

## FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, May 7th, 2018

**6:00 p.m.**

Hampden Town Office

1. Meeting Minutes
  - a. April 17th, 2018
2. Review & Sign Warrants
3. Unfinished Business
4. New Business
  - a. Recommend Council authorization for the expenditure of \$600 from IT Reserve (3-711-00) for paying for the Payport interface for credit cards
  - b. Recommend Council award of the Coldbrook Storm Drain Project contract to Eastwood Contractors in the amount of \$27,000 – *referral from Infrastructure Committee*
  - c. Recommend Council award of the Mold Remediation and Restoration bid to Eastern Mold Remediation, Inc., and request for authorization for the expenditure of \$5,000 from Municipal Building Reserve (3-702-00) for the purpose of paying for mold remediation and related expenses – *referral from Infrastructure Committee*
  - d. Petition to authorize an additional agency liquor store in Hampden
  - e. Town Manager's presentation of proposed FY2019 Budget
5. Public Comment
6. Committee Member Comments.
7. Adjournment

**FINANCE & ADMINISTRATION COMMITTEE MEETING**

Tuesday, April 17th, 2018

6:00 p.m.

**MINUTES – DRAFT**

Hampden Town Office

*Attending:*

*Chairman McAvoy  
Mayor McPike  
Councilor Cormier  
Councilor Wilde  
Councilor Marble  
Councilor Ryder*

*Interim Town Manager Rogers  
Town Clerk Paula Scott  
DPW Director Sean Currier  
Rec Director Shelley Abbott  
CEO Myles Block*

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

**1. Meeting Minutes**

- a. April 2<sup>nd</sup>, 2018** – *There was a motion and a second to approve the April 2<sup>nd</sup> minutes. Unanimous vote in favor, 6-0.*

- 2. Review & Sign Warrants** – *Councilors reviewed and signed the disbursement warrants.*

**3. Old Business****4. New Business**

- a. Licensing of Solid Waste Commercial Haulers pursuant to the Solid Waste Flow Control Ordinance** – *Councilor Ryder made a motion, seconded by Councilor Marble, to approve the licensing of Mayhew Rubbish, DM & J Waste, Waste Management, JT Trash Disposal Service and Sullivan's Waste Disposal as licensed solid waste commercial haulers within Hampden. Discussion followed regarding the temporary stipulation for haulers to transport to Juniper Ridge rather than PERC, the fees adjustment, and how to police those that are hauling within the Town. The Clerk stated that staff had reached out to all known haulers including some that do not do business in town. She stated that there is an enforcement*

*provision within the ordinance for those that do not obtain a license. DPW Director Currier stated that all haulers are required to be licensed by April 1<sup>st</sup> and anyone coming on during the year will still be licensed upon receipt of the fee. The Clerk stated that some of the haulers are concerned about the extra expense to Juniper Ridge, but that it is believed that concessions will be made because of the extra distance haulers now must travel. Councilor McAvoy opined on whether this even needs to go before Committee/Council to approve the licenses, stating that he felt it could be handled like the way Victualer's licenses are handled. The Clerk stated we would look at the Ordinance to determine if Council approval is necessary. Discussion ceased and the motion was brought to vote. Unanimous vote, 6-0.*

- b. Status of real estate and personal property tax collections as of April 5<sup>th</sup>, 2018 – Barbara Geaghan, Tax Collector – Committee members noted that the status of collections is at 93%.**
  
- c. Recommend award of the 2018 mowing bid – requested by DPW Director Currier –** *Director Currier reported that the RFP was sent to 8 vendors, and only one responded with a bid in the amount of \$70,200. Another responded to say that they do not have the staff needed. Others came and looked at the areas but submitted no bid. One company would only bid if it included the school's athletic fields. Director Currier handed out calculation sheets to show that the Department can do those same (continued) services for \$39,965.80. Councilor McAvoy asked if we are putting things in the RFP to keep bidders from being able to compete. Director Currier stated that the RFP is not embellished one bit and that all the requirements are exactly what the Public Works Department is currently doing, and has been doing. In response to Councilor McAvoy's question about the high cost of the bid, Councilor Ryder reminded that the last time the outsourcing was discussed, it was only to mow cemeteries and this included the fields and more. Councilor Ryder made a motion, seconded by Councilor Marble, to recommend that Council make no award. Unanimous vote in favor, 6-0.*
  
- d. Recommend award of the 2018 cruiser bid – requested by Public Safety Director Rogers –** *Director Rogers explained the bids received from all dealerships and stated that the vehicle that meets all the specifications is the Ford Interceptor in the amount of \$29,280. He stated that not all the equipment from the old vehicle will fit, so he will be returning with a reserve request in order to outfit the vehicle. Councilor McPike made a motion, seconded by Councilor Marble, to recommend that Council award the cruiser bid to Quirk Auto Group for the 2018 Ford Interceptor in the amount of \$28,820.00. Unanimous vote in favor, 6-0.*

- e. Recommend authorization to sell tax foreclosed property located at 114 Old County Road – requested by Barbara Geaghan, Tax Collector – Tax Collector Barbara Geaghan explained the steps taken to locate the owner of this property and that all efforts were exhausted. Her recommendation is to put this property out to sealed bid with a minimum bid price of \$6,650. This cost is simply the amount of taxes owed and to recapture administrative costs associated with the foreclosure. Discussion followed regarding the property location, possible value, and contents. Councilor McPike made a motion, seconded by Councilor Marble, to recommend that Council authorize the sale of the tax acquired property. Unanimous vote in favor, 6-0.**
- f. Recommend authorization for the use of up to \$4,000 of Planning & Commissions reserve funds (3-725-00) for unbudgeted legal costs related to Town Attorney review of proposed Zoning Ordinance amendments – CEO Myles Block reported that this request is so that legal counsel can review the proposed Zoning Ordinance amendments to make sure that no proposed changes are at odds with any state laws. Councilor Marble made a motion, seconded by Councilor Wilde, to recommend Council authorize the use of up to \$4,000 for unbudgeted legal expenses related to the proposed Zoning Ordinance amendment. Unanimous vote in favor, 6-0.**
- g. Recommend endorsement of a letter of support for the Hampden Historical Society for a capital campaign grant application – requested by The Hampden Historical Society - Councilor Marble stated that he is a member of the Historical Society and there has been a lot of hard work going into raising money for the expansion of the building. He encouraged committee support. The Clerk reported that the Historical Society has been involved in the ‘quiet’ phase of the campaign and have raised \$325,000 thus far toward the \$500,000 goal. A letter of support from the elected officials can be used for grant and foundation applications. Councilor Marble made a motion, seconded by Councilor Wilde, to recommend Council endorsement of the letter of support for the Hampden Historical Society. Unanimous vote in favor, 6-0.**
- h. Town Council rules – Unanimous consent to postpone until July after the budget work is complete.**
- i. Discussion of proposal to add new full-time staff position to Administration Department in FY19 budget, and to reorganize and reassign some staff responsibilities for remainder of FY18 – Chairman McAvoy stated that during agenda review, it was**

*mentioned that this would likely remain on the agenda as information only and not an action item. He further stated that he wasn't sure that it even needed to be the Council's purview.*

**5. Public Comment - None**

**6. Committee Member Comments - None**

**7. Adjournment** – *With no other business to conduct, the meeting was adjourned at 6:30 p.m.*

*Respectfully Submitted,*

A handwritten signature in black ink that reads "Paula A. Scott". The signature is written in a cursive, flowing style.

*Paula A. Scott, CCM  
Town Clerk*



4-a

Invoice XT00139820  
 Date 4/27/2018  
 Page 1 of 1

Remit To: Harris Computer Systems  
 62133 Collections Center Drive  
 Chicago, IL 60693-0621

**Bill to**  
 Town of Hampden  
 106 Western Avenue  
 Hampden, ME 04444  
 USA

**Ship To**  
 Town of Hampden  
 Angus Jennings  
 106 Western Avenue  
 Hampden, ME 04444  
 USA

PO Number	Customer No.	Salesperson ID	Shipping Method	Payment Terms
WAW-G7W3Y8	HAM501	SPECTRUM 2	DELIVERY	

Ordered	Item Number	Description	Unit Price	Ext Price
1.00	MCS-LIC	Payport Interface for CC	US\$600.00	US\$600.00

Acct. No. \_\_\_\_\_

DEPARTMENT HEAD SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

RECEIVED

APR 30 2018

BY: .....

Invoice Questions? Please call John Calpito at 1-888-847-7747 ext 2597 OR e-mail JCalpito@harriscomputer.com	Subtotal	US\$600.00
	Misc	US\$0.00
	Tax	US\$0.00
	Freight	US\$0.00
	Trade Discount	US\$0.00
	<b>Total</b>	<b>US\$600.00</b>



**TOWN OF HAMPDEN**  
**DEPARTMENT OF PUBLIC WORKS**

106 WESTERN AVE.  
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

April 18, 2018

To: Angus Jennings

From: Sean Currier

Subject: 2018 Coldbrook Storm Drain Project – Recommendation of Award

The Public Works department solicited bids for the installation of new storm drain pipe and structures on Coldbrook Road near Laskey Lane due to annual erosion problems. The project proposes the installation of 4 new structures, and approximately 340LF of HDPE smooth bore pipe. The intent is to curb this section of road once lower Coldbrook Road rotation is up for repaving. This will occur after the Rt1A reconstruction and bridge projects are completed.

Four (4) contractors responded to the bid request with prices ranging from \$27,000.00 to \$36,500.00 with Eastwood Contractors being the lowest responsive bidder. I have worked with Eastwood Contractors in the past and had very favorable results. Funding for this project will come from operating budget 10-10-22-01.

I would like to recommend award of the project to Eastwood Contractors in the amount of \$27,000.00.

Thank you for your consideration.

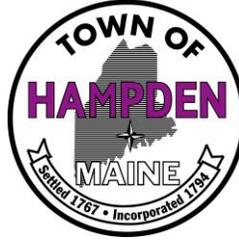
Sean Currier

## **Coldbrook Road Storm Drain**

Bid results will be presented to Infrastructure committee on April 30.  
If recommended, referral will be sent to Council for approval on May 7.

<b>Company</b>	<b>Bid Amount</b>
Hughes Bros. Inc	\$36,500.00
Sunset Development	\$31,980.15
Eastwood Contractors	\$27,000.00
Wellman Paving	\$30,945.00

**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: May 3, 2018  
 RE: Mold remediation bid

Director Currier reported on the results of the April 30 Infrastructure Committee meeting, at which the Committee referred the received bid on mold remediation to the Finance Committee, along with a request for my recommendation on the source(s) of funding.

As you know, on December 18, 2017 the Town Council authorized expenditure of up to \$100,000 from the Municipal Building Reserve for the purpose of mold remediation and related expenses. On the same night, the Council authorized a transfer in the same amount from FY18 Overlay to this reserve account, which was necessary to provide adequate balance to cover this authorization.

To date, a total of \$13,543 has been paid (or invoiced) for work related to mold remediation, detailed in the attached table. Therefore, up to \$86,457 remains available under that authorization.

The remaining authorized reserve funds would support award of the base bid contract (but not the Alt. #1 bid – the public safety wash bay) in the amount of \$72,176 to Eastern Mold Remediation, Inc. This amount is also projected to cover replacement of the diffuser; a portion of remaining costs for plastic storage bins (to replace the cardboard boxes used to store town records); and misc. associated electrical costs. About \$1,300 in costs to date would be reassigned to expense budgets. Finally, an additional amount of \$5,000 is proposed from the Municipal Building Reserve for the costs of new cove base throughout the remediation area.

This estimated project budget does not provide an amount for contingency, so cost overruns would require further Council approval.

If the full amount of authorized funds (\$86,457) and the new requested reserve funds (\$5,000) were to be spent, it would leave a remaining balance in the Municipal Building Reserve of approximately \$20,700. This would allow the public safety flooring project, with an estimated cost of \$20,000, to proceed as well – and this would be proposed to happen in coordination since the existing floor will need to be removed as part of the remediation. The flooring work would be separately bid and, because the costs will exceed \$10,000, will be brought to the Finance Committee and Town Council separately for authorization to contract for this work.

A Council vote would be needed in order to execute a contract for mold remediation.

A separate Council vote would be needed to authorize \$5,000 of additional Municipal Building Reserve funds for the costs of new cove base throughout the remediation area.

Additional funds toward the Municipal Building Reserve are proposed within the FY19 Budget in order to restore a balance that takes into account future facility needs.

<b>Proposed Budget for Mold Remediation (Base Bid)</b>					
	<u>Cost</u>	<u>Recommended</u>	<u>Expended</u>	<u>Remaining</u>	
Base Bid	\$ 72,176.00	\$ 72,176.00	\$ -	\$ 72,176.00	
Alt #1 Bid	\$ 17,590.00	\$ -		\$ -	Do not do wash bay alternate at this time
Engineer	\$ 20,000.00	\$ 20,000.00	\$ 11,254.00	\$ 8,746.00	Includes post remediation testing, inspections
Flooring				\$ -	20k in <u>budgeted</u> muni bld reserve funds
Cove Base	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	estimate only
Duct Cleaning	\$ 14,500.00	\$ -		\$ -	may be removed for now
Legal Costs	\$ 525.00	\$ 525.00	\$ 525.00	\$ -	
Legal Ad (RFP)	\$ 277.00	\$ 277.00	\$ 277.00	\$ -	
Plastic storage bins	\$ 2,500.00	\$ 2,500.00	\$ 1,486.86	\$ 1,013.14	
Diffuser Replacement	\$ 3,800.00	\$ 3,800.00	\$ -	\$ 3,800.00	
Misc Electric	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	install of new fans in locker rooms with humidistat
Dehumidification	\$ 3,170.00	\$ -	\$ -	\$ -	may be removed for now
Contingency ???	\$ 10,000.00	\$ -	\$ -	\$ -	
<b>Total:</b>	<b>\$ 151,538.00</b>	<b>\$ 106,278.00</b>	<b>\$ 13,542.86</b>	<b>\$ 92,735.14</b>	

**Proposed Cost Offsets and Add'l Reserve Authorization**

	<u>Amt</u>	<u>Acct</u>
Journal legal costs to Admin:	\$ 525.00	01-01-35-01
Journal legal ad to DPW:	\$ 277.00	10-01-30-01
Partial costs for storage bins:	\$ 500.00	01-01-10-01

Total proposed offsets: \$ 1,302.00

Net cost remaining: \$ 91,433.14

Remaining reserve authorization: \$ 86,457.14

Unfunded amount: \$ 4,976.00

**Proposed for add'l authorization from Muni Bldg Reserve: \$ 5,000.00**



**TOWN OF HAMPDEN  
NOTICE OF PUBLIC BID**

The Town of Hampden is seeking bid proposals for mold remediation and restoration services at the Town municipal building located at 106 Western Avenue.

A full scope and pertinent information will be available at the pre-bid meeting and after the meeting at [www.hampdenmaine.gov](http://www.hampdenmaine.gov), under "Public Notices and Bids". This project will require mold specific Contractor Liability Insurance with True Occurrence Claims Provisions.

Prospective bidders (and proposed sub-contractors) who wish to be considered for the project are expected to attend a **mandatory pre-bid meeting** on April 12, 2018 at 1:00pm at the Municipal Building Conference Room, 106 Western Avenue, Hampden, ME. Sealed bids, clearly marked "Bid Proposal: Mold Remediation and Restoration Services, Town Municipal Building" must be received no later than Wednesday, April 25, 2018 at 1:00pm 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 1:00pm on April 25, 2018. A bid tabulation will be prepared and presented for award at the next scheduled Council meeting on May 7, 2018.



ENVIRONMENTAL SAFETY & HYGIENE ASSOCIATES, INC.

- Indoor Air Quality Testing
- Asbestos Testing & Consulting
- Lead Testing & Consulting
- Mold Testing
- Industrial Hygiene
- Training
- OSHA Compliance

## ENVIRONMENTAL ABATEMENT BID PLAN

**Town of Hampden  
Hampden, Maine**

Prepared for

**Mr. Angus Jennings  
Town Manager  
Town of Hampden  
106 Western Avenue  
Hampden, Maine 04444**

\*\*\*\*\*

Prepared by

**Environmental Safety & Hygiene Associates Inc.**

ESHA Project # 18-036

*April 12<sup>th</sup>, 2018*

[www.airqualitymaine.com](http://www.airqualitymaine.com)

91 Larrabee Rd., Suite 102 ~ Westbrook, Maine 04092 ~ Phone: 207-854-2711

## PROJECT BACKGROUND

### **Town Municipal Building**

The lower level of the Public Safety building has been subject to elevated humidity, slab condensation, and isolated water damage events that have primarily impacted lower drywall sections and flooring. The conditions described above have contributed to the manifestation of fungal growth behind vinyl base molding, drywall, and surface growth on selective wall and ceiling surfaces.

It is the intent of the Town to engage a professional mold remediation firm to provide removal of all flooring, vinyl base molding, and water damaged drywall followed by installation of new drywall (Mold resistant) vinyl base molding, and finish painting in multiple phases (see phasing plan). In addition, the Town will be soliciting and alternate bid for the removal of the FRP and drywall from the wash bay followed by installation of new drywall (Mold resistant), FRP, vinyl base molding, and finish painting, the general scope of remediation and restoration work is as follows;

#### **Base Bid All Phases**

##### ***Remediation Scope***

- Removal and temporary storage of all contents within each phase will be conducted by the Owner.
- Isolate each phase with a two-stage decontamination unit, poly critical barriers, caution tape, and keep out signs.
- Install a minimum of two 2000 cfm HEPA filtered negative air machine and vent to secure through wall penetration or secure window opening to the outdoors or into a water bath if outdoor venting is not accessible. A pressure differential of -0.020 or greater must be established and maintained.
- Install a digital and tape recording Pressure Differential Monitor (PDM) to data log and confirm a pressure differential of -0.020 or greater until such time Post Remediation Verification (PRV) testing has been completed and passed.
- Isolate all HVAC return ducts with poly critical barriers to avoid dust contamination.
- Supply make-up air to any systems that require fresh air or will be otherwise impacted by the negative pressure such boilers, heaters, dampers.
- Conduct pre-abatement assessment of engineering and environmental controls prior to proceeding with the abatement.
- Sequentially remove and dispose of all vinyl base molding within each phase followed by cutting all exposed drywall 1" off the exposed concrete floor.
- Sequentially remove and dispose of all drywall as depicted on the attached floor plans.
- Sequentially remove and dispose of all flooring as depicted on the attached floor plans.

