

FINANCE & ADMINISTRATION COMMITTEE MEETING

Tuesday September 4th, 2018

6:00 p.m.

Hampden Town Office

1. Meeting Minutes

- a. August 20th, 2018

2. Review & Sign Warrants

3. Unfinished Business

- a. Council rules review – *standing item*

4. New Business

- a. Recommend Council referral to Public Hearing the proposed Ordinance Authorizing Appropriation and Borrowing of Funds to Finance Installation of a Water Main to the Business and Commerce Park to Provide Fire Suppression through the Issuance of General Obligation Bonds or Notes of the Town of Hampden, which may be callable, in a principal amount not to exceed \$500,000. – *referral from Infrastructure Committee*
- b. Recommend Council award contract for DPW Truck #32 replacement to Whited Ford and to authorize the expenditure of \$44,775 from DPW Equipment Reserve account 03-717-00 for the purchase - *requested by DPW Director Currier*
- c. Recommend Council award contract for DPW Truck #35 replacement to Whited Ford and to authorize the expenditure of \$44,235 from DPW Equipment Reserve account 03-717-00 for the purchase – *requested by DPW Director Currier*
- d. Committee review of updated municipal tax rate calculation form – *presented by Kelly Karter, Tax Assessor*

5. Public Comment

7. Committee Member Comments

8. Adjournment

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, August 20th, 2018

6:00 p.m.

Hampden Town Office

MINUTES – DRAFT

Attending:

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

*Town Manager Jim Chandler
Town Clerk Paula Scott
Chief Joseph Rogers
DPW Director Sean Currier
Eric Jarvi*

Chairman McAvoy called the meeting together at 6:00 p.m.

1. Meeting Minutes

- a. **August 6th, 2018** – *Clerk had previously provided a corrected copy of the minutes. Councilor Wilde made a motion, seconded by Councilor Marble, to approve the minutes as corrected. Unanimous vote, 7-0.*

- 2. Review & Sign Warrants** – *Committee members reviewed and signed the disbursement Warrants.*

3. Unfinished Business

- a. **Council rules review – Item 17.f** – *Continued from August 6th Finance & Administration meeting – Council consensus to move this item to the end of the agenda. Further discussion determined that this be an on-going agenda item. Chairman McAvoy requested it be on the agenda without reference to a particular item.*

4. New Business

- a. **Recommend authorization for the expenditure of \$29,280 from Police Cruiser Reserve account (3-753-00) for the purchase of**

a new cruiser – requested by Joe Rogers, Public Safety Director – Chief Rogers spoke to the request. This was budgeted and put out to bid. Councilor Marble made a motion, seconded by Mayor McPike, to recommend authorization of the expenditure. Unanimous vote in favor, 7-0.

- b. **Discussion on cost estimates for Manning Mill Bridge project – requested by Councilor Ryder** – Manager Chandler spoke to this, including for discussion items c and d. Discussed the Route 1-A shortfall due to increases in the cost estimates provided by MDOT. Reported that BACTS has provided preliminary cost estimates to Old Town for their signal and that is how we based our estimate for replacement of ours. Manager Chandler also spoke about the assessments done on both Manning Mill and Sawyer Rd. bridges and the subsequent engineering report by Woodard and Curran. Councilor Ryder spoke about what may be saved, what is emergent, what might be done at a reduced price with different material. Committee members discussed the cost of all projects combined and having borrowing authorization but not utilizing all available funds if not needed. Councilor Wilde made a motion, seconded by Councilor Wright, to recommend Council approve \$1.4 million for the Rte. 1-A project, the signal and the Manning Mill and Sawyer Rd. bridges. Chairman McAvoy questioned the motion in that the public hearing will be held in Council, already advertised for that cost. The clerk confirmed, stating that had the numbers changed as a result of this discussion, then a new motion would be needed, but that the original referral with that dollar amount attached to it was appropriate for the public hearing. Councilors Wilde and Wright withdrew their motion and second. Discussion on the cost estimates ceased with Committee consensus to continue with the public hearing as advertised.
- c. **Discussion on cost estimates for Sawyer Rd. Bridge project – requested by Councilor Ryder** – Taken up with 4-a.
- d. **Request for estimated yearly payment for total of all projects included in the proposed bond – requested by Councilor Ryder** – Taken up with 4-b.
- e. **Consideration for receiving Snowmobile Club Trail Grant funds on behalf of Goodwill Riders Snowmobile club – referral from Services Committee** – Councilor Marble made a motion,

seconded by Councilor Wilde, to recommend approval for receiving grant funds on behalf of the Goodwill Riders Snowmobile Club for trail maintenance. Unanimous vote, 7-0.

- f. **Review of mil rate calculation form and recommend mil rate for 2018-2019 – requested by Kelly Karter, Tax Assessor –**
Manager Chandler gave a brief overview of the tax calculation sheet provided by the Assessor. He noted for their information that the amount reflected under the TIF financing plan amount was going to change, to increase to approximately \$351,000. This was due to the change in mil rate. There was much discussion on the rate increase, overlay, school funding increase and turf bond, the new valuation from Fiberright, and whether or not we will need a tax anticipation note. Discussion ceased, and Councilor Marble made a motion, seconded by Councilor Ryder to recommend that the mil rate be set as recommended by the Assessor. Councilors McAvoy, Wilde, Marble, Wright, Ryder and Mayor McPike voted in favor. Councilor Cormier voted in opposition. Motion carries, 6-1.

Chairman McAvoy stated that there was an item before the committee that was not on the agenda, which was a request for matching grant reserve funds for the Fire Department. Chairman McAvoy made a motion, seconded by Councilor Ryder to add this to the agenda. Unanimous vote, 7-0. Chief Rogers spoke about the grant, stating that this would be to replace work out equipment that public safety personnel use, they are required to pass fitness tests. It is through FEMA and would provide \$39,135 with the Town only needing to pay \$1,863.00. Councilor Marble made a motion, seconded by Councilor Wright, to recommend Council authorization of the expenditure. Unanimous vote, 7-0.

