

## FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, March 19th, 2018

6:00 p.m.

Hampden Town Office

1. Meeting Minutes
  - a. March 5<sup>th</sup>, 2018
2. Review & Sign Warrants
3. Old Business
4. New Business
  - a. Committee discussion and recommendation on timing and financing options for sewer capital projects
  - b. Recommend Council authorization for the expenditure in an amount up to \$3,765 from Playgrounds Reserve account (3-768-00) for tennis court light poles – *referral from Services Committee*
  - c. Recommend Council authorization for the expenditure of \$9,238 from Fire Camera Reserve account (3-747-00) for a thermal imaging camera – *requested by Chief Joseph Rogers*
  - d. Committee recommendation to move the Infrastructure Committee meeting to April 30<sup>th</sup>
  - e. Manager's report on Council Goals and Priorities
5. Public Comment
6. Committee Member Comments
7. Adjournment

**FINANCE & ADMINISTRATION COMMITTEE MEETING**

Monday, March 5th, 2018

**MINUTES – DRAFT**

Hampden Town Office

*Attending:*

*Councilor, Terry McAvoy Chair  
Mayor Ivan McPike  
Councilor Mark Cormier  
Councilor David Ryder  
Councilor Dennis Marble  
Councilor Stephen Wilde  
Councilor Greg Sirois*

*Town Manager Angus Jennings  
Town Atty Ed Bearor  
Rec Director Shelley Abbott  
DPW Director Sean Currier  
Rec Comm member Jane Jarvi  
TIF consultant Noreen Norton*

*Chairman McAvoy called the meeting to order at 6:30 p.m.*

**1. Meeting Minutes**

- a. February 20<sup>th</sup>, 2018 – Motion by Mayor McPike seconded by Councilor Ryder to approve the minutes. Approved 7-0.**

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

**3. Old Business**

- a. Discussion of validity of February 20, 2018 vote to recommend to Council to rescind the vote of October 3, 2016 to authorize cutting, stumping and grinding and site preparation at the Lura Hoyt Pool site but to retain authorization for permitting for additional parking, potential recreational facilities, and associated infrastructure – requested by Councilor Sirois –**  
*Chairman McAvoy introduced the topic for discussion and turned it over to Councilor Sirois. Councilor Sirois said that the motion approved at the Services Committee did not include reference to “site preparation.” Upon inquiry to the Town Manager Councilor Sirois became aware of extensive emails leading to a change in the February 20<sup>th</sup> agenda wording. He called into question the validity of the February 20 vote. Town Atty. Ed Bearor agreed that the motion had been changed and wasn’t exactly what came out of Services. He said that the motion as initially proposed was accurate to the best of the Town Manager’s knowledge. However he said there are no rules that govern this. He said that if this body wishes to revise a motion it has the ability to do so. He said that it’s probably not good practice to change a motion from what is included in the minutes. The Council*

*could choose to change a motion at a meeting, and could choose to revisit a previous motion. Councilor Wilde said he had not ever provided any motion language to the Manager, and Atty. Bearor said he thought the Manager was trying to straddle the waters. Councilor Sirois said that all Councilors were at the Services meeting and know what was referred. He made a motion to send the matter back to the Services Committee to reconsider, and Mayor McPike seconded the motion.*

*Councilor Cormier said he thinks this is an attempt to get more people to vote on the question. Councilor Sirois said he was on a scheduled vacation for the Finance Committee vote so could not attend and this had been known to the Mayor and Manager in advance. He said it went to Council, the motion was changed, and it was still voted down. Councilor Marble said he thought we were ready to move forward on this matter three months ago. There are substantive areas of disagreement, but layers on top of that is parliamentary maneuvers that run a risk of damaging the issue even more. He said he would not support the motion, saying that the Council needs to decide on substance if it supports recreation.*

*Chairman McAvoy read a statement into the record (attached to these minutes), noting that Committees don't make policy, they make referrals to Council, and that changes from Committee referrals to Council votes happen with all Committees.*

*Councilor Ryder expressed agreement with Councilor Marble. He said it's not worth a fight, and may need to wait for a new Council to come on board. He said the issue has become more of a problem than it's worth.*

*Councilor Wilde said a motion to reconsider has to be made by someone who was on the winning side of the vote. Chairman McAvoy said that's not what we're doing. The Committee would have to modify its prior vote. Any motion is subject to change until the vote is taken. Councilor Sirois said that changes are to be made in the presence of all Councilors.*

*A vote was called on the motion and the motion failed 2-5 with Councilor Sirois and Mayor McPike in favor.*

#### **4. New Business**

- a. Recommend to Council to amend the FY18 Sewer Budget to increase budgeted expenses by \$73,500 to authorize the expenditure of revenues projected in FY18, but not included in**

**the expense budget, for the purpose of supporting engineering services for sewer capital projects and support for creating a sewer Fiscal Sustainability Plan and CSO Master Plan – referral from Infrastructure Committee – Motion by Chairman McAvoy seconded by Councilor Marble to refer the proposed sewer budget amendment to the Town Council. Councilor Ryder said he'd like to see the funds go into a sewer reserve account. He made a motion to that effect, seconded by Councilor Wilde. Manager Jennings raised concern that putting the funds into reserve instead of the operating budget would cost an extra 4-6 weeks before the funds could be put to use. He said that the purpose of the funds – for a CSO Master Plan and Fiscal Sustainability Plan needed for eligibility for Sewer SRF borrowing – was documented extensively at last week's Infrastructure Committee meeting and he understood the Councilors supported the efforts being made to secure the best possible borrowing rates. Councilor Marble said he also recalled, like Councilor Ryder, that the Infrastructure Committee's referral was to put funds in reserve, but is not looking to be inefficient. Manager Jennings agreed that this was his recollection as well and said that the wording on tonight's agenda may have been in error. However his initial request had been to put the funds in operating budget so work could be authorized on the sewer plan, and on engineering related to the proposed sewer capital projects. Councilor Ryder said he didn't realize all that work had to be done now. Mayor McPike said he's concerned about getting the Fiscal Sustainability Plan done since that could improve interest rates on borrowing by 2 points. Councilor Ryder rescinded his motion. Chairman McAvoy made a motion to recommend item 4.a as written. The motion was seconded by Councilor Marble, and passed 7-0.**

- b. Recommend to Council to amend the 60-79 revenue line in the FY18 budget to reflect anticipated collection of \$53,305 in unbudgeted sewer connection fees and to increase budgeted expenses by \$53,305 to authorize the expenditure of FY18 projected revenues, but not included in the expense budget, for the purpose of supporting mitigation of anticipated Fiberight/Coastal flow impacts on existing infrastructure, and engineering services for other sewer projects – referral from Infrastructure Committee – Motion by Chairman McAvoy seconded by Councilor Marble to refer the proposed sewer budget amendments to the Town Council. Motion passed 7-0.**
- c. Town Manager's report on priorities identified at the February 10<sup>th</sup>, 2018 Goals & Objectives Session – Manager Jennings provided each Councilor the survey sheet they had completed along with his tabulation of what they reported, and asked that they proof**

*check it for accuracy and provide him any revisions by the end of this week. He said he will report on what the findings show about the Council's priorities – not just goals – at the next meeting.*

