

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, May 1st, 2017

6:00 p.m.

Hampden Town Office

1. Meeting Minutes
 - a. April 18th, 2017
2. Review & Sign Warrants
3. Old Business
4. New Business
 - a. Consideration of the Tax Exempt Revenue Obligation Bond, Interest Rate RFP and recommendation to Council for contract award
 - b. Consideration of proposed amendments to the Fees Ordinance and referral to Council for Public Hearing
 - c. Request for authorization for the expenditure of \$277.00 out of the Recreation Reserve Account (3-769-00) for the purpose of paying Bangor Daily News for advertising for the Pool Site Design, Engineering and Permitting RFP
 - d. Request for authorization for the expenditure of \$251.31 out of the Municipal Building Reserve Account (3-702-00) for the purpose of paying Hampden Electric for lighting repairs – *Requested by Sean Currier, DPW Director*
 - e. Request for authorization for the expenditure of \$1,756.15 out of the IT Reserve Account (3-711-00) for the purpose of purchasing three Windows Tablet Computers for the Fire Department and Ambulance – *Requested by Kyle Severance, IT Director*
 - f. Request for authorization for the expenditure of \$1,325.00 from the Personnel Reserve Account (3-733-00) for the purpose of offsetting costs associated with payroll expenses for a temporary part-time worker

- g. Consideration and Council position on LD 1312, "A Resolve to Investigate Extending Passenger Rail Service to Central Maine"
- h. Presentation and discussion on the FY2016 Audit – *James W. Wadman, CPA*
- i. Town Manager's presentation of the proposed FY18 Municipal Budget

5. Public Comment

6. Committee Member Comments

7. Adjournment

FINANCE & ADMINISTRATION COMMITTEE MEETING

Tuesday, April 18th, 2017

MINUTES – DRAFT

Hampden Town Office

Attending:

Councilor Stephen Wilde, Chair

Mayor David Ryder

Councilor Dennis Marble

Councilor Terry McAvoy

Councilor Mark Cormier

Councilor Ivan McPike

Town Manager Angus Jennings

Chairman Wilde called the meeting to order at 6:00 p.m.

1. Meeting Minutes

- a. **April 3rd, 2017** – No draft minutes were available so this item was tabled.

2. Review & Sign Warrants – *Warrants were reviewed and signed.*

3. Old Business

- a. **Service Fees Abatement requests based on 2% revenue threshold and additional Information regarding town services utilized by entities subject to the Service Fee assessment**
 - **Penquis Mental Health Services, requested abatement \$1,744.63**
 - **Medical Care Development, Inc., requested abatement \$4,859.47**

Manager Jennings summarized the abatement requests. He noted that, in response to the Committee's prior request, information is included in the packet regarding the number of public safety calls to the properties subject to the service charge but that this isn't taken into account in determining the charge per the ordinance. Councilor Marble noted that this would be a consideration if the Town moves more toward PILOT agreements. There was a motion by Mayor Ryder seconded by Councilor Marble to recommend that the Council approve the two requests for abatement. Motion passed 6-0.

4. New Business

- a. **Proposed FY17 budget adjustment to appropriate \$4,497.61 from Overlay to Streets and Roads Reserve to reverse incorrect receipting of MaineDOT check for the same amount in June 2012** – *Manager Jennings summarized his memo in the packet. There was a motion by Councilor McPike seconded by Councilor Marble to recommend Council approval of an adjustment to the FY17 budget to appropriate \$4,497.61 from Overlay to Streets and Roads Reserve to reverse incorrect receipting of MaineDOT check for the same amount in June 2012.*
- b. **Street Light petitions – Chickadee Lane, 411 Old County Rd – referral from Infrastructure and Planning & Development Committees** – *During discussion Mayor Ryder noted that he'd visited the area after dark and, with the existing street light on Main Road North across the street from Chickadee Lane, he would recommend the addition of the two streetlights requested as part of the initial petition. He made a motion to recommend the addition of two streetlights subject to appropriation of funds for extra electricity costs in the FY18 budget. Councilor Marble seconded the motion and it passed 6-0.*
- c. **Resolution regarding Town of Hampden Policy Intent regarding Legalization of Recreational Marijuana** – *Motion by Councilor Marble seconded by Chairman Wilde to approve the resolution. Motion passed 6-0.*
- d. **Nomination(s) for the Hampden Spirit of America distinction** – *There was a call for nominations but none were offered. Chairman Wilde said that if any Committee members wish to bring forward a nomination in the future the Committee will consider it.*
- e. **Discussion: Review of sample PILOT agreements as potential alternative to Service Charge Ordinance** – *Manager Jennings said that the samples were offered to illustrate a couple of PILOT agreements in other communities. He recommended that the Town look at pursuing PILOT agreements in favor of the Service Charges in the future but, since this will involve negotiation with each affected property owner, this would not take effect for FY18 and would be taken up in the future as time allows. The Committee agreed.*
- f. **Committee discussion and position on LD 1226, An Act To Keep Maine's Transportation Infrastructure Safe by Providing More Sources of Revenue for the Highway Fund** – *Chairman Wilde said he had contacted legislators about this proposed bill. Manager Jennings said the Town would submit testimony opposing the*

proposed L.D. if the Committee shares staff concerns. Chairman Wilde said he sees nothing good about the legislation, and by unanimous consent it was agreed that the Town would oppose the proposed legislation.

5. Public Comment – None.

6. Committee Member Comments – None.

7. Adjournment

There being no further business, the meeting was adjourned at 7:00 p.m.

Respectfully submitted –
Angus Jennings, Town Manager

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
Email:
townmanager@hampdenmaine.gov

TO: Finance Committee and Town Council
FROM: Angus Jennings, Town Manager
DATE: April 26, 2017
RE: Recommendation regarding sewer loan financing

On the basis of review of the proposed borrowing terms, the Infrastructure Committee recommended award of the interest rate bid to Camden National Bank for a seven year term at 2.47% interest. The annual debt service for this loan would be \$41,420 and this amount has been included in the proposed FY18 sewer budget, subject to Council approval.

TOWN OF HAMPDEN
BID OPENING
Tax Exempt Revenue Obligation Bond
(Sewer Bond Interest Rate)
APRIL 24TH, 2017 @ 9:00 am

BIDDER	INTEREST RATE	
Key Bank	5 year	2.74%
	7 year	3.03%
	10 year	3.34%
Machias Savings Bank	5 year	2.39%
	7 year	2.75%
	10 year	3.49%
The First	5 year	2.35%
	7 year	2.59%
	10 year	2.90%
Camden National	5 year	2.39%
	7 year	2.47%
	10 year	not bid

Daniel S. Pittman
dpittman@eatonpeabody.com

Eaton
Peabody
Attorneys at Law

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April 27, 2017

Angus G. Jennings, Town Manager
Town of Hampden
106 Western Ave.
Hampden, ME 04444

Re: 2017 \$262,936 Revenue Obligation Bond

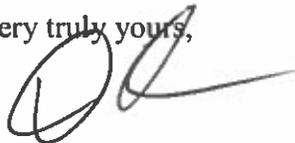
Dear Angus:

Enclosed please find the following documents to be executed regarding the above-captioned matter:

1. Issuance Resolutions to be adopted by the Town and executed by the Clerk, with the seal affixed;
2. Clerk's Certificate to be executed by the Clerk, with the seal affixed;
3. Certificate of Indebtedness to be executed by the Treasurer, with the seal affixed;
4. 2017 Revenue Obligation Bond in the principal amount of \$262,936 to be executed by the Treasurer twice and signed by the members of the Town Council, with the seal affixed;
5. Arbitrage and Use of Proceeds Certificate to be executed by the Treasurer, with the seal affixed;
6. IRS Form 8038G to be executed by the Treasurer.

Please mail these documents to me at the Bangor office by 5th, so that we may close this loan with Camden National Bank as scheduled for May 16, 2017. As always, let me know if you have any questions or concerns.

Very truly yours,



Dan S. Pittman

DSP/kd
Enc.

