixing Valves maintain and limit mixed hot water to a desired, selectable temperature. The MMV series can be set to any temperature between 80°F and 120°F with flow rates as low as 0.5 gpm and as high as 12 gpm (refer to capacity chart on back). This mixing valve series is listed under ASSE 1017 for valves used in hot water source applications, ASSE 1069 for single-pipe, tempered water applications and ASSE 1070 for valves used in individual or multiple fixture applications and also listed IAPMO cUPC.

The MMV-M1 uses a double throttling design to control both the hot and cold water supply to the mixed outlet. The superior flow characteristics of this valve provide accurate temperature control ($\pm 3^\circ\text{F}$) with low pressure drop across the rated flow range. As an added feature, the MMV-M1 series incorporates integral inlet filter washers and check valves in both the hot and cold water inlets to protect against cross flow.

The MMV-M1 is available with either union thread (-UT), union solder (-US), CPVC, (-QC) Quick-Connect or PEX end connectors.

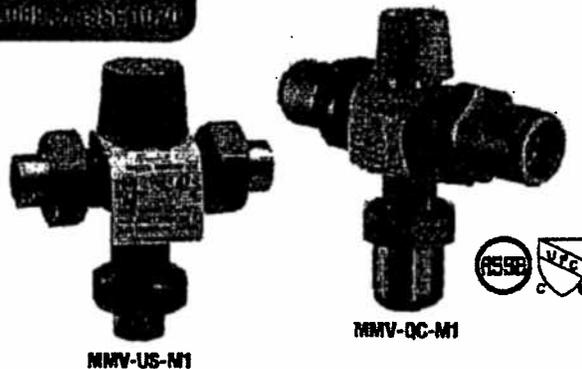
Features

- Bronze body construction
- Solid wax hydraulic principle thermostat assures dependable mixing of hot and cold water
- Thermostat controls both hot and cold water
- Solder, threaded, PEX or CPVC, Quick-Connect end connection models available
- Adjustment cap with locking feature
- ASSE 1017 listed
- ASSE 1069 listed
- ASSE 1070 listed
- IAPMO cUPC listed
- Integral filter washers and check valves

Specifications

A Thermostatic Mixing Valve shall be installed on the hot water supply to fixture. The valve shall be ASSE 1017, ASSE 1069, ASSE Standard 1070 and IAPMO cUPC listed and control the temperature of the hot water. It shall have a bronze body and shall include integral filter washers and check valves and an adjustment cap with locking feature. The valve shall be provided with solder (-US), threaded (-UT), CPVC, (-QC) Quick Connect or PEX union connections. The valve shall be a Watts Regulator Company Series MMV.

Triple Listed!



Applications

The MMV-M1 Thermostatic Mixing Valves are ideal for supplying sinks, baths, showers or lavatories with tempered water. The MMV-M1 valves can be used in residential, commercial and institutional environments. These thermostatically modulated mixing valves can be used anywhere preset water temperature is required for point-of-use installations such as in homes, schools, restaurants, hospitals, beauty salons, and public restrooms. The MMV-M1 is provided with an adjustment cap that includes a locking feature.

The MMV-M1 valves should be used prior to the fixture to reduce the hot water supply to a safe temperature.

WARNING!

When used in an ASSE 1017 application at the hot water source, the Watts Thermostatic Mixing Valve Series MMV cannot be used by itself to control final temperature at fixtures where ASSE Standard 1016-90 or ASSE Standard 1070 listed devices are required. Such use may result in severe bodily injury (i.e. scalding or chilling) and/or death. Additional ASSE Standard 1016-90, ASSE 1069 or ASSE Standard 1070 listed devices, such as Watts Series L111, USG or MMV, should be used at fixtures to prevent possible injury.

Recirculation systems should recirculate water at temperatures over 140°F to reduce the risk of bacterial growth in the piping. This valve should not be used to achieve these elevated temperatures. This valve can be used at fixtures in conjunction with recirculation systems to reduce the system's hot water to a safe temperature at the point of use.

IMPORTANT!

Water temperatures in excess 110°F (43°C) are dangerous and may cause scalding, severe injury or death! This valve can be adjusted to deliver water at temperatures exceeding 110°F (43°C). Consequently, when used in an ASSE 1016-90, ASSE 1069 or ASSE 1070 application, the installer must check the mixed water outlet temperature at the point of use and adjust the Watts Thermostatic Mixing Valve Series MMV to ensure delivery of water at a safe temperature not exceeding 110°F (43°C). Mechanical valves are not fail-safe. Due to the effects of various water conditions, periodic verification of outlet water temperature is required.

Watts product specifications in U.S. customary units and metric are approximate and are provided for reference only. For precise measurements, please contact Watts Technical Service. Watts reserves the right to change or modify product design, construction, specifications, or materials without prior notice and without incurring any obligation to make such changes and modifications on Watts products previously or subsequently sold.

WATTS®

Materials

Body:	Bronze
Disc:	Stainless steel
Thermostat Assembly:	Copper
O-rings:	Buna-N; EPDM
Pistons:	Udel-P1700
Springs:	Stainless Steel

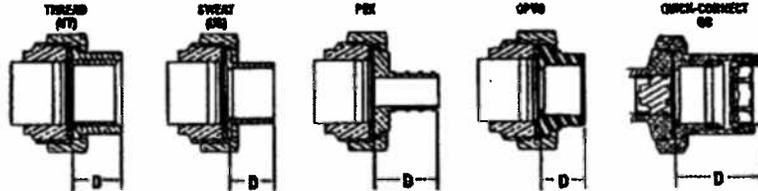
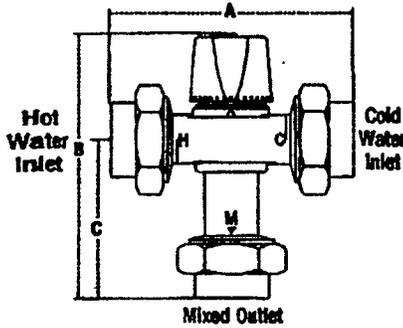
Pressure — Temperature — Flow Rate

- Minimum Supply Pressure Static: 30psi (207 kPa)
- Inlet Temperatures: hot inlet, 120°F – 180°F (49°C – 82°C), cold inlet, 39°F – 85°F (4°C – 29°C)
- Hot Water Inlet to Outlet Differential Temperature: 5°F (3°C) above set point
- Temperature Out: Field range: 80°F – 120°F (27°C – 49°C), adjustable. Accurate within ±3°F (1.7°C)
- Maximum Temperature: 200°F (93°C)
- Maximum Pressure: 150psi (10.3 bar)
- Minimum Flow: 0.5 gpm (1.9 lpm) @ 0.8psi (0.55 kPa)*
- Maximum Flow: 20 gpm (76 lpm) @ 125psi (862 kPa)*
- Max. Pressure Differential between Hot & Cold Water Supplies: 25%



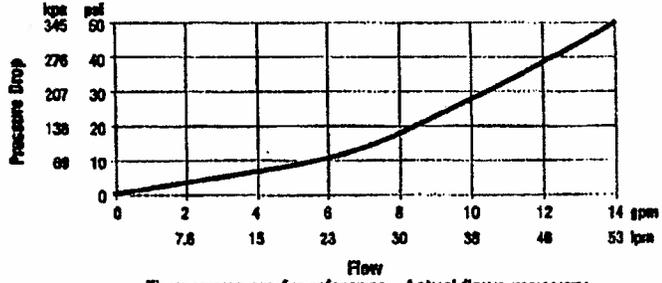
Listing: ASSE 1017, ASSE 1069, ASSE 1070 and IAPMO cUPC
 * When tested in accordance with ASSE 1017, ASSE 1069 & ASSE 1070.

Dimensions — Weights



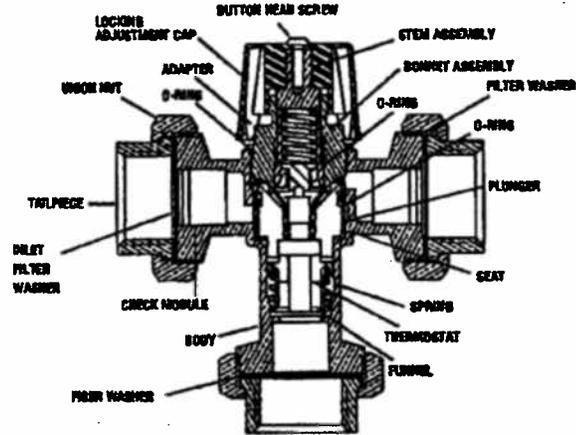
SIZE (DN)		MODEL	DIMENSIONS								WEIGHT	
in.	mm		A		B		C		D		lbs.	kg.
3/8	15	MMV-UT-M1	4 1/4	124	5 1/4	137	3 1/4	80	1/2	13	1.5	.68
3/8	20		4 1/4	124	5 1/4	137	3 1/4	80	1/2	14	1.6	.73
1	25		5 1/4	135	5 1/4	143	3 1/4	88	1 1/4	17	1.6	.73
3/8	15	MMV-US-M1	4 1/4	123	5 1/4	137	3 1/4	80	1/2	13	1.5	.68
3/8	20		5 1/4	135	5 1/4	143	3 1/4	88	1/2	19	1.6	.73
1	25		5 1/4	148	5 1/4	149	3 1/4	92	1 1/4	23	1.6	.73
3/8	15	MMV-PEX-M1	5 1/4	133	5 1/4	142	3 1/4	85	1/2	1	1.5	.68
3/8	20		5 1/4	140	5 1/4	145	3 1/4	88	1/2	19	1.6	.73
1	25		5 1/4	148	5 1/4	150	3 1/4	93	1 1/4	2	1.6	.73
3/8	15	MMV-CPVC-M1	4 1/4	121	5 1/4	136	3 1/4	79	1/2	13	1.5	.68
3/8	20		5 1/4	133	5 1/4	142	3 1/4	85	1/2	19	1.6	.73
1	25		5 1/4	144	5 1/4	147	3 1/4	90	1 1/4	23	1.6	.73
1/2	15	MMV-OC-M1	6 1/4	168	6 1/4	158	4	102	1 1/4	38	2.17	.98
3/4	20		6 1/4	177	6 1/4	163	4 1/4	108	1 1/4	42	2.88	1.31
1	25		7 1/4	181	6 1/4	165	4 1/4	108	1 1/4	44	3.65	1.66

Capacity*



Flow curves are for reference. Actual flows may vary depending on system temperatures and/or pressures.
 *Flow curve with integral inlet filters and check valves

Basic Construction



A Watts Water Technologies Company



ISO 9001-2000
CERTIFIED

USA: 815 Chestnut St., No. Andover, MA 01845-6008; www.watts.com
 Canada: 6436 North Service Rd., Burlington, ONT. L7L 5H7; www.wattscanada.ca

Ray Plumbing Co.