**5. Public Comment – None.**

**6. Committee Member Comments – None.**

**7. Adjournment**

*There being no further business, the meeting was adjourned at 6:57 PM.*

Respectfully submitted –  
Angus Jennings, Town Manager

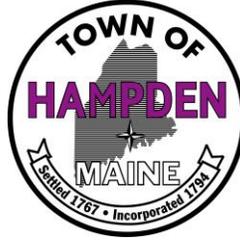
3-5-18 F&A COMM

COMMITTEES DO NOT MAKE POLICY DECISIONS, COMMITTEES MAKE REFERRALS TO THE TOWN COUNCIL. PRESUMING A COMMITTEE HAS A QUORUM, A MAJORITY OF THOSE IN ATTENDANCE MAY REFER ITEMS TO THE COUNCIL FOR FINAL ACTION. THESE REFERRALS GENERALLY CONSIST OF WORDING PERTINENT TO THE SUBJECT MATTER TO BE CONSIDERED BY THE COUNCIL. THE CONSTRUCTION OF THESE REFERRALS IS SUBJECT TO CHANGE UNTIL VOTED ON BY THE COUNCIL. THIS PROCESS IS COMMON PRACTICE ACROSS ALL COMMITTEES, AS WELL AS THE TOWN COUNCIL. THIS PROCESS WORKS BEST WHEN ALL COUNCILORS ACTIVELY PARTICIPATE. WHEN A COUNCILOR DOES NOT CONTRIBUTE, BECAUSE OF THEIR ABSENCE, THAT COUNCILOR HAS NO STANDING TO OBJECT TO THE WORDING OF THE MOTION WHICH THE COUNCIL ULTIMATELY VOTES ON.

AS TO THE VALIDITY OF A VOTE TAKEN BY A COMMITTEE OR THE COUNCIL, I COULD NOT FIND ANY DOCUMENTATION WHICH WOULD SUPPORT ANY CONTENTION THAT ANY VOTE MAY BE DEEMED INVALID OR NULL BEYOND A FINDING OF BEING OUTRIGHT ILLEGAL. ROBERT'S RULES SAYS: "NO MOTION IS IN ORDER THAT CONFLICTS WITH THE LAWS OF THE NATION, OR STATE, OR WITH THE ASSEMBLY'S CONSTITUTION OR BY-LAWS". IN MY OPINION, THAT MEANS THAT NO MATTER HOW ILL-ADVISED OR UNPOPULAR, ANY VOTES IN THE MAJORITY STAND AND SHALL NOT BE VACATED, OR ALTERED UNLESS THE ASSEMBLY VOTES AT A LATER DATE TO RESCIND, REPEAL OR OTHERWISE AFFECT THE ACTION.

Statement of Chairman McAvoy

**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: March 15, 2018  
RE: Timing and financing options for Sewer Capital Projects

In support of the Councilors' consideration of the proposed ordinance to propose a ballot question to authorize sewer borrowing, I have prepared alternate scenarios in the event that one or more of the four proposed projects are removed from the ordinance:

**Sewer projects included in proposed borrowing:**

	Total
1 Grist Mill Bridge	\$ 435,400
2 Route 1A reconstruction	\$ 924,000
3 Western Ave. & Dewey St.	\$ 754,000
4 Rte 1A south of Western Ave	\$ 635,000
	<u>\$ 2,748,400</u>

**Alt. 1: strike (4)**

1 Grist Mill Bridge	\$ 435,400
2 Route 1A reconstruction	\$ 924,000
3 Western Ave. & Dewey St.	\$ 754,000
4 Rte 1A south of Western Ave	\$ -
	<u>\$ 2,113,400</u>

**Alt. 2: strike (3)**

1 Grist Mill Bridge	\$ 435,400
2 Route 1A reconstruction	\$ 924,000
3 Western Ave. & Dewey St.	\$ -
4 Rte 1A south of Western Ave	\$ 635,000
	<u>\$ 1,994,400</u>

**Alt. 3: strike (3) and (4)**

1 Grist Mill Bridge	\$ 435,400
2 Route 1A reconstruction	\$ 924,000
3 Western Ave. & Dewey St.	\$ -
4 Rte 1A south of Western Ave	\$ -
	<u>\$ 1,359,400</u>

We will have alternative versions of the proposed ordinance prepared and on-hand Monday, including redlines showing revisions from the advertised ordinance, in the event that the Council proposes revisions based on any of the above scenarios.

On the basis of the sewer system's age and condition, it is recommended that the Council pursue all of these projects in the relatively near term. The DPW Director and consulting engineer will be in attendance at both of Monday's meetings to discuss their relative importance, urgency, and the potential consequences of delay, and to respond to any questions.

My recommendation is to proceed either with the ordinance as proposed, or to proceed with Alt. 1, and to postpone seeking voter authorization of the portion of Rte. 1A south of Western Ave. However, it should be noted that this project is included in Priority Area 4 in the 2008 Sewer Priority Map (enclosed), and if the project is delayed this can be expected to increase the risk of infrastructure failure in this critical location. On the other hand, unlike the other three projects, the project timing here is not driven by MeDOT or BACTS road/bridge projects. And, I understand that proposing a larger borrowing authorization number to voters could increase the risk that the question may not pass. Because the Grist Mill Bridge and the Route 1A projects are unquestionably time sensitive, failure to secure a positive vote in June would greatly threaten – and perhaps kill – our ability to advance these projects as quickly as will be needed to coordinate the work with the highway and bridge projects.

The enclosed memo dated March 12 summarizes the options available to pay debt service on the sewer projects. Since that time I have spoken further with Maine Municipal Bond Bank. With the work we're doing toward getting a Fiscal Sustainability Plan (Asset Management Plan) underway, we should be in good shape to become eligible for SRF funds. I confirmed that the borrowing terms that I have previously presented – 20 years at 1.5% – are a reasonable and realistic basis to project debt service, assuming we continue forward to become eligible for SRF, and assuming that DEP finds the projects eligible for SRF funding (which we expect would happen).

Based on these terms, annual debt service at the different borrowing levels on the previous page would be approximately:

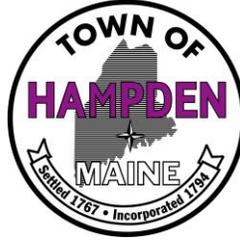
**Estimated Annual Debt Service, SRF, 20 years**

	<u>Principal</u>	<u>Interest</u>	<u>Ann. Payment</u>	<u>Total Interest</u>
All projects	2,748,400	1.50%	\$ 159,573	\$ 443,059
Alt. 1	2,113,400	1.50%	\$ 122,705	\$ 340,693
Alt. 2	1,994,400	1.50%	\$ 115,795	\$ 321,510
Alt. 3	1,359,400	1.50%	\$ 78,927	\$ 219,144

If the Council sees fit to reduce the amount of the annual payback of interfund transfers below the \$100,000 budgeted in FY17 and FY18, and as a result of extinguishing debt service this year from the 1996 sewer SRF loan, I see options to incorporate any of the above scenarios within the current overall sewer budget level.

Obviously, this could change if other expense lines in the sewer budget change significantly over time. And, it should be understood that the Town will face additional sewer capital needs prior to the end of FY24, which is when the next sewer debt service will mature.