{EP - 02435681 - v1 }

AUGUSTA | BANGOR | BRUNSWICK | ELLSWORTH | PORTLAND

RESOLUTION OF THE COUNCIL OF THE TOWN OF HAMPDEN, MAINE
AUTHORIZING THE SALE OF \$262,936
REVENUE OBLIGATION BOND OF TOWN OF HAMPDEN, MAINE

WHEREAS, by Ordinance duly adopted on September 8, 2016, and approved at a referendum election duly called and held on November 8, 2016, the Town of Hampden, Maine (the "Town") is authorized by 30-A M.R.S.A. §5772 and other applicable law to borrow money in order to finance the costs of the Town's required contributions to the Bangor Wastewater Treatment Plant improvements; and

WHEREAS, the Council of the Town have determined that \$262,936 should be borrowed for that purpose through the issuance of a revenue obligation bond of the Town in the amount of \$262,936 (the "Bond");

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN AS FOLLOWS:

Section 1. The issuance, sale and delivery of the Bond to Camden National Bank (the "Bank") is authorized. The Bond shall be sold to the Bank at an aggregate purchase price equal to the original principal amount of the Bond, shall mature on May 15, 2024, may or may not be subject to prepayment or redemption in whole or in part at any time with or without penalty, as the Town Treasurer shall determine, shall bear interest at the rate per annum of 2.47%, shall be payable as to principal and interest as set forth in the Bond and shall contain such other terms as are set forth in the Bond.

Section 2. The Town Treasurer is authorized and directed to sign the Bond on behalf of the Town. The official seal of the Town is authorized and directed to be impressed on the Bond. The Bond will be countersigned by at least a majority of the Town Council. The Town Treasurer is authorized and directed to deliver the Bond to the Bank upon receipt of the purchase price therefore.

Section 3. The Bond is hereby designated as a qualified tax exempt obligation for purposes of § 265(b) of the United States Internal Revenue Code.

Section 4. The Council, the Town Clerk, and the Town Treasurer, and each of them acting individually, are authorized and directed, on behalf of the Town, to carry out or cause to be carried out all of the obligations of the Town under the Bond and to cause to be done all acts and to execute and deliver all certificates, returns and other documents as may be necessary and proper in connection with the issuance, sale and delivery of the Bond and in carrying out the purposes of this Resolution.

Section 5. All actions heretofore taken by the Council and the Town Treasurer relating to the issuance and sale of the Bond, and in ensuring that the interest thereon will be exempt from federal income taxation to the Bank are hereby ratified, approved and confirmed.

Section 6. The law firm of Eaton Peabody is hereby designated as Bond Counsel for the Town to advise the Town with respect to the issuance and sale of the Bond, and to prepare documents and render opinions as may be necessary or convenient for the purpose.

Section 7. This Resolution shall take effect immediately.

APPROVED May 1, 2017, by the Council of Town of Hampden, Maine at a meeting duly convened after sufficient public notice and conducted at Hampden, Maine.

TOWN OF HAMPDEN, MAINE

ATTEST:

(SEAL)

Town Clerk

\$262,936

May 16, 2017

UNITED STATES OF AMERICA
STATE OF MAINE

TOWN OF HAMPDEN

2017 REVENUE OBLIGATION BOND

For value received, the Town of Hampden, Maine (the "Town"), promises to pay to Camden National Bank (the "Bank") or its registered assigns the principal sum of

TWO HUNDRED SIXTY-TWO THOUSAND NINE HUNDRED THIRTY-SIX DOLLARS
(\$262,936)

in annual principal amounts set forth below, together with interest (including capitalized interest) calculated at the rate of 2.47% per annum on the outstanding principal balance, calculated on the basis of actual days elapsed in a 360-day year, both principal and interest being payable annually to Camden National Bank, Bangor, Maine, in the amounts and at the dates stated below:

<u>Date</u>	<u>Principal</u>	<u>Interest</u>
5/16/2018	\$34,835.58	\$6,584.72
5/16/2019	\$35,707.97	\$5,712.33
5/16/2020	\$36,589.00	\$4,831.30
5/16/2021	\$37,518.51	\$3,901.79
5/16/2022	\$38,458.08	\$2,962.22
5/16/2023	\$39,421.19	\$1,999.11
5/16/2024	\$40,405.67	\$1,014.65

TOTAL: \$262,936

Both principal and interest will be paid in lawful money of the United States of America at the offices of the Bank. This security is subject to call for redemption, in whole or in part, without premium, by delivery of payment to the holder or its nominee, whereupon this security shall be satisfied to the extent of any such Payment.

This Bond is a revenue obligation of the Town, and the Bond is being issued to finance the Town's required contribution to the Bangor Wastewater Treatment Plant improvements under the Constitution and Laws of the State of Maine authority of Title 30-A, Section 5772 of Maine Revised Statutes, as amended, and pursuant to action taken at a referendum election duly called and held on November 8, 2016 and action taken by the Town Council of the Town at a meeting duly called and legally held on May 1, 2017.

It is hereby certified that every requirement of law relating to the issue hereof has been duly complied with, and that this Bond is a valid revenue obligation of the Town. All acts, formalities and conditions essential to the validity of this Bond have been performed and complied with and this Bond is within every debt and other limit and regulatory authorization prescribed by law or by votes of the Town or its municipal officers.

This Bond has been and is hereby designated a “qualified tax-exempt obligation” of the Town in accordance with Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Bond is transferable only upon presentation to the Treasurer of the Town with a written assignment fully acknowledged or proved. No transfer hereof shall be effective unless made on the books of the Town kept by the Treasurer as transfer agent and noted thereon by the Treasurer with a record of payments as provided hereon. The Town shall have the right to prepay, without penalty or premium, all or any portion of the principal amount of this Bond at any time prior to the maturity hereof.

It is hereby certified that all acts, formalities and conditions essential to the validity hereof have been performed and complied with, and for the assignment, collection and payment of taxes to pay the same, when due, the full faith and credit of the Town are hereby irrevocably pledged.

IN WITNESS WHEREOF, the Town has caused this Bond to be signed in its name and behalf by its Treasurer and countersigned by a majority at least of the members of its Council, with the corporate seal of the Town impressed hereon and attested by the Town Clerk, all as of this 16th day of May 2017.

TOWN OF HAMPDEN

Treasurer

Mayor

Deputy Mayor

(SEAL)

Councilor

Councilor

Councilor

Councilor

Councilor

Seal attested by:

Clerk

CERTIFICATE OF REGISTRATION OF TRANSFER

This Bond is registered in the name of the transferee noted hereon on the books of the Town kept by the Town Treasurer as transfer agent.

Name of Registered Owner or Transferee	Date of Registration of Transfer	Date to Which Interest Paid	Aggregate Principal Paid	Balance of Principal Due	Signature of Town Treasurer
Camden National Bank	May 16, 2017	None	None	All	_____

TOWN OF HAMPDEN, MAINE

2017 REVENUE OBLIGATION BOND

ARBITRAGE AND USE OF PROCEEDS CERTIFICATE

I, Treasurer of the Town of Hampden, Maine (the "Issuer"), HEREBY CERTIFY and reasonably expect with respect to the issuance of and the use of proceeds of the 2017 \$262,936 Revenue Obligation Bond of the Issuer, dated May 16, 2017 (the "Municipal Bond"), as follows:

1. Authority to Issue Bonds. I am one of the officers of the Issuer duly charged and responsible for issuing the Municipal Bond. This certificate is made for the purpose of representing facts and establishing the reasonable expectations of the Issuer as to the amount and use of the proceeds of the Municipal Bond. It is intended and may be relied upon as a certification described in Section 1.148-2(b)(2) of the Treasury Regulations under Section 103(a) and related provisions of the Internal Revenue Code of 1986, as amended (the "Code"), and is being executed and delivered as part of the record of proceedings in connection with the issuance of the Municipal Bond.

2. Purpose of this Certificate. This certificate sets forth the facts, estimates and circumstances now in existence which are the basis for the Issuer's expectation that the proceeds of the Municipal Bond will not be used in a manner that would cause the Municipal Bond to be arbitrage bonds under the Code. To the best of my knowledge and belief, such expectation is reasonable and there are no other facts, estimates or circumstances that would materially change that expectation.