5. Public Comment - None

6. Committee Member Comments - None

7. Adjournment – With no other business to conduct, the meeting adjourned at 6:55 p.m.

Respectfully Submitted,

Paula A. Scott

Paula A. Scott, CCM
Town Clerk

HAMPDEN TOWN COUNCIL RULES

Introduction & Statement of Purpose - Public Service, even at the local level, can be challenging. As elected officials' sphere of influence and relationship with citizens ebbs and flows according to issues and policy topics, it is sometimes challenging for said officials to be even-handed and broad minded in the sense of the whole community. This is why government service at all levels is guided by core values and ethical standards. In keeping with that idea, the following defines the way in which Hampden elected officials shall approach the matters that come before them: *(Added 2/1/2016)*

A Simple Three Way Test

Is it the truth?

Is it fair to all concerned?

Will it be beneficial for the Town?

The Hampden Councilor...

Will not act out of spite, bias, or favoritism

Will contribute to a climate of mutual trust and respect

Has the courage of his/her convictions

Never forgets that he/she is working for the people – all of the people

Will understand and demonstrate the elements of teams and teamwork

Will clearly define roles and relationships

Will establish and abide by a Council-staff partnership

And will allocate Council time and energy appropriately.

1. The Town Council shall only act by ordinance, order, or resolve. All ordinances, orders, and resolves shall be confined to one subject, which shall be clearly expressed in the title. All orders and resolves shall be dated, numbered, and signed by the Town Clerk and the Town Councilors will receive a copy. No action of the Council shall be binding or valid unless adopted by the majority vote of those present. *(Amended 9/19/2016)*
2. In all motions of command, the form of expression shall be 'ordered' and in all motions concerning principles, facts, or purposes, the form shall be 'resolved'.
3. The name of the Council member or other person, persons, or group requesting an item on the agenda will be indicated on the agenda with the said item.
4. As a matter of courtesy, conduct for all Council and Committee meetings shall be as follows:
 - a. Cell phones shall be silenced during Council & Committee meetings by Town Councilors, staff, and the general public.
 - b. Councilors and staff shall refrain from texting or emailing during all Council or Committee meetings.

- c. Cell phone use, texting, and email may be done during breaks in regular or special Council meetings or committee meetings.
5. Town Councilors shall participate in Freedom of Access Act training within 120 days of being sworn in as a Town Councilor and documentation of that training shall be filed with the Town Clerk.
6. Town Councilors shall participate in Elected Officials training offered by the Maine Municipal Association within the first year of office. If a Councilor is unable to complete this training within the first year, the deadline may be extended upon petition by the Councilor and assent of a majority of the Council. *(Amended 2/1/2016)*
7. A New Councilor orientation packet shall be provided to all Councilors at the time they are sworn in.
8. The Mayor shall take the chair at the appointed time for the meeting, call the members to order, and proceed to the following order of business:
(Amended 1/21/2014; 4/7/2014; 5/19/14)
 - A. Pledge of Allegiance
 - B. Consent Agenda
 1. Signatures – Treasurer’s Warrants, etc
 2. Secretary’s Report
 3. Communications
 4. Reports
 - C. Public Comments
 - D. Policy Agenda
 1. News, Presentations & Awards
 2. Public Hearings
 3. Nominations-Appointments – Elections
 4. Unfinished Business
 5. New Business
 - E. Committee Reports
 - F. Manager’s Report
 - G. Councilor Comments
 - H. Adjournment
9. In the absence of the Mayor, the Deputy Mayor shall preside over the Town Council meeting. In the absence of the Deputy Mayor, the Mayor shall appoint, in advance, another Councilor to chair the meeting. *(Amended 9/19/2016)*
10. When a question is under debate, the only motions that the Mayor shall entertain will be a motion to adjourn, or a motion to lay on the table the previous question, or to postpone the previous question to a day certain, or to refer the previous question to a committee or some administrative official or to amend, or a motion to postpone the previous question indefinitely. Motions shall have precedence in order in which they are introduced. *(Amended 9/19/2016)*
11. When a vote is passed, it shall be in order for any member who voted in the majority, or in the negative on a tie vote, to move a reconsideration thereof at the same, or the next stated meeting, but not afterwards; and

when a motion of reconsideration is decided, that vote shall not be reconsidered.

12. When any member is about to speak, they shall respectfully address the Mayor, confine themselves to the question under debate, and avoid personalities. No member speaking shall be interrupted by another but by a call to order, or to correct a mistake.
13. Every member present, when a question is put, shall give their vote, unless the Council, for special reasons, shall excuse them. Application to be so excused must be made before debate on the issue and the decision on the application shall be made by a majority vote of the council without debate.
14. The rules cannot be dispensed with or suspended if one or more members of the council shall object. No rule or order shall be amended or repealed without notice, in writing, being given at the preceding meeting.
15. Any person wishing to address the Town Council will be given the opportunity to do so in accordance with the following procedure:
 - a. Persons wishing to address the Council on an item which appears on the agenda shall wait until the Mayor announces the consideration of such item, at which time they may address the Council on that particular item. There shall be a five minute limit on such comments per person, per item. In the event that a large number of persons wish to speak on an issue, this limit may be changed to insure that all who wish to speak have the opportunity to do so. Once public comment on an item has closed and a motion and second has been made by members of the Town Council, further public comment is only allowed if approved by a unanimous vote of the Town Council.
 - b. Any person wishing to address the Council on an item not appearing on the agenda shall be allowed to do so only in that section of the agenda referred to as "Public Comments". There shall be a five minute limit on such comments per person per subject raised. Items heard during Public Comment may be agendaed for a subsequent meeting or referred to a Committee or staff member for discussion/action. No votes may be taken by the Council on a subject raised during Public Comment without a vote by the Council to set aside the rules and add it to the regular agenda for consideration.
 - c. Any person wishing to address the Council shall signify their desire by raising their hand and, when recognized by the Mayor, such person shall thereupon request permission to address the Council, giving their name and the name of the road on which they live and then designating the subject matter on which they desire to address the Council. *(Amended 2/1/2016)*
16. At the commencement of the Calendar year, or as soon thereafter as possible, there shall be chosen the following Committees, each Committee to consist of three (3) or four (4) members of the Council as the Mayor may designate, or, upon a motion, the Council may ballot. *(Amended 2/1/2016)*