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



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

TO: Infrastructure Committee  
 FROM: Angus Jennings, Town Manager  
 DATE: March 12, 2018  
 RE: Financing sewer capital projects

The Town Council opened its public hearing on the proposed sewer borrowing ordinance, and will continue the hearing next Monday, March 19. A special meeting of the Infrastructure Committee was scheduled for this Wednesday to allow further discussion of potential financing options for the four proposed sewer capital projects.<sup>1</sup>

The Sewer Fund paid off one bond this year, so the FY19 Sewer debt service budget would be about \$100k below current, allowing for the addition of the same amount of annual debt service without impacting the overall sewer budget. (Current debt service obligations, sewer and general fund, are attached for reference).

If the borrowing ordinance is approved as proposed, and approved by voters, and if the entire \$2.7M in debt authorization is borrowed at once, I estimate annual debt service payments between \$165-200,000 for 20 years. I hope to further refine this estimate prior to the continued public hearing next week.

At the public hearing, several options for paying the debt service were presented:

1. \$101,000 of new debt service would replace the 1997 SRF loan payment included in the FY18 sewer budget.
2. The General Fund could, if so budgeted by the Town Council, absorb a portion of the debt service, for one or more projects deemed beneficial to the Town as a whole (as opposed to just sewer customers). A 2006 memo from the former Town Manager referred to a 2/3 (Sewer Fund) to 1/3 (General Fund) formula that had been used for sewer debt service prior to her tenure, which began in 2001. When I spoke with Manager Lessard earlier in my tenure, she advised that she was not aware that this cost split had ever been memorialized in formal policy, but that her understanding was that this was how sewer infrastructure had been financed in the 1990s.
3. The amount of repayment of interfund transfers from the General Fund could be reduced from the \$100,000 budgeted in FY17 and FY18. (The FY18 year-end interfund deficit owed by Sewer to General is projected at \$451,000).
4. The annual amount of \$60,000 paid from Sewer to General Fund, as an offset of Town employee time and resources to operate the sewer, could be reduced or eliminated.

<sup>1</sup> The four projects proposed in the borrowing ordinance are described in detail in the enclosed materials.

5. Sewer rates could be increased.
6. Once the Coldbrook Corners TIF District is approved, and development moves forward, a portion of debt service may be eligible for payment from TIF funds.

As we get closer to the end of the fiscal year, we may find that we can reduce budgeted expenses in the wastewater treatment sewer expense line item.

Over the weekend, we received invoices from the City of Bangor for wastewater treatment and pump station maintenance costs incurred since September and, 2/3 of the way through FY18, it appears that our budget for wastewater treatment costs – which was based on the monthly cost average from 2014-2017 – will exceed our actual costs. The budget covers \$163,010 in FY18 treatment costs; our spending year-to-date (for 8 out of 12 months) is \$57,419. If billing for March, April, May and June equals last year's total for the same period, this would bring annual costs to about \$117,000, which would leave about \$46,000 of budgeted but underspent funds in this expense line.

A more conservative approach would be to hold the same wastewater treatment budget in FY19 then, if actual spending is considerably less than budgeted, to use the excess revenue to make an extra payment toward reducing the interfund deficit to the General Fund.

Wednesday's special meeting of the Infrastructure Committee will be entirely devoted toward consideration of these questions.

## TOWN OF HAMPDEN

ORDINANCE AUTHORIZING APPROPRIATION AND BORROWING OF FUNDS TO FINANCE SEWER IMPROVEMENTS AND REPAIRS 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 \$2,748,400.

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 a principal amount not to exceed Two Million Seven Hundred and Forty-Eight Thousand and Four Hundred Dollars (\$2,748,400), said amount to be payable over a period not to exceed thirty (30) 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 sewer repairs and improvements in the Town, including but not limited to on Main Road North from Mountain View Drive southerly to Western Avenue, replacement of sewer infrastructure in and proximate to the Grist Mill Bridge, on Main Road North between Western Avenue and the Weatherbee School, and on Western Avenue between Main Road North and Route 202, all as more particularly described in memoranda from Woodard and Curran to Sean Currier, Public Works Director of the Town dated January 5, 2017 and dated February 20, 2018 (the "Projects"). Said loan is to be evidenced by a General Obligation Bond or Bonds of the Town 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 in a principal amount not to exceed \$2,748,400 in the aggregate (the "Bond"). 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, 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 Two Million Seven Hundred and Forty-Eight Thousand and Four Hundred Dollars (\$2,748,400) 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 or 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, resolutions, certificates, returns and other documents as may be 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, and Hannaford, as well as such other places as may be directed by the Town Manager.

Section 5. That a Public Hearing be held at 7:00 p.m. in the Hampden Municipal Building in Hampden, Maine on March 5, 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 February 26, 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 March 5, 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 Notes 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 Notes and Bonds, 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 Bonds and Notes; and that the Notes and the Bonds 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 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 June 12, 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. 1

Ordinance authorizing appropriation and borrowing of funds to finance sewer improvements and repairs in the Town of Hampden 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 \$2,748,400.

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, March 5, 2018.

A True Copy, Attest: \_\_\_\_\_  
Paula Scott  
Town Clerk

**Town of Hampden Debt Service Analysis, 12-21-17** **Future Debt Service Obligations**

Sewer Fund	Bond Series	Maturity Date	Principal Balance (Year-End FY17)	FY18	FY19	FY20	FY21	FY22	FY23	FY24
1996 Sewer SRF	1997 A	10/1/2017	\$ 93,448	\$ 96,217						
2006 Sewer Construction Bond	2006 C	11/1/2025	\$ 710,530	\$ 103,669	\$ 99,495	\$ 95,715	\$ 85,889	\$ 87,484	\$ 84,812	\$ 82,598
2010 Route 1A Sewer Bond SRF	2009 FS	7/29/2029	\$ 1,249,216	\$ 108,526	\$ 108,520	\$ 108,514	\$ 108,508	\$ 108,502	\$ 108,495	\$ 108,489
2014 Sewer Project	2014 A	11/1/2034	\$ 811,846	\$ 68,594	\$ 68,066	\$ 67,397	\$ 66,578	\$ 65,622	\$ 64,560	\$ 63,410
Sewer Overdue Bills (\$258,810)	Loan #44181126	1/23/2024	\$ 244,688	\$ 40,543	\$ 40,543	\$ 40,543	\$ 40,543	\$ 40,543	\$ 40,543	\$ 23,650
Sewer Bangor WWTP (\$262,936)	Camden Nat. loan	5/16/2024	\$ 262,936	\$ 41,060	\$ 41,060	\$ 41,060	\$ 41,060	\$ 41,060	\$ 41,060	\$ 41,060
			<u>\$ 3,372,663</u>	\$ 458,609	\$ 357,684	\$ 353,229	\$ 342,577	\$ 343,210	\$ 339,470	\$ 319,207
			<i>Change from prior year:</i>	\$ 60,250	\$ (100,924)	\$ (4,456)	\$ (10,651)	\$ 633	\$ (3,740)	\$ (20,263)