3. Description of Municipal Bond. The dates, maturities, denominations and rates of interest of the Municipal Bond are as shown in Schedule A attached hereto.

4. Use of Proceeds. The proceeds of the Municipal Bond will be used to the Issuer's required contribution to the Bangor Wastewater Treatment Plant improvements (the "Project").

5. Initial Temporary Period for Capital Projects.

(a) The Issuer has entered into (or will enter into within 6 months from the date hereof) a binding commitment for the acquisition, construction or accomplishment of the Project, and the amount of such commitment(s) with respect to the Project exceeds \$13,147, which is an amount equal to 5 percent of \$262,936, the aggregate amount of obligations issued for the Project. It is reasonably expected that more than 85 percent of the proceeds of the sale of the Municipal Bond will be expended by May 15, 2020. Work on the acquisition, construction or accomplishment of the Project will proceed with due diligence to completion.

(b) In the unexpected event that proceeds of the Municipal Bond remain unexpended after the earlier of the date the Project is complete and May 15, 2020, the Issuer will invest such unexpended amounts in obligations of a state or of any political subdivision thereof, the interest on which is excluded from gross income for purposes of federal income taxation pursuant to

Section 103 of the Code and which is not a preference item for purposes of the alternative minimum tax imposed by Section 55 of the Code or invest such amounts in obligations having a yield that is not more than the yield on the Bond. The Issuer may comply with the yield restriction requirement described in the immediately preceding paragraph by making yield reduction payments in accordance with the provisions of Section 1.148-5(c) of the Treasury Regulations.

6. No Reimbursement. To the extent any amount of the proceeds of the Municipal Bond is applied to reimburse the Issuer for Project costs paid prior to the date hereof, such costs were:

(a) not in excess of the lesser of \$100,000 or 5 percent of the proceeds of the Municipal Bond;

(b) paid with respect to certain "preliminary expenses", i.e., architectural, engineering, surveying, soil testing, bond issuance and similar costs, other than land acquisition, site preparation and similar costs incident to the commencement of construction, provided, however, such amounts do not exceed 20 percent of the proceeds of the Municipal Bond; or

(c) paid not more than 60 days prior to the adoption by the Issuer of an official declaration of its intent to finance the Project including a general description of the Project and the maximum principal amount of obligations expected to be issued for the Project, or, if no such resolution exists, paid not more than 60 days prior to the date hereof.

To the extent that the Project includes refinancing a taxable indebtedness, the foregoing requirements will apply to Project costs paid first from the Issuer's own funds and then reimbursed from the proceeds of the taxable indebtedness, to the same extent as such requirements apply to the Municipal Bond.

7. No Private Activity; Limitation on Private Use.

The Project is and will be owned by the Issuer and will be applied to improvements to a Wastewater Treatment Plant owned by a governmental unit. and it is expected that the Wastewater Treatment Plant will not be leased to any person who is not a state or local government unit. It is not expected that the Project will be sold or otherwise disposed of in whole or in part prior to the final maturity date of the Municipal Bond.

8. No Private Loans. None of the proceeds of the Municipal Bond were or will be used, directly or indirectly, to make loans to persons other than a state or local governmental Issuer. The Issuer will not make any private loans from the proceeds of the Municipal Bond after the issue date unless the Issuer has received the written opinion of bond counsel that such private loan will not adversely affect the exclusion of the interest on such bonds from gross income for purposes of federal income taxation.

9. Payment of Debt Service. The Municipal Bond will be paid from taxes or rates, charges or assessments and other revenues of the Issuer. The funds used to pay principal and

interest on the Municipal Bond, whether or not deposited into a debt service fund, will be expended within 13 months of the date of deposit in such fund, or the date of their accumulation, on the payment of debt service on the Municipal Bond. Any amounts received from the investment of such deposit or accumulation will be expended within one year of receipt. The debt service fund, if any, will be used to achieve a proper matching of revenues and debt service and will be depleted at least annually except for a reasonable carryover amount not to exceed the greater of the earnings on the fund for the immediately preceding bond year or 1/12 of the debt service on the Municipal Bond for the immediately preceding bond year.

10. No Other Funds Established. Except for the debt service fund described herein, if any, the Issuer has not created or established, and does not expect to create or establish, any sinking fund or other similar fund which the Issuer reasonably expects to use to pay principal or interest on the Municipal Bond.

11. No Other Replacement Proceeds. The Issuer hereby represents that the weighted average maturity of the Municipal Bond will not exceed the average economic life of the facilities financed with the proceeds of the Municipal Bond by more than 20 percent. Thus, no "replacement proceeds" (as defined in Section 1.148-1(c) of the Regulations) are expected to be created as a result of issuing the Municipal Bond.

12. Additional Yield Restrictions. With respect to any amounts received from the condemnation, insurance, or disposition of any part of the Project or any other amounts set aside by the Issuer, which are pledged to or expected to be used for the payment of debt service on the Municipal Bond, the Issuer will invest such amounts in obligations of a state or of any political subdivision thereof, the interest on which is excluded from gross income for purposes of federal income taxation pursuant to Section 103 of the Code and which is not a preference item for purposes of the alternative minimum tax imposed by Section 55 of the Code or invest such amounts in market rate obligations having a yield that is not more than the yield on the Bond. The Issuer may comply with the yield requirement described above, by making yield reduction payments in accordance with the provisions of Section 1.148-5(c) of the Treasury Regulations.

13. Yield Defined. For purposes of this certificate, yield means that percentage rate which when used in computing the present value of all payments of principal of, and interest on, the issue produces an amount equal to the issue price thereof, as defined in Sections 1273 and 1274 of the Code.

14. No Prohibited Payments. The Issuer has not entered into and will not enter into any transaction to reduce the yield on the investment of the proceeds of the Municipal Bond in such a manner that the amount to be rebated to the Federal government is less than it would have been had the transaction been at arm's length and the yield on the issue not been relevant to either party.

15. Exception to Rebate. The Issuer will not be liable for any rebate payments to the Federal Government because:

- (a) the Issuer is an entity with general taxing powers;

(b) at least 95 percent of the proceeds of the Municipal Bond are to be used for local governmental activities of the Issuer;

(c) the Issuer, including any agency, instrumentality or political subdivision of the Issuer, (i) has (or have) not issued and does (or do) not expect to issue (including issuances by any and all other subordinate entities) more than \$5,000,000 in tax-exempt obligations (including the Municipal Bond) during the current calendar year, and, (ii) if such Issuer has been allocated all or a portion of the \$5,000,000 limitation of a governmental Issuer or Issuers with general taxing power to which it is subordinate, it has not issued and does not expect to issue more than the amount(s) so allocated. A copy of any such allocation, including a list of previously issued obligations and obligations reasonably expected to be issued during the current calendar year, is attached hereto as Schedule B; and

(d) the Municipal Bond, or any portion thereof, is not a "private activity bond" as defined in Section 141 of the Code.

16. No Overissuance. The total proceeds of the sale of all obligations issued to date for the Project do not exceed the total cost of the Project.

17. No Hedge Bonds. The Issuer reasonably expects as of the date hereof that (a) at least 85% of the proceeds of the Municipal Bond will be used to carry out the governmental purposes of the issue within three years of the date hereof and (b) not more than 50% of the proceeds of the Municipal Bond will be invested in investment property which (i) will be acquired with the amounts received as a result of investing original proceeds of the issue and (ii) will have a substantially guaranteed yield of four years or more.

18. Additional Covenant. The Issuer will, subject to appropriation, comply with the provisions and procedures set forth herein, and will do and perform all acts and things necessary or desirable in order to assure that interest paid on the Municipal Bond shall, for purposes of federal income taxation, be excluded from the gross income.