- a. Finance & Administration – The purpose of this Committee shall be to review all items related to their fiscal impact on the Town as well as all matters that pertain to items of administrative procedures. This committee will also have the responsibility for the review and signature of all payment warrants. *(Amended 9/19/2016)*
 - b. Services Committee – The purpose of this Committee shall be to review all matters related to services provided by the Town related to recreation, parks, trails, the library, the pool, communications and other items related to non-emergency or public works services provided in the community. *(Amended 2/1/2016, 9/19/2016)*
 - c. Infrastructure – The purpose of this Committee shall be to review all matters pertaining to public infrastructure including buildings, roads, and all town capital equipment.
 - d. Planning & Development – The purpose of this Committee shall be to review all matters related to all ordinances of the Town and all proposals for economic & community development.
17. Committee procedure shall be governed as follows:
- a. All Committees will be required to post an agenda at least 48 hours prior to the meeting and no issue may be voted on unless it is agendaed.
 - b. It shall be the responsibility of the Committee Chair to discuss the development of the meeting agenda with the assigned staff person at least 24 hours before the meeting is required to be posted.
 - c. The assigned staff member shall prepare and post the agenda.
 - d. Draft minutes of each meeting will be prepared by the staff member supporting the committee within three business days.
 - e. Committee meeting minutes shall be posted on the Town website following their voted approval by the Committee.
 - f. Non-committee Council members attending a Committee meeting will have voting rights if they have been present for the entire discussion of an issue, providing that at least two of the three appointed members of the committee are present.
 - g. Two appointed members of the Committee shall constitute a quorum.
 - h. The Mayor shall serve as a member of all Committees for quorum purposes. *(Amended 2/1/2016)*
18. The Mayor may appoint members of the Council and/or citizens of the Town to special committees as authorized by the Council. *(Amended 2/1/2016)*
19. In all cases where the parliamentary proceedings are not determined by the foregoing rules and orders, “Roberts Rules of Order” shall be taken as authority to decide the course of proceedings.
20. The first and third Mondays of each month are designated as ‘regular’ Council meetings with the provision that a unanimous vote of the Councilors present would cancel or reschedule a meeting. Whenever a regular meeting falls on a legal holiday, such meeting will take place the following day except upon unanimous vote of the Councilors present to cancel or reschedule the meeting. *(Amended 9/19/2016)*

21. Special meetings of the Town Council may be scheduled for other dates for special purposes. The agendas for such meetings shall be posted at the Post Office, Town Office, Town Bulletin Board, on the Town website, no less than 72 hours in advance of the meeting (unless an emergency meeting is needed for the purpose of dealing with an unanticipated Town emergency, in which case posting shall be to all normal posting locations and via email to local print media as soon as it is identified that a meeting will be held). The agenda for a Special Meeting shall be prepared as follows;

- A. Call to order
- B. Subject(s) for meeting
- C. Adjourn

The general public shall be allowed to comment on subjects at Special meetings in the same manner as for Regular Council meetings. There shall be no general Public Comment section for items not contained on the agenda for Special Council meetings.

22. Any item on the consent agenda can be set aside for discussion at the request of any Councilor, prior to a motion on the remainder of the consent agenda.
23. Council Meetings shall not extend beyond 10 p.m. without an affirmative vote of the Town Council.
24. The Councilor Comment section of the agenda is reserved for the purpose of enabling any Council member to discuss matters not previously mentioned on the agenda. No official Council action can be taken at this time.
25. Sanctions – Council members who intentionally and repeatedly do not follow council rules may be reprimanded or formally censured by the Council. Serious infractions of Council Rules could lead to other sanctions as deemed appropriate by the Town Council. *(Added 2/1/2016)*

This policy replaces the Council Rules last updated February 1, 2016.

Adopted by Town Council: May 21, 2012

Amended: January 21, 2014
April 7, 2014
May 19, 2014
February 1, 2016
September 19, 2016

HAMPDEN TOWN COUNCIL RULES OF PROCEDURE

Introduction & Statement of Purpose - Public Service, even at the local level, can be challenging. As elected officials' sphere of influence and relationship with citizens ebbs and flows according to issues and policy topics, it is sometimes challenging for said officials to be even-handed and broad minded in the sense of the whole community. This is why government service at all levels is guided by core values and ethical standards. In keeping with that idea, the following defines the way in which Hampden elected officials shall approach the matters that come before them:

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Will understand and demonstrate the elements of teams and teamwork

Will clearly define roles and relationships

Will establish and abide by a Council-staff partnership

And will allocate Council time and energy appropriately.

ARTICLE 1 Mayor/Deputy Mayor

1. At the commencement of the Calendar year, and pursuant to Section 204 of the Town Charter, the town's attorney shall preside over the town council's election of one of its members as Mayor for the ensuing year. The Mayor shall preside over all meetings of the Council at which he or she is present.
2. After the election of the Mayor, he or she shall preside over the election of Deputy Mayor. The Deputy Mayor shall serve as the presiding officer at any meeting at which the Mayor is absent and shall assume all duties of the Mayor until the Mayor is present. In the absence of the Deputy Mayor, the Mayor shall appoint, in advance, another Councilor to chair the meeting.
3. The Mayor shall recognize any Councilor who wishes to speak, shall state all motions that are before the assembly, rule on questions of parliamentary procedure and carry out all duties incumbent upon him under the laws of the State, the Town Charter, Town Ordinances, and the Rules of Procedure.

HAMPDEN TOWN COUNCIL RULES OF PROCEDURE

4. The Mayor shall take the chair at the appointed time for the meeting, call the members to order, and proceed with the order of business.

ARTICLE 2 Council

1. The Town Council shall only act by ordinance, order, or resolve. All ordinances, orders, and resolves shall be confined to one subject, which shall be clearly expressed in the title. All orders and resolves shall be dated, numbered, and signed by the Town Clerk and the Town Councilors will receive a copy. No action of the Council shall be binding or valid unless adopted by the majority vote of those present.
2. In all motions of command, the form of expression shall be 'ordered' and in all motions concerning principles, facts, or purposes, the form shall be 'resolved'.
3. Town Councilors shall, pursuant to 1 MRSA § 412, participate in Freedom of Access Act training through the Maine Municipal Association's Elected Officials Course within 120 days of being sworn in as a Town Councilor. Documentation of that training shall be filed with the Town Clerk.
4. A New Councilor orientation packet shall be provided to all Councilors at the time they are sworn in.