P.O.Box 588, 180 Abram Way
Ellsworth, Maine 04605

Estimated Annual Fuel Use	Gallons Per Year	Fuel Cost	Annual Fuel Cost
Existing Oil Used	2080	\$ 3.25	\$6,760
Years Of Use	20		\$135,200
Less Expected Fuel Savings Of Another System 10%	208		
Estimated Fuel Use	1872	\$ 3.25	\$6,084
Years Of Use	20		\$121,680
System 2000 Boiler			
Less 33% Fuel Use	686.4		
Estimated Fuel Use	1393.6	\$ 3.25	\$4,529
Years Of Use	20		\$90,584

Replacement System	10/15/2012	Other System - Brand A	System 2000 EK-1	10/31/2012	System 2000 EK-1	10/31/2012
Investment	\$18,244	\$ 11,500.00	Investment	\$15,215	Investment	\$12,247
Fuel Use/YR	\$4,529	\$6,084	Fuel Use/YR		Fuel Use/YR	
Yrs Of Use	\$90,584	\$121,680	Yrs Of Use		Yrs Of Use	
Total Systems	\$108,828	\$133,180	Total Systems		Total Systems	
Brand A		\$133,180	System 2000		System 2000	
System 2000		\$108,828	Additional Money Spent On Fuel To Avoid Spending Difference In		Additional Money Spent On Fuel To Avoid Spending Difference In	
Projected Pay Back Of Both Systems		\$24,352	Projected Pay Back		Projected Pay Back	
System 2000 Grant	\$18,244 (\$10,000)	\$11,500.00 (\$10,000)	System 2000 Grant	\$15,215 (\$10,000)	System 2000 Grant	\$12,247 (\$10,000)
Fuel Savings / Yr \$	Total \$8,244	Total \$1,500.00	Fuel Savings / Yr \$	Total \$5,215	Fuel Savings / Yr \$	Total \$2,247
Yrs To Pay Back	\$2,231	\$676.00	Yrs To Pay Back	\$2,231	Yrs To Pay Back	\$2,231
ROI	3.7	2.2	Yrs To Pay Back	2.3	Yrs To Pay Back	1.0
	27%	45%		43%		99%

Ray Plumbing Co.

P.O.Box 588, 180 Abram Way
Ellsworth, Maine 04605

PROPOSAL - Revised #2

DATE: October 31,2012

FOR: Edythe L. Dyer Community Library
JOB: Boiler Replacement, Town of Hampden, Maine

Replace Boiler

Energy Kinetics System 2000 EK-1 Frontier Premier Heat Only Package: Includes Standard Base, Air Box, Digital Manager, Filter Kit w/ Flex Oil Line, Complete Supply, Return, By-pass Piping, Main Circulator, Air Purger and Vent, Gauge, Relief Valve, Boiler Feeder & Back Flow Preventer, Ball Valve and Purge

Boiler as Listed Above, No Tank	1	
Resettable LWCO & Hi Limit Kit	1	
Re-use Expansion Tank	1	
Smoke Pipe	1	
Air Box Piping w/ Core Drill	1	
Run New Coated Oil Line, Protect @ Door	1	
##Add Tiger Loop to Oil System		
**Connect to Extg Supply & Return As Is, Re-use Circulators	1	
**10 Zone Digital Manager Upgrade	1	
% 7 Zone Interface Relay Set-up	1	
##Injection Zone Valves		
##Re-use Existing Zone Valves		
##Re-use Extg Thermostats		
**Pipe HW Storage Tank w/ Thermal Exp		
**Watts Mixing Valve for Hot Water		
% Remove Extg 80 Gal Water Heater	1	
% 30 Gal Electric Water Heater w/ Timer	1	
Wire Boiler and Controls	1	
Removal/Disposal of Boiler	1	
Total for Boiler Replacment		\$12,247

Options:

5"SS Chimney Liner, Installed	1	\$2,443
Twin 275 Gallon Oil Tank Package	1	\$2,957
##Grundfos Comfort HW Recirc System		

Notes:

** = Modified, ## = Deleted, % = Added.

Code requires whole system be brought up to date, including chimney and oil tank.

Oil tanks meet code "as is". May want to upgrade due to age.

Oil line must be changed.

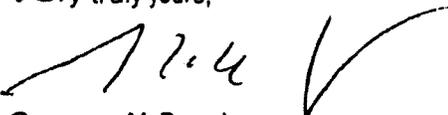
Chimney is lined. A SS liner is recommended.

Liner price based on no off-sets or restrictions in chimney.

There may be a 24 hour period when heat and/or hot water will be off.

Thank you for the opportunity to quote on this project. Should you have any questions or require any additional information, please feel free to contact me.

Very truly yours,


George M. Ray, Jr.
207.667.5536

Acceptance of Proposal

The above prices, specification and conditions satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature _____ Date _____

Terms: 50% down, balance as requisitioned.



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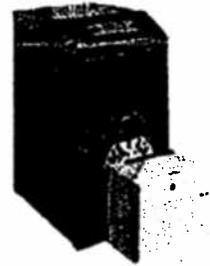
OIL BOILERS - ODYSSEY

DOWNLOAD PDF MATERIALS

[Installation Manual](#)
[Sales Literature](#)

FEATURES

- Its unique three-pass combustion path design generates outstanding performance with efficiencies up to 85 per cent
- The most advanced technology, NTI's Fuel smart Hydrostat 3250 from hydrolevel
- The flame envelope is totally surrounded by water resulting not only in high efficiencies but low installation clearances
- Safely operates at low water temperatures allowing a reliable "cold start" operation
- Lifting holes are provided in the casting to enable the use of lifting bars, making boiler placement efficient and safe
- All boilers are protected with a plastic film to prevent damage before installation
- Certified for low clearance and combustible floor installations
- The snap-off front panel and hinged burner door make cleaning easy and quick



SPECIFICATIONS

Model	Input GPH	Heating Capacity BTU	Efficiency	Dimension A	Water Volume	Weight (lbs)
CT-80	.65	77,000	83.6%	17.5	3.8	280
CT-90	.75	88,000	83.0%	17.5	3.6	280
CT-100	.85	99,000	82.4%	17.5	3.6	280
CT-120	1.00	121,000	85.1%	25.5	5.4	390
CT-150	1.25	149,000	84.0%	29.5	5.4	390
CT-180	1.50	178,000	82.8%	29.5	5.4	390
CT-215	1.75	212,000	85.8%	33.5	7.3	500
CT-230	1.85	223,000	85.8%	33.5	7.3	500
CT-250	2.00	240,000	85%	33.5	7.3	500

SUPPLY AND RETURN SIZE: 1 1/4" NPT	
Stack Size	5"
Allowable operating Range °F	90-220°F
Maximum allowable temperature	240°F
Maximum allowable pressure	50 Psi

PROPOSAL

HUNTLEY OIL COMPANY, INC.
740 MAIN ROAD NORTH
HAMPDEN, MAINE 04444
(207) 945-9378

October 30, 2012

Edythe L. Dyer Community Library
PROPOSAL SUBMITTED TO
269 Main Road North
STREET
Hampden, Maine 04444

We hereby submit specifications and estimates for: Boiler Replacement at the Edythe L. Dyer Community Library.

Price for the installation: \$9,996.02

We propose hereby to furnish material and labor- complete in accordance with above specifications, for the sum of Nine Thousand Nine Hundred Ninety-Six dollars and 02/100. Payment to be made as follows: \$4,998.01 is due to start the conversion and \$4,998.01 is due once the installation is completed.

Due to recent world conditions, Huntley Oil Co., Inc. cannot and will not be responsible for any cost increase in any metal or metal made product. We will also reserve the right to substitute Pex tubing for copper tubing. This will depend on price and availability.

All material is guaranteed to be as specified. All work will be completed in a workmanlike manner according to standard practices. Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. The owner is to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance and are State of Maine licensed.

Note: This proposal may be
Withdrawn by us if not accepted
Within 30 days

Authorized
Signature


Stephen M. Huntley, President

Acceptance of Proposal: The above prices,
Specifications and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified. Payment will be made as
Outlined above.

Date of Acceptance _____

Signature _____

PROPOSAL

*HUNTLEY OIL COMPANY, INC.
740 MAIN ROAD NORTH
HAMPDEN, MAINE 04444
(207) 945-9378*

Edythe L. Dyer Community Library
PROPOSAL SUBMITTED TO
269 Main Road North
STREET
Hampden, Maine 04444

October 30, 2012

We hereby submit specifications and estimates for: Boiler Replacement

1-Biasi cast iron boiler B10-9

1-Rellio 40 F10 oil burner

We will be connecting to the existing piping and zoning system.

Price will include:

- All the necessary piping and wiring for boiler replacement only.
- The installation of a 41-gallon indirect storage tank and all the necessary piping.
- The re-piping of the oil tank vent piping.
- The replacement of the oil supply line and sleeving to the oil burner.
- The removal and hauling off of the existing boiler.

Please note that we recommend the oil tanks to be replaced.

Please note that the public cannot be allowed near the boiler or in the boiler room.

If a wall separation is needed, you will have to provide the necessary combustion and ventilation air requirements at an extra cost.

Please note that all existing A/C ducts need to be closed off during the winter months.

Please note that we will also advise you to have a protective cover built over the oil supply connections at the fuel oil tank.

Please note that if the existing chimney does not meet the code requirements, relining or repair of will be at an extra cost

The work will be done during normal business hours, Monday-Friday, 7:00a.m to 5:00p.m.

The installation will be installed to comply with All State & local codes.

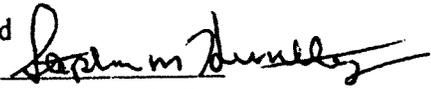
J&M Chase Electric, Inc will be a subcontractor on this replacement.

Due to recent world conditions, Huntley Oil Co., Inc. cannot and will not be responsible for any cost increase in any metal or metal made product. We will also reserve the right to substitute Pex tubing for copper tubing. This will depend on price and availability.

All material is guaranteed to be as specified. All work will be completed in a workmanlike manner according to standard practices. Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. The owner is to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance and are State of Maine licensed.

Note: This proposal may be
Withdrawn by us if not accepted
Within 30 days

Authorized
Signature


Stephen M. Huntley, President

Acceptance of Proposal: The above prices,
Specifications and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified. Payment will be made as
Outlined above.

Date of Acceptance _____

Signature _____

The **BIASI B-10 Boiler System**



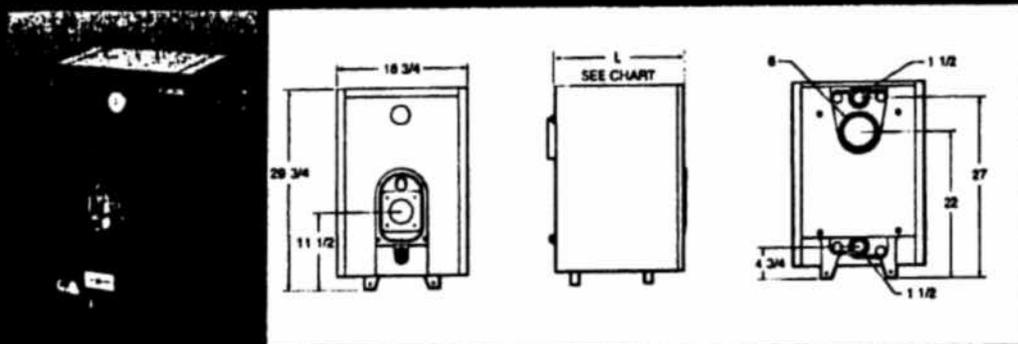
- **Energy Star compliant**
 - **Compact size**
- **Limited lifetime warranty**



Quincy Hydronic Technology, Inc. • 1-800-501-7697 • E-mail: info@qhtinc.com

BIASI...The Style of Warmth

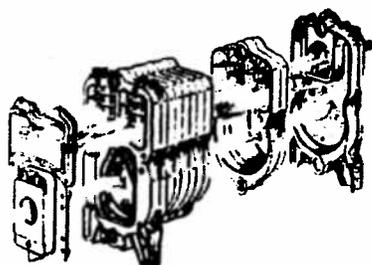
The B-10 boiler system has been heating residential buildings throughout the world for years. It has proven its fuel efficiency and durability in countries where fuel can cost up to four times as much as in the U.S. The same fuel-saving technology is now available here in North America. With the three-pass boiler design and low water content, heat is quickly supplied for your heating zones and hot water needs. Combined with a boiler temperature reset, high limit control, you can achieve a fuel savings of up to 40% over conventional single-pass boilers. You will also have peace of mind since the B-10 boiler package complies with ASME and UL standards. The B-10 boiler system is the cost-competitive heat and hot water system of choice.