19. Information Reporting. The Issuer has reviewed the Internal Revenue Service Form 8038-G to be filed in connection with the issuance of the Municipal Bond not later than the 15th day of the second month after the close of the calendar quarter in which the Municipal Bond was issued, a copy of which is attached hereto as Schedule C, and all of the information contained therein is, to the best of the Issuer's knowledge, true and correct. The Issuer will direct said Form 8038-G to be timely filed with the Internal Revenue Service.

20. No Federal Guarantee. No portion of the proceeds of the Municipal Bond will be invested, directly or indirectly, in federally insured deposits or accounts other than (a) investments of unexpended Municipal Bond proceeds for an initial temporary period until the proceeds are needed for the Project, (b) investment of a debt service fund, and (c) investments in obligations issued by the Issuer, United States Treasury, or investments in obligations issued pursuant to Section 21B(d)(3) of the Federal Home Loan Bank Act, as amended by Section 511(a) of the Financial Institutions Reform, Recovery and Enforcement Act of 1989, or any successor provision to Section 21B(d)(3) of the Federal Home Loan Bank Act as so amended.

An obligation shall not be treated as federally guaranteed by reason of any guarantee by the Federal Housing Administration, the Veterans' Administration, the Federal National Mortgage Administration, the Federal Home Loan Mortgage Corporation, or the Government National Mortgage Association, or grants of the Environmental Protection Agency.

21. No Composite Issues. No other governmental obligations have been sold less than 15 days prior to, or will be sold less than 15 days after, the sale date of the Municipal Bond, pursuant to a common plan of financing which will be paid out of (or have substantially the same claim to be paid out of) substantially the same source of funds as the Municipal Bond.

22. Retention of Records. The Issuer covenants to maintain all records relating to the requirements of the code and the representations, certifications and covenants set forth in this Arbitrage and Use of Proceeds Certificate until the date six years after the Bond has been retired. If the Bond is refunded by tax-exempt obligations (the "Refunding Obligations"), the Issuer covenants to maintain all records required to be retained by this section until the later of the date six years after the Bond been retired or the date three years after the last Refunding Obligations have been retired. The records that must be retained include, but are not limited to:

- (a) Basic records and documents relating to the Bond (including the Loan Agreement, this Arbitrage and Use of Proceeds Certificate and the opinion of Bond Counsel);
- (b) Documentation evidencing the expenditure of Bond proceeds;
- (c) Documentation evidencing the use of the Project by public and private sources (i.e., copies of management contracts, research agreements, leases, etc.);
- (d) Documentation evidencing all sources of payment or security for the Bond; and
- (e) Documentation pertaining to any investment of Bond proceeds (including the purchase and sale of securities, SLGS subscriptions, yield calculations for each class of investments, actual investment income received from the investment of proceeds, guaranteed investment contracts, and rebate calculations).

23. Designation of Bond as Bank Eligible.

(a) The Municipal Bond is hereby designated a "qualified tax-exempt obligation" pursuant to and for the purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the "Code");

(b) Not more than \$10,000,000 of obligations, including the Notes, of the Issuer and all subordinate entities thereof issued from January 1, 2017, to and including the date hereof have been designated by the Issuer for purposes of Section 265(b)(3) of the Code; and

(c) As of the date hereof, the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds, as referred to and defined in Section 141 of the Code and current refundings of other obligations of the Issuer), which will be issued by the Issuer and all subordinate entities thereof during the calendar year commencing January 1, 2017, does not exceed \$10,000,000.

24. Conclusion. On the basis of the foregoing, it is not expected that the proceeds of the sale of the Municipal Bond will be used in a manner that would cause such bond to be an “arbitrage bond” or “private activity bond” under Section 148 or 141, respectively, of the Code and the Treasury Regulations prescribed thereunder. To the best of my knowledge and belief, there are no other facts, estimates or circumstances that would materially change the foregoing conclusion.

IN WITNESS WHEREOF, I have hereunto set my hand on this 16th day of May 2017.

(SEAL)

Angus Jennings, Treasurer

SCHEDULE A
SPECIMEN COPY OF THE MUNICIPAL BOND

UNITED STATES OF AMERICA
STATE OF MAINE
TOWN OF HAMPDEN, MAINE
2017 REVENUE OBLIGATION BOND

MAY 16, 2017

**CERTIFICATE OF CLERK REGARDING ORGANIZATION, AUTHORIZATION,
INCUMBENCY, SIGNATURES, LITIGATION AND OTHER MATTERS**

Paula A. Scott, duly appointed and qualified Clerk of the Town of Hampden, Maine (the "Town") certifies as follows with respect to the issuance and sale of the Town of Hampden's \$262,936 Revenue Obligation Bond (the "Bond"):

1. The Penobscot County Town of Hampden was incorporated in 1794 by an act of the Massachusetts legislature, a copy of which, with all amendments, is attached as Exhibit A.
2. A true copy of the Notice of Public Hearing of the Town, held on September 8, 2016, at which an ordinance (the "Ordinance") authorizing the borrowing of \$262,936 to finance the costs of the Town's required contribution to the Bangor Wastewater Treatment Plant improvements (the "Project") was passed, is attached as Exhibit B. The Notice was published in a newspaper of general circulation in the Town at least seven days prior to the hearing, and was duly posted in accordance with all legal requirements in at least two public places in the Town and in a manner consistent with the Town's usual and customary practice.
3. On November 8, 2016, at a referendum election duly called and held, the voters of the Town approved the Ordinance by a vote of 2,769 in favor and 1,567 opposed. A true, correct and complete copy of the referendum voting results, and a copy of the warrant (with return of service and Treasurer's Statement) is attached as Exhibit C.

4. A true copy of the Notice of Public Meeting of the Town held on May 1, 2017, at which the borrowing of \$262,936 to finance the Project and the issuance of the Bond to satisfy the requirements of the Ordinance was approved, is attached as Exhibit D. Notice of this meeting was published in a newspaper of general circulation in the Town at least seven days prior to the hearing, and was duly posted in accordance with all legal requirements in at least two public places in the Town and in a manner consistent with the Town's usual and customary practice.

5. The borrowing anticipated hereby will not cause total debt of the Town to exceed statutorily imposed limitations on municipal debt, including those set out in 30-A M.R.S.A. 5702 and 5703. The Town is not subject, by other law or by contract, to any other limitations on its public debt.

6. The Town has not entered into any agreement to share its assessed valuation with any other municipality pursuant to Chapter 223, subchapter V of Title 30-A, of the Maine Revised Statutes, as amended, and no such agreement is presently contemplated.

7. No bond or note of the Town has been issued or is outstanding pursuant to the authorizations described above.

8. No petition or other proceeding seeking a recount or review of the actions approving the Bond described above has been filed or initiated and no resolve, order or proceedings central to the issue or sale of the Bond has been repealed or amended or is currently being challenged or reconsidered. No proceedings relating thereto have been taken other than those of which certified copies have been delivered to Eaton Peabody.

9. There is no litigation, action, suit or proceeding or, to my knowledge after diligent inquiry, circumstance or inquiry or investigation at law or in equity before or by any public

board or threatened against or affecting the Town or its property or any basis therefore, to restrain or enjoin the execution, issuance or delivery of the said Bond or the levy or collection of the revenues pledged therefore to pay the interest on, or the principal of the said Bond, or in any manner questioning the authority or proceedings for the execution, issuance and delivery of the said Bond or for the collection of said revenues or relating to the said Bond or effecting the validity thereof or the collection of said revenues, or wherein an unfavorable decision, ruling or finding would adversely affect the execution, issuance and delivery of the Bond or the validity of the enforceability thereof, the financial condition of the Town or its ability to make payment of principal and interest on the Bond as and when due. Neither the corporate existence nor the boundaries of the Town, nor the title of any of its respective officers is being contested.

10. The execution and delivery of the Bond and the performance of the obligations of the Town thereunder do not and will not violate or constitute a default under any order of any court or government agency, and do not and will not violate or constitute a default under any agreement, indenture, mortgage, lease or any other obligation or instrument to which the Town is bound, and approval or other action by any governmental authority or agency is required in connection therewith.