ARTICLE 3 Agenda

1. The Town Council meetings shall be guided by a written agenda in the order of the following items:
 - A. Pledge of Allegiance
 - B. Consent Agenda
 1. Signatures – Treasurer's Warrants, etc.
 2. Secretary's ~~Report~~ Minutes
 3. Communications
 4. ~~Reports~~ Committee minutes
 - C. Public Comments
 - D. Policy Agenda
 1. News, Presentations & Awards
 2. Public Hearings
 3. Nominations-Appointments – Elections
 4. ~~Old Unfinished~~ Business
 5. New Business
 - E. Committee Reports
 - F. Manager's Report
 - G. Councilor Comments

HAMPDEN TOWN COUNCIL RULES OF PROCEDURE

H. Adjournment

2. The Mayor (or Deputy Mayor), in conjunction with the Town Manager, shall have the sole discretion over agenda items. Individual Councilors may petition to have an item added, and if granted, the name of the Council member or other person, persons, or group requesting an item on the agenda will be indicated on the agenda with the item.
3. An item on the agenda may be taken up out of order by unanimous consent.
4. A non-agenda item may be added to the agenda on the night of the meeting by unanimous consent of all Councilors present.
5. Any item on the consent agenda can be set aside for discussion at the request of any Councilor, prior to a motion on the remainder of the consent agenda.
6. Special Town Council meetings, as defined under Article 4, shall be guided by a written agenda in the order of the following items:
 - a. Call to Order
 - b. Topic(s) of the Meeting
 - c. Adjourn

ARTICLE 4 Meetings and Decorum

1. The first and third Mondays of each month are designated as 'regular' Council meetings with the provision that a unanimous vote of the Councilors present would cancel or reschedule a meeting. Whenever a regular meeting falls on a legal holiday, such meeting will take place the following day except upon unanimous vote of the Councilors present to cancel or reschedule the meeting.
2. Special meetings of the Town Council may be scheduled for other dates for special purposes. The agendas for such meetings shall be posted at the Post Office, Town Office, Town Sign Board, and on the Town website, no less than 72 hours in advance of the meeting (unless an emergency meeting is needed for the purpose of dealing with an unanticipated Town emergency, in which case posting shall be to all normal posting locations and via email to local print media as soon as it is identified that a meeting will be held).
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HAMPDEN TOWN COUNCIL RULES OF PROCEDURE

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 - ii. Councilors and staff shall refrain from texting or emailing during all Council or Committee meetings.
 - iii. Cell phone use, texting, and email may be done during breaks in regular or special Council meetings or committee meetings.
4. In all cases where the parliamentary proceedings are not determined by the foregoing rules and orders, "Roberts Rules of Order" shall be taken as authority to decide the course of proceedings
5. When any Councilor is about to speak, they shall respectfully address the Mayor, confine themselves to the question under debate, and avoid personalities. No member speaking shall be interrupted by another but by a call to order, or to correct a mistake.
6. When any Councilor speaks to staff, consultants, or to members of the public who are in attendance, they shall do so in a respectful and professional manner, shall confine themselves to the question under debate, and avoid conduct unbecoming an elected representative of the Town.
7. Every member present, when a question is put, shall give their vote, unless the Council, for special reasons, shall excuse them. Application to be recused must be made before debate on the issue and the decision on the application shall be made by a majority vote of the council without debate.
8. The rules cannot be dispensed with or suspended if one or more members of the council shall object. No rule or order shall be amended or repealed without notice, in writing, being given at the preceding meeting.
9. Council Meetings shall not extend beyond 10 p.m. without an affirmative vote of the Town Council.
10. The Councilor Comment section of the agenda is reserved for any Council member to discuss matters not previously mentioned on the agenda. No official Council action can be taken during this portion of the meeting.

ARTICLE 5 Motions

1. The following motions do not require a second:
 - a. Nominations
 - b. Point of information

HAMPDEN TOWN COUNCIL RULES OF PROCEDURE

- c. Point of order
 - d. Questions of privilege
 - e. Leave to withdraw a motion
2. The following motions are non-debatable:
- a. Adjourn
 - b. Lay on the table
 - c. Filling in the blank
 - d. Point of information
 - e. Point of order
 - f. Question of privilege
 - g. Leave to withdraw a motion
3. When a question is under debate, the only motions that the Mayor shall entertain will be a motion to adjourn, or a motion to lay on the table the previous question, or to postpone the previous question to a date certain, or to refer the previous question to a committee or some administrative official or to amend, or a motion to postpone the previous question indefinitely. Motions shall have precedence in order in which they are introduced.
4. When a vote is passed, it shall be in order for any member who voted in the majority, or in the negative on a tie vote, to move a reconsideration thereof at the same, or the next stated meeting, but not afterwards; and when a motion of reconsideration is decided, that vote shall not be reconsidered.

ARTICLE 6 Public Participation

1. Any person wishing to address the Town Council will be given the opportunity to do so in accordance with the following procedure:
 - a. Persons wishing to address the Council on an item which appears on the agenda shall wait until the Mayor announces the consideration of such item, at which time they may address the Council on that particular item. There shall be a five-minute limit on such comments per person, per item. In the event that a large number of persons wish to speak on an issue, this limit may be changed to ensure that all who wish to speak have the opportunity to do so. Once public comment on an item has closed and a motion and second has been made by members of the Town Council, further public comment is only allowed if approved by a unanimous vote of the Town Council.

HAMPDEN TOWN COUNCIL RULES OF PROCEDURE

- b. Any person wishing to address the Council on an item not appearing on the agenda shall be allowed to do so only in that section of the agenda referred to as "Public Comments". There shall be a five-minute limit on such comments per person per subject raised. Items heard during Public Comment may be agendaed for a subsequent meeting or referred to a Committee or staff member for discussion/action. No votes may be taken by the Council on a subject raised during Public Comment without a vote by the Council to set aside the rules and add it to the regular agenda for consideration.
- c. Any person wishing to address the Council shall signify their desire by raising their hand and, when recognized by the Mayor, such person shall thereupon request permission to address the Council, giving their name and the name of the road on which they live and then designating the subject matter on which they desire to address the Council.
- d. The general public shall be allowed to comment on subjects at Special meetings in the same manner as for Regular Council meetings. There shall be no general Public Comment section for items not contained on the agenda for Special Council meetings