**Town of Hampden  
Municipal Building  
Page Two**

- Surface clean and HEPA vacuum all exposed lower drywall areas that have been subject to removal of the vinyl base molding but are not scheduled for removal followed by application of an anti-microbial paint.
- Surface clean and HEPA vacuum all exposed wall framing and adjacent drywall systems that have been exposed by the drywall removal followed by surface cleaning if metal studs and application of an anti-microbial paint if wood studs.
- Surface clean any walls within the phase (Primarily the locker rooms) that have visible mold stains or growth.
- Remove all debris and non-essential equipment from the phase area in preparation of final cleaning and PRV testing
- Fine clean all exposed surfaces within the phase area using damp wipe and HEPA vacuum methods
- Remove and replace all HEPA unit pre-filters with new clean filters
- Fine clean all ladders and equipment with the phase area using damp wipe and HEPA vacuum methods
- Notify ESHA that the phase is ready for PRV visual and testing.
- Once the PRV certificate is issued, de-regulate the area for restoration activities. Note that all engineering controls (Negative air flow) and critical barriers shall remain active and in place until such time the phase is ready for re-occupancy. The intent is to control drywall dust and paint fumes.

**NOTE:** All waste and PPE within each phase must be properly packaged within sealed disposal bags prior to removal from within each phase. All equipment shall be fine cleaned using damp wipe and HEPA vacuum methods prior to removal from within each phase.

***Restoration Scope***

- Replace any insulation that was removed during the drywall removal activities.
- Install new mold resistant drywall (1/2" or 5/8") in areas that were removed during the drywall removal activities. The new drywall must be applied 1" off the exposed concrete floor and must be mold resistant.
- Finish tape and sand all drywall seams, joints, screw heads in preparation for finish painting.

**Town of Hampden  
Municipal Building  
Page Three**

- Finish paint all walls within the phase with a low VOC latex paint (Color to be selected by Owner).
- Fine clean the phase area and remove all engineering and containment controls

**Bid Alternate #1**

***Remediation Scope***

- Removal and temporary storage of all contents within the wash bay will be conducted by the Owner.
- Isolate the wash bay with a two-stage decontamination unit, poly critical barriers, caution tape, and keep out signs.
- Install a minimum of one 2000 cfm HEPA filtered negative air machine and vent to secure through wall penetration or secure window opening to the outdoors or into a water bath if outdoor venting is not accessible. A pressure differential of -0.020 or greater must be established and maintained.
- Install a digital and tape recording Pressure Differential Monitor (PDM) to data log and confirm a pressure differential of -0.020 or greater until such time Post Remediation Verification (PRV) testing has been completed and passed.
- Isolate all HVAC return ducts with poly critical barriers to avoid dust contamination.
- Supply make-up air to any systems that require fresh air or will be otherwise impacted by the negative pressure such boilers, heaters, dampers.
- Conduct pre-abatement assessment of engineering and environmental controls prior to proceeding with the abatement.
- Sequentially remove and dispose of all vinyl base molding, FRP, drywall, and insulation as depicted on the attached floor plans.
- Surface clean and HEPA vacuum all exposed wall framing that has been exposed by the drywall removal followed by surface cleaning if metal studs and application of an anti-microbial paint if wood studs.
- Remove all debris and non-essential equipment from the phase area in preparation of final cleaning and PRV testing.
- Fine clean all exposed surfaces within the phase area using damp wipe and HEPA vacuum methods.

**Town of Hampden  
Municipal Building  
Page Four**

- Remove and replace all HEPA unit pre-filters with new clean filters.
- Fine clean all ladders and equipment with the phase area using damp wipe and HEPA vacuum methods.
- Notify ESHA that the phase is ready for PRV visual and testing.
- Once the PRV certificate is issued, de-regulate the area for restoration activities. Note that all engineering controls (Negative air flow) and critical barriers shall remain active and in place until such time the phase is ready for re-occupancy. The intent is to control drywall dust and paint fumes.

**NOTE:** All waste and PPE within each phase must be properly packaged within sealed disposal bags prior to removal from within each phase. All equipment shall be fine cleaned using damp wipe and HEPA vacuum methods prior to removal from within each phase.

***Restoration Scope***

- Replace any insulation that was removed during the drywall removal activities.
- Install new mold resistant drywall (1/2" or 5/8") in areas that were removed during the drywall removal activities. The new drywall must be applied 1" off the exposed concrete floor and must be mold resistant.
- Finish tape and sand all drywall seams, joints, screw heads in preparation for application of new FRP.
- Apply new 48" x 120" (4' x 10') FRP panels to all walls within the wash bay.

**Post Remediation Verification (PRV Visual)**

A visual assessment of conditions in each phase will be recorded on a basic visual assessment form by the CIE both prior to release of the area. The visual conditions after abatement is complete should be clean and all surfaces should have no visible or residual dust or growth.

**Post Remediation Verification (PRV Airborne)**

Once each phase of the remediation is complete a final PRV will be conducted to include the affected and immediate and adjacent unaffected areas. The assessment will include testing for airborne fungi spores in accordance with recommended sampling and release criteria.

\* Cladosporium less than or equal to outdoors, a concentration of Stachybotrys that is below detection by the laboratory (<22 ct./m<sup>3</sup>) inside a remediation area, and total airborne fungal spore concentrations inside a remediation area should not exceed 2,000 ct./m<sup>3</sup> (and that the concentration of Cladosporium, Aspergillus/Penicillium, or any individual spore does not make up more than 1/3 of the 2,000 ct./m<sup>3</sup>, which is equal to 666 ct./m<sup>3</sup>).

# INSTRUCTIONS TO BIDDERS

## **Town of Hampden Town Municipal Building**

Mailed proposals will be received at the office of Town Manager, Town of Hampden, 106 Western Avenue, Hampden, Maine 04444 on or before 1:00 p.m. Wednesday, April 25<sup>th</sup>, 2018 at which time they will be reviewed for consideration. It is the sole responsibility of the bidder to see that this bid is in the hands of the proper authority prior to the bid date and time, late bids will be rejected.

At the time of submitting the Proposals, each Bidder will be presumed to have inspected the Site and to have read and to be thoroughly familiar with the Plans and Contract Documents including all Addenda. The failure or omission of any Bidder to receive or examine any form, instrument, or document shall in no way relieve any Bidder from any obligation in respect to his/her Proposal.

It is of utmost importance that Bidders examine the Bidding Documents and existing conditions at the site in order to familiarize themselves with the extent of the work, the accessibility of the areas where the work is to be done, and the nature of existing conditions. The submittal of a Bid will constitute an incontrovertible representation by the Bidder that he/she is familiar with the nature and the complexity of the work to be done.

Each Bidder shall examine all contract documents noting particularly all requirements that will affect the work in any way. Failure of a Bidder to fully acquaint him/herself with the amount and nature of work required to complete the project or to take his/her own measurements will not be considered subsequently as a basis for extra compensation.

Should a Bidder find discrepancies in or omissions from the documents or should he/she be in doubt as to their meaning, he/she should at once notify ESH Associates, Inc. and written instructions will be sent to all Bidders. ESH Associates, Inc. will not be responsible for any oral instructions.

The wording of this proposal shall be retained throughout without change, alteration, or addition. Should the Bidder submit a proposal not in compliance with this article, that proposal shall be subject to disqualification.

The Contractor assumes full responsibility and liability for acquiring any license or permission to utilize patented processes or systems which may be needed to complete the work. The Contractor will indemnify the Client or those acting with the Client against any claims of patent infringement.

1. Bid Submission:

Time and Date – **On or before 1:00 p.m. Wednesday, April 25<sup>th</sup>, 2018**

Mail Bids to - **Town Manager  
Town of Hampden  
106 Western Avenue  
Hampden, Maine 04444**

**Instructions to Bidders**  
**Town of Hampden**  
**Page Two**

The successful Bidder shall agree to defend, indemnify and save the Town of Hampden harmless from all losses, costs, or damages caused by his/her acts or those of his/her agents, and before signing the contract will produce evidence satisfactory to ESH Associates, Inc. and the Owner they have secured general liability insurance in the amount of not less than \$1,000,000.00 combined single limit for personal or bodily injury, death or property damage, with a \$2,000,000 umbrella and the policy must also include a pollution liability endorsement as well as microbial specific endorsement coverage protecting the Contractor and naming ESH Associates, Inc. and the Owner as an additional insured from such claims, and Worker's Compensation Insurance.

ESH Associates, Inc. and the Owner disclaims any responsibility for injury to Contractors, their agents or others while examining the job site or at any other time.

The successful Bidder shall furnish all labor, materials, fixtures, supplies, equipment and transportation necessary to do the work as specified in a workmanlike and orderly manner and all work shall be performed in accordance with best trade policy and be in conformance with any and all pertinent industry standards, as well as any and all pertinent local, state and federal government regulations (including all agencies and/or sub-divisions thereof) in effect during the contract period.

All work shall be performed in accordance with best trade practices. All waste materials shall be removed from the work site and the area cleaned within twenty-four (24) hours after completing the work. Any equipment or building structure damaged by the Contractor shall be repaired or replaced to the satisfaction of ESH Associates, Inc., and the Owner.

The Owner reserves the right to reject any and all bids and to waive any irregularities in the bidding.

Bidders shall submit their bids on the proposal form provided, and all information must be filled in before the bid can be considered for award.

The Contractor shall give his/her personal supervision to the work and shall comply with the time schedule as agreed.

The work shall progress as rapidly as possible and shall be consistent with good workmanship. It shall be the responsibility of the Contractor to have sufficient materials on hand prior to their need and in such quantities that transportation delays, weather conditions, or other parties will not impede the progress of the work.

This Work Plan has been developed and approved by Mark P. Coleman of Environmental Safety & Hygiene Associates Inc. (ESH) of Westbrook, Maine. The approved Remediation Contractor is responsible for compliance with all applicable regulations as it relates and associated work tasks. Any modifications or changes without prior consent of ESH Associates Inc. nullifies and voids the approval of this or any other plan.

  
\_\_\_\_\_  
Mark P. Coleman CIE, CMR  
President

4.11.2018  
\_\_\_\_\_  
Date:

**PROPOSAL FORM FOR ENVIRONMENTAL REMOVAL CONTRACTORS**

Bidder: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To: Town Manager  
Town of Hampden  
106 Western Avenue  
Hampden, Maine 04444

Having carefully examined the attached General Conditions and Plans dated prepared by ESH Associates Inc. for environmental abatement activities at the Town Municipal Building, 106 Western Avenue, Hampden, Maine 04444 on or before 1:00 p.m. Wednesday, April 25<sup>th</sup>, 2018 as well as the premises and conditions affecting the work, we, the undersigned, propose to furnish all labor, equipment, materials and disposal necessary for and reasonably incidental to the construction and completion of this proposal, in accordance with the specifications.

NOTE: Contractors are responsible for verifying the actual amount of material present.

Bid Amounts: Cost to accomplish the work as described within the attached plan.

Base Bid Scope of Work: \$ \_\_\_\_\_

Alternate #1 Scope of Work \$ \_\_\_\_\_

TOTAL BID: \$ \_\_\_\_\_

Acknowledge (Initials) Addendums Below

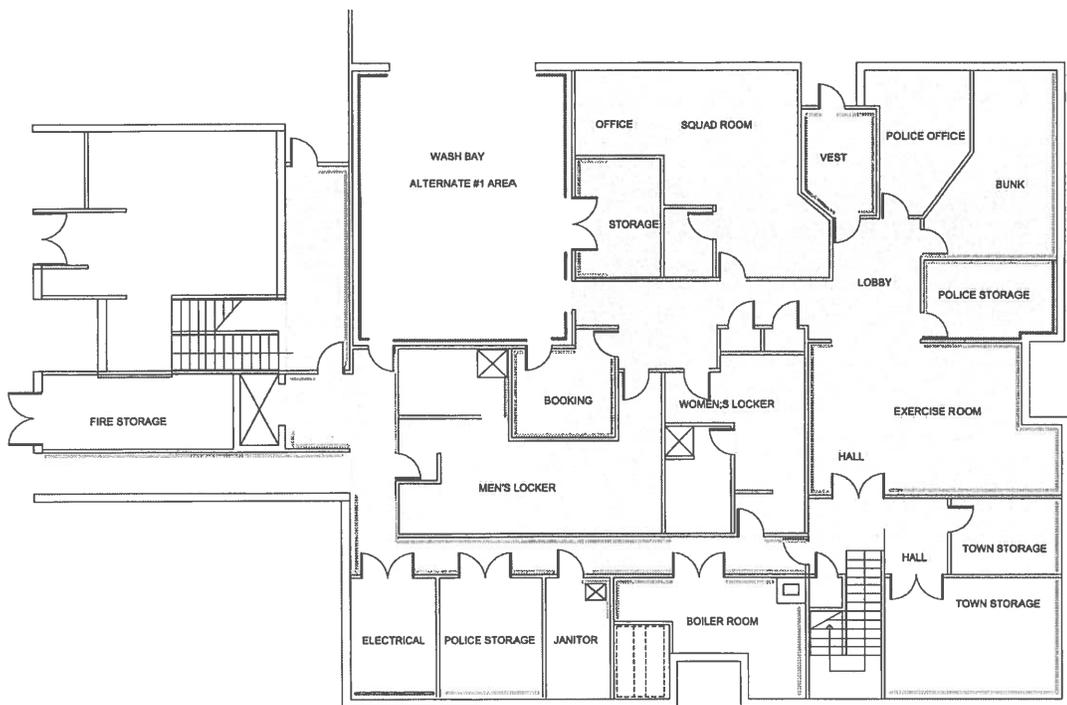
Addendum #1 \_\_\_\_\_  
Addendum #2 \_\_\_\_\_  
Addendum #3 \_\_\_\_\_  
Addendum #4 \_\_\_\_\_

**Mailed or express mailed proposals will be received at the office of Town Manager, Town of Hampden, 106 Western Avenue, Hampden, Maine 0444 on or before 1:00 p.m. Wednesday, April 25<sup>th</sup>, 2018 at which time they will be publicly opened for consideration.**

The undersigned agrees, if awarded the contract, to complete the work in accordance with Owners operational schedule.

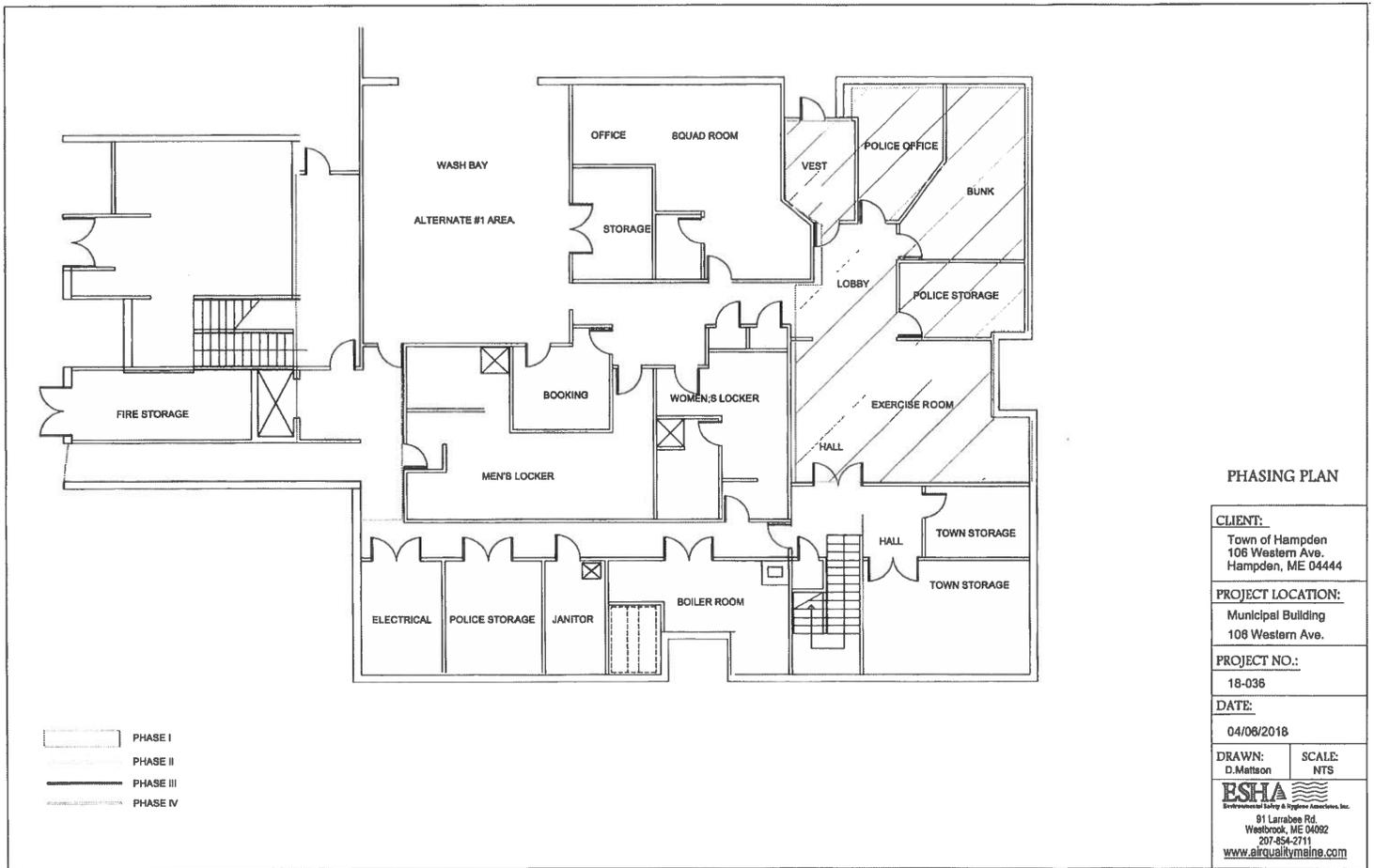
**SIGNED:** \_\_\_\_\_  
**BY:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_

**NOTE:** If bidder is a Corporation, write State of Incorporation, and if a Partnership, give full names of all partners and affix Corporate Seal.



- REMOVE FLOORING TO CONCRETE
- ..... REMOVE DRYWALL 25" OFF FLOOR LEVEL
- REMOVE DRYWALL 49" OFF FLOOR LEVEL
- ===== REMOVE DRYWALL FLOOR TO CEILING
- REMOVE VINYL COVE BASE THROUGHOUT

<b>CLIENT:</b>	
Town of Hampden 106 Western Ave. Hampden, ME 04444	
<b>PROJECT LOCATION:</b>	
Municipal Building 106 Western Ave.	
<b>PROJECT NO.:</b>	
18-036	
<b>DATE:</b>	
04/13/2018	
<b>DRAWN:</b>	<b>SCALE:</b>
D. Mattson	NTS
 <b>ESHA</b> <small>Environmental Services &amp; Engineering Associates, Inc.</small> 91 Lambeee Rd. Westbrook, ME 04092 207-854-2711 <a href="http://www.airqualitymaine.com">www.airqualitymaine.com</a>	



**Addendum #1**  
**Mold Remediation and Restoration**  
**Town Municipal Building**  
**Town of Hampden**

The following addenda items must be acknowledged on the bid form provided.