11. The persons set out below are the duly elected or appointed and qualified incumbent officials holding the offices set out next to their respective names. I have on file a document containing genuine examples of their signatures.

<u>Name</u>	<u>Office</u>
David I. Ryder	Mayor
Ivan McPike	Deputy Mayor

Stephen L. Wilde	Councilor
Dennis R. Marble	Councilor
Terry McAvoy	Councilor
Mark S. Cormier	Councilor
Gregory J. Sirois	Councilor
Angus G. Jennings,	Town Manager, Treasurer

12. The Bond will be duly executed by the Town by its Treasurer and countersigned by a majority of its municipal officers under the seal of the Town attested by its Clerk, awarded and delivered to Camden National Bank.

[The remainder of this page is intentionally left blank]

WITNESS my hand and the seal of the Town as of this 16th day of May 2017.

[SEAL]

Paula A. Scott, Clerk

UNITED STATES OF AMERICA
STATE OF MAINE
TOWN OF HAMPDEN
2017 \$262,936 REVENUE OBLIGATION BOND

CERTIFICATE OF INDEBTEDNESS

as of

May 16, 2017

I hereby certify that as of this date the total outstanding indebtedness of the Town of Hampden is \$5,182,850.

I further certify that the Town of Hampden has no debt limit other than that imposed by statute.

I further certify that as of May 16, 2017, the valuation of the Town of Hampden, Maine, as determined by the State Tax Assessor in accordance with Section 305 of Title 36, M.R.S.A., is as follows: \$619,461,300.

Dated: May 16, 2017

Angus Jennings, Treasurer

(SEAL)

SCHEDULE B

**OTHER GOVERNMENTAL BOND ISSUES
AND/OR ALLOCATION CERTIFICATION**

NONE

SCHEDULE C

FORM 8038-G

Information Return for Tax-Exempt Governmental Obligations

► Under Internal Revenue Code section 149(e)
 ► See separate instructions.

OMB No. 1545-0720

Caution: If the issue price is under \$100,000, use Form 8038-GC.

Part I Reporting Authority		If Amended Return, check here <input type="checkbox"/>
1 Issuer's name Town of Hampden		2 Issuer's employer identification number (EIN) 01-6000190
3a Name of person (other than issuer) with whom the IRS may communicate about this return (see instructions) Daniel S. Pittman		3b Telephone number of other person shown on 3a (207) 947-0111
4 Number and street (or P.O. box if mail is not delivered to street address) 106 Western Avenue	Room/suite	5 Report number (For IRS Use Only) 3
6 City, town, or post office, state, and ZIP code Hampden, ME 04444		7 Date of issue 5/16/2017
8 Name of issue 2017 Revenue Obligation Bond		9 CUSIP number
10a Name and title of officer or other employee of the issuer whom the IRS may call for more information (see instructions) Angus G. Jennings, Town Manager/Treasurer		10b Telephone number of officer or other employee shown on 10a (207) 862-3034

Part II Type of Issue (enter the issue price). See the instructions and attach schedule.		
11 Education		11
12 Health and hospital		12
13 Transportation		13
14 Public safety		14
15 Environment (including sewage bonds)		15
16 Housing		16
17 Utilities	262,936	17 00
18 Other. Describe ►		18
19 If obligations are TANs or RANs, check only box 19a	<input checked="" type="checkbox"/>	
If obligations are BANs, check only box 19b	<input type="checkbox"/>	
20 If obligations are in the form of a lease or installment sale, check box	<input type="checkbox"/>	

Part III Description of Obligations. Complete for the entire issue for which this form is being filed.					
	(a) Final maturity date	(b) Issue price	(c) Stated redemption price at maturity	(d) Weighted average maturity	(e) Yield
21	5/16/2024	\$ 262,936	\$ 262,936	4.09891 years	2.47 %

Part IV Uses of Proceeds of Bond Issue (including underwriters' discount)		
22 Proceeds used for accrued interest		22
23 Issue price of entire issue (enter amount from line 21, column (b))		23 262,936 00
24 Proceeds used for bond issuance costs (including underwriters' discount)	24	
25 Proceeds used for credit enhancement	25	
26 Proceeds allocated to reasonably required reserve or replacement fund	26	
27 Proceeds used to currently refund prior issues	27	
28 Proceeds used to advance refund prior issues	28	
29 Total (add lines 24 through 28)		29 -0-
30 Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here)		30 262,936 00

Part V Description of Refunded Bonds. Complete this part only for refunding bonds.	
31 Enter the remaining weighted average maturity of the bonds to be currently refunded	_____ years
32 Enter the remaining weighted average maturity of the bonds to be advance refunded	_____ years
33 Enter the last date on which the refunded bonds will be called (MM/DD/YYYY)	_____
34 Enter the date(s) the refunded bonds were issued ► (MM/DD/YYYY)	_____

Part VI Miscellaneous

- 35 Enter the amount of the state volume cap allocated to the issue under section 141(b)(5) 35
- 36a Enter the amount of gross proceeds invested or to be invested in a guaranteed investment contract (GIC) (see instructions) 36a
- b Enter the final maturity date of the GIC ▶ _____
- c Enter the name of the GIC provider ▶ _____
- 37 Pooled financings: Enter the amount of the proceeds of this issue that are to be used to make loans to other governmental units 37
- 38a If this issue is a loan made from the proceeds of another tax-exempt issue, check box and enter the following information:
 - b Enter the date of the master pool obligation ▶ _____
 - c Enter the EIN of the issuer of the master pool obligation ▶ _____
 - d Enter the name of the issuer of the master pool obligation ▶ _____
- 39 If the issuer has designated the issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check box ▶
- 40 If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check box ▶
- 41a If the issuer has identified a hedge, check here and enter the following information:
 - b Name of hedge provider ▶ _____
 - c Type of hedge ▶ _____
 - d Term of hedge ▶ _____
- 42 If the issuer has superintegrated the hedge, check box ▶
- 43 If the issuer has established written procedures to ensure that all nonqualified bonds of this issue are remediated according to the requirements under the Code and Regulations (see instructions), check box ▶
- 44 If the issuer has established written procedures to monitor the requirements of section 148, check box ▶
- 45a If some portion of the proceeds was used to reimburse expenditures, check here and enter the amount of reimbursement ▶ _____
 - b Enter the date the official intent was adopted ▶ _____

Signature and Consent	Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person that I have authorized above.			
	Signature of Issuer's authorized representative	Date	Angus G. Jennings, Treasurer Type or print name and title	
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed
	Daniel S. Pittman			PTIN P01605131
	Firm's name ▶ Eaton Peabody	Firm's EIN ▶ 01-0373027		Phone no. (207) 947-0111
	Firm's address ▶ P.O. Box 1210, Bangor, ME 04402-1210			

April 24, 2017

Angus Jennings, Town Manager
Town of Hampden
106 Western Ave
Hampden, ME 04444

Dear Mr. Jennings:

Thank you for the opportunity to bid on your request for municipal funds for the Town of Hampden, in the amount of Two Hundred, Sixty-two Thousand, Nine Hundred, Thirty-six Dollars (\$262,936.00). This bid is submitted as per your request for proposal specifications. Camden National Bank (the "Bank"), is pleased to offer this Note subject to the following conditions:

- 1) ISSUER: Town of Hampden
- 2) ISSUE DATE: The Note will be issued in May 2017
- 3) DENOMINATION OF NOTES: Single Note
- 4) INTEREST RATES/MATURITY DATES:

Based on the interest rate bid request, below are the quotes:

Five (5) years fixed at 2.39%

Seven (7) years fixed at 2.47%

Ten (10) years – Camden National Bank declines to bid a rate

- 5) PREPAYMENT PROVISION: The Note may be prepaid at any time without penalty.
- 6) LEGAL OPINION: This bid is subject to a legal opinion from bond counsel acceptable to the Bank, the cost of which will be borne by the Town of Hampden. The opinion must include a statement that the Note represents a valid and binding obligation of the issuer. The issuer's counsel will be responsible for preparing the required loan documents and filing the necessary forms with the Internal Revenue Service.