ARTICLE 7 Council Committees

1. At the commencement of the Calendar year, or as soon thereafter as possible, there shall be chosen the following Committees, each Committee to consist of three (3) or four (4) members of the Council as the Mayor may designate, or, upon a motion, the Council may ballot.
 - a. Finance & Administration – The purpose of this Committee shall be to review all items related to their fiscal impact on the Town as well as all matters that pertain to items of administrative procedures. This committee will also have the responsibility for the review and signature of all payment warrants.
 - b. Services Committee – The purpose of this Committee shall be to review all matters related to services provided by the Town related to recreation, parks, trails, the library, the pool, communications and other items related to non-emergency or public works services provided in the community.
 - c. Infrastructure – The purpose of this Committee shall be to review all matters pertaining to public infrastructure including buildings, roads, and all town capital equipment.
 - d. Planning & Development – The purpose of this Committee shall be to review all matters related to all ordinances of the Town and all proposals for economic & community development.
2. Committee procedure shall be governed as follows:

HAMPDEN TOWN COUNCIL RULES OF PROCEDURE

- a. All Committees will be required to post an agenda at least 48 hours prior to the meeting
- b. It shall be the responsibility of the Committee Chair to discuss the development of the meeting agenda with the assigned staff person at least 24 hours before the meeting is required to be posted.
- c. The assigned staff member shall prepare and post the agenda.
- d. Draft minutes of each meeting will be prepared by the staff member supporting the committee within a reasonable time.
- e. Committee meeting minutes shall be posted on the Town website following their approval by the Committee.
- f. Non-committee Council members attending a Committee meeting will have voting rights if they have been present for the entire discussion of an issue, providing that at least two of the three appointed members of the committee are present. Voting rights shall encompass the ability to make a motion or to second any motion.
- g. Two appointed members of the Committee shall constitute a quorum.
- h. The Mayor shall serve as a member of all Committees for quorum purposes.
- i. The Mayor may appoint members of the Council and/or citizens of the Town to special committees as authorized by the Council.

ARTICLE 8 Sanctions

1. Council members who intentionally and repeatedly do not follow council rules, or whose conduct is that unbecoming an elected official, may be reprimanded or formally censured by the Council. Serious infractions of Council Rules could lead to other sanctions as deemed appropriate by the Town Council.

This policy replaces the Council Rules last updated September 19, 2016.

Adopted by Town Council: May 21, 2012

Amended: January 21, 2014
 April 7, 2014
 May 19, 2014
 February 1, 2016
 September 19, 2016
 Date 2018



4-a

106 Western Avenue
Hampden, Maine 04444
Office: 207-862-3034
Facsimile: 207-862-5067
Email: townmanager@hampdenmaine.gov

TO: Finance & Administration Committee & Town Council
FROM: Jim Chandler, Town Manager
DATE: September 4, 2018
RE: Water Fire Supply Line Bond – Proposed Ordinance for Borrowing Authority

Background

As previously discussed, the Town has been working to promote development of the Hampden Business and Commerce Park since 2001. The Town executed a formal agreement in 2014 to work collaboratively with the Sargent Corporation, which resulted in the construction of roads and infrastructure to make the lots more marketable to a broad range of business and commercial interests. Originally, the businesses intended for development and occupancy in the park were more professional and office type buildings that didn't have the same fire suppression requirements as light-industry or warehouse uses.

The current development efforts have been challenged by the lack of adequate fire suppression capacity from existing water supply lines. Three lots are proposed for consolidation to support construction of new offices and warehouses for the F.W. Webb company, which received Planning Board approval last month; however, existing water supply requirements don't provide required pressures to support the required fire protection in their new warehouse. Additionally, the current water system supplies the Ammo Industrial Park that would also benefit from improved capacity for fire suppression systems for any potential development of similar character.

Recommendation for Bond Funding

The Town is committed to increasing opportunities for business and economic development that diversifies the tax base and supporting the construction of utilities that enhance the development potential in existing commercial areas. Staff recommends Council seek public support for a bond to install a new fire suppression water line to the Town's Business and Commerce Park; and, through existing connections extend this added capacity to the Ammo Industrial Park and other adjacent land suitable for commercial or industrial development. Attached is the proposed Ordinance language prepared in conjunction with our Bond Counsel Dan Pittman at Eaton Peabody.

Fiscal Impacts

Based upon estimates from the Water District and Sargent Corporation, the total requested borrowing authority is proposed not to exceed \$500,000. The anticipated source would be the Maine Municipal Bond Bank, and because this project is "made necessary for development within a designated TIF District" the repayment of all bond funds and associated costs are eligible from TIF revenues. No tax dollars will be required to complete this infrastructure improvement.

TOWN OF HAMPDEN

ORDINANCE AUTHORIZING APPROPRIATION AND BORROWING OF FUNDS TO FINANCE INSTALLATION OF A WATER MAIN TO THE BUSINESS AND COMMERCE PARK TO PROVIDE FIRE SUPPRESSION THROUGH THE ISSUANCE OF GENERAL OBLIGATION BONDS OR NOTES OF THE TOWN OF HAMPDEN, WHICH MAY BE CALLABLE, IN A PRINCIPAL AMOUNT NOT TO EXCEED \$500,000.

The Town of Hampden hereby ordains as follows:

Section 1. That pursuant to Section 5772 of Title 30-A Maine Revised Statutes, as amended, the Charter of the Town and any other applicable authority under Maine law, the Town of Hampden is hereby authorized to borrow from a lending institution approved by the Town Treasurer and a majority at least of the Town Council a principal amount not to exceed Five Hundred Thousand dollars (\$500,000), said amount to be payable over a period not to exceed thirty (20) years, less the term of any Note described below, at such interest rates and on such further terms and conditions as may be approved by the Treasurer and a majority of the Town Council, the proceeds of said loan to be appropriated and used to finance installation of a 12 inch water main to run from Old County Road to the Hampden Business and Commerce Park for fire suppression purposes (the "Project"). The loan shall be evidenced by a general obligation bond or Bonds of the Town (the "Bond"), to be executed and delivered on behalf of the Town by the Town Treasurer and countersigned by a majority at least of the Town Council. The Bond may be subject to call for redemption as determined by the Town Treasurer and a majority of the Town Council.