General Fund	Bond Series	Maturity Date	Principal Balance (Year-End FY17)	FY18	FY19	FY20	FY21	FY22	FY23	FY24
2000 Road Construction & Line Extensions (Business Park)	2000 D	11/1/2020	\$ 360,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000			
2002 Fire Station	2001 D	11/1/2021	\$ 421,500	\$ 103,343	\$ 84,300	\$ 84,300	\$ 84,300	\$ 84,300		
2011 Mayo Road Bond	2010 F	11/1/2030	\$ 1,277,500	\$ 121,056	\$ 119,380	\$ 117,581	\$ 115,731	\$ 113,806	\$ 111,806	\$ 109,718
<i>Route 1A Reconstruction (\$600k principal authorized)<sup>1</sup></i>					\$ 48,318	\$ 48,318	\$ 48,318	\$ 48,318	\$ 48,318	\$ 48,318
			<u>\$ 2,059,000</u>	\$ 314,398	\$ 341,998	\$ 340,199	\$ 338,349	\$ 246,424	\$ 160,124	\$ 158,036
			<i>Change from prior year:</i>	\$ (25,587)	\$ 27,600	\$ (1,799)	\$ (1,850)	\$ (91,925)	\$ (86,300)	\$ (2,088)

*Total Debt Service Obligations:*  
\$ 773,007   \$ 699,682   \$ 693,427   \$ 680,926   \$ 589,635   \$ 499,595   \$ 477,244

<sup>1</sup> Assumed 15 year borrowing term at 2.53% interest.

Sources:

- Town of Hampden Financial Statements with Independent Auditor's Report, FY16.
- Amortization Schedules, Outstanding Sewer Fund Debt.
- Town of Hampden General Fund and Sewer Fund FY15 and FY16 budgets.
- Debt Payment Schedule for 2000 D revised to reflect reduced payments per 1/8/16 letter from Maine Municipal Bond Bank.
- Debt Payment Schedule for 2001 D revised to reflect reduced payments per 12/14/17 letter from Maine Municipal Bond Bank.
- Debt service for 2011 Mayo Road bond adjusted to reflect additional costs resulting from Federal Sequestration.



FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
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\$ 81,588	\$ 79,074									
\$ 108,483	\$ 108,475	\$ 108,470	\$ 108,462	\$ 108,456	\$ 108,450					
\$ 62,187	\$ 60,879	\$ 59,468	\$ 57,963	\$ 56,389	\$ 54,768	\$ 53,088	\$ 51,356	\$ 49,597	\$ 47,813	\$ 46,009

\$ 252,259	\$ 248,428	\$ 167,938	\$ 166,426	\$ 164,845	\$ 163,218	\$ 53,088	\$ 51,356	\$ 49,597	\$ 47,813	\$ 46,009
\$ (66,949)	\$ (3,830)	\$ (80,490)	\$ (1,512)	\$ (1,581)	\$ (1,628)	\$ (110,130)	\$ (1,732)	\$ (1,759)	\$ (1,784)	\$ (1,804)

FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35
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\$ 107,543	\$ 105,367	\$ 102,976	\$ 100,370	\$ 97,765	\$ 95,159	\$ 92,553				
\$ 48,318	\$ 48,318	\$ 48,318	\$ 48,318	\$ 48,318	\$ 48,318	\$ 48,318	\$ 48,318	\$ 48,318	\$ 48,318	\$ 48,318
\$ 155,861	\$ 153,685	\$ 151,294	\$ 148,688	\$ 146,083	\$ 143,477	\$ 140,871	\$ 48,318	\$ 48,318		
\$ (2,176)	\$ (2,176)	\$ (2,391)	\$ (2,606)	\$ (2,606)	\$ (2,606)	\$ (2,606)	\$ (92,553)	\$ -		

\$ 408,119	\$ 402,113	\$ 319,232	\$ 315,114	\$ 310,928	\$ 306,694	\$ 193,959	\$ 99,674	\$ 97,915	\$ 47,813	\$ 46,009
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# Public Hearing: Proposed Sewer Borrowing Authorization Ordinance

Hampden Town Council

March 5, 2018

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*Angus Jennings, Town Manager*



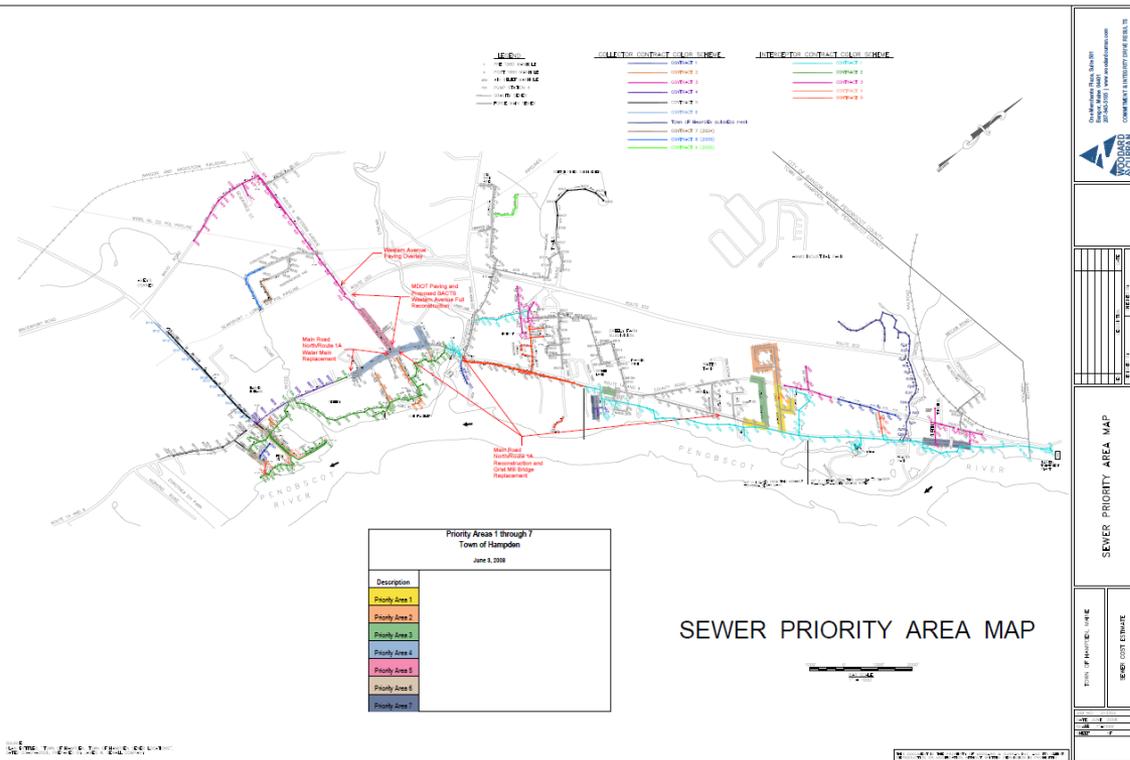
# Proposed Sewer Borrowing Ordinance

- Proposed ordinance, if approved by Council, would allow voter referendum on proposed borrowing authorization on June 12<sup>th</sup>
- Proposed ordinance includes costs for four (4) distinct sewer projects
- Project needs driven by MDOT construction, poor condition of aging infrastructure, and goal of reducing inflow & infiltration (I/I)



# Background

- 2008 Sewer Plan identified 7 sewer priority areas: poor condition, and high inflow & infiltration (I/I) rates
- 3 of the 7 projects (and part of the 4<sup>th</sup>) are complete