- Item # 1 -                   **Instructions to Bidders - page 1, paragraph 1, line 1**
- Delete the word emailed
- Item # 2 -                   **Modify Scope of Work**
- Bidders must include supplying HEPA filtered negative air machines throughout the entire project to include the Owners application of new flooring epoxy.
- Item # 3 -                   **Modify Scope of Work**
- Bidders shall scrape smooth or otherwise the flooring adhesive trowel marks on the concrete slabs throughout all phases.
- Item # 4 -                   **Modify Scope of Work**
- Bidders must include provisions to protect sprinkler heads and smoke alarms as needed.
- Item # 5 -                   **Modify Scope of Work**
- Bidders must include the removal and disposal only of any dirty or water damaged ceiling tiles in all phases.
- Item # 6 -                   **Modified Bid Form**
- Bidders must use the attached Bid Form that has additional lines to confirm receipt and acknowledgement of any addendums.

***This addendum must be acknowledged (initialed) on the bid form provided or the bid may be considered non-responsive***

[kspears@biosenv.com](mailto:kspears@biosenv.com)  
[bangbate@aol.com](mailto:bangbate@aol.com)  
[dcodreyservprobs@gmail.com](mailto:dcodreyservprobs@gmail.com)  
[easternmold@gmail.com](mailto:easternmold@gmail.com)  
[bobryanpainting@gmail.com](mailto:bobryanpainting@gmail.com)  
[townmanager@hampdenmaine.gov](mailto:townmanager@hampdenmaine.gov)

[rick@octagonrestoraion.com](mailto:rick@octagonrestoraion.com)  
[chrisp@envirovantage.com](mailto:chrisp@envirovantage.com)  
[info@rjenterprisesinc.net](mailto:info@rjenterprisesinc.net)  
[publicworks@hampdenmaine.gov](mailto:publicworks@hampdenmaine.gov)  
[mike@newmeadowsabatment.com](mailto:mike@newmeadowsabatment.com)

**PROPOSAL FORM FOR ENVIRONMENTAL REMOVAL CONTRACTORS**

Bidder: \_\_\_\_\_  
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To: Town Manager  
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TOTAL BID: \$ \_\_\_\_\_

Acknowledge (Initials) Addendums Below

Addendum #1 \_\_\_\_\_  
Addendum #2 \_\_\_\_\_  
Addendum #3 \_\_\_\_\_  
Addendum #4 \_\_\_\_\_

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**SIGNED:** \_\_\_\_\_

**BY:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**NOTE:** If bidder is a Corporation, write State of Incorporation, and if a Partnership, give full names of all partners and affix Corporate Seal.

4-D

**Town of Hampden**  
106 Western Avenue  
Hampden, Maine 04444



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

May 7, 2018

Greg Mineo  
Bureau of Alcoholic Beverages and Lottery Operations  
8 State House Station  
Augusta, ME 04333-0008

Re: Petition to authorize an additional agency liquor store in Hampden

Dear Mr. Mineo,

On behalf of the Hampden Town Council, and on the basis of their vote of support on May 7, 2018, I am writing to request a waiver for the Town of Hampden of the limit on the number of agency liquor stores allowed in municipalities with a population less than 10,001. It is our understanding that the Bureau of Alcoholic Beverages and Lottery Operations may increase the number of agency stores allowed in communities that serve as service centers or are home to transportation corridors.

Although not a service center community as defined by the DACF Municipal Planning Assistance Office, Hampden, with a population of 7,257 is a bustling bedroom community to the service centers of Bangor and Brewer. We have shown consistent population growth, have a large number of commuters among the home-owning population, are home to a business park and several major employers (incl. Emera, PepsiCo, Dennis Paper, etc.), and have major transportation routes converging through our town. We retained the nationally recognized economist W-ZHA, LLC to conduct an economic framework assessment (market study) that was presented in 2017, and it projects continued growth in Hampden while identifying targeted opportunities to enhance our commercial base.

The Town expanded its Commercial Zoning District in 2017 to include the intersection of Route 202 following a recommendation in the Town's 2010 Comprehensive Plan identifying this area for future commercial growth. Earlier this year, the Hampden Planning Board approved the site plan for the construction of a convenience store and gas station at this intersection, which also includes a popular Angler's restaurant. The site is also located within the Coldbrook Corners TIF District adopted by the Town Council earlier this year and awaiting State approval by the DECD.

Although the Town of Hampden has reached the four-store limit based upon population, we believe that the addition of an agency liquor store license would help to support job growth and economic activity in this emerging commercial cluster, and serve as an added convenience for those residents and commuters who travel on Route 202 and/or Coldbrook Road daily.

We understand that requesting an additional license does not guarantee its approval, but we respectfully request that you consider permitting an additional agency within the Town of Hampden. We will be pleased to provide additional information, and to meet with you upon request, in order to provide more information regarding our request.

On behalf of the Town Council, I appreciate your consideration and thank you for your time.  
Please feel free to contact me with any questions or request for more information.

Sincerely,

Angus Jennings  
Town Manager

DRAFT

# Hampden Coldbrook Corners Omnibus Municipal Development and Tax Increment Financing District

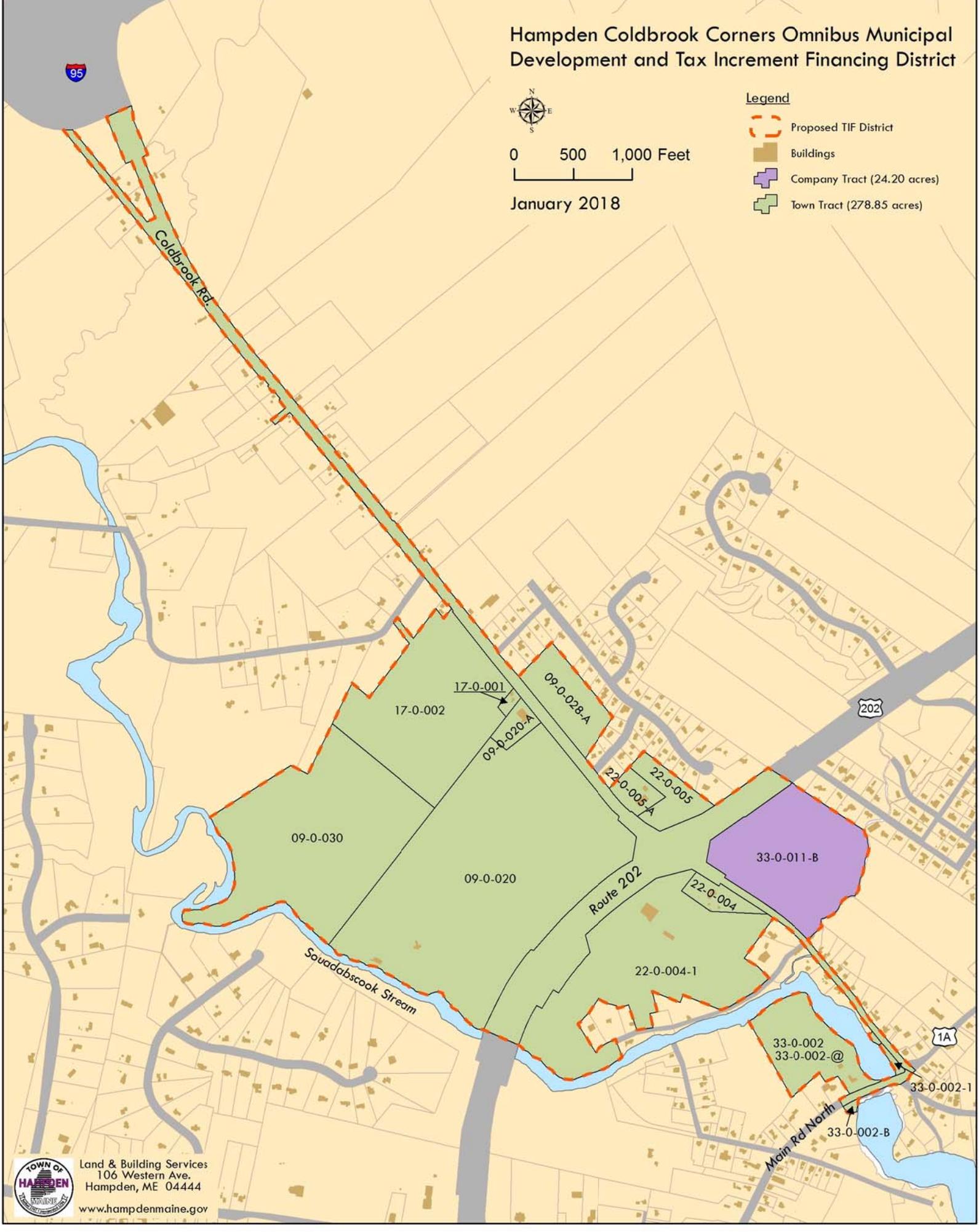
## Legend

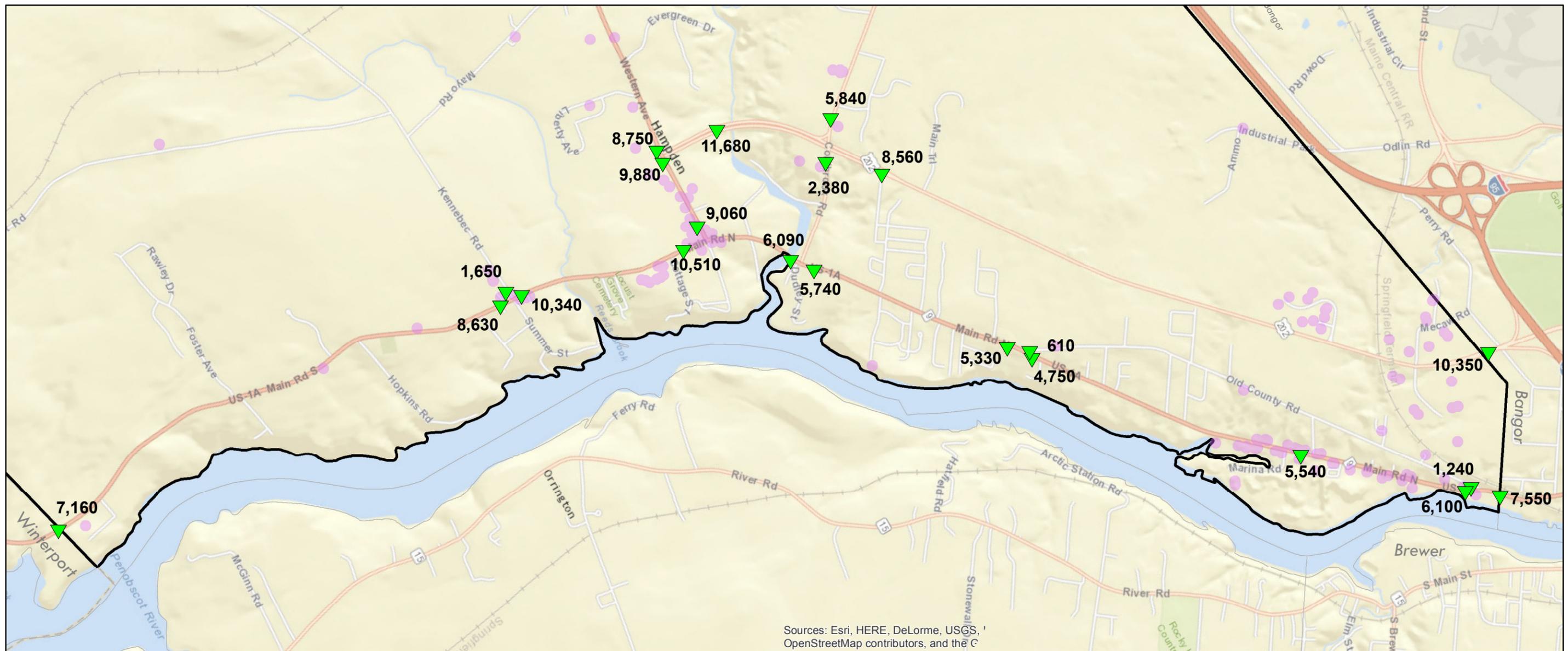
- Proposed TIF District
- Buildings
- Company Tract (24.20 acres)
- Town Tract (278.85 acres)



0 500 1,000 Feet

January 2018





Sources: Esri, HERE, DeLorme, USGS, OpenStreetMap contributors, and the C

**Quick synopsis:**

Route 1A:

South to north:  
 7,160 at border (Winterport)  
 10,510 before Western Ave  
 5,540 at Main Rd N business area  
 7,550 at border (Bangor)

Western Ave:

East to west:  
 9,060 at 1A  
 9,880 just before 202  
 8,750 just after 202

Route 202:

South to north:  
 11,680 by Western Ave  
 8,560 north of Coldbrook Rd  
 10,350 at border (Bangor)

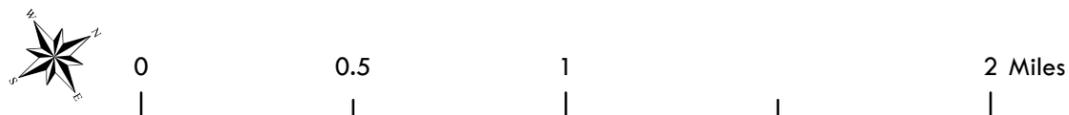
Legend

- ▲ Traffic Count Location
- Business Location

# Traffic Counts - 2014

## 1A and 202 Corridors

Note: This data is annual average daily traffic counts for the point shown, for both directions. Some points were split into directional counts in 2014; that data is available upon request.



Sources:  
 Traffic counts: ME DOT  
 Business locations: Hampden ME



Map prepared by:  
 Hampden Land & Building Services  
 106 Western Ave, Hampden ME 04444  
[www.hampdenmaine.gov](http://www.hampdenmaine.gov)

February 2, 2017



**TOWN OF HAMPDEN  
FY19 BUDGET  
TOWN MANAGER PROPOSED  
MAY 1, 2018**

ACCOUNT NUMBER	ACCOUNT NAME	APPROVED BUDGET	PROPOSED BUDGET	Proposed Change
		FY18	FY19	
		<i>Town Council</i>	<i>Town Manager</i>	
01-01	ADMINISTRATION	\$ 585,659	698,935	113,277
01-02	GIS/IT	\$ 116,195	117,622	1,427
01-03	COMMUNICATIONS	\$ 22,342	22,325	(17)
01-05	TOWN COUNCIL	\$ 30,308	30,308	0
01-10	MUNICIPAL BUILDING	\$ 103,579	115,506	11,927
01-15	TAX COLLECTOR	\$ 7,932	8,350	418
01-20	ELECTIONS	\$ 11,484	10,244	(1,240)
01-25	PLANNING/ASSESSING	\$ 285,487	296,763	11,277
01-30	ECONOMIC DEVELOPMENT	\$ 3,500	-	(3,500)
05-01	POLICE	\$ 1,093,054	1,115,357	22,303
05-05	FIRE DEPARTMENT	\$ 1,147,215	1,184,101	36,886
05-10	PUBLIC SAFETY	\$ 202,783	204,806	2,024
06-06	NON-DEPARTMENT UTILITIES	\$ 558,272	649,432	91,160
10-01	PUBLIC WORKS	\$ 1,645,626	1,935,909	290,283
10-05	MUNICIPAL GARAGE	\$ 50,085	50,860	775
10-10	STORMWATER MANAGEMENT	\$ 72,345	43,860	(28,485)
15-10	SOLID WASTE	\$ 376,514	376,938	424
20-01	RECREATION	\$ 192,761	192,318	(444)
20-05	RECREATION - PROGRAMS	\$ 192,459	221,884	29,425
20-07	RECREATION - SKEHAN CENTER	\$ 123,234	131,676	8,442
20-10	DYER LIBRARY	\$ 249,267	261,436	12,170
20-20	LURA HOIT POOL <sup>1</sup>	\$ 325,892	338,611	12,719
20-25	MARINA	\$ 350	850	500
25-10	THE BUS	\$ 89,911	106,352	16,441
30-10	BUILDINGS & GROUNDS	\$ 233,092	235,223	2,131
38-10	OUTSIDE AGENCIES	\$ -	15,615	15,615
40-10	GENERAL ASSISTANCE	\$ 7,000	6,000	(1,000)
50-10	DEBT SERVICE	\$ 314,398	369,563	55,165
67-10	TIF	\$ 319,573	323,085	3,512
3-00-00	RESERVES	\$ 451,941	451,941	0
<b>GROSS</b>	<b>MUNICIPAL BUDGET TOTAL</b>	<b>\$ 8,812,257</b>	<b>9,515,871</b>	<b>703,614</b>
<b>LESS</b>	<b>MUNICIPAL REVENUES</b>	<b>\$ 4,165,194</b>	<b>4,330,339</b>	<b>165,145</b>
<b>= NET</b>	<b>MUNICIPAL BUDGET AMOUNT</b>	<b>\$ 4,647,063</b>	<b>5,185,532</b>	<b>538,469</b>
	<b>RSU #22 TAXATION AMOUNT</b>	<b>\$ 6,370,594</b>	<b>7,194,360</b>	<b>823,766</b>
	<b>COUNTY TAXATION AMOUNT</b>	<b>\$ 834,723</b>	<b>911,927</b>	<b>77,204</b>
	<b>TOTAL TAXATION REQUIREMENT</b>	<b>11,852,381</b>	<b>13,291,819</b>	<b>1,439,438</b>

As proposed the FY 2019 Budget results in an estimated tax rate of \$TBD per thousand. The mil rate will be set in August 2018 after all new valuation has been considered.

Copies of the proposed FY19 Budget are available at the Hampden Town Office and at [www.hampdenmaine.gov](http://www.hampdenmaine.gov).