Section 2. That in anticipation of the receipt of the Bond proceeds for the Project, pursuant to the Charter of the Town and Section 5772 of Title 30-A of the Maine Revised Statutes, as amended, and any other applicable authority under the laws of the State of Maine, the Town of Hampden is hereby authorized to borrow from a lending institution approved by the Town Treasurer and a majority at least of the Town Council a principal amount not to exceed Five Hundred Thousand dollars (\$500,000) and in evidence thereof to execute and deliver one or more General Obligation Bond Anticipation Notes (each, a "Note") of the Town for a period not to exceed one year and to bear interest at such rate and said Note to be subject to such further terms and conditions as the Town Treasurer and a majority at least of the Town Council shall approve, and said Note, together with interest thereon, to be a general obligation of the Town, and intended to be repaid from the proceeds of the Bond, said Note to be executed and delivered on behalf of the Town by the Town Treasurer and countersigned by a majority at least of the Town Council, and such Note may be refunded from time to time for a period not to exceed an aggregate of three years with proceeds to be used to provide temporary funds to accomplish the Project.

Section 3. That the Town Manager, Mayor, or other officers designated by the Town Council be and each of them hereby is authorized to execute such documents and do all things necessary or convenient in order to issue the Bond and the Note and to execute and deliver such

loan applications as may be necessary or appropriate to such lender or lenders as they select. The Treasurer, Mayor, or other officers designated by the Town Council are further authorized to execute any and all loan agreements or resolutions required by any such lender as may be selected by the Town Treasurer and approved by a majority at least of the Councilors, in such form as may be required by each such lender.

Section 4. That the Town Clerk shall distribute a copy of this ordinance to each Council member and the Town Manager, and shall file a reasonable number of copies of this ordinance in the office of the Town Clerk and shall post a copy of this ordinance together with a Notice of Public Hearing at the following public places: Municipal Building, Post Office, Dyer Library, Hampden Transfer Station, Hannaford's and Pizza Gourmet, as well as such other places as may be directed by the Town Manger.

Section 5. That a Public Hearing be held at 7:00 p.m. in the Hampden Municipal Building in Hampden, Maine on September 17th, 2018, for the purpose of taking testimony and comments from the public with respect to the proposed issuance of the Bond, and that notice of the public hearing be given by the Town Clerk by publishing a summary of this ordinance and a place where copies of the complete ordinance have been filed and times available for inspection in the Bangor Daily News on or before September 10th, 2018, together with a notice setting forth the time and place for the public hearing, and for the consideration of the proposed ordinance by the Town Council at a meeting to be held on September 17th, 2018, immediately following the public hearing.

Section 6. That all actions heretofore taken by the Town Council of the Town of Hampden relating to the selling of the Town's Bond and Note authorized hereby be and they hereby are ratified, approved and confirmed.

Section 7. That pursuant to the requirements of the Internal Revenue Code of 1986, as amended, the Town designated the Bond and Note to be "qualified tax-exempt obligations" of the Town.

Section 8. That the Town shall take any and all actions required under the Internal Revenue Code of 1986, as amended, to maintain the tax exempt status of the interest on the Note and Bonds, and to maintain the status of the Bond and the Note as "qualified tax exempt obligations" of the Town; and that in connection with the Note and Bond, the Town Treasurer shall be authorized to execute and deliver on behalf of the Town one or more such Arbitrage and Use of Proceeds Certificates in form approved by the Town's bond counsel, and to covenant on behalf of the Town to file any information report and to pay any rebate due to the United States in connection with the issuance of the Bond and Note; and that the Note and the Bond may be subject to such further terms and conditions as may be agreed to by a majority at least of the Councilors and the Treasurer of the Town, their signatures on the Note or the Bond serving as evidence of their agreement, to carry into effect the full intent of this ordinance.

Section 9. That the law firm of Eaton Peabody shall act as bond counsel for the Town to advise the Town with respect to the issuance and sale of the Bond and the Note, and to prepare such documents and render such opinions as may be necessary or convenient for that purpose.

Section 10. That the Town Council and officials of the Town are hereby authorized to execute all documents and certificates, and to take all action, including affixing the seal of the Town, as may be necessary or convenient to carry out the full intent of this ordinance, and to accomplish the project and issue the Bond and the Note, including approval and signing of contracts and other agreements obligating the Town.

Section 11. That pursuant to Section 902 of the Town Charter, this ordinance shall go into effect only upon approval by the voters of the Town of Hampden. Be it further ordained that a referendum of the Town of Hampden be held to decide this question on November 6, 2018, pursuant to the Town Charter and the laws of Maine. The ballot question shall be substantially as follows:

TOWN OF HAMPDEN
BALLOT QUESTION NO. 2

Ordinance authorizing appropriation and borrowing of funds to finance installation of a water main to the Business and Commerce Park to provide fire suppression in the Town of Hampden through issuance of general obligation bonds or notes of the Town of Hampden, which may be callable, in a principal amount not to exceed \$500,000.

Shall the above-described ordinance be adopted, and the municipal officers have the authority to issue general obligations bonds or notes of the Town and accomplish the Project as described above and in the ordinance?

[] Yes

[] No

ADOPTED: Hampden Town Council, September 17, 2018.

A True Copy, Attest:

Paula Scott
Town Clerk

TOWN OF HAMPDEN
Treasurer's Financial Statement
General Obligation Bond

1. Total Town Indebtedness

A. Bonds outstanding and unpaid *	\$[NTD]
B. Bonds authorized and unissued	\$ [NTD]
C. Bonds to be issued under this Ordinance:	\$500,000
TOTAL	\$[NTD]

* Excludes the Town's share of the \$[NTD] debt of RSU 22 outstanding, approximately 90% of which will be paid by the State.

2. Costs

At an estimated interest rate of 3.6% for a term of 20 years, the estimated costs of this bond issue will be:

Principal	\$500,000
Interest	\$196,000
Total Debt Service	\$696,000

3. Validity

The validity of the bonds is not affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue varies from the estimate, the approval by the councilors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Jim Chandler
Treasurer
Town of Hampden, Maine

4-b & c



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

August 30, 2018

To: Jim Chandler
From: Sean Currier
Subject: 2018 HPW Truck Replacement Bid Results – Recommendation of Award

The Public Works Department solicited bids for the replacement of two (1) one-ton dump trucks with plow rigging and sanders. The two existing trucks to be replaced are #32 and #35 (both 2012 Ford F350's). Please see below for truck bid results:

Truck #32 and 35 - Trucks requested are four-wheel drive, 14,000 GVW dump/plow trucks.

Two vendors provided quotes for the replacement of truck 32 and 35. Darling's and Whited Ford both provided bids meeting the specified requirements.

Darlings provided an overall purchase price of \$42,125.00 for each truck including the trade in value of the existing 2012 trucks. This price did not include the requested 5-year, 'bumper to bumper' warranty. When the cost of the warranty was added, the purchase price was calculated at **\$44,775.00**. It was stated that the chassis would take approximately 16 weeks to deliver.