- 7) **CONFIRMATIONS:** The Town of Hampden must confirm in writing that: The Town of Hampden will comply with all of the Tax Reform Act of 1986, as amended, including all provisions relating to arbitrage and rebate.
- 8) **SUBMISSION OF FINANCIAL STATEMENTS:** The Town of Hampden will provide the Bank with year-end audited financials within one hundred twenty (120) days of the Town's fiscal year-end. Such statements are to be prepared by an independent certified public accountant.

This commitment shall expire if it is not accepted in writing by May 5, 2017 and may be withdrawn if any adverse information relating to the issuer's affairs is discovered prior to closing.

Should you have any questions regarding this proposal or require additional information, please contact me at (207) 299-1318. Thank you for considering Camden National Bank for your financial needs. Your municipality is very important to us.

Sincerely,

Brent A. Folster
Vice President

bfolster@camdennational.com

April 13, 2017

Town of Hampden
ATTN: Angus Jennings, Town Manager
106 Western Avenue
Hampden, ME 04444

Dear Mr. Jennings:

Thank you for the opportunity to provide this commitment letter for financing for the Town of Hampden in the amount of \$262,936.00 as the Town of Hampden's required contribution, pursuant to an Intermunicipal Agreement with the City of Bangor, toward the costs of improvements to the Bangor Wastewater Treatment Plant (WWTP). The Note is offered subject to the following conditions:

1. **Issue DATE:** On or about May 15, 2017.
2. **MATURITY:** Principal and interest will be payable via level monthly payments over one of three term options to be determined at the Town's discretion as follows:
 - a) Five years, with maturity on May 15, 2022;
 - b) Seven years, with maturity on May 15, 2024; or
 - c) Ten years, with maturity on May 15, 2027.
3. **INTEREST RATE:** The rate of interest will be fixed for the repayment term based upon a 360 day year depending on the term option selected above as follows:
 - a) **2.35%** for five years;
 - i. Total interest will be approximately **\$16,257**.
 - b) **2.59%** for seven years; or
 - i. Total interest will be approximately **\$25,223**.
 - c) **2.90%** for ten years.
 - i. Total interest will be approximately **\$40,912**.

There will be a "call" provision included allowing for refinancing if interest rates fall during the term of the loan.

4. DENOMINATION: There will be one (1) Note issued in the denomination of two hundred sixty two thousand, nine hundred thirty six dollars (\$262,936).
5. PREPAYMENT PROVISION: The Note may be prepaid at any time without penalty.
6. FEES: Waived.
7. LEGAL OPINION: This commitment is subject to a legal opinion from bond counsel acceptable to the Bank, the cost of which we be borne by the Town. The opinion must include a statement that the Bond represents a valid and binding obligation of the issuer.
8. CONFIRMATIONS: The Town must confirm in writing that:
 - a) The anticipated total tax exempt borrowings for 2017 will not exceed \$10,000,000; and
 - b) The Town will comply with all aspects of the Tax Reform Act of 1986, as amended, including all provisions relating to arbitrage and rebate.
9. SUBMISSION OF FINANCIAL STATEMENTS: The Town has already provided access to any necessary financial information including a recent financial statement audit.
 - a) Going forward, the Town will provide the Bank with year-end audited financial statements within one hundred fifty (150) days of the Town's fiscal year-end. Such statements are to be prepared by an independent certified public accountant.
 - b) The enclosed Municipal Fact Sheet will be completed and returned with the signed commitment letter.

This commitment shall expire if it is not accepted in writing by a qualified officer of the Borrower by 5:00 P.M. on May 15, 2017. Five (5) business days shall normally be required to prepare for a closing. Should you require any further information, please feel free to contact me as listed above. Again, thank you for allowing **First National Bank** to participate in this bid.

Very Truly Yours,



Tony C. McKim,
President & Chief Executive Officer

AGREED TO ON BEHALF OF TOWN OF HAMPDEN

Date: _____

By: _____

Print Name: _____

Its: _____



Experienced people. Exceptional service.

April 20, 2017

Town of Hampden
Attn: Town Manager
106 Western Avenue
Hampden, ME 04444

Re: Request for Interest Rate Bid

Dear Angus,

Thank you for the opportunity for Machias Savings Bank to submit a bid for the town's tax exempt revenue obligation bond. Please find attached a term sheet which outlines our 5, 7, and 10 year interest rate structure.

If you should have any questions please contact me at your convenience.

Thank you and I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink that reads "Dean Clark".

Dean Clark
VP Business Banking
989-8351 or 694-0425(cell)

4 Center Street, PO Box 318 | Machias, ME 04654-0318

(T) 800-339-3347 | (W) machiassavings.com

Member FDIC | Equal Housing Lender



**Welcome to Machias Savings Bank and
thank you for inquiring about a business loan!**

This term sheet is for discussion purposes only and in no way is to be construed as a commitment on behalf of the bank. This term sheet does not obligate the bank to lend.

Date: April 20, 2017

Borrower(s): Town of Hampden

Loan Type: Term Loan - Tax Exempt Revenue Obligation Bond

Amount: \$262,936

Term: Option 1: 5 years
Option 2: 7 years
Option 3: 10 years

Repayment: The town may choose monthly payments, quarterly or annual payments.

Rate: 5 years: 2.39% fixed
7 years: 2.75% fixed
10 years: 3.49% fixed

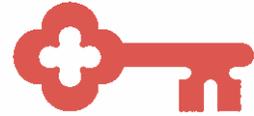
- Please note these rates will be honored for 60 days

Collateral: Unsecured

Fee(s) Doc Fee: \$250

Covenants and conditions: Machias Savings Bank does not require bond counsel on a loan of this size.

This term sheet is for discussion purposes only and in no way is to be construed as a commitment on behalf of the bank. This term sheet does not obligate the bank to lend.



Business Banking Department

774 Main Street
Presque Isle, ME 04769

Steven P. St. Pierre, VP

KeyBank N.A.

steven_p_st_pierre@keybank.com

Tel: 207-760-4572

Fax: 207-760-0830

April 20, 2017

Town of Hampden
Angus Jennings, Town Manager
106 Western Avenue
Hampden, ME 04444

Re: Bid Request – \$262,936 “Waste Water Treatment Plant Project”

Dear Mr. Jennings;

In response to the Town’s Invitation for Interest Rate Bids, KeyBank National Association (“Bank”) is pleased to offer the Town of Hampden (“Town”) the following interest rate quotations to borrow \$262,936.00 for the above referenced project.

Tax Exempt Rate Option:

Interest Rate Option #1 (Five Year Term): KeyBank offers a fixed interest rate of 2.74% per annum, calculated on an actual/365 day basis. Payable in **(5) Five** Equal Annual Principal Payments, plus Interest. Annual Payments will be due beginning May 15, 2018, and on May 15 of each year thereafter, maturing on May 15, 2022.

Interest Rate Option #2: (Seven Year Term): KeyBank offers a fixed interest rate of 3.03% per annum, calculated on an actual/365 day basis. Payable in **(7) Seven** Equal Annual Principal Payments, plus Interest. Annual Payments will be due beginning May 15, 2018, and on May 15 of each year thereafter, maturing on May 15, 2024.

Interest Rate Option #3: (Ten Year Term): KeyBank offers a fixed interest rate of 3.34% per annum, calculated on an actual/365 day basis. Payable in **(10) Ten** Equal Annual Principal Payments, plus Interest. Annual Payments will be due beginning May 15, 2018, and on May 15 of each year thereafter, maturing on May 15, 2027.

Re: Town of Hampden – \$262,936 “WWTP Project” (cont.)
April 20, 2017
Page 2

These rate bids are subject to the following conditions:

1. The Note is accompanied by an unqualified legal opinion from recognized Bond Counsel deemed acceptable for use by the Bank; **the cost of which will be borne by the Town.** The opinion must include a statement from Bond Counsel that this issue is a “Bank qualified tax-exempt” obligation of the Town;
2. The Town must confirm in writing that:
 - a. The maximum cumulative new debt incurred in 2017 will be less than \$10 million;
 - b. The Town will comply with all provisions of the Tax Reform Act of 1986 that apply to municipal borrowings, with particular reference to the non-arbitrage requirements.