The BIASI B-10 Residential Series

Boiler Model #	DOE Heating Capacity	Gross Input Burner Capacity		Net IBR Output (MBH)	AFUE Efficiency (%)	Water Content (Gals.)	Length (L) (Inches)	Weight (Lbs.)
		GPH	MBH					
B-3	67	0.55	80	58	86.6	3.7	15.5	247
B-4	97	0.80	112	84	86.8	4.7	19.5	307
B-5	124	1.00	140	108	87.2	5.7	23.5	367
B-6	153	1.25	175	133	86.7	6.7	27.5	427
B-7	185	1.50	215	161	86.8	7.7	31.5	486
B-8	211	1.80	257	183	86.8	8.7	35.5	546
B-9	257	2.10	298	223	86.5	9.7	39.5	606

Maximum water working pressure: 58 PSI. (1) The burner input is based on oil with a heat value of 140,000 BTU/Gal.; (2) The net output ratings shown are based on piping and pick-up allowance of 1.15; (3) The efficiency ratings are based on a combustion condition of 12.5% CO₂. Warranty: The BIASI B-10 boiler has a limited lifetime warranty. A copy is provided with each boiler or is available from your dealer. Built in accordance with the requirements of ASME boiler and pressure vessel code.



A 3-pass boiler design is the most efficient way to get the maximum amount of heat from the fuel, since it contains three times as much interior surface area (compared to a single-pass boiler) to extract heat from.

Technical Advantages

- Gas or oil burner compatible
- Easy-access swing door
- No flue required; can be direct vented outdoors
- Low water content boiler heats up faster with less fuel
- Efficient 3-pass heat exchanger boiler design
- GG20 cast-iron construction for superior heat retention and durability
 - ASME and UL listed
- 58 PSI cast-iron construction



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Penobscot Temperature Controls, Inc.
 54 Nadine's Way
 Hampden, ME-04444
 (207)945-9350

Quote

Date	Quote #
11/1/2012	72

Name / Address
Town of Hampden 106 Western Avenue Hampden, ME 04444

Item	Description	Project	Location
		New Boiler	Town Office
		Qty	Total
Materials and labor	Edythe L Dyer Community Library Boiler Replacement. We will remove and dispose for the existing boiler. We will provide and install one NY Thermal Odyssey model # CT 120-180 boiler / Riello burner. with Tekmar outdoor reset control, one 40 gallon indirect water heater. Tiger loop oil filter unit, replace existing oil line. Use existing heating circulation pumps and zone valves Thermostat control wire connections, new boiler system start up and check out. One year warranty		9,789.00
Thank you for your business! **This quote may be withdrawn by us if not accepted within 30 days.**		Total	\$9,789.00

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Bangor, Maine 04401
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T 800.564.2333
T 207.945.5105
F 207.945.5492

9/19/2012



Huntley Oil Company
740 Main Rd North
Hampden, Maine 04444

Re: Request for Proposals/Invitation to Bid
Edythe L. Dyer Community Library Boiler Replacement, Town of Hampden, Maine

Dear Steve:

You are invited to attend a Pre-Bid Site Walk at the Edythe L. Dyer Community Library located at 269 Main Road North, Hampden, Maine, on September 27, 2012, at 10:00 A.M. local time. A grant has been secured for the replacement of the existing #2 Fuel hot water boiler in the basement of the facility. Proposals from qualified mechanical contractors will be accepted at the office of Woodard & Curran, One Merchants Plaza – Suite 501, Bangor, Maine 04401, until 10:00 A.M. local time on October 16, 2012.

The Work involves the removal and proper disposal of the existing boiler and associated piping, electrical, and controls. The work also includes installation of a new boiler of similar size and fuel in the same location as existing with a new indirect water heater to replace the tankless coil. The distribution system is believed to be in good condition, and removal of the various systems will be limited to just that required to remove and replace the existing boiler. The Contractor will be responsible for start-up procedures to ensure the new equipment is operating and controlled as intended. As an additional alternate, the Contractor may propose removal of the existing hot water heater which is no longer in use.

A more detailed discussion of the work and the opportunity to observe the project area will occur at the pre-bid site walk. Contractors shall coordinate any other site visits with Debbie Lozito, Library Director (862-3550).

The schedule of the work requires substantial completion of the boiler replacement within 30 calendar days of Notice to Proceed. Sequence of the work shall be developed by the Contractor to minimize the period when the Library is without heat and hot water. Coordinate with the Library and Town staff to avoid unnecessary impact to the normal operation of the facility. Pending availability of funds, it is the Owner's intent to issue a Notice of Intent to Award within 15 days of the opening of the proposals in an effort to expedite the work.

The grant funding for the projects has no specific wage requirements and bonding will not be required.

Proposals shall include technical specifications for the boiler system proposed to be installed and a separate price proposal. Enclose both in a single envelope labeled, "Edythe L Dyer Library Boiler Replacement Proposal". Review and acceptance of proposals will be based on quality and price. Quality of the system will be measured based on history of performance, warranty, and availability of local parts and service. Our assessment of the proposal will also consider impact to the existing facilities and ease with which the proposed system can be installed in the facility. The evaluation of the proposals will be completed by Woodard & Curran and recommendation made to the Owner within 5 days of the submission of bids.

Sincerely,

WOODARD & CURRAN INC.


Devon Carter, PE, LEED AP
Project Engineer

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Bangor, Maine 04401
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T 207.945.5105
F 207.945.5492

9/19/2012



Mechanical Services

72 Freedom Parkway

Hermon, Maine 04401

Re: Request for Proposals/Invitation to Bid

Edythe L. Dyer Community Library Boiler Replacement, Town of Hampden, Maine

Dear Peter:

You are invited to attend a Pre-Bid Site Walk at the Edythe L. Dyer Community Library located at 269 Main Road North, Hampden, Maine, on September 27, 2012, at 10:00 A.M. local time. A grant has been secured for the replacement of the existing #2 Fuel hot water boiler in the basement of the facility. Proposals from qualified mechanical contractors will be accepted at the office of Woodard & Curran, One Merchants Plaza – Suite 501, Bangor, Maine 04401, until 10:00 A.M. local time on October 16, 2012.

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WOODARD & CURRAN INC.

A handwritten signature in cursive script, appearing to read "Devon Carter".

Devon Carter, PE, LEED AP
Project Engineer

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9/19/2012



Penobscot Temperature Controls, Inc
54 Nadine's Way
Hampden, Maine 04444

Re: **Request for Proposals/Invitation to Bid**
Edythe L. Dyer Community Library Boiler Replacement, Town of Hampden, Maine

Dear Dana:

You are invited to attend a Pre-Bid Site Walk at the Edythe L. Dyer Community Library located at 269 Main Road North, Hampden, Maine, on September 27, 2012, at 10:00 A.M. local time. A grant has been secured for the replacement of the existing #2 Fuel hot water boiler in the basement of the facility. Proposals from qualified mechanical contractors will be accepted at the office of Woodard & Curran, One Merchants Plaza – Suite 501, Bangor, Maine 04401, until 10:00 A.M. local time on October 16, 2012.

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Sincerely,

WOODARD & CURRAN INC.


Devon Carter, PE, LEED AP
Project Engineer

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9/19/2012



Ray Plumbing Company
P.O. Box 588, 180 Abram Way
Ellsworth, Maine 04605

Re: Request for Proposals/Invitation to Bid
Edythe L. Dyer Community Library Boiler Replacement, Town of Hampden, Maine

Dear George:

You are invited to attend a Pre-Bid Site Walk at the Edythe L. Dyer Community Library located at 269 Main Road North, Hampden, Maine, on September 27, 2012, at 10:00 A.M. local time. A grant has been secured for the replacement of the existing #2 Fuel hot water boiler in the basement of the facility. Proposals from qualified mechanical contractors will be accepted at the office of Woodard & Curran, One Merchants Plaza – Suite 501, Bangor, Maine 04401, until 10:00 A.M. local time on October 16, 2012.

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WOODARD & CURRAN INC.

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Devon Carter, PE, LEED AP
Project Engineer

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9/19/2012



Ray Plumbing Company
P.O. Box 588, 180 Abram Way
Ellsworth, Maine 04605

Re: **Request for Proposals/Invitation to Bid**
Edythe L. Dyer Community Library Boiler Replacement, Town of Hampden, Maine

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Sincerely,

WOODARD & CURRAN INC.

Devon Carter, PE, LEED AP
Project Engineer

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213357.00 007

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One Merchants Plaza | Suite 501
Bangor, Maine 04401
www.woodardcurran.com

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T 207.945.5105
F 207.945.5492

November 2, 2012



Galen "Chip" Swan
Public Works Director
Town of Hampden
106 Western Avenue
Hampden, ME 04444

Re: Bid Recommendation - Edythe L. Dyer Community Library Boiler Replacement

Dear Chip:

All three contractors that participated in the original October 23, 2012, project bid submitted a revised scope and price yesterday. Two of the three proposals met the budget limit of \$10,000. The third (Ray Plumbing Co.) provided two alternates, both above that limit. The tabulated bid result sheet and bids are attached.

We tasked the bidders to provide you with a package that met the original intent to the extent possible within the \$10,000 budget. Penobscot Temperature Controls, Inc. appears to have provided the best package within that restraint. Both Huntley Oil Company, Inc. (Biasi boiler) and Penobscot Temperature Controls, Inc. (New Yorker boiler) proposed energy star boilers. However, the Biasi boiler is oversized (based on historic fuel consumption) and will likely short cycle. There was also no reset control included with the Biasi product. The short cycling and lack of reset control will both reduce seasonal efficiency. So, within the \$10,000 limit, we suggest you work with Penobscot Temperature Control, Inc.

The third bidder, Ray Plumbing Co., provided two alternatives at \$15,215 and \$12,247 along with payback analysis for each. Given that the Energy Kinetics EK-1 boiler has a built-in blend pump that allows the piping system temperature within the building to fully respond to the outdoor temperature (saving additional energy) while still protecting the boiler, their analysis appears reasonable. The basic reset control proposed by Penobscot requires the entire system to maintain a minimum temperature for boiler condensation and shock protection.

As part of their two revised proposals, Ray would eliminate the indirect water heater and provide a small electric water heater. Given your reportedly low domestic hot water use, a well-insulated electric unit would decrease your costs as compared to the current tankless coil situation and allow the boiler to be completely shut down in summer.

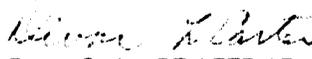
If the Town has additional funds beyond the grant that could be directed to this project, either of Ray's proposals should provide acceptable paybacks

Code issues were not comprehensively reviewed as part of our scope. The oil line is noted as being replaced for all bidders. As you can see from the bids, other code items that concerned the bidders varied per bidder. We suggest you work with local code enforcement and your selected bidder to identify code issues and additional costs prior to awarding a contract.