Whited submitted a price of **\$44,235.00** for each truck including the trade in value. This bid included the requested 5-year warranty as specified in the bid documents. All other specified bid items were met and acknowledged. It was stated that the chassis would take approximately 8 weeks to deliver.

The difference in cost between the two apparent bidders is \$540.00

I would like to recommend awarding the replacement of truck #32 and #35 to Whited Ford in the amount of \$44,235.00. The funding will come from DPW Equipment reserve 03-717-00.

Thank you for your consideration.

A handwritten signature in black ink, appearing to be "Sean Currier".

Sean

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-4500
Fax: (207) 862-5067

To: Town Manager, Jim Chandler; Council
From: Kelly Karter, Town Assessor
Re: Tax Commitment
Date: August 27, 2018

I have attached an updated Tax Calculation Sheet that reflects the updated TIF financing number. The rate of 19.6 was not shown on the previous sheet. I have also attached the BETE reimbursement sheet that allows us to receive 52.85% of the "exempt" taxes from the State of Maine as opposed to 50%, which is the standard reimbursement rate.

You will also find the TIF calculation sheet updated to show the accounting of the TIF monies. The Town TIF account will have \$163,253 dedicated to it this year. I am not sure if any of those monies were used during the budget process and if so, that number does not reflect it.

I also attached a historical tax rate, valuation, budget sheet just for informational purposes. It does illustrate the historical budgeted amounts and the monies that have to be raised through property taxation.

This year, we realized the largest increase in valuation that I can see since there was a factoring of the pricing schedules in 2006. The increase in valuation this year was \$22,495,650 versus the average increase of \$10,000,000. Even with that increased valuation we are seeing the biggest tax increase that has been seen in Hampden since the early 90's.

2018 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FORM

Municipality: Hampden

Data entry fields

BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT

- 1. Total taxable valuation of real estate 1 **\$620,642,600**
(must match MVR Page 1, line 6)
- 2. Total taxable valuation of personal property 2 **\$27,498,500**
(must match MVR Page 1, line 10)
- 3. Total taxable valuation of real estate and personal property (Line 1 plus line 2) 3 **\$648,141,100**
(must match MVR Page 1, line 11)
- 4. (a) Total exempt value for all homestead exemptions granted 4(a) **\$35,845,800**
(must match MVR Page 1, line 14f)
- (b) Homestead exemption reimbursement value 4(b) **\$22,403,625**
- 5. (a) Total exempt value of all BETE qualified property 5(a) **\$10,078,300**
(must match MVR Page 2, line 15c)
- (b) **Enhanced** BETE exemption reimbursement value 5(b) **\$5,326,828**
- 6. Total valuation base (Line 3 plus line 4(b) plus line 5(b)) 6 **\$675,871,553**

ASSESSMENTS

- 7. County tax 7 **\$911,927.00**
9,311,157.00
- 8. Municipal appropriation 8 **\$9,311,157.00**
- 9. TIF financing plan amount 9 **\$352,557.00**
(must match MVR Page 2, line 16c + 16d)
- 10. Local education appropriation (Local share/contribution)
 (Adjusted to municipal fiscal year) 10 **\$6,941,926.00**
- 11. Total appropriations (Add lines 7 through 10) 11 **\$17,517,567.00**

ALLOWABLE DEDUCTIONS

- 12. Anticipated state municipal revenue sharing 12 **\$416,958.00**
- 13. Other revenues: All other revenues that have been formally
 appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank
 interest income, appropriated surplus revenue, etc. **(Do Not Include any Homestead or BETE Reimbursement)** 13 **\$3,942,089.00**
- 14. Total deductions (Line 12 plus line 13) 14 **\$4,359,047.00**
- 15. Net to be raised by local property tax rate (Line 11 minus line 14) 15 **\$13,158,520.00**

- 16. **\$13,158,520.00** x **1.05** = **\$13,816,446.00** Maximum Allowable Tax
(Amount from line 15)
- 17. **\$13,158,520.00** ÷ **\$675,871,553** = **0.01947** Minimum Tax Rate
(Amount from line 15) (Amount from line 6)
- 18. **\$13,816,446.00** ÷ **\$675,871,553** = **0.02044** Maximum Tax Rate
(Amount from line 16) (Amount from line 6)
- 19. **\$648,141,100.00** x **0.01960** = **\$12,703,565.56** Tax for Commitment
(Amount from line 3) (Selected Rate) (Enter on MVR Page 1, line 13)
- 20. **\$13,158,520.00** x **0.05** = **\$657,926.00** Maximum Overlay
(Amount from line 15)
- 21. **\$22,403,625** x **0.01960** = **\$439,111.05** Homestead Reimbursement
(Amount from line 4b.) (Selected Rate) (Enter on line 8, Assessment Warrant)
- 22. **\$5,326,828** x **0.01960** = **\$104,405.83** BETE Reimbursement
(Amount from line 5b.) (Selected Rate) (Enter on line 9, Assessment Warrant)
- 23. **\$13,247,082.44** - **\$13,158,520.00** = **\$88,562.44** Overlay
(Line 19 plus lines 21 and 22) (Amount from line 15) (Enter on line 5, Assessment Warrant)

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

2018 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FORM
ENHANCED BUSINESS EQUIPMENT TAX EXEMPTION CALC SHEET

Data entry fields

Municipality: Hampden

BE SURE TO COMPLETE AND FILE THIS FORM IN CONJUNCTION WITH ENHANCED BETE TAX RATE CALCULATION FORM

1. Standard BETE Reimbursement Computation

(a) Total valuation of ALL BETE qualified exempt property as of April 1, 2018 (+'BETE Exempt Valuation '2018 Tax Rate Calculation Form' IH18 line 5a.)	\$10,078,300 <small>(must match MVR Page 2, line 15c.)</small>
(b) Total valuation of all BETE qualified exempt property not located in a Municipal Retention Tax Increment Financing District (Line 1a. minus line 3b.)	\$10,078,300
(c) Percent of reimbursement for BETE exempt property (2018 statutory standard 50% reimbursement)	50.00%
(d) Valuation of all BETE qualified exempt property subject to standard reimbursement	\$0 <small>(if zero results see below)</small>