This proposal is subject to change if not accepted by **May 8, 2017**, and subject to withdrawal if there is discovered, prior to loan disbursement, any adverse information relating to the Town’s financial affairs.

We appreciate the opportunity to submit this proposal in support of the Town’s financing requirements and look forward to hearing the results from you soon.

Thank you.

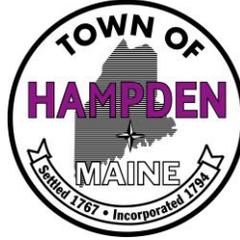
Sincerely,



Steven P. St. Pierre
Vice President

The proposed terms and conditions are provided for discussion purposes only and do not constitute an offer, agreement, or commitment to lend on the part of KeyBank National Association. The actual terms and conditions upon which KeyBank National Association might extend credit to the Town of Hampden are subject to the satisfactory completion of due diligence, formal credit approval, satisfactory review of documentation and such other terms and conditions as are determined by the bank.

Town of Hampden
 106 Western Avenue
 Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
Email:
 townmanager@hampdenmaine.gov

TO: Finance Committee and Town Council
FROM: Angus Jennings, Town Manager
DATE: April 27, 2017
RE: Recommended referral of Fees Ordinance to public hearing on May 15

At their meeting on April 24 the Infrastructure Committee recommended Town Council referral of the Fees Ordinance to public hearing on Monday, May 15 to formally review sewer rates (Sec. 2.9 of the Fees Ordinance). Expenses in the proposed FY18 budget exceed projected revenues, so an increase in revenues or a reduction in expenses, or a combination thereof, will be necessary in order to balance the FY18 sewer budget.

By holding a public hearing on May 15, the Council will allow the opportunity to increase FY18 sewer revenues, and in any case will provide staff and the Council predictability in revenue projections to inform the Council's working meeting regarding the sewer budget to be held on Wednesday, May 17 at 7 PM.

At its meeting next Wednesday May 3, the Planning & Development Committee will review changes to fees as recommended by staff in the following sections of the Fees Ordinance:

- Article 1: Administration
- Article 2: Fees for Activities Regulated by Town Ordinance
- Article 5: Public Works

It is requested that the Council refer the Fees Ordinance to public hearing on May 15, including to review sewer rates needed to balance the FY18 sewer budget, and to include any additional amendments to Article 1, 2 or 5 of the Fees Ordinance as may be recommended by the Planning & Development Committee.

While the Council would typically receive Committee recommendations prior to scheduling a public hearing, this action is requested for the following reasons:

1. Several of the proposed amendments to be considered by P&D were proposed last spring but tabled due to time constraints at the time. Included, for instance, is a clarification that permit applicants (not property tax payers) are responsible for costs associated with public hearing notices and abutter mailings;
2. If P&D favorably refers amendments on May 3, these will be placed on the record for the public hearing on May 4, which is sufficiently in advance of May 15 to satisfy legal notice requirements; and
3. This approach will save the Town an estimated \$277.00 in advertising costs (relative to separately noticing the proposed Fees Ordinance amendments).

Thank you for your consideration.

Legal Notices
TOWN OF HAMPDEN
NOTICE OF PUBLIC BID

The Town of Hampden is seeking bid proposals for design, engineering and permitting services for the Town-owned site at 106 and 146 Western Avenue which includes the Municipal Building, the Lura Hoyt Pool, athletic fields and undeveloped land. A full scope is available at www.hampdenmaine.gov, under "Public Notices and Bids", or at the Town Office.

Prospective bidders who wish to be considered for the project are expected to be represented at a pre-bid informational meeting on Friday, April 7, 2017 at 1 PM at the Skahan Center (Town Recreation Department), 1 Main Road North, Hampden, ME.

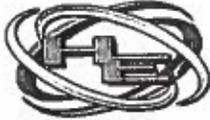
Scaled bids, clearly marked "Bid Proposal: Design, Engineering and Permitting Services, Town Building & Pool Site" must be received no later than Thursday, April 20 at 3 PM addressed to:

Town Manager
Town of Hampden
106 Western Avenue
Hampden, ME 04444

Bids will be publicly opened at the Hampden Municipal Building Conference Room at that time, and a bid tabulation will be prepared. The Town Manager will recommend a vendor and budget, or may recommend two or more vendors for interview, to the Town Council's Finance Committee on May 1, 2017.

March 31, 2017

INVOICE



HAMPDEN ELECTRICAL

337 Perry Road, Suite 1 * Bangor, Maine 04401
Phone (207) 942-6255 Fax (207) 942-5498

SERVICE FOR: *Town Office*

RECEIVED
MAR 30 2017

BY:.....

BILL TO: *Hampden Town Office*
106 Western Ave
Hampden, Maine 04444

Salesperson:	Date:	3/24/2017
Invoice number: 42453	Service number:	
Cost estimate:	Date completed:	

PARTS AND MATERIALS

PART NO.	QTY.	PARTS DESCRIPTION	PRICE EACH	AMOUNT
	1	Material	86.31	86.31

Acct. No. 01-10-20-35 - *Allen Bldg-repair*
20
 DEPARTMENT HEAD SIGNATURE
 DATE 4/5/17

Total parts and materials: 86.31

LABOR

Tax rate: 0.00 % Tax:

SERVICE PERSON	HOURS	DESCRIPTION	RATE/HOUR	AMOUNT
WM	3	Repaired lighting.	55.00	165.00

Total labor: 165.00

Tax rate: _____ % Tax:

Amount due: 251.31

COMMENTS

March 3rd / Friday - changing out light bulbs
Weight Room - lights
T.M. Office lights
Sear/Rosemary - fixing lights.
per Sean's request
was doing work for high - Morris was here that day.

Current Account Status
04/01/2017 - 04/26/2017
G 3-702-00 RESERVE ACCT / MUNIC BLD

-15,521.93 = Beg Bal -13,053.59 = YTD Net -28,639.20 = Balance
 -63.68 = Adjust 0.00 = YTD Enc

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
Totals-							0.00	0.00

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
August	1,000.00	0.00	0.00	0.00
September	840.72	0.00	0.00	0.00
October	0.00	20,000.00	0.00	0.00
November	575.00	0.00	0.00	0.00
February	676.83	0.00	0.00	0.00
March	3,853.86	0.00	0.00	0.00
Totals	6,946.41	20,000.00	0.00	0.00

MEMO



To: Angus Jennings
From: Kyle Severance
Date: 04-26-2017
Re: Request to purchase three (3) Windows Tablet Computers for Fire Department /
Emergency Response from IT reserve account 3-711-00

Message:

These tablets are to replace the two existing laptops in the ambulance and add a computer to the primary fire engine. The ambulances already have WIFI hotspots (for the wireless vital monitors) which means those computer only need WIFI capability. The third tablet will need built-in cellular internet capabilities which are \$10/mo to come out of public safety operating budget. This \$10/mo is cheaper than a hotspot monthly so I recommend this approach.

The laptops were already scheduled to be replaced next year, however, the State's EMS/RMS system upgraded to a web based client for EMS reports just recently. This expedites the need for computers properly configured to this new system. Tablets are cheaper than laptops so the three laptops can be purchased for less than what was budgeted for two laptops and greatly improve functionality/efficiency for the first responders.

2x Wifi only Surface Pro 4 factory-recertified tablets with protective cases: $(\$505.58 \times 2) + (\$65 \times 2) = \$1,141.16$

1x 4G LTE + Wifi Surface 3 with protective case : $\$549.99 + \$65 = \$614.99$

Total amount being requested from IT reserve: \$1,756.15

If you have questions, please let me know.