# CCTV Method

- Robotic pipeline CCTV inspections, footage
- Vendor applies a system for “Criticality and Risk Assessment of Collection Systems”
  - Condition Assessment uses a standardized Pipeline Assessment Certification Program to determine condition and LoF (likelihood of failure)
  - Risk Assessment determines CoF (consequence of failure)
- Results merged into Total Risk Grade



# CCTV Review

- Cost estimate for closed-circuit TV (CCTV) review of entire system estimated at \$300k
- Approved FY18 Sewer Budget included \$60k in funding for CCTV – about 1/5 of system
- Locations scheduled for MDOT projects were prioritized
- Bid process and award to Ted Berry Company in March 2017; work began FY18
- Began receiving raw data fall 2017 (ongoing)
- Results of W&C analysis received Jan. 2018



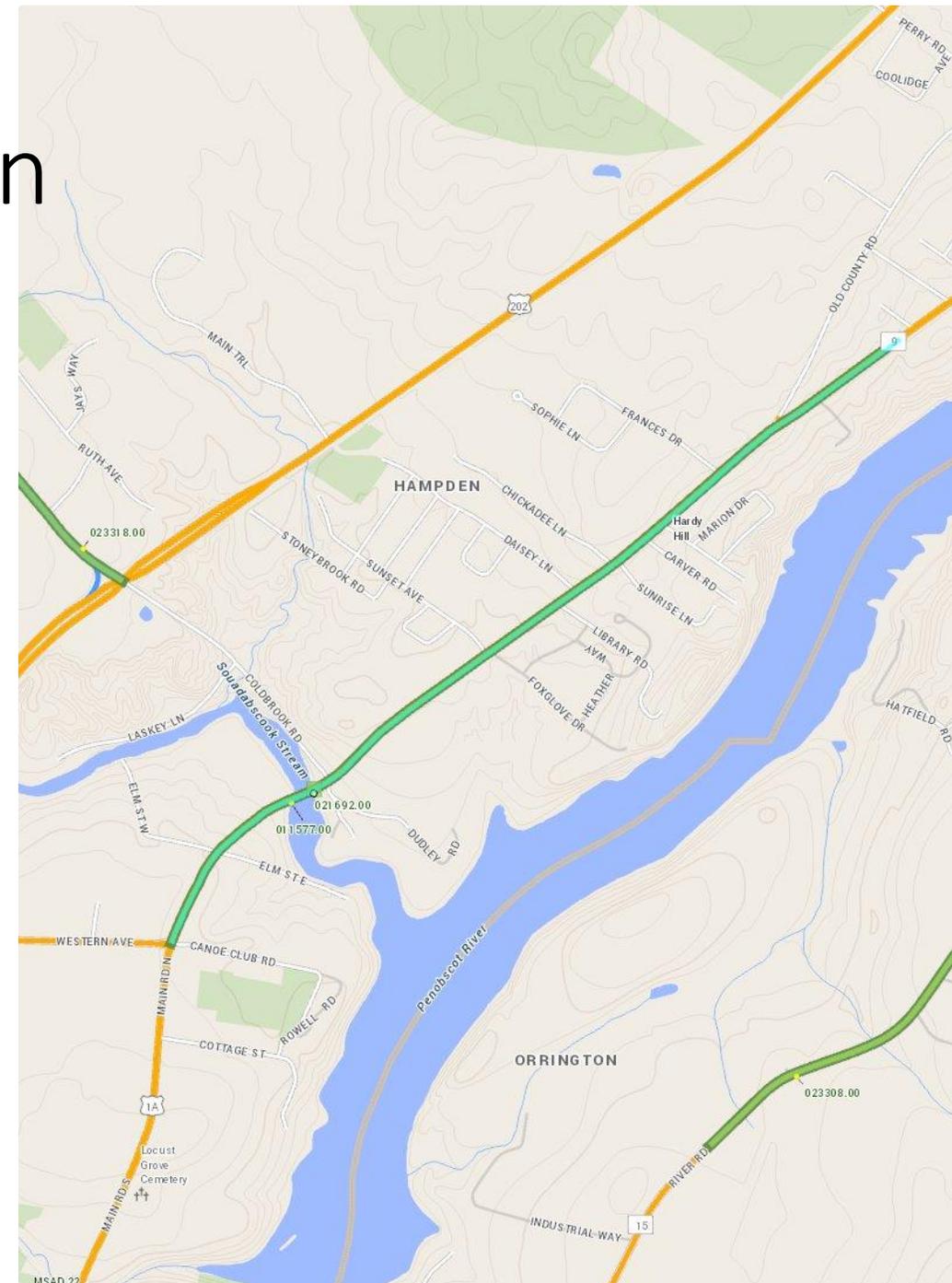
# Sewer Projects

1. Rte. 1A – Reconstruction Project Area
2. Grist Mill Bridge
3. Western Ave. – Main Road North to 202
4. Rte. 1A – south of Western Ave. intersection