Please call with any questions or concerns.

Sincerely,

WOODARD & CURRAN INC.


Devon Carter, PE, LEED AP
Project Engineer

DLC/jiv
213357.00 007

Ray Plumbing Co.
P.O.Box 588, 180 Abram Way
Ellsworth, Maine 04605

PROPOSAL

DATE: October 15, 2012

FOR: Edythe L. Dyer Community Library
JOB: Boiler Replacement, Town of Hampden, Maine

Replace Boiler

Energy Kinetics System 2000 EK-1 Frontier Premier Heat and Hot Water Boiler Package: Includes Standard Base, Air Box, Digital Manager, Filter Kit w/ Flex Oil Line, Complete Supply, Return, By-pass Piping, Main Circulator, Air Purger and Vent, Gauge, Relief Valve, Boiler Feeder & Back Flow Preventer, Ball Valve and Purge, 40 Gallon Hot Water Storage Tank, Heat Exchanger, Smart Pump Kit

Boiler as Listed Above	1	
Resettable LWCO & HI Limit Kit	1	
Re-use Expansion Tank	1	
Smoke Pipe	1	
Air Box Piping w/ Core Drill	1	
Run New Coated Oil Line, Protect @ Door	1	
Add Tiger Loop to Oil System	1	
Pipe Existing Zones Supply & Return For Primary/Secondary, Re-use Circulators	1	
10 Zone ERC Control	1	
Injection Zone Valves	2	
Replace Existing Zone Valves	7	
New Thermostats, Honeywell Programmable	7	
Pipe HW Storage Tank w/ Thermal Exp	1	
Watts Mixing Valve for Hot Water	1	
Wire Boiler and Controls	1	
Removal/Disposal of Boiler	1	
Total for Boiler Replacment		\$18,244

Options:

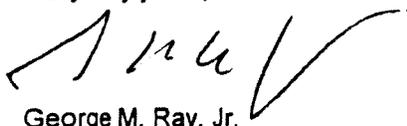
5"SS Chimney Liner, Installed	1	\$2,443
Twin 275 Gallon Oil Tank Package	1	\$2,957
Grundfos Comfort HW Recirc System	1	\$1,360

Notes:

Code requires whole system be brought up to date, including chimney and oil tank.
 Oil tanks meet code "as is". May want to upgrade due to age.
 Oil line must be changed.
 Chimney is lined. A SS liner is recommended.
 Liner price based on no off-sets or restrictions in chimney.
 There may be a 24 hour period when heat and/or hot water will be off.

Thank you for the opportunity to quote on this project. Should you have any questions or require any additional information, please feel free to contact me.

Very truly yours,



George M. Ray, Jr.
 207.667.5536

Acceptance of Proposal

The above prices, specification and conditions satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature _____ Date _____

Terms: 50% down, balance as requisitioned.

Ray Plumbing Co.

P.O.Box 588, 180 Abram Way

Ellsworth, Maine 04605

PROPOSAL Revised #1

DATE: October 31, 2012

FOR: Edythe L. Dyer Community Library

JOB: Boiler Replacement, Town of Hampden, Maine

Replace Boiler

Energy Kinetics System 2000 EK-1 Frontier Premier Heat Only Package: Includes Standard Base, Air Box, Digital Manager, Filter Kit w/ Flex Oil Line, Complete Supply, Return, By-pass Piping, Main Circulator, Air Purger and Vent, Gauge, Relief Valve, Boiler Feeder & Back Flow Preventer, Ball Valve and Purge

Boiler as Listed Above, No Tank	1	
Resettable LWCO & Hi Limit Kit	1	
Re-use Expansion Tank	1	
Smoke Pipe	1	
Air Box Piping w/ Core Drill	1	
Run New Coated Oil Line, Protect @ Door	1	
##Add Tiger Loop to Oil System		
Pipe Existing Zones Supply & Return For Primary/Secondary, Re-use Circulators	1	
10 Zone ERC Control	1	
Injection Zone Valves	2	
Replace Existing Zone Valves	7	
##Re-use Extg Thermostats		
**Pipe HW Storage Tank w/ Thermal Exp		
**Watts Mixing Valve for Hot Water		
% Remove Extg 80 Gal Water Heater	1	
% 30 Gal Electric Water Heater w/ Timer	1	
Wire Boiler and Controls	1	
Removal/Disposal of Boiler & 80 Gal EWH	1	
Total for Boiler Replacment		\$15,215

Options:

5"SS Chimney Liner, Installed	1	\$2,443
Twin 275 Gallon Oil Tank Package	1	\$2,957
Grundfos Comfort HW Recirc System	1	\$1,360

Notes:

** = Modified, ## = Deleted, % = Added.

Code requires whole system be brought up to date, including chimney and oil tank.

Oil tanks meet code "as is". May want to upgrade due to age.

Oil line must be changed.

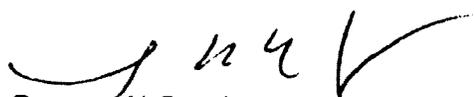
Chimney is lined. A SS liner is recommended.

Liner price based on no off-sets or restrictions in chimney.

There may be a 24 hour period when heat and/or hot water will be off.

Thank you for the opportunity to quote on this project. Should you have any questions or require any additional information, please feel free to contact me.

Very truly yours,



George M. Ray, Jr.

207.667.5536

Acceptance of Proposal

The above prices, specification and conditions satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature _____ Date _____

Terms: 50% down, balance as requisitioned.

C-4-a



TO: Mayor Hughes and Hampden Town Council
FROM: Robert Osborne, Town Planner *RO*
SUBJECT: Maine Historic Preservation Commission Grant Application for Hampden Historical Society/Hampden Historic Trail
DATE: December 12, 2012

This grant is a Certified Local Government pass through grants. The Historical Society is asking the Town as the GLG to apply for the grant for them because they are not a CLG. The purpose of the grant is to erect signage at selected historically significant sites on the Kennebec Road, Main Road South, Main Road North and Western Avenue. All of the \$15,000 cost of purchasing the signs from Museum in the Streets will come from either the grant (\$7,500) or the Historical Society through donations (\$7,500). The Town of Hampden will provide the installation of the signs which has an in kind value of \$1,000. The necessary action for the Council is to authorize the Town Manager to enter into the grant agreement with Maine Historic Preservation Commission. At a recent Planning and Development Committee meeting it was voted unanimously to recommend to the Town Council to approve this action to allow the Town Manager to enter into this grant agreement.

MAINE HISTORIC PRESERVATION COMMISSION

Survey & Planning, Development, Public Education, and Acquisition
Projects

Grant Application

October 2012

Submission Deadline: December 21, 2012

Instructions

Application Form

1. **Requested project dates.** Note that federal grants become available at different times from year to year, generally anywhere from late winter to late spring.
2. **Number of acres to be covered.** Many projects cover linear areas, such as shorelines, river banks, roads, and streets, but acreage must still be estimated. Note that an acre is a square of a little over 200 feet on each side.
3. **Geographical area.** The area defined should be specific, such as “both sides of the Anyriver Estuary from the falls at Anytown to the Othertown town line,” or “entire area of Anytown north of Main Street,” or “Anytown, tax map 3, lot 14.”
4. **Methodology.** Description of methodology should be specific, such as “shovel test-pits at 20-meter intervals on transects,” or “deed and newspaper research, combined with interior and exterior inspection of each building,” or “repointing of brick on the north wall of the building.”
5. **Focus and products.** Focus is the type of resource and/or target audience. Projects focus on prehistoric sites, historic archaeological sites, or as inventory forms, photographs, maps, reports, National Register nomination forms, publications, plans and specifications. Specific numbers need to be noted for products, such as: “approximately 20 inventory forms.” Reference should also be made to the Commission’s funding priorities for various types of projects (Section III and Appendix E of the Survey and Planning Grants Manual), and how the proposed focus and products relate to those priorities.
6. **Personnel.** Attach resumés for all persons to be valued for match purposes at more than the federal minimum wage. Also, if the professionals who would conduct the project are known at the time of application, their resumés should also be attached (unless they are already on file with the Commission).
7. **Budget.** The proposed budget for both grant funds and match must be detailed. Each individual involved must be listed by name and function, with hourly rate and total salary. Other items need also to be specified, such as equipment, materials, telephone, postage, photocopying, film.
8. **Donors, sources, kinds, and amounts of match.** This is an elaboration of whatever is included in the match column under budget. For example: Kennebec University, Faculty Salary Fund, Professor Smith’s donated (in-kind) services, \$2,300.00.
9. **Justification for budget items.** If there are no atypical or atypically large line items, the following such statement will suffice: “similar projects in the past have proven that the itemized budget items and their relative costs are necessary for the desired scope and products.”
10. **Continuing project.** This requires only a yes or no answer.
11. **Past experience.** Past experience in administrating state and/or federal grants is not limited to Commission grants.

Please feel free to attach continuation pages for any sections of the Application Form, but follow the form’s order and format and ensure that all sections are addressed.

Standard Form 424B (Rev. 7-97), Assurances – Non-Construction Programs

This form must be signed, dated, and returned along with the Application Form for projects that do not involve construction.

Standard Form 424D (Rev. 7-97), Assurances – Construction Programs

This form must be signed, dated, and returned along with the Application Form for projects that involve construction activities.

Form DI-2010, Certifications Regarding Debarment, Suspension and Other Responsibility Matters, Drug-Free Workplace Requirements and Lobbying

This form must be signed, dated, and returned along with the Application Form.

APPLICATION FORM

HISTORIC PRESERVATION FUND GRANTS

Applications must be postmarked no later than December 21, 2012

Project Name: Hampden Historic Trail Signage

Location: Hampden, Maine on Kennebec Road, Main Road South, Western Avenue and Main Road North

Applicant Organization: Hampden Historical Society

Contact Person: Kenneth Rowell, Chairman

Mailing Address: Hampden Historical Society, 83 Main Road South, Hampden, ME 04444

Telephone Number: 207-862-2027 (Society) or 207-862-2762 (home)

E-mail Address: web10glo@msn.com

Refer to the Historic Preservation Grants Manual when completing this application.

Project Type: Survey & Planning Development

Public Education Acquisition

Certified Local Government: Yes No

Grant Amount Requested: \$7,500

Match Amount: \$8,500

Match Source: Donations solicited from Hampden businesses and private donors.

Total Project Cost: \$16,000

APPLICATION FORM

HISTORIC PRESERVATION FUND GRANTS

- 1) Is this a continuing project that the Commission has previously funded? Yes No
- 2) Focus and Products:
Describe the project focus on attached pages (this is the “for whom,” the “what” and the “where” of the project). For more information, refer to the Focus and Products description for the applicable grant type in Section V of the Grants Manual.
- 3) Methodology:
Describe the project methodology on attached pages (this is the “why” and “how” of the project). This narrative should be specifically related to the focus and products outlined in number 2. It should discuss the goals of the project in terms of additional information that will be gained, and how the resources will be surveyed or recorded, etc.
- 4) Project Personnel:
Attach resumes and a description of professional expertise relative to the methodology of the project for all professionals known at the time of the application who would be conducting the project. Professionals must meet the minimum qualifications as set forth in Appendix C.
- 5) Public Benefit:
Provide a summary statement for publicity purposes that describes the public benefit this HPF grant would make possible.
- 6) Estimated Project Schedule:
In the space below, provide an estimated project schedule based on an August 1, 2013, completion date.