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Recorded <small>Not aud. adj.</small>	FY18 Budget <small>June 19, 2017</small>	2018 YTD <small>4/30/2018</small>	Percent Complete <b>83.0%</b>	FY19 Town Mgr <small>May 1, 2018</small>	Change FY18 to FY19	Notes (FY19)
<b>Dept/Div: 01-01 GENERAL GOVT / ADMIN</b>								
<b>COMPENSATION</b>								
01-01 SALARIES	368,622		\$ 354,498	292,163	82.4%	\$ 411,129	56,631	<i>Includes proposed new position, Finance/Treasurer</i>
<b>INSURANCE</b>								
05-01 FICA/MEDI	28,200		\$ 27,119	21,904	80.8%	\$ 31,451	4,332	
05-05 MSRS/ICMA-ER	32,647		\$ 31,622	25,679	81.2%	\$ 36,532	4,910	
05-10 WORKER'S COMPENSATION	1,111		\$ 1,122	837	74.6%	\$ 1,206	84	<i>Projected 3% increase</i>
05-15 HEALTH	48,023		\$ 51,589	56,576	109.7%	\$ 87,729	36,140	<i>Includes 2018 actual; 10% increase for 2019 (6 months)</i>
05-20 LIFE	801		\$ 675	546	80.9%	\$ 675	0	
05-25 DENTAL	638		\$ 618	475	76.9%	\$ 750	132	
05-45 GROUP	52,000		\$ 53,560	50,738	94.7%	\$ 54,899	1,339	<i>Est. 2.5% increase from FY18</i>
<b>SUPPLIES</b>								
10-01 OFFICE Administrative office supplies, forms, disposable items.	6,200		\$ 6,200	4,091	66.0%	\$ 6,200	0	
10-05 POSTAGE/SHIPPING Postage for mailings, correspondences, notices.	6,500		\$ 6,000	4,176	69.6%	\$ 6,000	0	
10-10 GENERAL EXP Preparing and printing Annual Town Report.	200		\$ 220	53	24.1%	\$ 225	5	
10-22 MANAGERS EXPENSE Misc. expense; employee retirements recognition; etc.	300		\$ 300	75	25.0%	\$ 300	0	
<b>UTILITIES</b>								
15-01 TELEPHONE	3,220		\$ 2,772	2,332	84.1%	\$ 2,775	3	
<b>MAINTENANCE/REPAIRS</b>								
20-01 EQUIPMENT REPLACEMENT Replacement staplers, calculators, other small office equipment.	500		\$ 500	357	71.4%	\$ 500	0	
20-05 EQUIP.MAINT. Repair of office machinery, shelf building, office alterations.	500		\$ 600	410	68.3%	\$ 600	0	
<b>PROFESSIONAL SERVICES</b>								
30-01 ADVERTISING Advertising for job vacancies,	3,100		\$ 3,700	3,304	89.3%	\$ 3,900	200	

ordinance changes, RFPs, tax acquired property, public hearings.								
30-10 AUDIT	12,000	\$ 12,000	12,000	100.0%	\$ 14,500	2,500		
Annual financial audit.								
30-15 COMPUTER SERVICE	8,300	\$ 9,264	9,217	99.5%	\$ 9,264	0		
TRIO software license fees except Assessing, tax, utility billing, code (separately budgeted).								
30-60 DUES	1,700	\$ 2,100	923	44.0%	\$ 2,100	0		
30-80 TRAINING/TRAVEL	4,000	\$ 4,200	2,302	54.8%	\$ 4,200	0		
Workshops, seminars, conferences incl. mileage, meals, lodging associated with such training.								
<b>LEGAL</b>								
35-01 LEGAL	19,500	\$ 17,000	9,667	56.9%	\$ 24,000	7,000		<i>Increased to ensure support during management transition; contracts; borrowing; ordinance amendments, etc.</i>
Town Attorney's work on ordinances, policies, deeds, legal agreements, legal opinions, mtg attendance								
<b>GENERAL GOVT / ADMIN</b>	<b>598,062</b>	<b>590,802</b>	<b>\$ 585,659</b>	<b>497,825</b>	<b>85.0%</b>	<b>\$ 698,935</b>	<b>113,277</b>	

Hampden		Proposed FY19 Budget						
Dept/Div:	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>01-02 GENERAL GOVT / GIS/IT</b>								
<b>COMPENSATION</b>								
01-05 WAGES	48,737		\$ 53,846	44,992	83.6%	\$ 53,847	0	Includes PT scanning/indexing position
<b>INSURANCE</b>								
05-01 FICA/MEDI	3,728		\$ 4,119	3,221	78.2%	\$ 4,119	0	
05-05 MSRS/ICMA-ER	4,333		\$ 4,419	3,591	81.3%	\$ 4,334	(85)	
05-10 WORKER'S COMPENSATION	202		\$ 204	152	74.5%	\$ 219	15	Projected 3% increase
05-15 HEALTH	7,847		\$ 8,788	9,053	103.0%	\$ 9,253	465	Includes 2018 actual; 10% increase for 2019 (6 months)
05-20 LIFE	134		\$ 114	94	82.5%		(114)	
05-25 DENTAL	150		\$ 155	125	80.9%	\$ 150	(5)	
<b>SUPPLIES</b>								
10-01 OFFICE	1,000		\$ 1,000	959	95.9%	\$ 1,000	0	
10-05 POSTAGE/SHIPPING	300		\$ -	0		\$ -	0	
<b>MAINTENANCE/REPAIRS</b>								
20-01 EQUIPMENT REPLACEMENT	11,500		\$ 13,500	13,531	100.2%	\$ 13,500	0	
Hardware, licenses. Maintenance and upgrades to computer workstations. IT assistance for hardware installations. Replacement when hardware failures.								
20-05 EQUIP.MAINT.	13,300		\$ 13,500	14,921	110.5%	\$ 15,000	1,500	
Software and licenses. GIS software ArcGIS desktop for internal use and WebGIS for public use. IT security and antivirus software. Software updates and renewals. Software for scanning town documents to cloud for public access.								
20-10 EQUIP. SERVICE CONTRACTS	15,000		\$ 15,000	16,190	107.9%	\$ 15,000	0	
Service contracts/leases for equipment and maintenance of computers, printers/copiers.								
<b>PROFESSIONAL SERVICES</b>								
30-60 DUES	300		\$ 300	0	0.0%	\$ 300	0	
30-80 TRAINING/TRAVEL	1,500		\$ 1,250	45	3.6%	\$ 900	(350)	
<b>GIS/IT</b>	<b>108,031</b>	<b>105,681</b>	<b>\$ 116,195</b>	<b>106,874</b>	<b>92.0%</b>	<b>\$ 117,622</b>	<b>1,427</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
Dept/Div: 01-03 GENERAL GOVT / COMMUNICATIONS	Not aud. adj.		June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>COMPENSATION</b>								
01-05 WAGES	6,300		\$ 6,749	3,675	54.5%	\$ 6,800	51	Approved FY18 budget was \$4,860; however auditor carried forward \$1,889 from FY17 work completed in FY18
<b>INSURANCE</b>								
05-01 FICA/MEDI	482		\$ 517	98	19.0%	\$ 520	3	
05-10 WORKER'S COMPENSATION	51		\$ 51	38	74.5%	\$ 55	4	Projected 3% increase
<b>SUPPLIES</b>								
10-01 OFFICE	500		\$ 500	80	16.0%	\$ 500	0	
Supplies for A/V; copying; printing								
<b>UTILITIES</b>								
15-01 TELEPHONE	8,580		\$ 9,755	8,714	89.3%	\$ 7,200	(2,555)	Annual GovOffice fee for website; cable/internet. Projected savings from new internet service agreement
<b>SPECIAL EVENTS</b>								
16-01 SPECIAL EVENTS	500		\$ 500	15	3.0%	\$ 250	(250)	Costs associated with hosting meetings, programs
<b>PROFESSIONAL SERVICES</b>								
30-30 EXTERNAL PRINTING	5,440		\$ 6,304	0	0.0%	\$ 7,000	696	Two newsletters/yr. Postage, layout, printing, cost increase allowance.
<b>COMMUNICATIONS</b>	<b>21,853</b>	<b>18,606</b>	<b>\$ 24,376</b>	<b>12,620</b>	<b>51.8%</b>	<b>\$ 22,325</b>	<b>(2,051)</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
Dept/Div: 01-05 GENERAL GOVT / TOWN COUNCIL	Not aud. adj.		June 19, 2017	4/30/2018	83.0%	May 1, 2018		
COMPENSATION								
01-05 WAGES	18,060		\$ 18,060	12,820	71.0%	\$ 18,060	0	
INSURANCE								
05-01 FICA/MEDI	1,382		\$ 1,382	981	71.0%	\$ 1,382	0	
05-10 WORKER'S COMPENSATION	65		\$ 66	49	74.6%	\$ 71	5	Projected 3% increase
SUPPLIES								
10-10 GENERAL EXP	2,200		\$ 2,600	1,554	59.8%	\$ 2,395	(205)	Council attendance at outside mtgs; travel reimbursement; hosting events/mtgs.
PROFESSIONAL SERVICES								
30-60 DUES MMA dues; BACTS dues	8,010		\$ 8,200	8,306	101.3%	\$ 8,400	200	
<b>TOWN COUNCIL</b>	<b>29,717</b>	<b>26,958</b>	<b>\$ 30,308</b>	<b>23,710</b>	<b>78.2%</b>	<b>\$ 30,308</b>	<b>0</b>	

Hampden		Proposed FY19 Budget						
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>Dept/Div: 01-10 GENERAL GOVT / MUNICIPAL BUILDING</b>								
<b>SUPPLIES</b>								
10-01 OFFICE	1,600		\$ 1,400	781	55.8%	\$ 1,400	0	
Cleaning supplies, paper products.								
<b>UTILITIES</b>								
15-01 TELEPHONE	1,045		\$ 840	627	74.6%	\$ 840	0	
Dedicated phone line required for elevator.								
15-05 ELECTRICITY	46,000		\$ 51,451	41979	81.6%	\$ 51,451	0	
15-10 FUEL	16,439		\$ 15,575	14519	93.2%	\$ 19,825	4,250	Heating oil price to be contracted June 2018 through MPO; assuming increase from 1.699 to 2.099
15-15 WATER	3,900		\$ 3,900	3896	99.9%	\$ 4,797	897	Projected rate increase of 22.84% (customers)
15-20 SEWER	1,168		\$ 1,686	975	57.8%	\$ 1,400	(286)	
<b>MAINTENANCE/REPAIRS</b>								
20-10 EQUIP. SERVICE CONTRACTS	5,531		\$ 5,713	2709	47.4%	\$ 7,033	1,320	Elevator inspection increased to \$125. Add \$1,300 to Penobscot Temp Control for annual boiler cleaning
Annual elevator inspection fee; Maine Fire Protections Annual Insp. Fee; Annual contracts: Elevator Maintenance; Mechanical Svcs.; HVAC								
20-35 BUILDING MAINTENANCE	19,878		\$ 23,014	18234	79.2%	\$ 28,760	5,746	Increases maintenance budget for service calls to \$4,000. \$1,500 for heat trace on roof gutter. \$1,650 to re-stripe Town Office parking lots. \$200 for shed roof over heat pump.
Service contracts.: Pest Control; Cleaning Svc.; HVAC; Backflow inspections; fire alarm tests/cleaning; floor strip wax, boiler licensing, fall & spring pest service, Flag replacements, as-needed maintenance calls (\$4k)								
<b>MUNICIPAL BUILDING</b>	<b>95,561</b>	<b>98,936</b>	<b>\$ 103,579</b>	<b>83720</b>	<b>80.8%</b>	<b>\$ 115,506</b>	<b>11,927</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>Dept/Div: 01-15 GENERAL GOVT / TAX COLLECTOR</b>								
PROFESSIONAL SERVICES								
30-15 COMPUTER SERVICE	3,200		\$ 3,432	3,376	98.4%	\$ 3,850	418	Increase in postage and certified mail costs
Annual Trio software cost;								
Tax Billing; Postage - Annual tax								
bills; Postage - foreclosure notices								
30-40 LIENS/TRANSFERS	4,150		\$ 4,500	3,635	80.8%	\$ 4,500	0	
<b>TAX COLLECTOR</b>	<b>7,350</b>	<b>7,522</b>	<b>\$ 7,932</b>	<b>7,011</b>	<b>88.4%</b>	<b>\$ 8,350</b>	<b>418</b>	

Hampden		Proposed FY19 Budget						
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
Dept/Div: 01-20 GENERAL GOVT / ELECTIONS	Not aud. adj.		June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>COMPENSATION</b>								
01-05 WAGES	2,505		\$ 3,200	1647	51.5%	\$ 3,375	175	
<b>SUPPLIES</b>								
10-01 OFFICE	250		\$ 250	228	91.2%	\$ 300	50	Voter reg. cards, municipal absentee envelopes, misc.
10-05 POSTAGE/SHIPPING	200		\$ 200	180	90.0%	\$ 600	400	Mailing notices to voters, absentee ballots.
10-10 GENERAL EXP	2,079		\$ 2,079	0	0.0%	\$ 2,079	0	Lease on 3 tabulators
10-20 SUPPLIES/MATERIALS	4,180		\$ 5,375	4736	88.1%	\$ 3,240	(2,135)	Referendum/District ballots (Absentee and Regular); Sample ballots, test ballots, media sticks, shipping/freight.
<b>PROFESSIONAL SERVICES</b>								
20-01 EQUIPMENT REPLACEMENT						\$ 350	350	To replace State issued Dell to use for election/reports. (Price includes printer/toner/ink for 2 Dymo label makers for barcode and mailing labels.
30-01 ADVERTISING	300		\$ 380	0	0.0%	\$ 300	(80)	
Public notice ads related to elections.								
<b>ELECTIONS</b>	<b>9,514</b>	<b>8,157</b>	<b>\$ 11,484</b>	<b>6791</b>	<b>59.1%</b>	<b>\$ 10,244</b>	<b>(1,240)</b>	

Hampden		Proposed FY19 Budget						
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
Dept/Div: 01-25 GENERAL GOVT / ASSESSOR/PLANNING/CEO	Not aud. adj.		June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>COMPENSATION</b>								
01-01 SALARIES	183,442		\$ 190,679	156,533	82.1%	\$ 195,958	5,279	
01-25 VEHICLE EXPENSES	2,000		\$ 2,250	614	27.3%	\$ 2,250	0	
<b>INSURANCE</b>								
05-01 FICA/MEDI	14,033		\$ 14,587	11,092	76.0%	\$ 14,991	404	
05-05 MSRS/ICMA-ER	16,307		\$ 16,970	13,013	76.7%	\$ 17,440	470	
05-10 WORKER'S COMPENSATION	1,723		\$ 1,740	1,299	74.6%	\$ 1,870	130	Projected 3% increase
05-15 HEALTH	30,368		\$ 34,012	27,618	81.2%	\$ 35,812	1,800	Includes 2018 actual; 10% increase for 2019 (6 months)
05-20 LIFE	266		\$ 342	254	74.3%	\$ 342	0	
05-25 DENTAL	450		\$ 464	403	86.9%	\$ 450	(14)	
<b>SUPPLIES</b>								
10-01 OFFICE	2,500		\$ 2,750	1,904	69.2%	\$ 3,000	250	
Supplies for Code, GIS/IT, Planning, Econ Dev, Ambulance billing								
10-05 POSTAGE/SHIPPING	1,250		\$ 1,850	526	28.4%	\$ 1,850	0	
Mailings and notifications for PB activities; postage for Code, Ambulance, Econ Dev and GIS/IT.								
10-15 BOOKS/PUBLICATIONS	950		\$ 1,600	654	40.9%	\$ 1,600	0	
Resource materials. Reduced to offset increase in DPW books budget. Marshall & Swift pricing manuals (assessing).								
<b>UTILITIES</b>								
15-01 TELEPHONE	1,200		\$ 1,200	1,000	83.3%	\$ 1,200	0	
Phone for Assessor, Admin Asst, Planner, CEO, GIS/IT.								
<b>MAINTENANCE/REPAIRS</b>								
20-01 EQUIPMENT REPLACEMENT	4,725		\$ 5,699	5,223	91.6%	\$ 6,200	501	Increase in Trio fees; new monitors - SQL utilizes 2 monitors or dual single
Trio licensing for Assessing, GIS/IT, Admin.								
<b>PROFESSIONAL SERVICES</b>								
30-01 ADS	0		\$ -				0	
30-60 DUES	350		\$ 1,273	883	69.4%	\$ 1,500	227	
Maine Chapter Int'l Assn Assessing Officers; APA/AICP; NNECAPA								
30-80 TRAINING/TRAVEL	1,200		\$ 3,370	1,392	41.3%	\$ 3,600	230	Increased certification requirements for department personnel

30-85 ZONING	Maine certification & education Public hearing costs, notices, plan review	3,200		\$ 3,200	1,017	31.8%	\$ 3,200	0	
LEGAL									
35-01 LEGAL	Legal review of deeds/agreements/contracts and ordinances. Also covers CEO/Bldg Inspector legal.	6,000		\$ 3,500	3,500	100.0%	\$ 5,500	2,000	<i>Department legal budget spent total legal budget so ongoing costs (incl. service charge lit.) being paid from Admin legal budget</i>
<b>ASSESSOR/PLANNING/CEO</b>		<b>269,964</b>	<b>273,461</b>	<b>\$ 285,487</b>	<b>226,925</b>	<b>79.5%</b>	<b>\$ 296,763</b>	<b>11,277</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
Dept/Div: 01-30 GENERAL GOVT / ECONOMIC DEV	Not aud. adj.		June 19, 2017	4/30/2018	83.0%	May 1, 2018		
PROFESSIONAL SERVICES								
30-01 ADVERTISING	2,000		\$ 3,500	3500	100.0%	\$ -	(3,500)	Economic development ads and dues can be paid out of separate TIF accounts; struck from expense budget
Economic development related advertising / marketing								
30-60 DUES	250		\$ -	0		\$ -	0	
Dues for economic development related training								
<b>ECONOMIC DEV</b>	<b>2,250</b>	<b>1,267</b>	<b>\$ 3,500</b>	<b>3500</b>	<b>100.0%</b>	<b>\$ -</b>	<b>(3,500)</b>	

Hampden		Proposed FY19 Budget						
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
<b>Dept/Div: 05-01 PUBLIC SAFETY / POLICE</b>		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>COMPENSATION</b>								
01-05 WAGES	677,348		\$ 724,635	574,605	79.3%	\$ 744,715	20,080	Level staffing. All figures draft pending Council ratification of Union contract. Management negotiations underway.
01-15 CLOTHING ALLOWANCE	5,000		\$ 5,000	1,847	36.9%	\$ 5,000	0	
<b>INSURANCE</b>								
05-01 FICA/MEDI	51,818		\$ 55,435	42,745	77.1%	\$ 56,971	1,536	
05-05 MSRS/ICMA-ER	75,508		\$ 87,833	71,682	81.6%	\$ 85,866	(1,967)	
05-10 WORKER'S COMPENSATION	14,140		\$ 14,281	10,657	74.6%	\$ 15,344	1,063	Projected 3% increase
05-15 HEALTH	115,694		\$ 133,783	107,503	80.4%	\$ 136,770	2,987	Includes 2018 actual; 10% increase for 2019 (6 months)
05-20 LIFE	1,131		\$ 1,140	923	81.0%	\$ 1,140	0	
05-25 DENTAL	900		\$ 1,082	750	69.3%	\$ 1,050	(32)	
<b>SUPPLIES</b>								
10-20 SUPPLIES/MATERIALS	8,000		\$ 8,000	3,754	46.9%	\$ 8,000	0	Ammunition (firearms, tasers), equipment repair, bullet resistant vests, consumable supplies
10-25 FUEL/GAS/OIL/LUBE	25,000		\$ 18,000	13,984	77.7%	\$ 18,000	0	Fuel and reg. oil changes
<b>UTILITIES</b>								
15-01 TELEPHONE	4,000		\$ 4,000	4,647	116.2%	\$ 4,000	0	Telephone, 3 cell phones
<b>MAINTENANCE/REPAIRS</b>								
20-01 EQUIPMENT REPLACEMENT	1,000		\$ 1,365	1,190	87.2%	\$ -	(1,365)	
20-05 EQUIPMENT MAINTENANCE			\$ 1,000	82	8.2%	\$ 1,000	0	
20-20 COMM.MAINT.	1,500		\$ 1,500	312	20.8%	\$ 1,500	0	Maintenance and reprogramming for portable and mobile radios
20-25 VEHICLE MAINTENANCE	16,000		\$ 16,000	15,424	96.4%	\$ 16,000	0	
<b>PROFESSIONAL SERVICES</b>								
30-50 PET CONTROL	9,000		\$ 12,000	9,175	76.5%	\$ 12,000	0	Bangor Humane Society
30-80 TRAINING/TRAVEL	8,000		\$ 8,000	3,689	46.1%	\$ 8,000	0	
Basic and specialized training for 10 full-time officers and tuition reimb.								
<b>PUBLIC SAFETY / POLICE</b>	<b>1,014,039</b>	<b>1,015,830</b>	<b>\$ 1,093,054</b>	<b>862,969</b>	<b>79.0%</b>	<b>\$ 1,115,357</b>	<b>22,303</b>	