Thank you,

Kyle



Hampden Public Safety

Emergency Services Working Together

106 Western Avenue
Hampden, ME 04444



Phone: 207-862-4000

Email: publicsafety@hampdenmaine.gov

<http://www.hampdenmaine.gov/>

<https://www.facebook.com/hampdenpublicsafety>

Police—Fire—EMS

Code Enforcement
Building Inspection
Fire Inspection

Local Health Office

Joseph L. Rogers
Director of Public Safety
Kandy A. McCullough
Admin. Office Manager

Police

- T. Daniel Stewart
Sergeant/SRO
- Scott A. Webber
Sergeant
- Christian D. Bailey
Sergeant
- Joel Small
Investigator
- Joseph D. Burke
Patrol Officer
- Beason G. Eyles
Patrol Officer
- Shawn F. Devine
Patrol Officer
- Marc Egan
Patrol Officer
- William Miller
Patrol Officer
- Jeffrey L. Rice
Patrol Officer

Fire

- Jason Lundstrom
Lieutenant / Fire Inspector
- Daniel Pugsley, Jr.
Lieutenant / Paramedic
- Matthew St. Pierre
Lieutenant / Paramedic
- Myles Block
CEO / Paramedic
- Jared LeBarnes
Building Inspector / Paramedic
- Joseph Dunton
Paramedic / Chaplain
- Matthew Thomas
FP / Paramedic
- Shawn McNally
FP / Paramedic
- Matthew Roope
FP / Paramedic
- Chris Liepold
FP / Paramedic

Memorandum

To: Kyle Severance

From: Myles Block *MB*

Date: April 22, 2017

Re: Purchase of 3 Windows Tablets

Hampden Fire Department would like to request the purchase of 3 Windows Tablets for the Fire Department. These tablets will be used complete EMS Run Sheets on the 2 Ambulances as well as for field use by the Code Enforcement Team. Recently the State of Maine purchased a combined Fire and EMS Online Reporting System. This system is now the system that Hampden Fire Department uses to complete Fire and EMS Local, State and Federal reporting requirements. This system also has the ability to log locations, occupancies and inspections of properties. The interface for the online program is such that utilizing a tablet is more user-friendly than laptops.

We are asking for the purchase of 3 tablets that are equivalent to the current tablet we utilize for Pre-Plan Software, including the keyboard case. It would be nice if the tablets could also come with built in Cellular WiFi capability and come with Surface compatible pens.

The laptops that they would replace are about 5 years old and are scheduled for replacement soon. The eventual goal would be to have a total of 7 of these tablets in order to have one for each fire apparatus and one for pre-planning.

These tablets with Cellular WiFi capability will also allow the integration of our IamResponding Software on each Apparatus.

Current Account Status
04/01/2017 - 04/26/2017
G 3-711-00 RESERVE ACCT / COMPUTER

-68,101.36 = Beg Bal
-269.81 = Adjust

9,542.27 = YTD Net
0.00 = YTD Enc

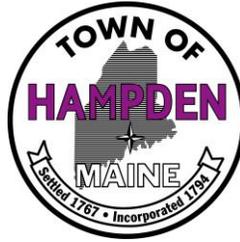
-58,828.90 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
03	0800		03/30/17		03/30/2017 C/R	R CR	0.00	37.00
04	0808		04/04/17		04/04/2017 C/R	R CR	0.00	0.50
04	0816	1853	04/05/17	00371 NORRIS, INC	SURVEILLANCE SYS UPGRADE	R AP	6,403.00	0.00
04	0816	1852	04/05/17	00194 HAMPDEN ELEC	INSTALL CAMERA CABLES	R AP	985.00	0.00
04	0815		04/05/17		04/05/2017 C/R	R CR	0.00	2.25
04	0820		04/06/17		04/06/2017 C/R	R CR	0.00	1.00
04	0828		04/10/17		04/10/2017 C/R	R CR	0.00	18.00
04	0835		04/11/17		04/11/2017 C/R	R CR	0.00	1.25
04	0844		04/12/17		04/12/2017 C/R	R CR	0.00	6.00
04	0849		04/18/17		04/18/2017 C/R	R CR	0.00	34.75
04	0861		04/19/17		04/19/2017 C/R	R CR	0.00	2.00
04	0866		04/20/17		04/20/2017 C/R	R CR	0.00	2.00
04	0879		04/24/17		04/24/2017 C/R	R CR	0.00	17.25
04	0883		04/25/17		04/25/2017 C/R	R CR	0.00	5.50
Totals-							7,388.00	127.50

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	105.50	0.00	0.00
August	2,073.89	157.00	0.00	0.00
September	0.00	85.00	0.00	0.00
October	0.00	150.00	0.00	0.00
November	0.00	118.37	0.00	0.00
December	0.00	77.25	0.00	0.00
January	0.00	85.00	0.00	0.00
February	0.00	77.50	0.00	0.00
March	1,175.00	148.50	0.00	0.00
April	7,388.00	90.50	0.00	0.00
Totals	10,636.89	1,094.62	0.00	0.00

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
Email:
townmanager@hampdenmaine.gov

TO: Finance Committee and Town Council
FROM: Angus Jennings, Town Manager
DATE: April 26, 2017
RE: Request for authorization of expenditures from Personnel Reserve

A Town employee has recently received a medical diagnosis that will require some amount of time away from work for testing and treatment. Time off will be provided in accordance with the Family and Medical Leave Act.

I would like to secure a temporary part-time worker in order to ensure staff coverage of key functions of this position during the remainder of the fiscal year.

This is a request for Council authorization of up to \$1,325.00 from the Personnel Reserve fund to cover these additional personnel expenses which were not included in the FY17 budget.

The current account balance in the Personnel Reserve is \$11,946 and the requested allocation will prevent the department's expense account from being overspent in FY17.

The Town's funding of this Reserve account allowed us to carefully budget FY17 compensation expense line items based on projected 52-week compensation terms. However, this careful (conservative) budgeting does not take into account employee turnover, FMLA and the need for backup, and associated costs, since doing so could result in raising more from taxation than ends up being needed. Instead, the budget relies on "as needed" allocation from Reserves such as proposed here.

Current Account Status
04/01/2017 - 04/30/2017
G 3-733-00 RESERVE ACCT / WAGE STUDY

-12,821.22 = Beg Bal 988.83 = YTD Net -11,946.20 = Balance
 -113.81 = Adjust 0.00 = YTD Enc

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
Totals-							0.00	0.00

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	15,537.68	40,000.00	0.00	0.00
March	25,451.15	0.00	0.00	0.00
Totals	40,988.83	40,000.00	0.00	0.00



Office of the City Manager

Finance 4-9

Catherine M. Conlow
City Manager
cathy.conlow@bangormaine.gov

Michael R. Crooker
Assistant City Manager
Human Resources Director
mike.crooker@bangormaine.gov

**Town of Hampden
RECEIVED**

APR 26 2017

**Office of the
Town Manager**

Angus Jennings
Town Manager
106 Western Ave
Hampden, ME 04444

Dear Angus:

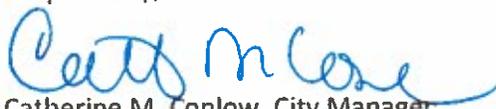
On behalf of the Bangor City Council, I am writing to see if your community would support the extension of passenger rail to the Bangor region. Currently LD 1312, "A Resolve to Investigate Extending Passenger Rail Service to Central Maine" is scheduled for a work session on Friday, April 28, 2017 at 9:30 at the State House. If approved, the bill will fund a study to determine costs of bringing passenger rail to Central Maine and the Bangor Region.

Research indicates that passenger rail has a positive economic impact on its service areas. Increased transportation opportunities support population increases, job growth and tourism. Additionally, the Trump administration has indicated a strong support for increased spending on infrastructure. If, as a region, we are to have passenger rail, we will need to obtain state support. The above bill is hanging by a thread. Thanks to some local representatives, the bill has remained alive.

To that end, the City has agreed to contribute \$25,000 towards the study. At this time, it is important to show regional support for passenger rail. At a minimum, we would ask you to reach out to your representatives to obtain support for this bill. Additionally, it would be great if your community could consider some financial support for the study.

If you have any questions or concerns, please feel free to call me at 992-4201.

Respectfully,


Catherine M. Conlow, City Manager