July 1, 2013 – July 31, 2013

2) Focus and Products:

Describe the project focus on attached pages (this is the “for whom,” the “what” and the “where” of the project). For more information, refer to the Focus and Products description for the applicable grant type in Section V of the Grants Manual.

This project is the “Museum in the Streets” signage system that the Commission will be familiar with. The proposal is to install a total of seventeen signs. At the ends of the proposed “Historic Trail of Hampden, Maine” there will be a directory sign indicating the all fifteen points of interest on the trail. The trail will start at Harmony Hall on 24 Kennebec Road and extend up Main Road South and Main Road North to Western Avenue and the Great Fire of 1912 area and then continue up Main Road north to the Souadabscook Stream. The purpose of the project is education and community outreach.

3) Methodology:

Describe the project methodology on attached pages (this is the “why” and “how” of the project). This narrative should be specifically related to the focus and products outlined in number 2. It should discuss the goals of the project in terms of additional information that will be gained, and how the resources will be surveyed or recorded, etc.

The project is very product specific. As the Commission is aware the “Museum in the Streets” program has a proven record of providing historical education in the communities where it has been placed and at the same time the product itself is both long lasting and highly attractive.

4) Project Personnel:

Attach resumes and a description of professional expertise relative to the methodology of the project for all professionals known at the time of the application who would be conducting the project. Professionals must meet the minimum qualifications as set forth in Appendix C.

The critical knowledge that the “museum in the streets” personnel bring the their product is the experience that comes from placing their product in so many areas of Maine and Europe.

5) Public Benefit:

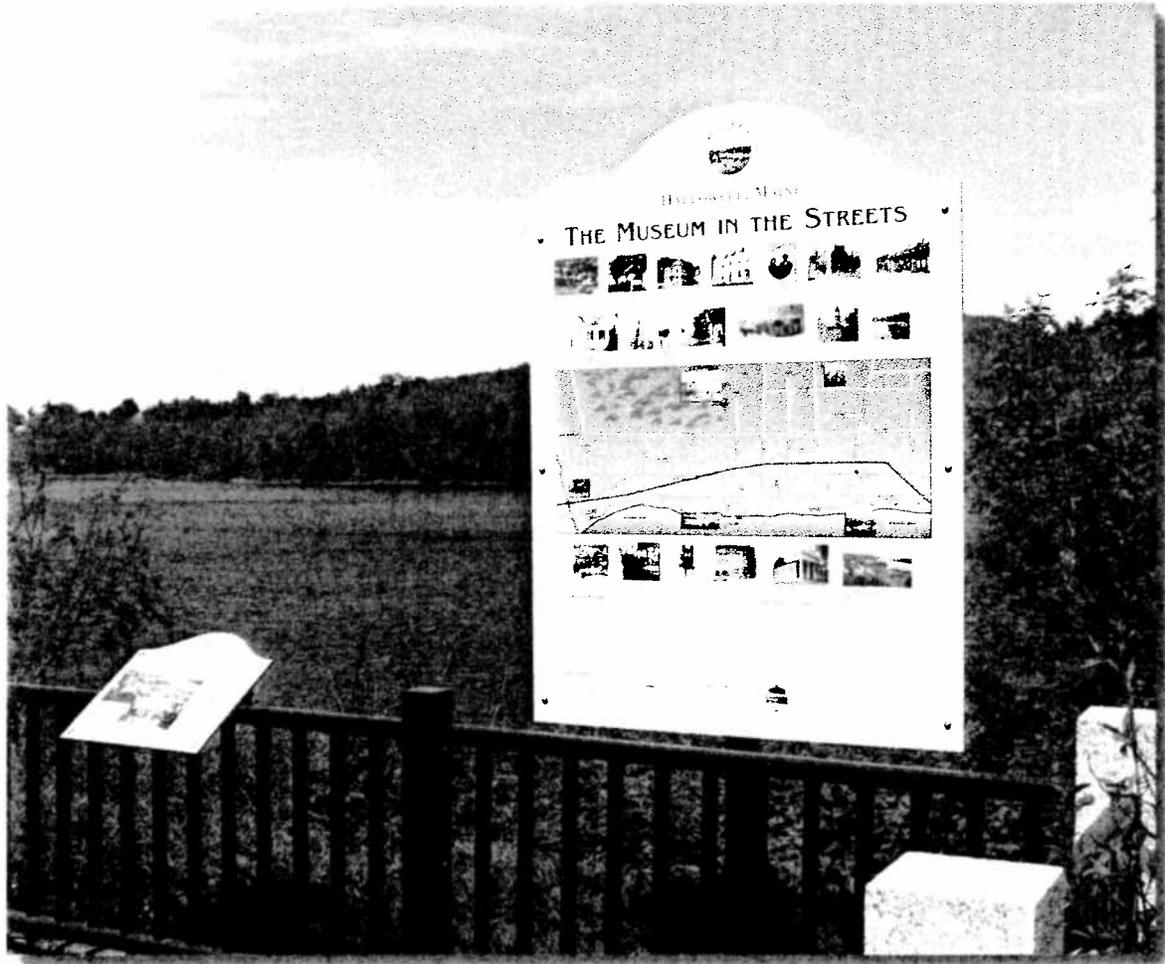
Provide a summary statement for publicity purposes that describes the public benefit this HPF grant would make possible.

This historic trail provides much needed historical education and outreach to the Town of Hampden and to the traveling public. The fact that the signage is bilingual in French and English is proof that the intended audience is much more than the citizens of the Town of Hampden. Some of the points of interest on the trail have already been lost to time and the elements and it is important that the signs provide those lost places a voice for the past.

A heritage discovery
trail for local
inhabitants and
tourists

The enhancement
of a community's
historical identity

The preservation,
transmission and
promotion of local
traditions



VIEW OF AN INSTALLATION IN HALLOWELL, MAINE.

THE MUSEUM IN THE STREETS™

Recalling our past

Sharing an international design

THE MUSEUM IN THE STREETS

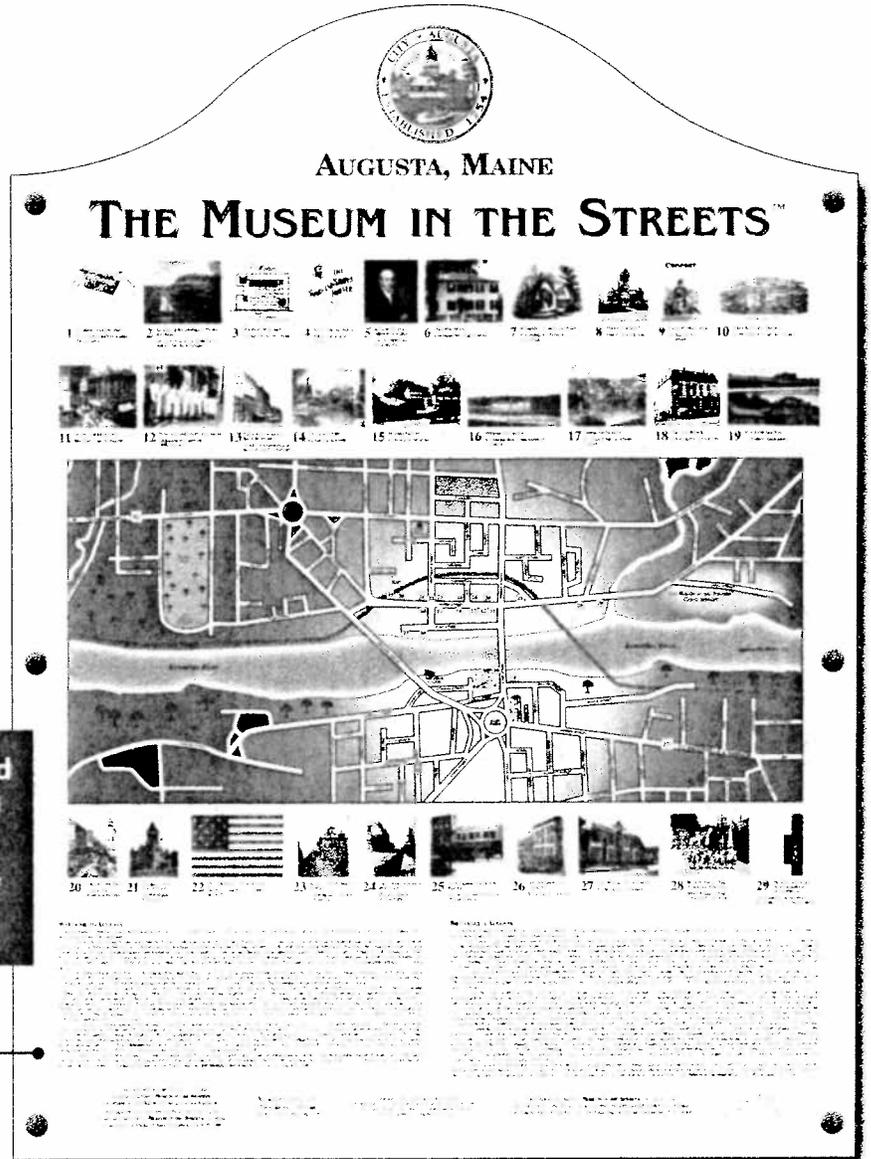
The Museum in the Streets™, Le musée dans la rue™, L'histoire au fil d

A walking tour:

within a community, the streets themselves become the museum

A visitor is invited to follow a sign-posted tour to discover the history of the town that tells its own story through its architecture and images selected from archives. A large map is the point of departure.

The walking tour of illustrated panels is shown on the overall map. The panel also includes an introduction to the history of the town.



Introductory panel of the walking tour with a map:
47 x 64 x 3/8 inches (120 x 150 cm)

THE 10 KEY POINTS *of an innovative concept to promote*

- > **a discovery trail**
in the community's streets for its inhabitants of all generations and for tourists
- > **old photographs and documents**
records of local and national history, in our streets
- > **a self-guided visit**
using a pamphlet that outlines the walking tour and is a souvenir of the visit
- > **an innovative attraction, free and bilingual**
for tourists traveling in the region
- > **an affirmation of identity**
for the community and for urban renewal projects
- > **an educational tour**
for all ages
treasure hunts for younger ones

THE STREETS™

es, Il Museo lungo la Strada" are trademarks owned and protected.

The information panels:

all aspects of local cultural heritage may be presented

Everyday life, events, places and vistas, architecture, past trades . . . these information panels bring back to life activities such as markets, festive events, traditions, trades such as sail making, barrel making and daily activities

such as racing, buggy riding, fishing. All the images are accompanied by texts composed from historical information as well as comments collected from citizens who witnessed and recall the activities . . . a living testimonial.

The panel is titled "HASTINGS-ON-HUDSON, NEW YORK" and "THE MUSEUM IN THE STREETS®". It features a large historical photograph of a shop with signs for "G.H. WAGNER NEWS DEALER" and "BICYCLE & AUTOMOBILE". A smaller inset photo shows a street scene. The panel includes a circular seal at the top and a large number "29" indicating the walking tour stop. Text in English and Spanish provides commentary on the shop and the street.