Hampden		Proposed FY19 Budget						
Dept/Div:	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>Dept/Div: 05-05 PUBLIC SAFETY / FIRE DEPT.</b>								
<b>COMPENSATION</b>								
01-05 WAGES	597,385		\$ 706,495	545,393	77.2%	\$ 734,307	27,812	Level staffing. All figures draft pending Council ratification of Union contract. Management negotiations underway.
01-10 CALL WAGES	15,000		\$ 12,000	16,404	136.7%	\$ 12,000	0	
01-15 CLOTHING ALLOWANCE	4,000		\$ 4,000	2,993	74.8%	\$ 7,200	3,200	
<b>INSURANCE</b>								
05-01 FICA/MEDI	46,500		\$ 54,047	40,571	75.1%	\$ 56,175	2,128	
05-05 MSRS/ICMA-ER	68,101		\$ 92,760	64,099	69.1%	\$ 88,461	(4,300)	
05-10 WORKER'S COMPENSATION	32,320		\$ 32,643	24,359	74.6%	\$ 35,072	2,429	Projected 3% increase
05-15 HEALTH	126,308		\$ 157,852	132,307	83.8%	\$ 158,152	299	Includes 2018 actual; 10% increase for 2019 (6 months)
05-20 LIFE	1,131		\$ 1,140	1,017	89.2%	\$ 1,140	0	
05-25 DENTAL	900		\$ 927	713	76.9%	\$ 900	(27)	
<b>SUPPLIES</b>								
10-15 BOOKS/PUBS			\$ 2,000	1,460	73.0%	\$ 800	(1,200)	
10-20 SUPPLIES/MATERIALS	4,000		\$ 4,000	2,146	53.7%	\$ 4,000	0	Includes fire suppression materials i.e. Class A foam (\$80/5 gallons)
10-25 FUEL/GAS/OIL/LUBE	9,000		\$ 9,000	6,136	68.2%	\$ 9,000	0	
10-30 EMS SUPPLIES	13,000		\$ 13,000	11,430	87.9%	\$ 13,000	0	Expendable medical supplies - bandages, gauze, oxygen, braces etc.
<b>UTILITIES</b>								
15-01 TELEPHONE	2,600		\$ 2,800	3,080	110.0%	\$ 3,200	400	
<b>MAINTENANCE/REPAIRS</b>								
20-01 EQUIPMENT REPLACEMENT	4,560		\$ 1,500	624	41.6%	\$ 4,944	3,444	Replace 2 pagers, K saw, Hose, 2 radios
20-05 EQUIP.MAINT.	5,000		\$ 5,000	6,854	137.1%	\$ 7,000	2,000	Maintenance expense for equipment including pumps, SCBA's and turnout gear
20-20 COMM.MAINT.	2,000		\$ 2,000	567	28.4%	\$ 1,500	(500)	Repair of mobile and portable radios
20-25 VEHICLE MAINTENANCE	12,000		\$ 13,000	9,819	75.5%	\$ 13,000	0	
20-40 STATION #1	4,800		\$ 4,800	5,408	112.7%	\$ 6,000	1,200	Cleaning and janitorial supplies and equipment
<b>EQUIPMENT</b>								
25-01 ALS			\$ 2,000	526		\$ 2,000	0	Airway monitor, IV arm, I.O. leg
25-05 SAFETY	6,000		\$ 6,000	7,825	130.4%	\$ 6,000	0	Gear incl. turnout gear (\$2k/set)
<b>PROFESSIONAL SERVICES</b>								

30-20 CONTRACTED SERVICES	0	\$ 9,750	5,312		\$ 9,750	0	<i>Medical Director (\$1000); Ambulance Billing (7000 x \$12.50 = \$8750)</i>
30-37 LICENSE FEES	1,500	\$ 1,500	0	0.0%	\$ 1,500	0	
30-55 PREVENT/ED		\$ 500	0		\$ 500	0	
30-80 TRAINING/TRAVEL	10,500	\$ 8,500	6,785	79.8%	\$ 8,500	0	<i>Training expenses, publications (code books \$2k).</i>
<b>PUBLIC SAFETY / FIRE DEPT.</b>	<b>966,605</b>	<b>987,277</b>	<b>\$ 1,147,215</b>	<b>895,828</b>	<b>78.1%</b>	<b>\$ 1,184,101</b>	<b>36,886</b>

Hampden		Proposed FY19 Budget						
Dept/Div:	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>05-10 PUBLIC SAFETY / PUBLIC SAFETY</b>								
<b>COMPENSATION</b>								
01-01 SALARIES	131,121		\$ 134,121	112,146	83.6%	\$ 136,973	2,852	
<b>INSURANCE</b>								
05-01 FICA/MEDI	10,031		\$ 10,260	8,345	81.3%	\$ 10,478	218	
05-05 MSRS/ICMA-ER	15,851		\$ 15,705	13,068	83.2%	\$ 12,566	(3,138)	
05-10 WORKER'S COMPENSATION	1,818		\$ 1,836	1,370	74.6%	\$ 1,973	137	Projected 3% increase
05-15 HEALTH	22,529		\$ 25,224	20,482	81.2%	\$ 26,559	1,335	Includes 2018 actual; 10% increase for 2019 (6 months)
05-20 LIFE	227		\$ 227	188	82.8%	\$ 227	0	
05-25 DENTAL	300		\$ 309	125	40.5%	\$ 300	(9)	
<b>SUPPLIES</b>								
10-01 OFFICE	3,500		\$ 3,300	1,151	34.9%	\$ 3,930	630	Adds \$631 for FY19 TRIO code enforcement module.
Office supplies, copy paper, office equipment maintenance								
10-05 POSTAGE/SHIPPING	1,000		\$ 800	326	40.8%	\$ 800	0	
10-30 EMS SUPPLIES	3,000		\$ 3,000	989	33.0%	\$ 2,500	(500)	
Expenses associated with HepB and TB vaccinations, pulmonary function exams, fitness for duty exams, etc.								
<b>MAINT/REPAIR</b>								
20-01 EQUIP. REPLACE			\$ 800	205		\$ 300	(500)	Chair replacements
<b>EQUIPMENT</b>								
25-10 RENTAL	2,000		\$ 1,200	0	0.0%	\$ 1,200	0	
Connections for mobile computers								
<b>PROFESSIONAL SERVICES</b>								
30-65 RECRUITMENT EXPENSES	4,000		\$ 4,000	4,101	102.5%	\$ 5,000	1,000	
Expenses associated with recruiting and promoting police/fire personnel, ie.advertising, medical, polygraph, psychological, drug testing.								
30-80 TRAINING/TRAVEL	2,000		\$ 2,000	1,616	80.8%	\$ 2,000	0	
Travel, training, mileage, meals, professional association fees.								
<b>PUBLIC SAFETY</b>	<b>197,377</b>	<b>187,323</b>	<b>\$ 202,783</b>	<b>164,112</b>	<b>80.9%</b>	<b>\$ 204,806</b>	<b>2,024</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>Dept/Div: 06-06 Non-Department Utilities / Utilities</b>								
INSURANCE								
05-15 HEALTH	75,000	75,104	\$ 81,500	81,500	100.0%	\$ 81,500	0	HRA through Med-a-Vision; employer fund for reimbursement of eligible costs
UTILITIES								
15-05 ELECTRICITY	54,000	58,274	\$ 60,104	48,685	81.0%	\$ 60,104	0	
MAINTENANCE/REPAIRS								
20-30 STREET LIGHT MAINTENANCE	1,500	2,089	\$ 2,306	1,894	82.1%	\$ 2,306	0	
PROFESSIONAL SERVICES								
30-35 HYDRANT RENT	413,595	414,361	\$ 414,362	414,361	100.0%	\$ 505,522	91,160	Projected rate increase of 22% (Town). <u>Increase may be higher.</u> Water District Public Hearing May 17 at 6 PM
<b>Non-Department Utilities</b>	<b>544,095</b>	<b>549,827</b>	<b>\$ 558,272</b>	<b>546,440</b>	<b>97.9%</b>	<b>\$ 649,432</b>	<b>91,160</b>	

Hampden		Proposed FY19 Budget						
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
Dept/Div: 10-01 PUBLIC WORKS / HIGHWAY	Not aud. adj.		June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>COMPENSATION</b>								
01-05 WAGES	550,799		\$ 555,480	443,672	79.9%	\$ 631,528	76,048	Includes proposed new position, Asst. Director/Town Engineer.
01-15 CLOTHING ALLOWANCE	6,420		\$ 8,450	5,890	69.7%	\$ 7,575	(875)	
01-25 VEHICLE EXPENSES	3,500		\$ 2,200	552	25.1%	\$ 1,910	(290)	
<b>INSURANCE</b>								
05-01 FICA/MEDI	42,136		\$ 42,494	33,094	77.9%	\$ 48,312	5,818	
05-05 MSRS/ICMA-ER	47,121		\$ 47,405	41,577	87.7%	\$ 55,141	7,736	
05-10 WORKER'S COMPENSATION	35,350		\$ 35,704	26,642	74.6%	\$ 38,360	2,657	Projected 3% increase
05-15 HEALTH	125,766		\$ 127,760	113,996	89.2%	\$ 151,825	24,065	Includes 2018 actual; 10% increase for 2019 (6 months)
05-20 LIFE	1,463		\$ 1,200	890	74.2%	\$ 1,200	0	
05-25 DENTAL	713		\$ 927	725	78.2%	\$ 1,050	123	
<b>SUPPLIES</b>								
10-01 OFFICE	700		\$ 700	757	108.1%	\$ 1,300	600	Supplies for DPW office.
10-05 POSTAGE/SHIPPING	200		\$ 2,000	255	12.8%	\$ 500	(1,500)	Postage for road closures, etc.
10-15 BOOKS/PUBLICATIONS	500		\$ 500	0	0.0%	\$ 500	0	Reference books incl. Maine Standards of Construction
10-17 TREE PLANT/REMOVAL	3,000		\$ 3,500	5,625	160.7%	\$ 7,500	4,000	Contracted tree removal, various locations.
10-20 SUPPLIES/MATERIALS Hand tools, power tools, cleaning supplies, trash bags, harness, etc.	7,875		\$ 3,400	4,021	118.3%	\$ 5,200	1,800	
10-25 FUEL/GAS/OIL/LUBE Fuel, gas, oil, transmission fluid, hydraulic fluid, antifreeze, grease etc.	60,000		\$ 51,675	46,916	90.8%	\$ 51,675	0	
10-40 SALT	67,428		\$ 88,200	111,647	126.6%	\$ 90,000	1,800	1600 tons at \$56.25/ton
10-50 TAR PATCHING Asphalt paving patch for potholes, trench repair for utility replacement.	3,000		\$ 8,000	4,752	59.4%	\$ 6,000	(2,000)	
10-55 STREET SIGNS Regulatory signage (stop/yield/speed etc), street signs, misc. road signs and hardware.	2,500		\$ 3,500	1,625	46.4%	\$ 3,100	(400)	
10-60 CALCIUM CHLORIDE Snow/ice removal, dust control (gravel roads), fertilizer for ditches	2,000		\$ 2,000	1,791	89.6%	\$ 2,000	0	
10-65 STEEL PLOWS	22,500		\$ 22,500	10,144	45.1%	\$ 19,000	(3,500)	

Cutting edges - trucks and equipment, bed chains, plow bolts/misc. parts, teeth for digging bucket, plow hydraulic cylinder seal kits, etc.								
10-70 RESURFACING ROADS	300,350	\$ 608,676	549,907	90.3%	\$ 364,100	(244,576)	Based on 10-year rotation (1.5" overlay); \$60k/mile for 61 miles. Proposed FY19 includes 1.5" - Sawyer (1/2), Library (1/2), Shaw Hill (1/2)/R, Maine Trail. 1" - Stetson, Deer Hill, Sidney, Wilbur, Hillside, Summit, Mountainview Cost now in Bldgs and Grounds.	
<b>Note:</b> Approved FY18 budget was \$366k; auditor carried forward \$242,676 from FY17 work completed in FY18								
10-85 MEMORIAL DAY	700	\$ -	0			0		
UTILITIES								
15-01 TELEPHONE	7,936	\$ 9,160	6,701	73.2%	\$ 9,380	220	Includes \$5,160 for GPS service	
Office phone, office TDS, office OTT, cell phones, GPS in trucks - units and cell service, pager service (quarterly critical alert test).								
MAINTENANCE/REPAIRS								
20-01 EQUIPMENT REPLACEMENT	6,200	\$ 103,479	90,146	87.1%	\$ 175,190	71,711	Contracted financing for #8, #13, #16, #44. Proposed new financing for #32 (1-ton) and #35 (1-ton). \$5280 toward cemetery pickup	
See DPW vehicle replacement plan in proposed Capital Program updates								
20-05 EQUIP.MAINT.	75,000	\$ 65,000	61,269	94.3%	\$ 65,000	0		
Maintenance and repair, all DPW vehicles and equipment								
20-15 COPIER	300	\$ 300	0	0.0%	\$ 100	(200)		
Maintenance on DPW copier								
20-25 VEHICLE MAINTENANCE		\$ -	259		\$ -	0		
20-26 TIRES	12,000	\$ 12,200	5,402	44.3%	\$ 9,800	(2,400)		
20-53 CSO TANKS		\$ -	0		\$ -	0		
20-55 MOWER REPAIRS	400	\$ 2,000	0	0.0%	\$ 2,000	0		
Misc. flail blades, parts and bolts.								
EQUIPMENT								
25-05 SAFETY	2,950	\$ 2,950	2,935	99.5%	\$ 4,070	1,120		
Safety vests, safety glasses, hearing protection, hard hats, sign bases, signage, gloves.								
25-10 EQUIPMENT RENTAL		\$ 8,000	4,050	50.6%	\$ 8,700	700	Excavator for ditching (\$7,500)	
PROFESSIONAL SERVICES								
30-01 ADVERTISING		\$ 2,800	189	6.8%	\$ 3,500	700	Includes \$1,500 for emp. Ads	

30-20 CONTRACTED SERVICES AND EQUIP.	5,000	\$ 46,800	9,890	21.1%	\$ 46,000	(800)	Engineering ( <del>\$40k</del> \$20k); guardrail repairs: Sidney Blvd, Surry Lane, Emerson Mill, Bog Rd (\$20k); street sweeping (\$6k); GIS-mapping ( <del>\$1500</del> ); hang/remove holiday decorations ( <del>\$1200</del> )
30-21 DRUG/ALCOHOL SCREENING Drug and alcohol tests; MDOT required AHS random screening mgmt.	800	\$ 843	722	85.6%	\$ 843	0	
30-75 STREET CONSTRUCTION		\$ -	665		\$ 110,000	110,000	Schoolhouse Lane, total reconstruction ( <del>\$320k</del> \$110k); Cottage St drainage ( <del>\$183k</del> ); Summer St drainage ( <del>\$58,800</del> ); Sucker Brook box culvert ( <del>\$50k</del> ); Baker Rd ( <del>\$20k</del> ). Schoolhouse Lane cost partial offset by \$80k projected Env. Trust revenue (R 01-48)
30-76 SIDEWALK/STREET PAINTING Crosswalk striping (\$6,400). Includes muni bldgs & library (\$2,150)	4,000	\$ 13,500	10,705	79.3%	\$ 8,550	(4,950)	Does not include center-line striping (on every 2 yr cycle)
30-80 TRAINING/TRAVEL Snow Conference (\$2000), memberships (MBTA, NEWEA, APWA), Chainsaw Safety, SPCC, Work Zone Safety, Bloodborne Pathogen, Fire Extinguisher, Hearing Conservation, LOTO, Sexual Harassment, Haz Com, Emergency Action Plans, PPE, Dig Safe, Trenching & Excavation	4,600	\$ 5,000	1,215	24.3%	\$ 5,000	0	
<b>PUBLIC WORKS / HIGHWAY</b>	<b>1,403,207</b>	<b>1,060,516</b>	<b>\$ 1,888,302</b>	<b>1,598,626</b>	<b>84.7%</b>	<b>\$ 1,935,909</b>	<b>47,607</b>