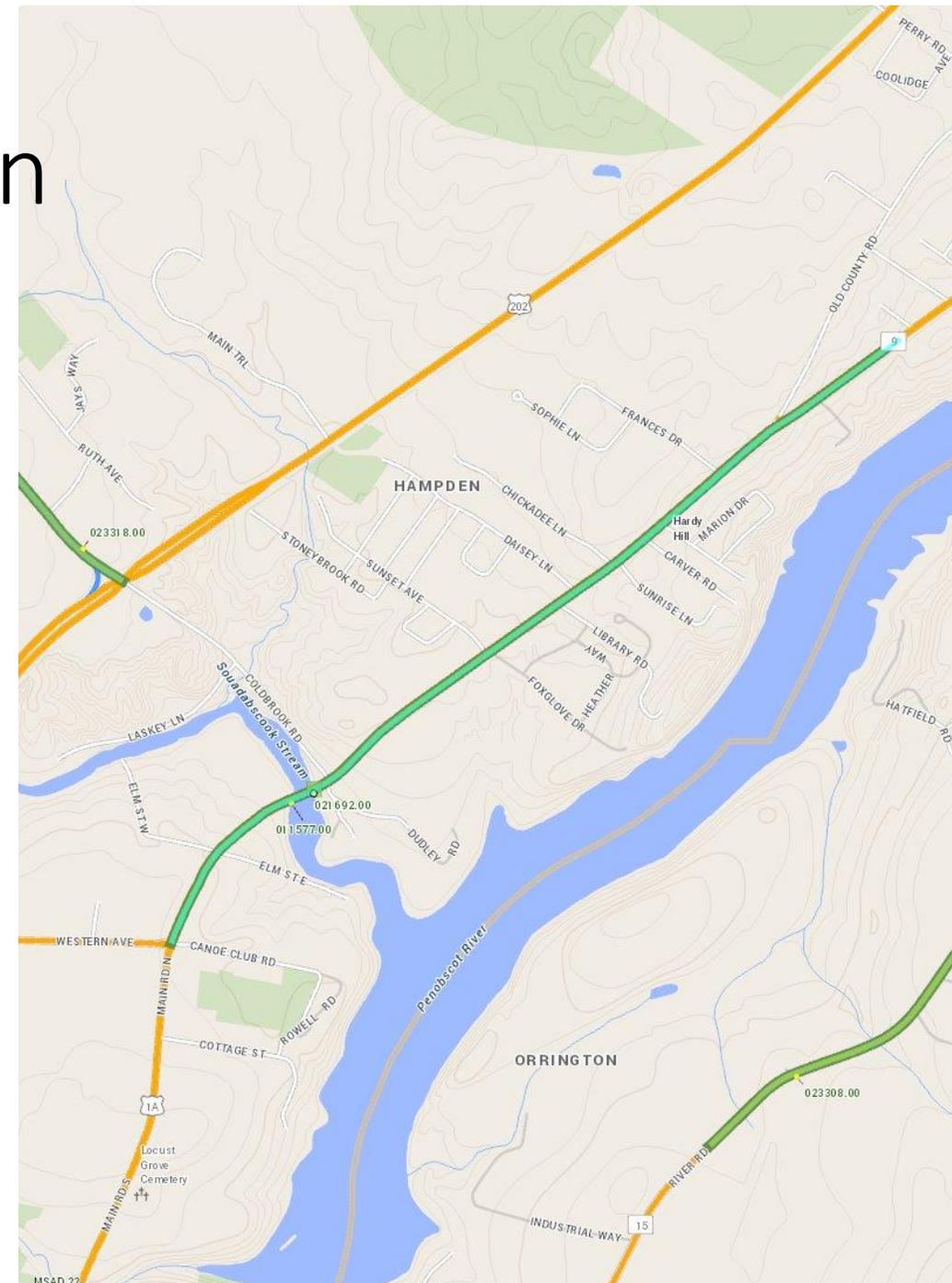
# MDOT Rt. 1A Reconstruction

- Project Scope: Full Road Reconstruction
  - Construction starting spring 2019
- Identified Project Impacts:
  - Reset all existing sewer manhole frames to new road grade
  - Possible replacement of section of forcemain piping due to grade conflict with storm drain (test pits planned to confirm)
  - Outlets from clay dam trench drain piping require extension
  - Replace single conduit between Souadabscook PS and CSO PS with duct bank
  - Sewer main between CSO tanks and overflow weir manhole requires replacement



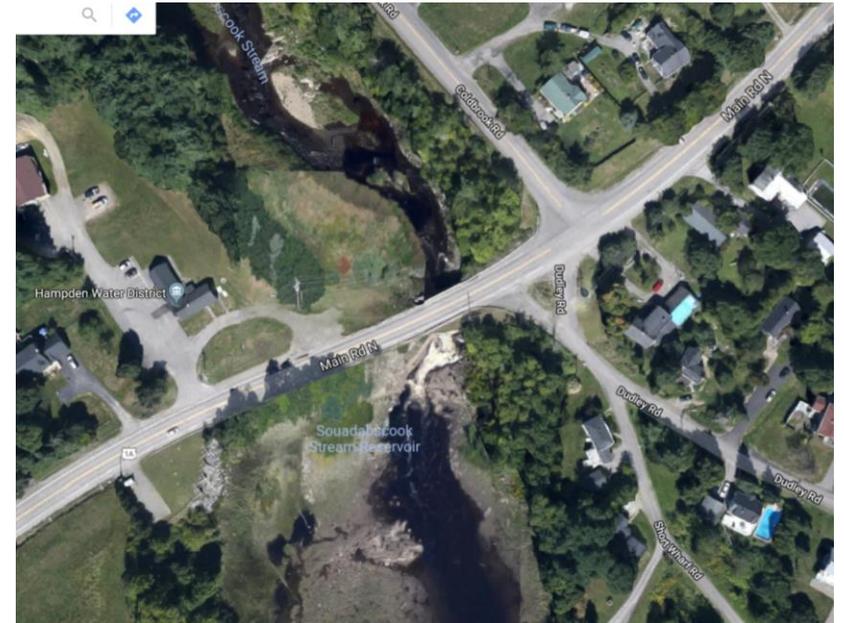
# MDOT Rt. 1A Reconstruction

- Sewer Inspection Results
  - Primarily good condition
  - AC sewer main from Old County to Mountainview
    - Masonry block manholes
    - Asset age >50 years
    - Structural deficiencies and I/I sources identified
  - Several undersized/non-standard sewer manhole frames and covers
  - Several suspected non-PVC service laterals requiring replacement
- Recommendations
  - Replace AC sewer main and masonry block manholes
  - Replace in conjunction with MDOT project
- Preliminary Project Cost Estimate
  - \$924,000



# Grist Mill Bridge Replacement

- Project Scope: Complete bridge removal and replacement
  - Construction starting spring 2019
  - Existing bridge completely removed before installing new bridge
  - Expected complete detour during construction
- Identified Project Impacts:
  - Existing gravity sewer and force main piping buried in concrete beam
  - New steel beam bridge requires pipe hanger supports and insulation system
  - Replacement of all piping necessary
  - Realignment of gravity sewer pipe and manholes upstream and downstream to Souadabscook PS
  - Temporary system during construction necessary to maintain service