The Town's seal or logo

The commentary is based on information from local historical archives and/or from someone's memory

Translation in another common local language (bearing in mind tourism or historical roots)

Research in photo archives, libraries, attics, etc., rallies the local inhabitants and historical societies

The walking tour is organized and each panel numbered

Individual panels:
20 x 20 x 1/4 inches (50 x 50 cm)

te awareness of our cultural heritage and develop tourism

- > **variety in subjects**
daily life (schools, fairs, outings...)
local knowledge (trades, farming...)
famous local persons and traditions
important events (celebrations, disasters...)
outstanding architecture (churches, halls...)
- > **preservation of living memory**
the recollection of the 20th century
- > **participation of local inhabitants**
historical societies, libraries, archives and individuals provide information to include in the labeling of the panels
- > **involvement of local businesses**
by the orientation of visitors through main streets, providing tourists with pamphlets, engaging them in conversations...

THE MUSEUM IN THE STREETS™



INSTALLATION IN HASTINGS-ON-HUDSON

Delivering one

of three possible complete kits to a community

> A 15-site kit

Includes one map/introductory panel
A set of 15 information panels
Technical assistance for the project

> A 25-site kit

Includes two map/introductory panels
A set of 25 information panels
Technical assistance for the project

> A 30-site kit

Includes two map/introductory panels
A set of 30 information panels
Assistance for the planning and completion of the project

The technical assets

of the panels

- A support of 1/4" and 3/8" laminate
- Resistance to acids and solvents
- Anti-UV coating
- Waterproof and resistant to freezing temperatures
- Digital printing on paper imbedded in the panel
- A warranty of quality and durability

“ . . . we are shaped by those around us as well as those who preceded us . . . ”

Professional support teams

- Extensive museum experience
- Cultural tourism
- Graphic layout and design
- High definition scanning
- Novel and durable materials
- Your walk profiled on our website
- Present on Google Maps
- Promoted through social media
- Featured in our newsletter

Your contact

Patrick CARDON

P.O. Box 11, Cushing, Maine 04563 • E-mail: info@themuseuminthestreets.com • +1 207 354 0497



Find us on Facebook  and follow StreetMuseum on Twitter 

THE MUSEUM IN THE STREETS™

The Museum in the Streets™, Le musée dans la rue™, L'histoire au fil des rues™, Il Museo lungo la Strada™ are trademarks owned and protected.

The Thirty Site Kit

Contents

- > 2 map/introductory panels
47 x 64 inches (120 x 150 cm)
- > 30 information panels with shaped tops of 20 x 20 inches (50 x 50 cm)
- > Installation guidance
- > Hardware and brass finishing caps

Cost

- > Current estimate upon request
- > Payable in three parts
 - 1/3 upon order
 - 1/3 with the final approved printing order
 - Final balance upon delivery

Execution of the project

Undertaken by the community

Defining the party placing the order; exchange of signed letter of agreement

Presentation to the various associations, groups and resource persons such as historians, elected officials, retirees, journalists . . .

Collection of photographs and illustrations, post-cards, archives, site-matching, and working maps

Definition of the circuit

Obtaining the permission to install the panels from the private or public owners or authorities

Reading proofs and final approval

Ordering brochures, planning installation

Installation

Undertaken together

Final definition of the circuit

Translation

Undertaken by THE MUSEUM IN THE STREETS™

Personal organizational guidance to a work group, presentation at a preparatory meeting (depending on distance)

Review of the sites iconography

Final editing and corrections of commentary

Graphic layout of the maps, photos, and texts

Corrections

Manufacturing and delivery

Technical information

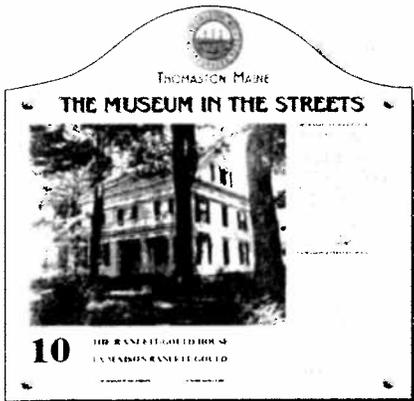
- > Digital printing on paper, imbedded in the support
- > A laminate support of 1/4 inch or 3/8 inch, satin finish
- > Shaped top
- > Finished beveled edges
- > Anti-UV coating
- > Guarantee of quality and durability

Additional options

- > Supplementary map/introductory panels (47 x 64 inches)
- > Supplementary information panels (20 x 20 inches)
- > Reduced copies in same material (6 x 6 inches) to use as gift items
- > Brochures for hand-outs
- > Illustrations, plans and drawings
- > A complete second set to use as a travelling exhibition
- > The on-site installation
- > Manufacture of urban furnishings (posts, etc.)

THE MUSEUM IN THE STREETS™

SOME OF OUR REFERENCES



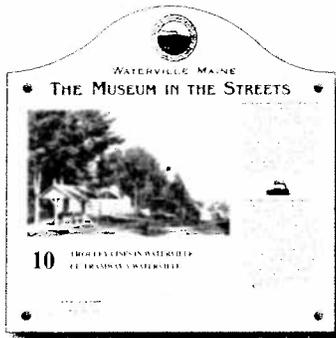
> Thomaston (Maine, U.S.A.)



> Augusta (Maine, U.S.A.)



> Biddeford (Maine, USA)



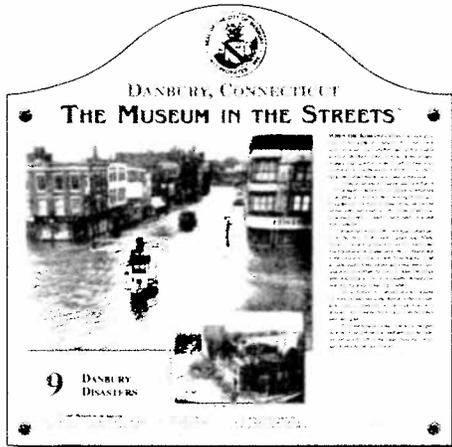
> Waterville (Maine, U.S.A.)



> Fouras (Charente Maritime, FRANCE)



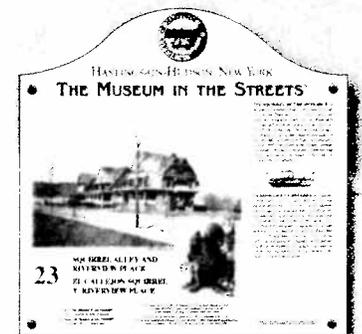
> Pontlevoy (Loir-et-Cher, FRANCE)



> Danbury (Connecticut, U.S.A.)



> Vignole Borbera (ITALY)



> Hastings-on-Hudson (New York, U.S.A.)

Your contact

Patrick CARDON

P.O. Box 11, Cushing, Maine 04563

E-mail: info@themuseuminthestreets.com

+1 207 354 0497

The Museum in the Streets™
Le musée dans la rue™
L'histoire au fil des rues™
Il Museo lungo la Strada™
are trademarks owned and protected.

“The Museum in the Streets”

Sign Sponsorship - \$ 500.00

Proposed Location

Business Sponsor

1. Hampden Academy

2. Harmony Hall

3. Congregational Church

4. Emerson Store

5. 1912 Fire

6. Mystic Lodge (Masonic)

7. Souadabscook Stream

(1) Mills

(2) Bridges

Anglers Restaurant-Bud Hall

8. Federal and other Architectural Styles

9. Old Brick Store

10. Schools

11. Trolley Service

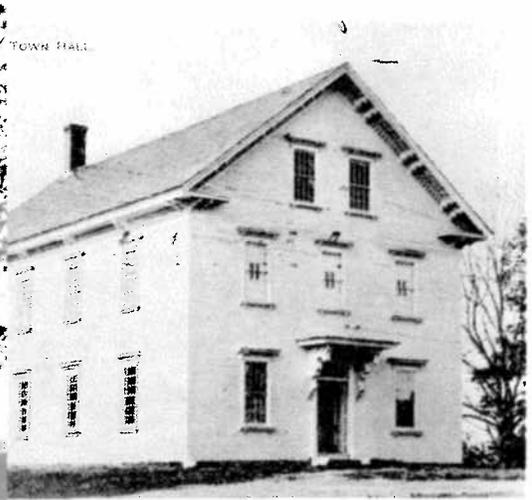
12. Hannibal Hamlin

13. Old Baptist Church

14. Battle of Hampden/Kinsley House

15. Jeremiah Hardy

HISTORIC TRAIL OF HAMPDEN, MAINE



How well do you know Hampden? You probably know Kinsley House, Hampden Academy and Mystic Lodge but what about the Great Fire, the trolley Emerson's Store, Braithwaite's Store and the Old Hampden Baptist Church? This proposed trail will contain important buildings and sites that are still around as well as those lost to time and the elements. This series of signs will help our next generation know Hampden.



APPLICATION FORM

HISTORIC PRESERVATION FUND GRANTS

7) Estimated Project Budget:

Provide an estimated project budget based on the grant amount requested on the cover page of the application. The budget should include each major work element. Work elements may include items such as: personnel, supplies, equipment, travel, printing, administration, support services, indirect cost (if applicable), etc. If the budget includes "contractual services," indicate what the contract is for in parenthesis: e.g. Contractual (professional archaeological consultant).

<u>Labor</u>	\$ <u>1,000</u>	<u>installation of signs</u>	\$ _____
<u>Signs and posts</u>	\$ <u>15,000</u>		\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____

Grant Request: \$7,500 Match Amount: 8,500 Total Project Cost: \$16,000

8) Non-Federal Matching Share:

List donor, source, kind, and amount of non-federal matching funds (if any) to be applied to this activity. Attach resumes for all persons to be valued for match purposes at more than the federal minimum wage.

- a. donor: indicate "subgrantee" if donor, and /or list name(s) of other donor(s);
- b. source: indicate where the funds are coming from (e.g., "private donation"). The Commission will review source to ensure that it is eligible for non-federal match.
- c. kind: indicate the type of match (i.e., "cash," "in-kind services," "in-kind equipment," "indirect costs," "volunteer services"). Please note that each kind of match requires a separate breakout.

<u>Donor: Hampden Historical Society</u>	<u>Donor: Town of Hampden</u>	<u>Donor: _____</u>
<u>Source: Fundraising and donations</u>	<u>Source: Labor</u>	<u>Source: _____</u>
<u>Kind: Cash</u>	<u>Kind: in-kind</u>	<u>Kind: _____</u>
<u>Amount: \$7,500</u>	<u>Amount: \$1,000</u>	<u>Amount: _____</u>

Note: Attached to the application form is a copy of the federal "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion" which must be signed, dated, and returned along with the application form. This certifies that the agency/institution applying for the grant has not been penalized by the Federal Government for irregularities under other federal contracts. Also attached is a copy of the federal "Civil Rights Assurance." This must be signed, dated, and returned along with the application form.

APPLICATION FORM

HISTORIC PRESERVATION FUND GRANTS

In making this application for Federal assistance under the provisions of the National Historic Preservation Act of 1966, I hereby acknowledge my familiarity with the requirements listed in the Maine Historic Preservation Commission *Grants Manual*. I agree that should I receive the Federal assistance herein requested, I will carry out the project according to Federal and State requirements. I certify that I am authorized to submit this application.

Signature

Date

Name & Title (Typed or Printed)
Applicant Organization

In Witness Whereof

Notary Public

Reminder: Signed debarment certification and equal opportunity statement must accompany this application when it is mailed to the Commission

CERTIFICATION (if principal personnel are not yet selected [i.e., consultants]):

This is to certify that the applicant understands that, if funded, this project will be directed by personnel meeting the minimum professional credentials for the relevant disciplines stipulated in 36 CFR Part 61, Appendix A.