Hampden		Proposed FY19 Budget						
Dept/Div:	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>10-05 PUBLIC WORKS / GARAGE</b>								
<b>SUPPLIES</b>								
10-10 GENERAL EXP	960		\$ 960	637	66.4%	\$ 960	0	
Water service for garage; \$80/month.								
10-20 SUPPLIES/MATERIALS	4830		\$ 11,000	8048	73.2%	\$ 14,100	3,100	
Shop supplies, tools; replace 2 hydraulic floor jacks; computer for truck analysis; welding fuel/O2; software for laptop; paper towels, rags								
10-25 FUEL/GAS/OIL/LUBE	850		\$ 1,650	1050	63.6%	\$ 1,800	150	
Misc. shop fluids, lubricants								
<b>UTILITIES</b>								
15-05 ELECTRICITY	5900		\$ 5,900	3784	64.1%	\$ 5,500	(400)	
Garage electricity								
15-10 FUEL	8750		\$ 8,775	5124	58.4%	\$ 6,600	(2,175)	
Propane for garage heat. 7000 gallons @ \$1.25/gallon.								
<b>MAINTENANCE/REPAIRS</b>								
20-05 EQUIP.MAINT.	400		\$ 500	500	100.0%	\$ 1,100	600	
Rebuild bottle jacks; misc repairs.								
20-35 BUILDING MAINTENANCE	12400		\$ 21,300	20565	96.5%	\$ 20,800	(500)	
Office addition (storage/office space); flush floor drain piping; flush floor tanks; air dryer replacement for compactor.								
<b>PUBLIC WORKS / GARAGE</b>	<b>34090</b>	<b>37440</b>	<b>\$ 50,085</b>	<b>39708</b>	<b>79.3%</b>	<b>\$ 50,860</b>	<b>775</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
Dept/Div: 10-10 PUBLIC WORKS / STORMWATER	Not aud. adj.		June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>STORMWATER</b>								
22-01 MAINT/REPAIR	8,280		\$ 39,815	1857	4.7%	\$ 11,580	(28,235)	
Culverts/pipes (incl. 8 driveway underdrain repairs); castings - frames/grates (8 @ \$320 to \$380 each); flowable fill (75 yards); crushed stone for backfill (200 yds).								
22-05 COMPLIANCE DOCUMENTATION	12,850		\$ 24,750	9891	40.0%	\$ 24,500	(250)	
DEP compliance consultant; BASWG membership; IDDE testing.								
22-10 SUPPLIES/GEN'L	800		\$ 1,500	2949	196.6%	\$ 2,500	1,000	
IDDE testing supplies; iPad for field inspections								
22-20 CONTRACTED SERVICES	100,000		\$ 9,320	10325	110.8%	\$ 4,080	(5,240)	Clean catch basins (60 @ \$68/each).
Approved FY18 budget was \$4,080; however auditor carried forward \$5,240 from FY17 work completed in FY18								
<b>PROFESSIONAL SERVICES</b>								
30-80 TRAINING/TRAVEL	1,500		\$ 2,200	341	15.5%	\$ 1,200	(1,000)	
Stormwater pollution training								
<b>PUBLIC WORKS</b>	<b>123,430</b>	<b>117,432</b>	<b>\$ 77,585</b>	<b>25363</b>	<b>32.7%</b>	<b>\$ 43,860</b>	<b>(33,725)</b>	

Hampden		Proposed FY19 Budget						
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>Dept/Div: 15-10 SOLID WASTE / SOLID WASTE</b>								
<b>COMPENSATION</b>								
01-05 WAGES	67,117		\$ 66,953	75,341	112.5%	\$ 63,454	(3,499)	Journal entries will reclassify winter plowing overtime to DPW Highway before FY18 closeout
01-15 CLOTHING ALLOWANCE	1,520		\$ 1,580	1,244	78.7%	\$ 1,580	0	
<b>INSURANCE</b>								
05-01 FICA/MEDI	5,134		\$ 5,122	5,742	112.1%	\$ 4,854	(268)	
05-05 MSRS/ICMA-ER	5,993		\$ 6,049	7,266	120.1%	\$ 5,882	(166)	
05-10 WORKER'S COMPENSATION	4,040		\$ 4,080	3,045	74.6%	\$ 4,384	304	Projected 3% increase
05-15 HEALTH	22,522		\$ 25,224	14,965	59.3%	\$ 18,506	(6,718)	Includes 2018 actual; 10% increase for 2019 (6 months)
05-20 LIFE	267		\$ 227	198	87.2%	\$ 227	0	
05-25 DENTAL	150		\$ 155	125	80.9%	\$ 150	(5)	
<b>SUPPLIES</b>								
10-20 SUPPLIES/MATERIALS	2,730		\$ 3,820	2,740	71.7%	\$ 3,820	0	
<b>UTILITIES</b>								
15-05 ELECTRICITY	2,675		\$ 2,600	1,845	71.0%	\$ 2,500	(100)	
<b>EQUIPMENT</b>								
20-01 EQUIPMENT REPLACEMENT			\$ -	0		\$ -	0	
20-05 MAINTENANCE	0		\$ -	631		\$ -	0	Repairs as necessary to be paid from Solid Waste reserve
25-10 RENTAL	1,000		\$ -	0		\$ -	0	
<b>PROFESSIONAL SERVICES</b>								
30-37 LICENSE FEES	1,880		\$ 5,704	2,850	50.0%	\$ 6,580	876	MRC dues (\$4,800); DEP permits (\$2,100)
Annual DEP license fee; permit modification.								
30-53 SOLID WASTE REMOVAL (PERC)	245,000		\$ 255,000	201,742	79.1%	\$ 265,000	10,000	Does <u>not</u> include \$8,500 contingency for zero sort pending coverage from MRC
Hauling; tipping fees; recycling; ash testing; C&D disposal; etc.								
<b>SOLID WASTE</b>	<b>360,028</b>	<b>401,775</b>	<b>\$ 376,514</b>	<b>317,734</b>	<b>84.4%</b>	<b>\$ 376,938</b>	<b>424</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
<b>Dept/Div: 20-01 RECREATION/CULTURE / PARKS/REC</b>		Not aud. adj.	June 19, 2017	4/30/2018	<b>83.0%</b>	May 1, 2018		
<b>COMPENSATION</b>								
01-05 WAGES	96,218		\$ 127,347	101,131	79.4%	\$ 131,851	4,503	Includes 40 hrs OT for Asst Director
<b>INSURANCE</b>								
05-01 FICA/MEDI	7,361		\$ 9,742	7,363	75.6%	\$ 10,087	345	
05-05 MSRS/ICMA-ER	8,344		\$ 11,117	10,222	91.9%	\$ 11,516	399	
05-10 WORKER'S COMPENSATION	2,222		\$ 2,244	1,675	74.6%	\$ 2,411	167	Projected 3% increase
05-15 HEALTH	22,522		\$ 41,660	26,925	64.6%	\$ 35,812	(5,848)	Includes 2018 actual; 10% increase for 2019 (6 months)
05-20 LIFE	266		\$ 341	273	80.1%	\$ 341	0	3 FTE
05-25 DENTAL	150		\$ 309	238	77.0%	\$ 300	(9)	
<b>RECREATION</b>	<b>137,083</b>	<b>137,556</b>	<b>\$ 192,761</b>	<b>147,827</b>	<b>76.7%</b>	<b>\$ 192,318</b>	<b>(444)</b>	

Hampden		Proposed FY19 Budget						
Dept/Div:	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>20-05 RECREATION/CULTURE / RECREATION PROGRAM</b>								
<b>COMPENSATION</b>								
01-05 WAGES	109,978		\$ 117,398	79,959	68.1%	\$ 129,332	11,934	Increase due to min. wage.
<b>INSURANCE</b>								
05-01 FICA/MEDI	8,413		\$ 8,981	6,117	68.1%	\$ 9,894	913	
05-05 MSRS/ICMA-ER	0		\$ -	0		\$ -	0	
05-10 WORKER'S COMPENSATION	0		\$ -	0		\$ -	0	
05-15 HEALTH	0		\$ -	0		\$ -	0	Includes 2018 actual; 10% increase for 2019 (6 months)
05-20 LIFE	0		\$ -	0		\$ -	0	
05-25 DENTAL	0		\$ -	0		\$ -	0	
<b>SUPPLIES</b>								
10-01 OFFICE	645		\$ 1,850	412	22.3%	\$ 1,850	0	
10-05 POSTAGE/SHIPPING	150		\$ 100	56	56.0%	\$ 100	0	
<b>UTILITIES</b>								
15-01 TELEPHONE	2,280		\$ 2,556	1,527	59.7%	\$ 2,520	(36)	
15-05 ELECTRICITY	1,800		\$ 1,800	1,262	70.1%	\$ 1,500	(300)	
<b>PROFESSIONAL SERVICES</b>								
30-01 ADVERTISING	1,600		\$ 1,600	536	33.5%	\$ 1,600	0	
30-39 DEBIT/CREDIT FEES	8,300		\$ 5,600	7,011	125.2%	\$ 6,400	800	
30-80 TRAINING/TRAVEL	2,175		\$ 2,175	1,460	67.1%	\$ 3,220	1,045	
<b>SPECIAL PROGRAMS</b>								
		<u>Rev. Acct.</u>						
40-04 ADULT SOFTBALL		R 20-40 or G 1-470	\$ 770	104	13.5%	\$ -	(770)	
40-16 CHEERING		R 20-41 or 20-42				\$ -	0	
40-23 Dorothea Dix Park						\$ -	0	
40-24 FIELD HOCKEY		R 20-41	\$ 163	137	84.0%	\$ -	(163)	
40-26 FLAG FOOTBALL		R 20-41	\$ 188	0	0.0%	\$ -	(188)	
40-28 RUNNING		R 20-41 or R 20-44	\$ 203	0	0.0%	\$ -	(203)	
40-34 HORSEBACK RIDING		R 20-41 or R 20-44				\$ -	0	
40-38 JR GOLF		R 20-40				\$ -	0	
40-39 SUMMER PROGRAMS		R 20-40 or G 1-470				\$ 7,285	7,285	<u>New budget category.</u>
40-41 FALL PROGRAMS		R 20-41				\$ 6,400	6,400	<u>New budget category.</u>
40-43 WINTER I PROGRAMS		R 20-42				\$ 5,375	5,375	<u>New budget category.</u>
40-44 KIDS KAMP		R 20-31 or G 1-470	\$ 10,070	4,718	46.9%	\$ 9,720	(350)	
40-45 WINTER II PROGRAMS		R 20-43				\$ 1,529	1,529	<u>New budget category.</u>
40-46 KIDS KORNER		R 20-32	\$ 12,755	2,648	20.8%	\$ 12,450	(305)	
40-47 LATE FEES		R 20-33				\$ -	0	
40-48 LITTLE LEAGUE			\$ 250	107		\$ 250	0	
40-49 SPRING PROGRAMS		R 20-44				\$ 2,559	2,559	<u>New budget category.</u>

40-50 PARKS	680					\$ -	0	
40-54 SENIOR ACTIVITIES	900	\$	900	900	100.0%	\$ 900	0	
40-56 SKI & SNOWBOARD R 20-42	2,500	\$	2,500	3,375	135.0%	\$ -	(2,500)	
40-58 SNOWMOBILE ACTIVITIES	1,000	\$	2,000	0	0.0%	\$ 2,000	0	
40-60 SPEC'L EVENT & RENT/ R 20-40, R 20-41, R 20-42, R 20-43, R 20-44	700	\$	2,500	1,185	47.4%	\$ -	(2,500)	
40-62 SOCCER CAMP	10,383					\$ -	0	
40-70 T-BALL R 20-44	747	\$	800	837	104.6%	\$ -	(800)	
40-74 TENNIS	410	\$	-		#DIV/0!	\$ -	0	
40-76 TRACK & FIELD R 20-40 or G 1-470	1,268	\$	2,000	1,579	79.0%	\$ -	(2,000)	
40-80 YOUTH SOCCER	3,050	\$	2,300	2,284	99.3%	\$ -	(2,300)	
40-81 FACILITIES MAINTENANCE	12,420	\$	13,000	2,375	18.3%	\$ 17,000	4,000	<i>Turf maintenance (\$10,125); misc. repairs (\$2,375); signage (\$500); field lining (\$700); field overseed (\$800); gazebo repair/replace at DD Park (\$2,500)</i>
<b>RECREATION ENTERPRISE</b>	<b>191,417</b>	<b>140,517</b>	<b>\$ 192,459</b>	<b>118,589</b>	<b>61.6%</b>	<b>\$ 221,884</b>	<b>29,425</b>	

Hampden		Proposed FY19 Budget						
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
Dept/Div: 20-07 RECREATION/CULTURE / SKEHAN CENTER	Not aud. adj.		June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>COMPENSATION</b>								
01-05 WAGES	37,666		\$ 34,640	16,369	47.3%	\$ 37,740	3,100	Programmer; 1 bldg supervisor; 5 seasonal basketball staff. Affected by minimum wage increase.
<b>INSURANCE</b>								
05-01 FICA/MEDI	2,881		\$ 2,650	1,262	47.6%	\$ 2,887	237	
05-10 WORKERS COMP	0		\$ -			\$ -	0	Included in 20-01 line item
<b>SUPPLIES</b>								
10-20 SUPPLIES/MATERIALS	8,700		\$ 9,500	7,705	81.1%	\$ 8,500	(1,000)	Includes cleaning contract and supplies.
<b>UTILITIES</b>								
15-05 ELECTRICITY	18,200		\$ 11,500	10,679	92.9%	\$ 11,500	0	
15-10 FUEL	12,943		\$ 11,950	11,661	97.6%	\$ 14,693	2,743	Heating oil price to be contracted June 2018 through MPO; assuming increase from 1.699 to 2.099
15-15 WATER	5,700		\$ 3,000	2,880	96.0%	\$ 3,690	690	Projected rate increase of 22.84% (customers)
15-20 SEWER	1,432		\$ 1,700	551	32.4%	\$ 1,400	(300)	
15-25 LEASE RELATED EXPENSES	0		\$ 19,501	14,657	75.2%	\$ 23,101	3,600	Taxes (\$2400), insurance (\$1200), lease (\$1), snow removal (\$ <del>22,000</del> \$17,000)), misc (paving patch work, etc) (\$2500).
<b>MAINTENANCE/REPAIRS</b>								
20-35 BUILDING MAINTENANCE	14,480		\$ 14,700	9,178	62.4%	\$ 20,715	6,015	Floor maintenance, gym recoat, boiler/vent work, seasonal rug service, extinguisher recharge, mens locker room water fountain replacement, misc. repairs. Includes some projects and maintenance that are expected to help with electric costs
<b>SPECIAL PROGRAMS</b>		<u>Rev. Acct.</u>						
40-10 ART LESSONS	R 20-41, R 20-43, R 20-44	2,160	\$ 1,440	1,760	122.2%	\$ -	(1,440)	
40-15 CONCESSIONS	R 20-35	1,700	\$ 2,100	1,145	54.5%	\$ 1,450	(650)	
40-17 BASEBALL CLINIC	R 20-43, R 20-44	374	\$ 648	405	62.5%	\$ -	(648)	
40-21 DROP IN PROGRAM	R 20-36	2,415	\$ 2,475	2,926	118.2%	\$ 1,650	(825)	

40-24 INDOOR FIELD HOCKEY	R 20-43	0	\$	50	0	0.0%	\$	-	(50)
40-25 ADS, DONATIONS, SPC	R 20-37	180	\$	180	65	36.1%	\$	-	(180)
40-27 GATE/ADMISSION COS	R 20-38	25	\$	-			\$	-	0
40-36 INDOOR SOCCER	R 20-43	0	\$	50	0		\$	-	(50)
40-40 JR PRO BASKETBALL	R 20-42	3,143	\$	3,650	2,583	70.8%	\$	-	(3,650)
40-60 EVENTS & RENTALS	R 20-39						\$	4,350	4,350 <i>New budget category.</i>
40-61 SPECIAL PROGRAMS	R 20-40, R 20-41, R 20-42, R 20-43, R 20-44	540	\$	3,500	9,036	258.2%	\$	-	(3,500)
<b>SKEHAN CENTER</b>		<b>112,539</b>	<b>92,727</b>	<b>\$ 123,234</b>	<b>92,862</b>	<b>75.4%</b>	<b>\$</b>	<b>131,676</b>	<b>8,442</b>

Hampden		Proposed FY19 Budget						
Dept/Div:	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>Dept/Div: 20-10 RECREATION/CULTURE / DYER LIBRARY</b>								
<b>COMPENSATION</b>								
01-05 WAGES	154,906		\$ 157,348	127,562	81.1%	\$ 165,022	7,674	
<b>INSURANCE</b>								
05-01 FICA/MEDI	11,850		\$ 12,038	10,195	84.7%	\$ 12,624	586	
05-05 MSRS/ICMA-ER	11,395		\$ 11,607	10,412	89.7%	\$ 11,955	349	
05-10 WORKER'S COMPENSATION	505		\$ 510	381	74.7%	\$ 548	38	
05-15 HEALTH	19,617		\$ 21,971	17,917	81.5%	\$ 23,133	1,163	<i>Includes 2018 actual; 10% increase for 2019 (6 months)</i>
05-20 LIFE	400		\$ 340	283	83.2%	\$ 340	0	
05-25 DENTAL	300		\$ 309	250	80.9%	\$ 300	(9)	
<b>SUPPLIES</b>								
10-01 OFFICE	400		\$ 400	141	35.3%	\$ 400	0	
Office supplies which are not specific to library operations, i.e.: copy paper, paperclips file folders, envelopes, etc.								
10-03 INTERLIBRARY LOAN	2,160		\$ 2,160	2,160	100.0%	\$ 1,846	(314)	
Shipping pays for the Statewide Delivery Service.								
10-05 POSTAGE/SHIPPING	362		\$ 290	208	71.7%	\$ 290	0	
10-15 BOOKS/PUBLICATIONS	15,914		\$ 10,000	8,603	86.0%	\$ 12,000	2,000	
10-16 PERIODICALS	1,500		\$ 1,500	484	32.3%	\$ 1,000	(500)	
10-20 SUPPLIES/MATERIALS	1,600		\$ 1,350	489	36.2%	\$ 1,350	0	
This line pays for supplies specific to Library work i.e.: processing materials, book covers, barcodes, audio and DVD cases, labels, etc.								
<b>UTILITIES</b>								
15-01 TELEPHONE	1,164		\$ 1,188	936	78.8%	\$ 1,188	0	
15-05 ELECTRICITY	3,600		\$ 5,508	5,041	91.5%	\$ 5,600	92	
15-10 FUEL	2,947		\$ 1,450	1,871	129.0%	\$ 2,519	1,069	<i>Heating oil price to be contracted June 2018 through MPO; assuming increase from 1.699 to 2.099</i>
15-15 WATER	326		\$ 326	326	100.0%	\$ 401	75	<i>Projected rate increase of 22.84% (customers)</i>
15-20 SEWER	362		\$ 272	128	47.1%	\$ 220	(52)	
<b>MAINTENANCE/REPAIRS</b>								

20-35 BUILDING MAINTENANCE	13,340	\$	13,340	10,688	80.1%	\$	13,340	0	<i>Maintenance contracts: pest control, security, A/C service, fire extinguisher inspections, boiler inspections, electrical work, cleaning</i>
<b>PROFESSIONAL SERVICES</b>									
30-15 COMPUTER SERVICE	4,550	\$	4,550	357	7.8%	\$	4,550	0	
	This pays the annual \$4200.00 cost of software and operational support for MINERVA the Library's Library Automation system.								
30-60 DUES	256	\$	256	100	39.1%	\$	256	0	
30-80 TRAINING/TRAVEL	554	\$	554	385	69.5%	\$	554	0	
<b>SPECIAL PROGRAMS</b>									
40-98 LIBRARY PROGRAMS	2,000	\$	2,000	1,278	63.9%	\$	2,000	0	
<b>DYER LIBRARY</b>	<b>250,008</b>	<b>248,531</b>	<b>\$ 249,267</b>	<b>200,195</b>	<b>80.3%</b>	<b>\$</b>	<b>261,436</b>	<b>12,170</b>	