2. Enhanced Reimbursement if Personal Property Factor Exceeds 5% of Total Taxable Value

(a) Total value of all business personal property (include all taxable and all exempt BETE qualified business personal property)	\$37,576,800
(b) Total value of all taxable real and personal property	\$648,141,100
(c) Total valuation of all BETE qualified exempt property subject to enhanced reimbursement if not located in a Municipal Retention TIF District subject to a > % of line 2.(f) Line 1.(a) minus line 3.(c) if 2.(f) > 3.(a)	\$10,078,300
(d) Personal property factor [2a. / (2b. + 1a.)]	5.71%
(e) Line 2d. / 2	2.85%
(f) Line 2(e) plus 50% (if line 2(d) is greater than 5%)	52.85%
(g) Valuation of all BETE qualified exempt property subject to Enhanced reimbursement	\$5,326,828 <small>(if zero results see below)</small>

3. Municipal Retention Tax Increment Percentage

(a) Percentage of captured assessed value retained by the municipality and allocated for the municipality's own authorized TIF project costs approved as of 4/1/2008. <small>(Defaults to Statutory Standard unless Municipal Retention % is greater than standard reimbursement)</small>	0.00%	50.00%
(b) Captured Assessed Value of BETE qualified property located within a Municipal Retention TIF district		
(c) Valuation of all TIF BETE qualified exempt property subject to reimbursement	\$0 <small>(if zero results see below)</small>	

4. Total Reimbursable BETE Exempt Valuation

(a) Total of all reimbursable BETE Exempt Valuation 1.(d) or 2.(g)+ 3.(c)	\$5,326,828
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	A	B	C	D	E	F	G	H	I
1		TOWN OF HAMPDEN - T.I.F. 2018-19							
2	OWNER'S NAME	HAMPDEN LOCATION	LAND VALUE	BUILDING VALU	OAV	TIF VAL	TIF TAX	CAP/RET	
3									
4	Emera	28 Penobscot Meadow	497400	16230200	1198200	15529400	304376	304376	Town Tif
5									
6	University Club, LLC	101 Mecaw Road	217000	3619200	1378000	2458200	48108	48108	Gen Fund
7	dba Dennis Paper								Yr 1/Tif
8									After
9									
10									
11	TOTALS:		714400	19849400	2576200	17987600	352484		
12									
13									
14	University Club, LLC Tif first year 13/14 Town to Gen Fund		Year 1- 77% Co 23% Gen Fund Yrs 2-5 77% Co 23% Tif Fund Years 6-10 50% Co 50% Tif Fund						
15	Emera Tif first year 15/16	1st 5 years 50%: Year 6-10 75%: Year 11-15 50%: Year 16-20 25%			All Tif Accout for Town				
16									
17									
18									
19									
20	Based on Tax Rate of 19.60								
21									
22									
23									
24									
25									
26									
27	2019 Taxes @ 19.60	Total Tif Taxes		Back To Co	Into Town TIF	Into Gen Fund			
28	Emera	304376		152188	152188				
29									
30	Dennis Paper	48108		37043	11065				
31									
32	GRAND TOTAL			189231	163253	352484			
33		352484							

	A	B	C	D	E	F
1	Year	Valuation	Mil Rate	Budget	From Property Tax	Int Rate
2	1986	\$126,458,300	0.016100	\$2,700,630	\$2,035,979	
3	1987	\$141,980,800	0.016300	\$2,990,636	\$2,314,286	
4	1988	\$147,221,700	0.016700	\$3,478,002	\$2,458,602	
5	1989	\$163,539,800	0.016750	\$3,840,368	\$2,739,292	
6	1990	\$196,969,115	0.015000	\$4,139,766	\$2,954,537	
7	1991	\$217,772,533	0.015600	\$4,797,835	\$3,396,470	
8	1992	\$253,536,450	0.015100	\$5,123,346	\$3,828,400	
9	1993	\$255,984,774	0.015800	\$5,414,059	\$4,044,559	
10	1994	\$260,880,942	0.017800	\$5,846,581	\$4,643,681	
11	1995	\$262,373,979	0.017600	\$6,033,627	\$4,552,152	
12	1996	\$264,084,912	0.017800	\$6,288,025	\$4,668,975	
13	1997	\$271,076,712	0.018700	\$6,966,667	\$5,066,705	
14	1998	\$273,210,312	0.020400	\$7,264,748	\$5,576,490	
15	1999	\$276,746,612	0.020800	\$7,598,953	\$5,756,330	
16	2000	\$282,174,012	0.020800	\$8,133,049	\$6,007,049	1.90%
17	2001	\$290,578,612	0.020800	\$8,133,049	\$6,007,049	2.90%
18	2002	\$302,435,862	0.021100	\$8,871,446	\$6,312,243	4.00%
19	2003	\$329,977,352	0.020600	\$9,563,032	\$6,705,032	9.10%
20	2004	\$636,303,330	0.020000	\$10,186,787	\$7,082,200	9.00%
21	2005	\$402,288,800	0.018450	\$10,909,328	\$7,253,737	10.70%
22	2006	\$453,942,050	0.016700	\$11,047,141	\$7,417,105	12.70%
23	2007	\$528,594,400	0.015700	\$11,740,207	\$8,142,982	11.00%
24	2008	\$537,912,450	0.015700	\$11,959,458	\$8,268,857	12.00%
25	2009	\$540,715,600	0.015900	\$12,635,510	\$5,297,378	11.00%
26	2010	\$546,709,400	0.015900	\$12,575,980	\$8,692,679	9.00%
27	2011	\$562,483,600	0.015900	\$12,815,032	\$8,946,489	10.00%
28	2012	\$572,461,000	0.015900	\$12,968,466	\$9,284,466	7.00%
29	2013	\$595,975,870	0.015900	\$13,121,312	\$9,437,312	7.00%
30	2014	\$605,465,500	0.016650	\$13,235,124	\$9,986,374	7.00%
31	2015	\$614,756,784	0.017500	\$13,742,783	\$10,848,602	7.00%
32	2016	\$635,971,299	0.017500	\$13,911,709	\$10,826,209	7.00%
33	2017	\$646,097,160	0.018200	\$14,722,729	\$11,532,897	7.00%
34	2018	\$653,375,903	0.018400	\$15,948,423	\$11,883,229	7.00%
35	2019	\$675,871,553	0.019600	\$17,517,567	\$13,158,520	8.00%