Signature

Date

ASSURANCES – NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET, SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capabilities (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794) which, prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-554, as amended, 7 U.S.C. §§2132 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) Which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1966 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
APPLICANT ORGANIZATION	DATE SUBMITTED

ASSURANCES – CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET, SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capabilities (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794) which, prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a and 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuming compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1966 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
APPLICANT ORGANIZATION	DATE SUBMITTED

U.S. Department of the Interior

Certifications Regarding Debarment, Suspension and Other Responsibility Matters, Drug-Free Workplace Requirements and Lobbying

Persons signing this form should refer to the regulations referenced below for complete instructions:

Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions - The prospective primary participant further agrees by submitting this proposal that it will include the clause titled, "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. See below for language to be used or use this form for certification and sign. (See Appendix A of Subpart D of 43 CFR Part 12.)

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions - (See Appendix B of Subpart D of 43 CFR Part 12.)

Certification Regarding Drug-Free Workplace Requirements - Alternate I. (Grantees Other Than Individuals) and Alternate II. (Grantees Who are Individuals) - (See Appendix C of Subpart D of 43 CFR Part 12.)

Signature on this form provides for compliance with certification requirements under 43 CFR Parts 12 and 18. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of the Interior determines to award the covered transaction, grant, cooperative agreement, or loan.

PART A: Certification Regarding Debarment, Suspension, and Other Responsibility Matters – Primary Covered Transactions

CHECK __ IF THIS CERTIFICATION IS FOR A PRIMARY COVERED TRANSACTION AND IS APPLICABLE.

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

PART B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier covered Transactions

CHECK __ IF THIS CERTIFICATION IS FOR A LOWER TIER COVERED TRANSACTION AND IS APPLICABLE.

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

DI-2010
June 1995

[This form replaces DI-1953, DI-1954,
DI-1955, DI-1956, and DI-1963]

PART C: Certification Regarding Drug-Free Workplace Requirements

CHECK ___ IF THIS CERTIFICATION IS FOR AN APPLICANT WHO IS NOT AN INDIVIDUAL

Alternate I. (Grantees Other Than Individuals)

- A. The grantee certifies that it will or continue to provide a drug-free workplace by:
- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an ongoing drug-free awareness program to inform employees about –
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
 - (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will –
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - (e) Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
 - (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted –
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).
- B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:
- Place of Performance (Street address, city, county, state, zip code)
-
-
-

Check ___ if there are workplaces on file that are not identified here.

PART D: Certification Regarding Drug-Free Workplace Requirements

CHECK ___ IF THIS CERTIFICATION IS FOR AN APPLICANT WHO IS AN INDIVIDUAL

Alternate II. (Grantees Who Are Individuals)

- (a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;
- (b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to the grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

**PART E: Certification Regarding Lobbying
 Certification for Contracts, Grants, Loans, and Cooperative Agreements**

CHECK __ IF CERTIFICATION IS FOR THE AWARD OF ANY OF THE FOLLOWING AND THE AMOUNT EXCEEDS \$100,000: A FEDERAL GRANT OR COOPERATIVE AGREEMENT; SUBCONTRACT, OR SUBGRANT UNDER THE GRANT OR COOPERATIVE AGREEMENT.

CHECK __ IF CERTIFICATION IS FOR THE AWARD OF A FEDERAL LOAN EXCEEDING THE AMOUNT OF \$150,000, OR A SUBGRANT OR SUBCONTRACT EXCEEDING \$100,000, UNDER THE LOAN.

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

As the authorized certifying official, I hereby certify that the above specified certifications are true.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

TYPED NAME AND TITLE

DATE

C-4-b



TO: Mayor Hughes and Hampden Town Council
FROM: Robert Osborne, Town Planner *RO*
SUBJECT: Acceptance of Sewer for Higgins Subdivision
DATE: December 12, 2012

Robert Higgins recently constructed a five-lot residential subdivision located at the intersection of Old County Road and Schoolhouse Lane. The public improvements consisted of individual sewer and water services to the five lots. Mr. Higgins provided the Town with an improvement guarantee in accordance with the Subdivision Ordinance. The improvements are now complete and in a typical subdivision the Town would take action to accept the street but in this case the Town would only accept the sewer. Acceptance of public improvements is necessary prior to release of the improvement guarantee. I would recommend that this item be sent to Finance Committee to recommend on the acceptance of the sewer service by the Council.

C-4-C

1334 Carmel Road North
Hampden, ME 04444

December 11, 2012

Hampden Town Council
106 Western Avenue
Hampden, ME 04444

Dear Madame Chair and Council:

Due to obligations to my employer brought on by a promotion I received in March, and due to frequent out of town travel and the possibility of the perception of conflicts of interests arising concerning my employer's construction of a new facility in Hampden, it is with deep regret that I tender my resignation from the Hampden Town Council effective Midnight, December 31, 2012.

I was a reluctant candidate when I sought office in 2010. The town was in turmoil over the current draft of the comprehensive plan and other issues that were being considered including the disposition of the old Hampden Academy. I am essentially a private person and try to stay away from controversy when possible, but it was due to the lack of understanding and respectful communication shown by many that convinced me to run. I had hoped that if elected I could help restore some civility to town process.

During the year leading up to the election, I served on the Citizen's Comprehensive Plan Committee where townspeople from both sides of the issues with the plan came together through respect and civility and worked through the plan page by page until reaching a product that was acceptable to the committee. The process really served to bring people together and understand their individual concerns. I want to thank all those members of the committee for their work in reviewing and revising the plan.

I would also like to thank the Town Council for their efforts in working to engage the public in town political process and participation in not only committee activity but in Council meetings as well. I am pleased with the councils regard for the public and some diverse ideas that have been presented and considered as of late. Examples would include the involvement of the public in the concept of a "Friends of the Hampden Recreation Area" or as Councilor Lawlis calls it: "Papermill Road Park" And don't forget Councilor Hornbrooks's Communications Committee's efforts to promote our town through videos and contests such as "I love Hampden because...". These and other initiatives serve to bring our town folk together. We don't always have to agree...particularly on politics, but we can be civil and respectful to one another.

It is my hope that the council pursues approaches of common sense to issues such as:

1. Hampden Academy reuse. Continue to utilize creative temporary cost offset activities such as the church lease to mitigate maintenance and heating costs until a suitable development plan materializes.
2. Continue to work on innovative ways to finance projects within the town without raising the Mil rate.
3. Continue efforts to communicate and notify the town when issues or initiatives are being considered that may be contentious.
4. And above all. Please continue to be respectful and considerate of the public and each other.

In Summary, I wish all the best to my fellow councilors, the town manager, town staff, and members of the public who attend and provide input and may the future be one of mutual respect and open and honest communication in town process.

Sincerely,

Jeremy Williams
Councilor,
District 4

C-4-d

**TOWN OF HAMPDEN
NOTICE OF SPECIAL SHORTENING OF NOMINATION PERIOD
TO FILL A VACANCY IN THE OFFICE OF COUNCILOR – DISTRICT 4
CREATED BY RESIGNATION
ELECTION TO BE HELD ON
FEBRUARY 26, 2013**

Office to be Filled: Councilor – District 4 (one), to fill the vacancy created by resignation of Jeremy Williams.

Term to be Served: March 4, 2013 until December 31, 2014.

Nomination Papers: Available from Town Clerk's office beginning December 18, 2013. The Clerk's Office hours are: Monday through Thursday from 7:30 am to 6:00 pm. The Clerk's Office is located at 106 Western Avenue.

Nomination Paper Filing Deadline: 6:00 pm, Thursday, January 10, 2013

Official with whom Papers (including the Consent to Serve if Elected) must be filed:
Town Clerk, Denise Hodsdon

Date, Place and Time of Election: February 26, 2013, with polling hours from 8:00 am until 8:00 pm. The polling place is located at the Municipal Building Community Room, 106 Western Avenue.

Authority for this Order: 30-A M.R.S.A. §2528(4)(E).

Dated: December 17, 2012

Councilor: _____

Councilor: _____

Councilor: _____

Councilor: _____

Councilor: _____

Councilor: _____

A True Copy:

ATTEST: _____
Town Clerk of Hampden, Maine

C-4-e

TO: Hampden Town Councilors
FROM: Sue Lessard, Town Manager
DATE: December 17, 2012
RE: 2013 Committee Preferences

At the first Council meeting of each year the Council elects its Mayor and Deputy Mayor and generally discusses preferences that Councilors have for serving on specific Committees for the upcoming year. In order to facilitate this process, please consider which of the Council Committees you would like to serve on for the coming year so that appointments may be made at the first meeting in January. The following is a brief explanation of each committee, when it meets, and its area of responsibility.

Finance & Administration – This Committee reviews payment warrants and deals with funding and budget issues as well as administrative matters such as rules and codes for the Council. This Committee currently meets at 5:45 p.m. before each Town Council meeting.

Planning & Development – This Committee deals with zoning and ordinance issues as well as business development. This Committee is very busy and meets the first and third Wednesdays of each month at 6 p.m.

Services Committee – This Committee deals with recreation, library, pool, tree board, trails, and ideas for community projects such as gardens and farm stands. This Committee currently meets the second Monday of each month at 6 p.m.

Infrastructure Committee – This Committee deals with public works projects, public safety projects, sewer issues, transfer station subjects, and the general infrastructure of all town roads and buildings. This Committee currently meets on the 4th Monday of each month at 6 p.m.

Communications Committee – This Committee deals with the website, newsletter, cable television programming and ideas for how to best communicate with the residents. This Committee currently meets on the second Tuesday of each Month at 6 p.m.

COUNCILOR NAME: _____

Please number the following Committees in order of your preference with 1 being the highest preference and 5 being the lowest. Please return this form to the Town Manager by January 2nd so that preferences may be compiled prior to the January 7th meeting.

_____ Finance & Administration

_____ Infrastructure

_____ Planning & Development

_____ Services

_____ Communications

2012 ANNUAL MANAGER'S REPORT

The 2012 year was one of both great challenges and great accomplishments. The following report first discusses progress on Goals & Objectives set by the Town Council for the year, next enumerates other work done by the Town Council, then identifies grants received and fundraising done by Town Departments, and finally, highlights activity by individual departments for 2012.

From early 2011 through mid-2012, the Town Council and staff were challenged on many fronts, from their roles in planning and ordinance development to the conduct of elections. Thrown into that mix was a decision I made to move on to another job field. The result of all of that was poor morale among town staff, lack of faith on the part of some members of the community in local government, and numerous occasions when the 'face to the world' of the Town of Hampden in the media was anything but positive. As we have worked through all of those challenges, it has sometimes been anything but pretty. However, what is important to remember, is that we are and we have been working and making progress. This report clearly shows that the Town has still been active, productive, and accomplished many things despite the challenging environment in which much of it occurred.

After a long term 8 month unsuccessful effort by the Town Council to find a new manager – a time during which I assessed my own 'do something different' plans and realized I had made an error in resigning – the Council ended up agreeing to hire me back full time. It was not a unanimous decision and I respect those who disagreed with the idea, but it is a decision that I greatly appreciate. Sometimes it takes going somewhere else and trying something different to realize that you were 'home' all along.

Hampden does more now to try and engage and inform its citizenry than many many communities and has devoted considerable Council and Staff time to that effort. Council meetings afford citizens the opportunity to comment on any agenda item and the Council encourages citizen attendance at Council Committee meetings where the 'roll up your sleeves and get to work' effort is done. Hampden also has worked hard to maintain a stable mil rate over time, with the current mil rate of 15.90 in place since the 2008/2009 fiscal year. It would not be possible for this to happen without good long term planning on the part of the Town Council, the efforts of the departments in planning work and capital needs – and the residents for supporting the Town.