Hampden		Proposed FY19 Budget						
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
Dept/Div: 20-20 RECREATION/CULTURE / L HOIT MEMORIAL POO	Not aud. adj.		June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>COMPENSATION</b>								
01-01 SALARIES	84,151		\$ 84,891	70,271	82.8%	\$ 204,152	119,261	
01-05 WAGES	100,508		\$ 109,208	85,392	78.2%		(109,208)	
<b>INSURANCE</b>								
05-01 FICA/MEDI	14,127		\$ 14,849	11,615	78.2%	\$ 15,618	769	
05-05 MSRS/ICMA-ER	7,238		\$ 7,302	6,045	82.8%	\$ 7,529	227	
05-10 WORKER'S COMPENSATION	4,700		\$ 4,747	3,542	74.6%	\$ 5,100	353	Projected 3% increase
05-15 HEALTH	12,445		\$ 17,576	14,272	81.2%	\$ 18,506	930	Includes 2018 actual; 10% increase for 2019 (6 months)
05-20 LIFE	226		\$ 228	188	82.5%	\$ 228	0	
05-25 DENTAL	150		\$ 309	188	60.8%	\$ 300	(9)	
<b>SUPPLIES</b>								
10-01 OFFICE	994		\$ 1,234	889	72.0%	\$ 1,234	0	
Internet; printer ink; notebooks, pens, batteries, dividers, paper; staff immunizations Hep B shot series.								
10-05 POSTAGE/SHIPPING	450		\$ 450	198	44.0%	\$ 450	0	
10-20 SUPPLIES/MATERIALS	1,050		\$ 1,050	1,071	102.0%	\$ 1,100	50	
Rescue equipment, life lines, buoys, vacuum supplies, pool toys, noodles, swim lesson supplies, first aid supplies, aqua fitness supplies.								
10-80 CHLORINE	7,200		\$ 7,200	4,631	64.3%	\$ 7,200	0	
<b>UTILITIES</b>								
15-01 TELEPHONE	1,176		\$ 1,176	982	83.5%	\$ 1,176	0	
15-05 ELECTRICITY	22,000		\$ 22,000	16,779	76.3%	\$ 22,000	0	
15-10 FUEL	23,240		\$ 19,500	15,927	81.7%	\$ 23,089	3,589	Heating oil price to be contracted June 2018 through MPO; assuming increase from 1.699 to 2.099
15-15 WATER	3,500		\$ 3,500	2,284	65.3%	\$ 2,829	(671)	Projected rate increase of 22.84% (customers); reduced estimate of cost based on FY18 costs
15-20 SEWER	6,000		\$ 5,172	1,302	25.2%	\$ 2,400	(2,772)	
<b>MAINTENANCE/REPAIRS</b>								
20-05 EQUIP.MAINT.	14,000		\$ 15,000	22,246	148.3%	\$ 17,000	2,000	
20-35 BUILDING MAINTENANCE	4,500		\$ 4,500	3,758	83.5%	\$ 4,500	0	

Paint, Mops, Brushes, Toilet paper, Cleaning Chemicals, Vacuum, Gloves, Trash Bags, Hardware, Shower Curtains, Tools.						
PROFESSIONAL SERVICES						
30-01 ADVERTISING	800	\$ 800	0	0.0%	\$ 800	0
Advertising for pool events, schedules and employment						
30-39 DEBIT/CREDIT FEES	2,900	\$ 3,700	1,272	34.4%	\$ 1,900	(1,800)
Fees for MyRec.com and debit/credit card acceptance						
30-80 TRAINING/TRAVEL	1,500	\$ 1,500	449	29.9%	\$ 1,500	0
<b>POOL</b>	<b>312,855</b>	<b>\$ 313,298</b>	<b>263,301</b>	<b>80.8%</b>	<b>\$ 338,611</b>	<b>12,719</b>

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>Dept/Div: 20-25 MARINA</b>								
MISC								
10-10 SUPPLIES	0		\$ 350	24	6.9%	\$ 850	500	Harbor Master training, expenses (\$800)(this year pd from DPW budget); channel buoy repair (\$300); signage (\$150).
<b>MARINA</b>	<b>0</b>	<b>0</b>	<b>\$ 350</b>	<b>24</b>	<b>6.9%</b>	<b>\$ 850</b>	<b>500</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Draft aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>Dept/Div: 25-10 THE BUS / THE BUS</b>								
MISC								
55-15 THE BUS	84,597		\$ 89,911	45,133	50.2%	\$ 106,352	16,441	<i>Bangor est. \$106,352 on 4/26/18, and indication this may increase pending Bangor budget. Driven in part by increases in fuel costs.</i>
<b>THE BUS</b>	<b>84,597</b>	<b>83,496</b>	<b>\$ 89,911</b>	<b>45,133</b>	<b>50.2%</b>	<b>\$ 106,352</b>	<b>16,441</b>	

Hampden		Proposed FY19 Budget						
Dept/Div:	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>30-10 BUILDINGS/GROUNDS / BLDG/GROUNDS</b>								
<b>COMPENSATION</b>								
01-05 WAGES	124,711		\$ 139,646	104,728	75.0%	\$ 140,450	804	
01-15 CLOTHING ALLOWANCE	1,600		\$ 1,620	1,978	122.1%	\$ 1,820	200	
<b>INSURANCE</b>								
05-01 FICA/MEDI	9,540		\$ 10,683	7,712	72.2%	\$ 10,744	61	
05-05 MSRS/ICMA-ER	10,476		\$ 11,730	7,033	60.0%	\$ 11,816	85	
05-10 WORKER'S COMPENSATION	1,818		\$ 1,836	1,370	74.6%	\$ 1,973	137	Projected 3% increase
05-15 HEALTH	30,814		\$ 34,511	28,023	81.2%	\$ 36,337	1,826	Includes 2018 actual; 10% increase for 2019 (6 months)
05-20 LIFE	0		\$ 228	188	82.5%	\$ 228	0	
<b>SUPPLIES</b>								
10-01 OFFICE	300		\$ 100	107	107.0%	\$ 100	0	
10-18 FLOWERS	1,000		\$ 1,000	0	0.0%	\$ 1,500	500	Landscape flowers & plantings, incl. at cemetery and burial lots
10-20 SUPPLIES/MATERIALS	3,000		\$ 5,025	1,530	30.4%	\$ 4,300	(725)	
Flags, hand tools (rakes, shovels etc.), signage, garbage bags.								
10-75 MAPS/MARKERS	2,500		\$ 1,200	0	0.0%	\$ 100	(1,100)	
<b>UTILITIES</b>								
15-15 WATER	300		\$ 1,325	325	24.5%	\$ 1,150	(175)	Projected rate increase of 22.84% (customers); reduced estimate of usage based on FY18 actual
Water service at Cemetery.								
<b>MAINTENANCE/REPAIRS</b>								
20-01 EQUIPMENT REPLACEMENT	5,040		\$ 5,760	3,859	67.0%	\$ 2,020	(3,740)	2 trimmers, push mower, echo blowers
20-05 EQUIP.MAINT.	1,450		\$ 1,050	869	82.8%	\$ 1,250	200	
Trimmer tune-ups, mower blades, plugs, parts; misc. parts								
20-35 BUILDING MAINTENANCE	800		\$ 600	335	55.8%	\$ 1,000	400	Misc. bldg repairs
20-50 GROUNDS IMPROVEMENTS	1,500		\$ 13,885	3,938	28.4%	\$ 15,995	2,110	Includes grub prevention (6 sites), poison ivy control (4 parks), flower bed maintenance (town office)
Flower beds and curbing at Municipal Bldg; or plantings for cemeteries.								
<b>EQUIPMENT</b>								
25-05 SAFETY	500		\$ 600	600	100.0%	\$ 600	0	Safety vests, hard hats, goggles, etc.
25-10 RENTAL	1,146		\$ 2,292	1,288	56.2%	\$ 3,840	1,548	Port-a-potty rental and cleaning
<b>BUILDINGS/GROUNDS</b>	<b>196,495</b>	<b>178,858</b>	<b>\$ 233,092</b>	<b>163,883</b>	<b>70.3%</b>	<b>\$ 235,223</b>	<b>2,131</b>	

Hampden		Proposed FY19 Budget							
		2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
				June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>Dept/Div: 38-10 OUTSIDE AGENCIES</b>									
<b>MISC</b>									
<b>43-01 EXPENSES</b>									
		\$	-					0	
38-00-00-01	Hammond St. Sr. Ctr.	\$	-					0	
38-10-04-04	Eastern Area Agency	\$	-					0	
38-00-00-05	UCP	\$	-					0	
38-10-04-05	Hampden Historical	\$	-					0	
38-10-04-06	Com.Health & Counsel	\$	-					0	
38-10-04-07	Bangor STD Clinic	\$	-					0	
38-10-04-08	Penquis Cap	\$	-					0	
38-10-04-09	American Folk Fest.	\$	-					0	
38-10-04-03	Hampden Kiwanis	\$	-				\$ 9,500	9,500	<i>Kiwanis Civic Center O&amp;M costs (paid in FY18 from HCB).</i>
38-10-04-03	Hampden Kiwanis						\$ 6,115	6,115	<i>Spray foam insulation for Kiwanis basement (improve heating costs)</i>
38-10-04-10	Red Cross	\$	-					0	
38-10-04-13	Snowmobile Club	\$	-					0	
	Bangor YMCA	\$	-					0	
	The Children's Dyslexia Center, Inc.	\$	-					0	
	Health Equity Alliance	\$	-					0	
	Spruce Run Womancare Alliance	\$	-					0	
	Landmark Heritage Trust	\$	-					0	
	Lifeflight Foundation	\$	-					0	
	<b>OUTSIDE AGENCIES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 15,615</b>	<b>15,615</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
<b>Dept/Div: 40-10 GENERAL ASSISTANCE / GEN'L ASSIST</b>		Not aud. adj.	June 19, 2017	4/30/2018	<b>83.0%</b>	May 1, 2018		
MISC								
43-01 EXPENSES	6,000.00		\$ 7,000	2,253	32.2%	\$ 6,000	(1,000)	
<b>GENERAL ASSISTANCE</b>	<b>\$ 6,000.00</b>	<b>\$ 4,457.00</b>	<b>\$ 7,000</b>	<b>2,253</b>	<b>32.2%</b>	<b>\$ 6,000</b>	<b>(1,000)</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Actual	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
<b>Dept/Div: 45-10 COUNTY TAX / COUNTY TAX</b>			June 19, 2017	4/30/2018	<b>83.0%</b>	May 1, 2018		
MISC								
55-10 COUNTY TAX	792,558		\$ 834,723	834,723	100.0%	\$ 911,927	77,204	
<b>COUNTY TAX</b>	<b>792,558</b>	<b>792,558</b>	<b>\$ 834,723</b>	<b>834,723</b>	<b>100.0%</b>	<b>\$ 911,927</b>	<b>77,204</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Actual	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
<b>Dept/Div: 50-10 DEBT SERVICE / GENERAL</b>			June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>DEBT SERVICE</b>								
50-04 Mayo Road Rebuild 2011	124,236		\$ 121,056	122,621	101.3%	\$ 120,945	(111)	Debt service increased from amortization schedule due to Federal sequestration.
50-15 FIRE STATION 2002	107,653		\$ 103,342	103,343	100.0%	\$ 84,300	(19,042)	Reduced debt service (letter received from MMBB 12/17/17)
50-20 BUSINESS PARK 2000	108,097		\$ 90,000	90,000	100.0%	\$ 90,000	0	
# TBD ROUTE 1A BOND (\$600K principal)			\$ -			\$ 48,318	48,318	Pending voter authorization June 2018, and assuming SRF financing
# TBD GRIST MILL BRIDGE BOND (\$436K principal)			\$ -			\$ 26,000	26,000	Pending voter authorization June 2018, and assuming SRF financing
<b>DEBT SERVICE</b>	<b>339,986</b>	<b>339,973</b>	<b>\$ 314,398</b>	<b>315,964</b>	<b>100.5%</b>	<b>\$ 369,563</b>	<b>55,165</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Actual	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
<b>Dept/Div: 65-10 ED GEN'L SVS / EDUCATION GENERAL SERVICES</b>			June 19, 2017	4/30/2018	83.0%	May 1, 2018		
MISC								
55-20 ED GEN'L SVS	6,308,863		\$ 6,370,594	5,308,829	83.3%	\$ 7,194,360	823,766	<i>Proposed local budget <b>not final</b>. Hampden share of proposed RSU-22 budget to be proposed by School Board 5/16/18.</i>
<b>RSU-22 TOWN ASSESSMENT</b>	<b>6,308,863</b>	<b>6,308,862</b>	<b>\$ 6,370,594</b>	<b>5,308,829</b>	<b>83.3%</b>	<b>\$ 7,194,360</b>	<b>823,766</b>	

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Actual	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
<b>Dept/Div: 66-01 OVERLAY / OVERLAY</b>			June 19, 2017	4/30/2018	83.0%	May 1, 2018		
MISC								
55-01 OVERLAY	110,704		\$ 66,224	0			(66,224)	TBD upon tax commitment, August 2017
<b>OVERLAY</b>	<b>110,704</b>		<b>\$ 66,224</b>	<b>0</b>			<b>(66,224)</b>	

**Note:** Approved FY18 budget overlay was greater, but reduced during year due to Council approved budget amendments (incl. \$100k transfer to Muni Bldg Reserve toward mold remediation).

Hampden Proposed FY19 Budget								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>Dept/Div: 67-01 TIF / TIF REIMBURSEMENT</b>								
MISC								
55-25 TIF	0		\$ 148,602			\$ 148,602	0	Available for eligible purposes per Emera TIF (approx. \$142k) and Dennis Paper TIF (approx. \$6k)
55-25 TIF Estimated payments to Emera and Dennis Paper through Credit Enhancement Agreements.	158,511		\$ 174,483			\$ 174,483	0	CEA payments to Emera, Dennis Paper. (Havelock Estey Curran TIF ended FY18).
<b>TIF</b>	<b>158,511</b>	<b>158,428</b>	<b>\$ 323,085</b>	<b>323,088</b>	<b>100.0%</b>	<b>\$ 323,085</b>	<b>0</b>	

Hampden		Proposed FY19 Budget - REVENUES							
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)	
<b>Dept: 01 GENERAL GOVT</b>		<i>Not aud. adj.</i>	<i>June 19, 2017</i>	<i>4/30/2018</i>	<b>83.0%</b>	<i>May 1, 2018</i>			
03 INT ON TAXES	11,000	11,749	\$ 8,659	9,478	109.5%	\$ 9,500	841		
05 INTEREST/COSTS ON TAX LIENS	23,500	19,801	\$ 23,863	21,146	88.6%	\$ 24,000	137		
09 SALE OF TAX ACQUIRED PROPERTY	0		\$ -	0		\$ -	0		
15 MV EXCISE TX	1,780,000	2,015,234	\$ 1,891,624	1,561,536	82.6%	\$ 2,000,000	108,376	<i>Increased based on projected increase due to Emera corp. relocation by 7/1/19 (per TIF agreement).</i>	
17 BOAT EXCISE	10,000	11,477	\$ 10,000	3,712	37.1%	\$ 11,000	1,000		
18 AGENT FEES	20,500	25,706	\$ 23,221	18,916	81.5%	\$ 23,221	0		
19 CLERK FEES	14,500	13,086	\$ 13,861	10,150	73.2%	\$ 13,300	(561)		
20 TRANSFER IN FROM RESERVES	0		\$ 12,004	0	0.0%	\$ -	(12,004)	<i>Instead of budgeting reserve revenue, removed some proposed expense budget items for recommended reserve funding</i>	
23 INTEREST EARNED ON ACCOUNTS	10,000	9,779	\$ 5,000	1,508	30.2%	\$ 8,500	3,500		
25 RENTAL INCOME	2,000	2,000	\$ 2,000	2,000	100.0%	\$ 2,000	0	<i>Post Office lease proceeds</i>	
27 PLUMBING FEE	8,500	8,188	\$ 8,500	8,043	94.6%	\$ 9,000	500		
29 CODE ENFORCEMENT FEES	20,500	18,160	\$ 20,000	28,083	140.4%	\$ 32,000	12,000		
31 PLANNING BOARD FEES	2,500	23,033	\$ 43,168	2,615	6.1%	\$ 2,750	(40,418)	<i>Reduced based on pre-FY19 anticipated resolution of developer escrow accounts.</i>	
33 CARRIED BALANCES	0	0	\$ -	0		\$ -	0		
35 CABLE TV FEE	39,000	33,644	\$ 39,000	14,242	36.5%	\$ 16,000	(23,000)	<i>Since Jan. 2017, revenue trending lower; change in cable company plus more people "cutting the cord"</i>	
37 FEE/PERMITS	1,000	78	\$ 98	367	374.5%	\$ 350	252		
41 HCB REVENUE	0	0	\$ -	0		\$ 400,000	400,000	<i>HCB balance \$509,927 (5/1/18)</i>	
45 SERVICE FEE- PAYMENT IN LIEU	13,540	9,116	\$ 9,110	8,512	93.4%	\$ 13,540	4,430	<i>Projected to increase based on outcome of pending appeal.</i>	
47 BUSINESS PARK REVENUE	0	0	\$ -	0		\$ -	0		
48 ENVIRONMENTAL TRUST - INCOME	120,000	120,089	\$ 77,585	14,417	18.6%	\$ 123,860	46,275	<i>Funds to offset budgeted stormwater expenses. Plus \$80k for Schoolhouse Lane sw repairs. <u>(With approval of Env. Trust and Council, could increase to \$140-150k if full rebuild of Schoolhouse Ln). All amounts require Committee and Council approval.</u></i>	

60 TIF budgeted expense offsets			\$ 50,000	50,000	100.0%	\$ -	(50,000)	<i>Change in TIF accounting will make TIF revenues available for eligible purposes.</i>
78 SEWER INCOME	160,000	60,769	\$ 60,000	60,000	100.0%	\$ 60,000	0	<i>Proposed \$100k payback of interfund transfer should not be budgeted.</i>
79 MISC INCOME	0	18,152	\$ 109,881	110,321	100.4%	\$ 500	(109,381)	<i>FY18 included one-time Mayo Road bond proceeds (to offset debt service expense).</i>
81 TREE GROWTH	3,400		\$ 3,700	4,015	108.5%	\$ 4,015	315	
82 VETERAN'S REIMBURSEMENT	6,700		\$ 6,900	6,502	94.2%	\$ 6,500	(400)	
86 GENERAL ASSISTANCE REIMBURSEMENT	3,000	2,932	\$ 3,500	1,178	33.7%	\$ 3,000	(500)	<i>Half budgeted GA expense</i>
87 SNOWMOBILE REIMBURSEMENT	2,654	1,178	\$ 2,200	2,469	112.2%	\$ 2,450	250	
88 REVENUE SHARING	377,135	379,813	\$ 393,636	304,269	77.3%	\$ 416,958	23,322	
89 401 Forfeiture Funds	6,192	6,082	\$ -			\$ 25,277	25,277	<i>One-time revenues. Report from ICMA-RC 4/30/18</i>
93 Reserve Use for Budget	0		\$ -				0	
99 APPROPRIATION FROM FUND BALANCE	0	0	\$ 300,000	0	0.0%		(300,000)	<i>May propose an amount later in budget process</i>
<b>GENERAL GOVT</b>	<b>2,635,621</b>	<b>2,790,066</b>	<b>\$ 3,117,510</b>	<b>2,243,479</b>	<b>72.0%</b>	<b>\$ 3,207,721</b>	<b>90,211</b>	