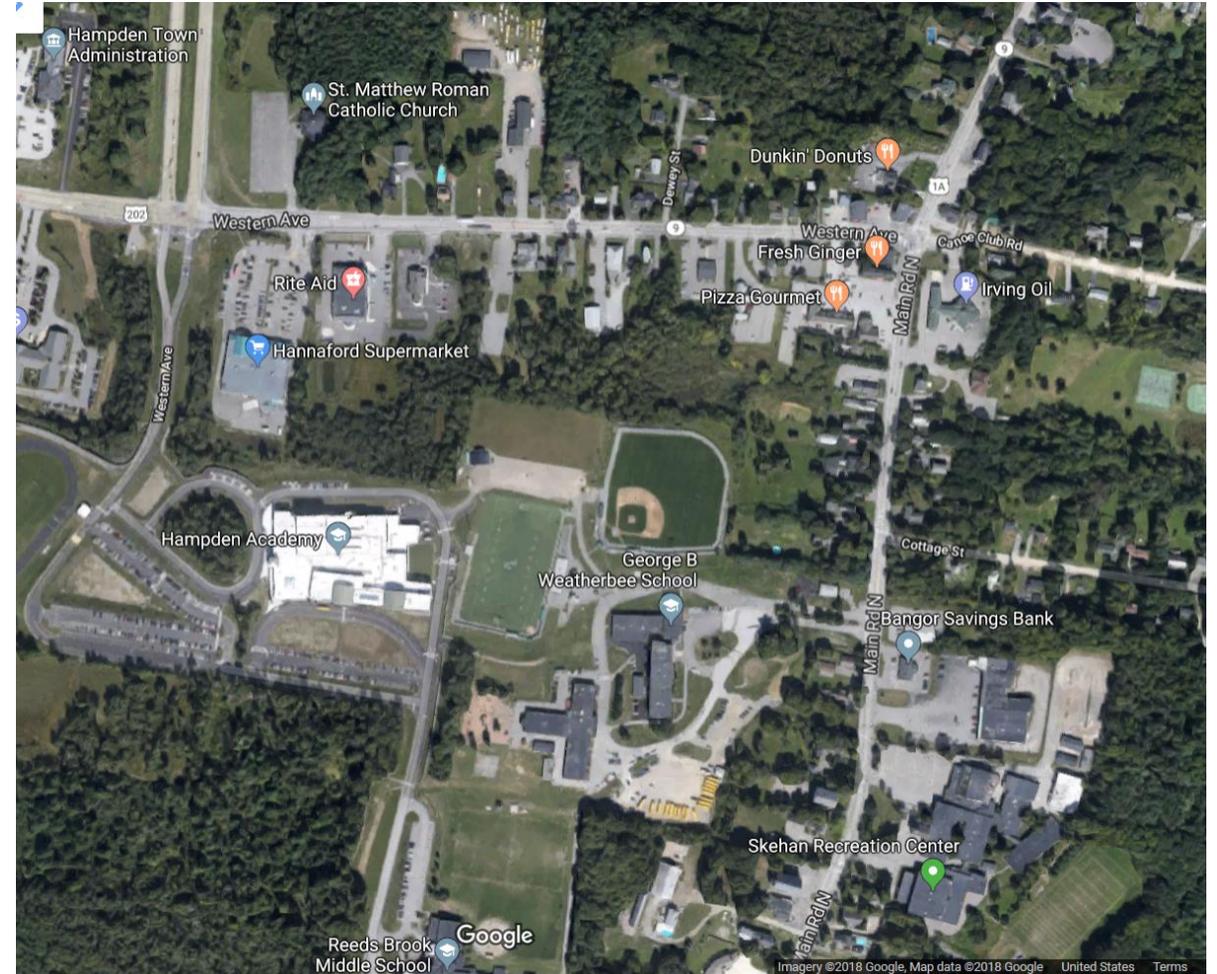
# Grist Mill Bridge Replacement

- Recommendations:
  - Install new piping with pipe hanger supports and insulation system
  - Realign gravity sewer pipe and manholes upstream and downstream to Souadabscook PS
- Preliminary Cost Estimate
  - \$435,400



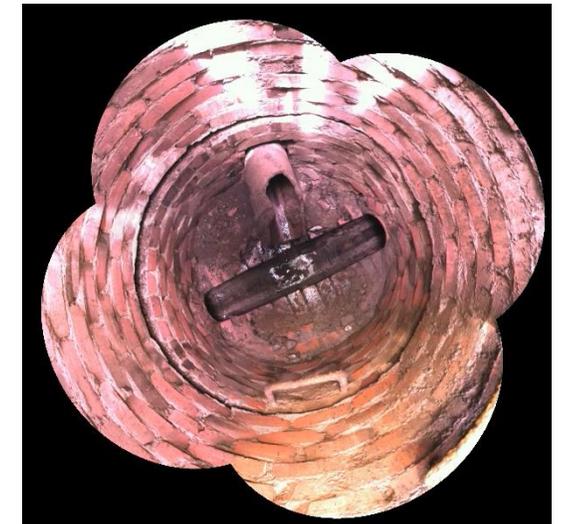
# Western Avenue and Main Road North

- Proposed BACTS road reconstruction project for Western Avenue
  - Construction proposed for 2022
- Main Road North
  - Western Ave south to Skehan Center
  - HWD water main replacement
  - Town sidewalk and pedestrian crossing projects
- Project Impacts
  - Sewer identified as part of Priority Area 4 (MRN) and all of Priority Area 5 (Western Ave)



# Western Avenue and Main Road North

- Sewer Inspection Results
  - Poor condition vitrified clay (VC) sewer main and brick manholes
  - Numerous structural deficiencies and I/I sources identified
  - Root intrusion and grease clogging
- Recommendations
  - Full replacement of existing sewer, including Dewey St.
- Preliminary Cost Estimate
  - Total \$1.4MM
    - Western Ave: \$754,000
    - Main Road North: \$635,000



# Estimated Project Costs

Project	Est. Cost	Date of Estimate
Rte. 1A Reconstruction	\$924,000	February 16, 2018
Grist Mill Bridge	\$435,400	January 5, 2017
Western Ave. & Dewey St.	\$754,000	January 26, 2018
Rte. 1A south of Western	\$635,000	January 26, 2018
<b>TOTAL:</b>	<b>\$2,748,400</b>	

- Cost estimates:
  - Based on consulting engineer Opinion of Probable Costs
  - Include contingency, engineering, and construction administration services
  - Are likely conservative (i.e. higher than actual)



# Preliminary Estimate of Debt Service

- Assuming a 20-year term, and assuming the full amount was borrowed at one time, debt service is estimated at varying interest rates:
  - 3.00% interest = \$184,000 (total interest \$927k)
  - 3.75% interest = \$197,000 (total interest \$1.18M)
  - 4.25% interest = \$210,000 (total interest \$1.45M)
- If lower interest secured (through SRF):
  - 1.5% interest = \$160,000 (total interest \$445k)



## Potential Funding Sources: Pre-Borrowing

- Proceeds from existing debt authorization (up to \$53,000)
- FY18 Sewer Revenue: would require Budget Adjustment to authorize expenditure from projected FY18 surplus (\$73,500)
- FY19 Sewer Debt Service will decrease by about \$101,000 from FY18 (due to payoff of 1996 Sewer SRF, matured 10/1/17) – so, \$101,000 of debt service could be added in FY19 without increasing Sewer Budget



# Potential Funding Sources: Debt Service

- Could revisit prior (pre-2000's) policy of splitting sewer debt service 1/3 General Fund and 2/3 Sewer Fund
- Could reduce amount of repayment of interfund transfers from General Fund (budgeted at \$100,000 in FY17 and FY18)
- Could reduce or eliminate annual payment of \$60,000 from Sewer to General Fund
- Could increase sewer rates
- Future Coldbrook Corners TIF revenues



# Potential Borrowing Sources

- Maine Municipal Bond Bank (MMBB)
  - Other than recent borrowing for overdue bills and Bangor cost-share, all prior sewer borrowing had been through MMBB
  - Borrowing term of 5 to 30 years
  - Interest rate not known; will vary based on market conditions at time of borrowing
  - Applications will be due early August 2018
  - Proceeds available early November 2018



# Potential Borrowing Sources

- State Revolving Loan Fund (SRF)
  - Sewer projects eligible for Clean Water Program
  - Borrowing term of 1 to 30 years
  - Interest rate 2% lower than MMBB's cost of funds, with minimum interest rate of 1%
  - New eligibility requirements (incl. to develop and implement a Fiscal Sustainability Plan)
  - Initial project request forms due March 30
  - Financing applications considered at any time