Hampden is a good community – and one with room for all views and viewpoints. As we move forward into 2013, I am in hopes that we can do the work of the Town in an open and inclusive manner with civility and respect shown by Town Councilors, Town Staff, and Town residents.

GOALS & OBJECTIVES

- The Town Council conducted a successful goals & objectives session in March of 2012 and outlined priorities for the fiscal year. Those priorities were as follows. Action taken on the goals is in italics following each item:

- Citizen survey/education piece – *This item will be conducted in the January 2013 edition of the Town Newsletter. Council committees worked over the course of the year to prioritize what information would be most valuable to survey.*
- Hampden Academy re-use – *The Town Council voted to acquire this property from RSU 22 as a land swap between the Town and the School District. The Town Council further granted use of the Skehan Center for a Community/Recreation facility through June 2013 on a trial basis to determine if the facility could be economically self-sustaining. The Economic Development Director is working with the Planning & Development Committee of the Council to find re-use for the facility. As of the end of 2012, a church had been granted a one year lease for the old library space along with four classrooms for a lease amount of \$20,000. Two colleges had expressed interest in use of the facility, as well as a charter school, and a senior housing project.*
- Improve relationships/effectiveness of Council & improve public perception of Council – *The Council has worked hard to insure that it performs its work in a transparent and open manner. Council and Planning Board meetings are aired live and replayed, public comment is allowed on all Town Council agenda items as a matter of routine, Committee meetings are held in an informal manner and there is an opportunity for the public to be heard in those meetings. A monthly Government on the Go! Email to all who have signed up on the Town's website is sent out with a list of all meetings for the upcoming month as well as information in regard to other events, projects, and programs in which the Town is involved.*
- How big should government be? – *Although this item was not separately discussed, questions related to it will be included in the Town Resident Survey that asks citizens what level of services they want from local government.*
- Improve business/customer service (ordinances, Rules, planning, negotiating red tape) – *The Economic Development Team has successfully worked with a number of new businesses who chose to develop in Hampden this year. Those include Katahdin Trust, Wight's Sporting Goods, Maine Trailer, the Dennis Paper Company expansion as well as the Bangor Hydro relocation project that was recently approved by the Town Council. Several of these business owners have offered to provide testimonials on their positive experience in dealing with the Town of Hampden. The development of an active and highly involved Council Planning & Development Committee has insured that any part of a development needing Council action is done in a timely manner.*
- Parks/Trails – *Dorothea Dix Park continues to see improvement thanks to the work of the Dorothea Dix Park Committee and their volunteer efforts in clearing brush and trails in the park. A water source has also been restored to the site. The restoration of Papermill Road Park is being coordinated by volunteer Jeremy Jones and it is anticipated that clearing and additional parking will be done in the upcoming year. A trails project that was being jointly planned between the school and the Town on land in 4 mile square that was ultimately traded to RSU#22 for*

the old Hampden Academy will still go forward and be available for community use.

- *Stormwater Management/Sucker Brook – The Town of Hampden has been an active participant in rule-making for the next 5 year MS4 Stormwater Permit that will govern stormwater management for the Town. In addition, the Town is a co-recipient with the City of Bangor on a grant from the DEP to survey contamination in Sucker Brook. The grant has been received and the work will be done in 2013. The finalization of the 5 year permit will also take place in 2013.*
- *Creative ways to provide and fund municipal services – This year’s budget changed funding of the Lura Hoyt Pool to make it more consistent with funding of other Town Recreation programs. The budget funded from property taxes funds the cost of personnel at the pool and the revenue generated from the pool itself pays for the costs of the building, repairs, heat, electricity, and capital costs. The Town also chose to fund the 1st of year of the re-use of the old Hampden Academy from Host Community Benefits received from the closure of the Pine Tree Landfill so as not to impact the mil rate. In addition, grants were received for the purchase of a brush truck for the fire department, a sidewalk on western avenue, energy efficiency at the pool, safety items and special patrols for the police department, and a new furnace for the Town Library – all of which reduce the amount needed from property taxes for the operation of the community.*
- *Evaluation process for outside services agency funding before budget begins – Prior to the passage of the 2012-2013 budget the Town Council adopted a policy for outside agency funding that sets up parameters/requirements for applying for such funding, and limitations on total outside agency funding without a super-majority vote of the Town Council.*
- *Review election issues related to district elections (change charter/separate voting areas/etc.) Discussions were held at the Finance & Administration Committee of the Town Council about how best to avoid confusion that may be related to having all four council districts elected at the same time. Suggestions were made to stagger district terms so that never more than two districts were elected at the same time. This item would require an ordinance and a charter change which could not be held until November 2013*
- *Rules of governance/review of Charter for inconsistencies – After considerable review, the Town Council adopted updated Council Rules and an updated Code of Ethics for elected officials. At the present time, the Finance & Administration Committee is still working on a review of the Council section of the Charter with potential recommendations for consideration at the November 2013 election.*
- *Keep the Mil Rate the same – The Town Council approved a budget for 2012-2013 that held the mil rate at \$15.90/thousand for the 5th year in a row.*

OTHER COUNCIL WORK

- 2010 Comprehensive Plan as reviewed by the Citizens’ Comprehensive Plan Committee received final approval.

- Town participated in home composter program for the 6th year in a row, as well as the Regional Household Hazardous Waste Program.
- Sponsored 2nd Historic Preservation Grant for the Hampden Garden Club for restoration work on Harmony Hall
- Approved a pilot project for Digital archiving of town records.
- Approved a web-GIS program so that all town tax maps and information can be online and available for the general public.
- Reduced town property and casualty insurance by over \$5,000 by going out to bid.
- Approved Kiwanis Poker Tournament License and VFW games of chance license
- Began implementation of the Marina Project grant program funded by the Chevron Grant.
- Developed a draft handbook for Town Councilors
- Reviewed and Approved an Outdoor Facilities Ordinance that replaced two outdated ordinances and made consistent the rules for use of Town properties.
- Paved over 3 miles of road.
- Approved 3 year contracts with new Police and Fire Unions negotiated without the need to pay for outside consulting assistance.
- The Lura Hoit Pool held a fundraiser to help defray the cost of installing a new air handling system at the pool.
- Approved the purchase of a portable sound system for the Community Room so that it can be used more efficiently.
- Authorized replacement of two highway trucks and one loader.
- Authorized replacement of one police cruiser.
- Authorized payment to the State for sidewalks on the Route 1A project from PDQ Door to Hillside Drive.
- Authorized funding to match a grant received from the Maine DOT to complete the sidewalk on Western Avenue to Mayo Road.
- Accepted URIP funds for road maintenance from MDOT
- Approved an 'I love Hampden Because....' Video contest
- Approved a joint video project with RSU #22 for a video tour of the new high school produced by resident James Folsom.
- Approved the purchase of phase two of the playground equipment at the playground adjacent to the Lura Hoit Pool.
- Accepted a donation of land from Elizabeth Halpern for a permanently conserved parcel.
- Approved victualers, liquor, and outdoor wood boiler licenses for businesses and residents.
- At total of 101 Council-related meetings were held in 2012 including regular council meetings, special council meetings, and committee meetings.

GRANTS & FUNDRAISING

- The Library received a \$10,000 grant for a new furnace for the Edythe Dyer Library.

- The Lura Hoit Pool received a \$2,000 energy efficiency award for the installation of a more efficient air handling system.
- The Fire Department received a \$130,000 grant for the purchase of a new Brush Truck
- The Town received an MDOT grant for completion of the Western Avenue sidewalk to Mayo Road in the amount of \$95,490.
- The Lura Hoit Pool Board of Trustees conducted a fundraiser to help offset the cost of the new air handling system at the Pool and raised over \$16,000.

DEPARTMENT WORK

As part of the 2012-2013 budget message provided to the Town Council, I discussed the work of each department and provided data on department activity. The following numbers are updated for the 2012 year. I think it is important information to keep updated.

Public Safety -

- During 2012, the Fire Department responded to over 240 calls related to fire service, and answered over 750 ambulance calls. The Police Department responded to over 5,000 complaints.
- The Police Department conducted a survey related to service, 'customer satisfaction', and needed improvements and is working on implementing changes to address some areas of concern.

Public Works –

- Solid Waste savings from changes at the transfer station continue to keep costs manageable for the full-service facility.
- Public works plows and maintains 65 miles of road in Hampden. They also plow and maintain 7 miles of sidewalks. They maintain 27 miles of sewer lines, 4 municipal parking lots, 3 cemeteries, grounds for 4 public buildings, 3 parks and 3 ball fields

Library

- The library circulation for 2012 has been 78,449 between January 1, 2012 and November 30, 2012. There were 25,092 patron visits to the library during that time.
- The library also offers children's programming with an attendance through November 30th of 2,802 children and 1,542 adults. These programs include 2 toddler storytimes weekly, 2 weekly preschool storytimes, 1 weekly play and learn program, one weekly craft program for kindergarten – 2nd grade, 2 per month book discussion group for 3rd & 4th grades, 1 monthly Lego Club, and weekly summer programs featuring storytellers, musicians, puppeteers, and magicians.
- Teen programming has seen 111 teens and 102 parents participate.
- Monthly adult book discussions, author visits, and technology instruction have had adult attendance of 142.

Pool

- The pool has had 31,449 patron visits in 2012 through the end of November. That included 8,374 lap swim participants, 6,829 who attended rentals, 7,935 lesson attendances, 1788 Senior swim attendances, 2592 exercise class attendances, and 6,673 family swim attendances.

Assessing/Code Enforcement/Planning

- Assessing has made more than 50 property inspections related to new construction and for homes that were not complete at the time of the 2011 assessment date.
- Code Enforcement has issued 178 permits in 2012, including 109 building permits, 62 plumbing permits and 7 permits for sewer hook ups.

GIS/IT

- The GIS/IT specialist maintains 65 computer systems in all town departments and offices as well as the network that ties them all together. In addition, she is the lead on the Town's Stormwater compliance program, does all mapping, maintains the WEBGIS system, and this year coordinated the digital archiving pilot project and supervises the person hired to perform the work.

RECREATION

- This year the Recreation Department has taken on the task of getting the Skehan Center up and running – and being financially self-sufficient – for use as a community recreation center. This is in addition to the 35 different recreation programs that saw participation of over 4200 people in 2012.

Economic Development

- Major projects for Economic Development this year included the Dennis Paper Company expansion, work with a potential major tenant for the Business park, and development of the Marina Park 'case file' for submission to the Federal Government to allow the land swap to take place as well as work with consultants to finalize the plan for the waterfront park at that location. Dean has also devoted a large amount of time to the Hampden Academy re-use project including environmental assessments, working with potential users, and helping the Council Planning & Development Committee focus on priorities for the project.

Administration

- In 2012, the Administrative 'front office' has registered more than 6000 vehicles, licensed 874 dogs, registered 241 ATV's, registered 230 snowmobiles, registered 543

boats, issued 613 Hunting & Fishing licenses, issued 20 victualer's licenses, and issued 2893 transfer station decals. 3600 tax bills were sent, 5800 sewer bills were sent over four quarters and total payments of over \$13,000,000 were receipted by administrative staff. The Town Clerk and her staff also conducted a major presidential election with 4229 voters casting ballots, 1076 people voting absentee, and more than 500 registering as new Hampden voters.