Hampden Proposed FY19 Budget - REVENUES								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
<b>Dept: 05 PUBLIC SAFETY</b>		Not aud. adj.	June 19, 2017	4/30/2018	<b>83.0%</b>	May 1, 2018		
01 ANIMAL CONTROL FEES	3,000	3,817	\$ 4,520	1,260	27.9%	\$ 3,500	(1,020)	
05 AMBULANCE FEES	200,000	170,382	\$ 175,038	296,731	169.5%	\$ 300,000	124,962	
15 POLICE RECEIPTS	2,500	2,230	\$ 2,332	1,360	58.3%	\$ 2,200	(132)	
16 FIRE RECEIPTS	2,000	4	\$ 5	24	480.0%	\$ 20	15	
17 Underage Drinking Grant	0		\$ -			\$ -	0	
20 POLICE WAGE REIMBURSEMENT	160,000	146,538	\$ 144,770	125,946	87.0%	\$ 144,770	0	MDEA reimb., RSU for SRO, witness fees.
<b>PUBLIC SAFETY</b>	<b>367,500</b>	<b>322,971</b>	<b>\$ 326,665</b>	<b>425,321</b>	<b>130.2%</b>	<b>\$ 450,490</b>	<b>123,825</b>	

Hampden Proposed FY19 Budget - REVENUES									
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)	
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018			
<b>Dept: 10 PUBLIC WORKS</b>									
01 CEMETERY FEES	6,100	7,432	\$ 6,100	3,875	63.5%	\$ 7,000	900		
05 SALE OF CEMETERY LOTS	2,500	3,163	\$ 2,500	813	32.5%	\$ 3,000	500		
07 CEMETERY RES. USE	5,000	5,000	\$ -	0		\$ -	0		
20 MAINT. REVENUE	0	1,000	\$ 500	0	0.0%	\$ 500	0	<i>Skehan Center plowing offset</i>	
25 MAINE LOCAL ROAD ASSISTANCE PR	65,316	65,316	\$ 65,316	66,960	102.5%	\$ 66,960	1,644	<i>Held at FY18 levels. Expect to receive MDOT letter in June.</i>	
<b>PUBLIC WORKS</b>	<b>78,916</b>	<b>81,911</b>	<b>\$ 74,416</b>	<b>71,648</b>	<b>96.3%</b>	<b>\$ 77,460</b>	<b>3,044</b>		

Hampden Proposed FY19 Budget - REVENUES								
	2017 Budget	2017 Recorded Not aud. adj.	FY18 Budget June 19, 2017	2018 YTD 4/30/2018	Percent Complete 83.0%	FY19 Town Mgr May 1, 2018	Change FY18 to FY19	Notes (FY19)
<b>Dept: 15 SOLID WASTE</b>								
01 TRANSFER STATION PERMITS	31,795	32,805	\$ 32,690	28,945	88.5%	\$ 33,000	310	
05 SOLID WASTE RECYCLING	4,500	8,107	\$ 7,518	9,385	124.8%	\$ 9,500	1,982	
10 PERC REVENUE	65,000	48,737	\$ 109,417	91,169	83.3%	\$ -	(109,417)	\$57k of FY18 revenues were one-time dollars from PERC contract end.
Exercise of PERC Put Option (\$29,839)								
Refund of Debt Service Reserve Fund (\$27,308)								
20 HAULER LICENSING			\$ -	400		\$ 800	800	
25 MRC REBATES			\$ -	0		\$ 17,000	17,000	MRC advised budgeting rebates based on historical MSW tonnage times \$5. (4/30/18)
<b>SOLID WASTE</b>	<b>101,295</b>	<b>89,649</b>	<b>\$ 149,625</b>	<b>129,899</b>	<b>86.8%</b>	<b>\$ 60,300</b>	<b>(89,325)</b>	

Hampden Proposed FY19 Budget - REVENUES								
	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>Dept: 20 RECREATION/CULTURE</b>								
01 LIBRARY FEES	6,500	7,119	\$ 7,090	5,004	70.6%	\$ 7,000	(90)	
23 POOL SWIM DIAPERS	40	22	\$ 21	29	138.1%	\$ 25	4	
24 POOL BUSINESS RENTAL	6,400	9,804	\$ 11,018	9,975	90.5%	\$ 11,018	0	
25 L HOIT POOL FEES	20,000	18,931	\$ 19,129	18,304	95.7%	\$ 21,000	1,871	
26 POOL PUNCH CARDS	12,500	12,540	\$ 13,100	9,136	69.7%	\$ 14,400	1,300	Based on 5% fee increase
27 POOL MEMBERSHIP	32,000	33,376	\$ 31,240	26,144	83.7%	\$ 32,500	1,260	
28 POOL SWIM LESSONS	63,000	69,467	\$ 70,552	50,787	72.0%	\$ 74,000	3,448	
29 POOL WEEKEND RENTAL	21,060	19,297	\$ 20,759	15,171	73.1%	\$ 21,590	831	
31 REC/KIDS KAMP	41,300	43,372	\$ 45,675	44,515	97.5%	\$ 47,500	1,825	\$5 price increase/wk as a result of min. wage
32 REC/KIDS KORNER	169,400	178,217	\$ 185,850	171,125	92.1%	\$ 185,850	0	
33 REC/LATE FEES	250	200	\$ 40	0	0.0%	\$ 40	0	
34 REC/SOCCER CAMP	21,200	24,535	\$ 24,535	0	0.0%	\$ -	(24,535)	Seeking alternate program options for 2018
35 REC/CONCESSIONS	2,620	3,472	\$ 3,080	3,741	121.5%	\$ 3,800	720	Added round robin concessions
36 REC/DROP IN PROGRAMS	15,434	24,861	\$ 22,864	20,678	90.4%	\$ 23,000	136	Anticipating loss of line dance instructor (moving)
37 REC/ADS,DONATIONS,SPONSORSHIP	4,320	5,883	\$ 4,320	2,229	51.6%	\$ 3,000	(1,320)	Have not attracted new banner clients (renewals at 100%);RSU-22 turf campaign
38 REC/GATE ADMISSIONS	4,300	323	\$ 300	802	267.3%	\$ 800	500	Round robin, summer carnival
39 REC/SPEC'L EVENT/RENTALS	14,400	29,184	\$ 21,520	29,774	138.4%	\$ 27,500	5,980	Anticipated final year of rental for John Bapst
40 REC/SUMMER PROGRAMS	8,800	9,080	\$ 13,160	17,124	130.1%	\$ 17,000	3,840	Softball \$4000; track & field \$5000; misc. programs \$5500; late fees \$50
41 REC/FALL PROGRAMS	11,720	16,652	\$ 12,390	17,624	142.2%	\$ 17,500	5,110	Field hockey \$480; flag \$960; soccer \$7920; art \$1500; misc. programs \$5000; late fees \$100
42 REC/WINTER I PROGRAM	9,400	11,280	\$ 10,005	15,921	159.1%	\$ 15,500	5,495	Ski/board \$3375; basketball \$8550; late fees \$100
43 REC/WINTER II PROGRAM	3,862	3,909	\$ 4,160	5,460	131.3%	\$ 5,400	1,240	Art \$750; DD \$540; field hockey \$800; misc. \$2240; late fees \$50
44 REC/SPRING PROGRAM	5,337	6,330	\$ 5,945	3,968	66.7%	\$ 5,945	0	Running \$300; tee/base \$3200; art \$1050; DD \$540; misc. programs \$985; late fees \$70
<b>RECREATION/CULTURE</b>	<b>473,843</b>	<b>527,854</b>	<b>\$ 526,753</b>	<b>467,511</b>	<b>88.8%</b>	<b>\$ 534,368</b>	<b>7,615</b>	

Hampden		Proposed FY19 Budget - RESERVES			
		2017	2018	FY19	
		Budget	Budget	Town Mgr	Notes
<b>Dept: 70 RESERVES</b>				May 1, 2018	
55-02-70-99	Munic Bldg (3-702-00)	\$ 14,000		\$ 35,000	LED lighting in public safety training room (incl. for elections)
55-10-70-99	City Bus (3-710-00)	\$ 5,850		\$ -	
55-11-70-99	Computer (3-711-00)	\$ 14,100		\$ 14,100	Plotter replacement; LCD Projectors (2); Public Safety Server; Town Office Server; Laptops (2); Networking equipment; Phone system; Ambulance laptops (2); A/C for network equipment; CCTV Surveillance system; Cruiser laptops (3).
55-17-70-99	DPW Equipment (3-717-00)	\$ 31,680			
55-19-70-99	Twn Record Reserve (3-719-00)	\$ 2,940		\$ 13,872	Town Records archival preservation (see backup)
55-25-70-99	Plan & Comm (3-725-00)	\$ 15,000		\$ -	
55-27-70-99	Economic Dev (3-727-00)	\$ 6,730		\$ -	
55-33-70-99	Personnel (3-733-00)	\$ 25,000		\$ 35,000	Unbudgeted personnel costs (FMLA backup; retirement/separation of service payments; etc.)
55-37-70-99	Ambulance (3-737-00)	\$ 20,000		\$ 20,000	Toward ambulance purchase (est. FY26)
55-41-70-99	Fire Truck (3-741-00)	\$ 50,000		\$ 50,000	Toward fire engine purchase (est. FY23)
55-45-70-99	Fire Building (3-745-00)	\$ 2,361		\$ -	
55-47-70-99	Fire Camera (3-747-00)	\$ 10,000		\$ 1,000	
55-53-70-99	Police Cruiser (3-753-00)	\$ 27,000		\$ 27,000	Toward annual police cruiser purchase.
55-61-70-99	Roads/Streets (3-761-00)	\$ 67,000		\$ 70,000	Toward Sucker Brook culvert (\$50,000); Baker Road (\$20,000).
55-67-70-99	Rec Area Res (3-767-00)	\$ 10,000		\$ -	
55-68-70-99	Playground (3-768-00)	\$ 5,000		\$ -	
55-71-70-99	Pool Facility (3-771-00)	\$ 5,000		\$ 20,000	
55-73-70-99	Marina (3-773-00)	\$ 5,000		\$ -	
55-75-70-99	Bldg/Grounds (3-775-00)	\$ 5,280		\$ 5,280	Pickup truck for cemetery crew to replace #52
55-77-70-99	SW/Garage (3-777-00)	\$ 90,000		\$ 35,000	
55-78-70-99	Matching Grant (3-780-00)	\$ 40,000		\$ -	
		<b>\$ 502,019</b>	<b>\$ 451,941</b>	\$ -	<b>\$ 451,941</b>

Hampden Proposed FY19 Sewer Fund Budget								
Dept/Div:	2017 Budget	2017 Recorded	2018 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
		Not aud. adj.	June 19, 2017	4/30/2018	83.0%	May 1, 2018		
<b>60-10 SEWER FUND</b>								
<b>01 - COMPENSATION</b>								
05 - WAGES	60,000	60,000	60,000	60,000	100%	60,000	0	Appropriation for contribution to public works/admin salary offset.
<b>10 - SUPPLIES</b>								
05 - POSTAGE/SHIPPING	6,000	5,640	8,000	9,165	115%	8,500	500	Cost of sewer billing printing & postage 4 times per year.
20 - SUPPLIES/MATERIALS	10,000	10,769	3,490	5,586	160%	10,200	6,710	Pump station or line repair supplies: 6 sewer manhole castings; bricks, mortar, etc.; riser rings. Includes \$4k for backup generator for Marion, Gravel Pit, Cottage pump stations.
45 - SUPPLIES/PIPES	0		0				0	
99 - MISC.	2,400	3,835	3,320	3,386	102%	6,770	3,450	Jet truck nozzles (\$1,500); Dye testing packets (\$110); Tiger tales for jet truck (\$110); grade stakes (\$150); tools to clean inverts (\$500); Trio software (\$1,200). Includes \$3,200 to configure pump station for new backup generator.
<b>15 - UTILITIES</b>								
05 - ELECTRICITY	36,000	31,836	30,400	25,943	85%	35,000	4,600	Electric charges for pump stations. Includes new pump station for MRC, partial year.
10 - FUEL	7,000	217	3,000	141	5%	2,000	(1,000)	Fuel costs for pump stations (9 propane, 1 diesel).
<b>20 - MAINTENANCE/REPAIRS</b>								
53 - CSO TANKS	52,000	0	5,500	5,858	107%	17,000	11,500	Repair costs for pump stations and sewer lines. Ferry Street pump (\$5,500), Summer Street pump (\$6,500)
<b>30 - PROFESSIONAL SERVICES</b>								
02 - PROF SVCS/METER READINGS		0	8,000	8,006	100%	8,020	20	
37 - PROF SVCS/LICENSE FEES	0	1,532	7,720	6,192	80%	7,820	100	License fees to State Treasurer (\$480); \$2,800 for Industrial Pretreatment Program Admin fee; Annual report fee (\$190); Trio annual software costs (\$1,135); Annual rent to Maine Central Railroad (\$2,550). Notice of intent (\$500). Misc. (\$1,300).
40 - LIENS/TRANSFERS	5,600	3,641	5,600	3,933	70%	5,600	0	Cost of lien placement and discharge for sewer liens.
80 - TRAINING / TRAVEL			2,800	1,170	42%	2,500	(300)	Collection system certification course.
<b>60 - SEWER EXPENSES</b>								
02 - TREATMENT SERVICE CHARGE	262,494	108,035	163,010	76,993	47%	134,400	(28,610)	Estimated sewer treatment charges by City of Bangor. Prior three years' monthly cost average (\$11,200) x 12.
04 - PUMP STATION MAINT.	43,878	55,648	59,003	57,503	97%	67,200	8,197	Cost of contracted pump station maintenance services by Bangor.
08 - COLLECTOR SYSTEM						122,500	122,500	CSO master plan (\$65k); seal CSO joints (\$30k); easement clearing (\$20k); flushing/cleaning (\$5k).
10 - O&M CONTINGENCY	5,000		5,000	6,477	130%	5,000	0	Small projects that are above and beyond routine repair costs.
16 - PRINC/INT FMHA	0	394,980	<b>458,969</b>	410,792	90%	<b>374,455</b>	<b>(84,514)</b>	<b>Total debt service</b> includes four financing obligations:
1997 State Revolving Loan Fund			96,217			0		Bond will be paid off in FY18.
2006 Sewer Bond			103,669			99,495		Bond will be paid off in FY26.
2014 1A Sewer & Pump Station			68,594			68,066		Bond will be paid off in FY35.
2009 1A Sewer Project			108,526			108,520		Bond will be paid off in FY30.
2018 Sewer Bond (June 2018 referendum)			0			98,374		

Hampden Proposed FY19 Sewer Fund Budget								
Dept/Div:	2017 Budget	2017 Recorded	2018 Budget	2018 YTD	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	Notes (FY19)
<b>60-10 SEWER FUND</b>		Not aud. adj.	June 19, 2017	4/30/2018	<b>83.0%</b>	May 1, 2018		
2017 The First (overdue bills)			40,543			0		
2017 Bangor WWTP			41,420			0		
18 - LOAN FINANCE						<b>81,963</b>	81,963	<b>Total loan finance</b> includes two shorter-term loans: Loan will be paid off in FY24. Loan will be paid off in FY24.
2017 The First (overdue bills)						40,543		
2017 Bangor WWTP						41,420		
20 - I/I PROJECT						60,000	60,000	CCTV (\$60k)
19 - INTERFUND (TO GF)	100,000	100,000	100,000	0	0%	0	(100,000)	Not budgeted as expense; accounted for below. Meter pit engineering fix (\$29,000). Engineering (\$10k). Does not include Rte 1A bridge engineering; Rte 1A sewer replacement; Western Ave sewer replacement; Souad pump station (task order and work).
22 - SPECIAL PROJ	15,500	16,372	135,000	56,014	41%	39,000	(96,000)	
24 - SEWER FLUSHER REPAIRS	0		0	0			0	
26 - SEWER LEGAL & BOND COUNSEL	0	4,873	800	403	50%	5,000	4,200	Financing sewer borrowing pending voter authorization
<b>Final Totals</b>	<b>605,872</b>	<b>797,377</b>	<b>1,059,611</b>	<b>737,562</b>	<b>70%</b>	<b>1,052,928</b>	<b>(6,683)</b>	

Hampden Proposed FY19 Sewer Fund Budget - REVENUES								
Dept:	2017 Budget	2017 Recorded	FY18 Budget	2018 YTD (4/30)	Percent Complete	FY19 Town Mgr	Change FY18 to FY19	
<b>60 SEWER</b>		Not aud. adj.	June 19, 2017	83.00%	<b>83.0%</b>	May 1, 2018		
01 - SEWER BILLS	943,845	941,240	1,124,086	1,053,205	94%	1,150,000	25,914	
03 - INTEREST ON SEWER BILLS	1,735	2,250	2,400	2,445	102%	2,500	100	
05 - INTEREST/COSTS ON SEWER LIENS	9,050	5,428	7,219	11,904	165%	9,000	1,781	
08 - ABATEMENTS	0	(4,377)	(4,500)	(3,965)	88%	(5,000)	(500)	
23 - INTEREST EARNED	1,230	1,011	781	634	81%	781	0	
24 - CONSTRUCTION INTEREST	0	3	5	0	0%	0	(5)	
60 - SEWER - DEBIT CARD	0	(304)	(348)	(336)	97%	(300)	48	
79 - MISC SEWER INCOME	0	1,419	56,784	56,375	99%	1,500	(55,284)	
TBD - INDUSTRIAL USER SURCHARGE	0		3,479		0%	1,800	(1,679)	
<b>Final Totals</b>	<b>955,860</b>	<b>946,670</b>	<b>1,189,906</b>	<b>1,120,262</b>	<b>94%</b>	<b>1,160,281</b>	<b>(29,625)</b>	
						Projected Surplus (Deficit):	107,353	
						Contribution to Interfund Deficit to General Fund:	100,000	Year 3 of multi-year payback. (Year-end FY18 deficit, \$450k).
						<b>Net Projected Surplus (Deficit):</b>	<b>7,353</b>	