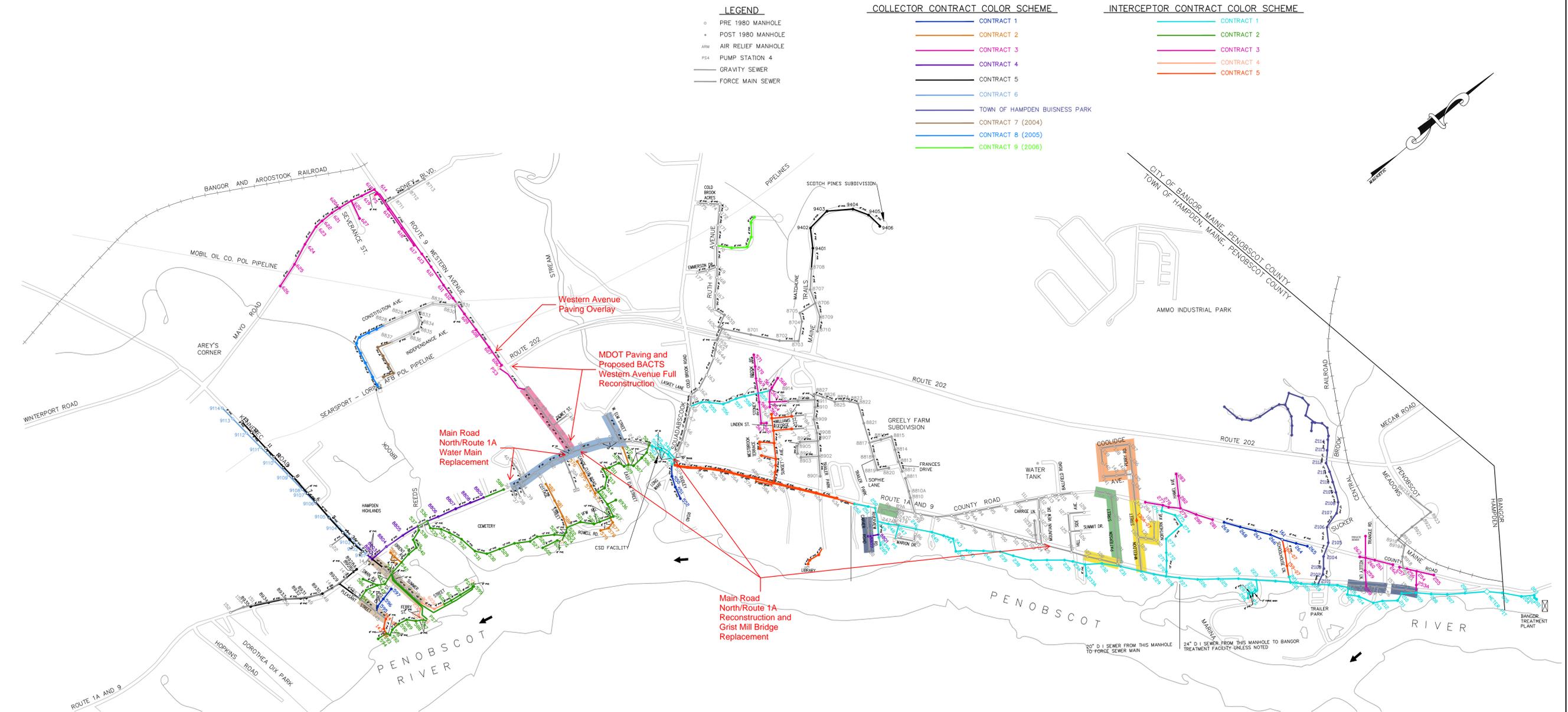


# Next Steps

- Upon Council approval of Ordinance, Town Manager will work on Treasurer's Statement and work with Town Clerk on ballot language
- Woodard & Curran will continue to work on refining budget estimates; if FY18 budget adjustment approved, can authorize work to advance engineering design this fiscal year
- **Extensive public outreach will be needed**



woodwardcurran.net\shared\Projects\213302 Hampden - Sewer Dept General Engineering Services\SEWER COST ESTIMATES\cad drawings\2007-04-09 Hampden Sewer Locations.dwg, Dec 30, 2015 - 3:03pm

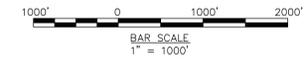


- LEGEND**
- PRE 1980 MANHOLE
  - POST 1980 MANHOLE
  - ARM AIR RELIEF MANHOLE
  - PS4 PUMP STATION 4
  - GRAVITY SEWER
  - FORCE MAIN SEWER
- COLLECTOR CONTRACT COLOR SCHEME**
- CONTRACT 1
  - CONTRACT 2
  - CONTRACT 3
  - CONTRACT 4
  - CONTRACT 5
  - CONTRACT 6
  - TOWN OF HAMPDEN BUSINESS PARK
  - CONTRACT 7 (2004)
  - CONTRACT 8 (2005)
  - CONTRACT 9 (2006)
- INTERCEPTOR CONTRACT COLOR SCHEME**
- CONTRACT 1
  - CONTRACT 2
  - CONTRACT 3
  - CONTRACT 4
  - CONTRACT 5

**Priority Areas 1 through 7  
Town of Hampden  
June 3, 2008**

Description
Priority Area 1
Priority Area 2
Priority Area 3
Priority Area 4
Priority Area 5
Priority Area 6
Priority Area 7

# SEWER PRIORITY AREA MAP



SOURCE:  
PLAN ENTITLED, "TOWN OF HAMPDEN, TOWN OF HAMPDEN SEWER LOCATIONS",  
DATED 03-21-2006, PREPARED BY JAMES W. SEWALL COMPANY

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Bangor, Maine 04401  
207-945-5105 | www.woodardcurran.com

**WOODARD & CURRAN**

COMMITMENT & INTEGRITY DRIVE RESULTS

REV	DESCRIPTION	DATE

DESIGNED BY: \_\_\_\_\_  
CHECKED BY: \_\_\_\_\_  
DRAWN BY: \_\_\_\_\_  
2007-04-09 Hampden Sewer Locations.dwg

## SEWER PRIORITY AREA MAP

TOWN OF HAMPDEN, MAINE	SEWER COST ESTIMATE
------------------------	---------------------

JOB NO.: 213302
DATE: JUNE 2008
SCALE: 1"=1000'
SHEET: OF



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TOWN OF HAMPDEN  
SOUADABSCOOK SEWER PUMP STATION FORCEMAIN AND SEWER REPLACEMENT  
PRELIMINARY COST ESTIMATE  
PROJECT NO. 213302  
December 28, 2016

Preliminary Estimate							
				Steel I-beam Bridge Design		Concrete Beam Bridge Design	
No.	Description	Unit	Estimated Quantity	Unit Price	Value	Unit Price	Value
1	Administrative (5% of Subtotal)	LS	1	\$15,000.00	\$15,000.00	\$25,000.00	\$25,000.00
2	Rock Excavation*	CY	10	\$200.00	\$2,000.00	\$200.00	\$2,000.00
3	Excavation Below Normal Grade*	CY	25	\$30.00	\$750.00	\$30.00	\$750.00
4	Select Backfill*	CY	25	\$30.00	\$750.00	\$30.00	\$750.00
5	Provide 8" Class 52 Ductile Iron Forcemain	LF	335	\$100.00	\$33,500.00	\$100.00	\$33,500.00
6	Provide Forcemain Bridge Crossing	LS	1	\$80,000.00	\$80,000.00	\$180,000.00	\$180,000.00
7	Provide 12" SDR 35 Gravity Sewer Pipe	LF	50	\$140.00	\$7,000.00	\$140.00	\$7,000.00
8	Provide Gravity Sewer Bridge Crossing	LS	1	\$100,000.00	\$100,000.00	\$200,000.00	\$200,000.00
9	Provide 2" Rigid Insulation	LF	200	\$5.00	\$1,000.00	\$5.00	\$1,000.00
10	Bituminous Pavement Repair	SY	25	\$140.00	\$3,500.00	\$140.00	\$3,500.00
11	Test Pits	EA	2	\$1,000.00	\$2,000.00	\$1,000.00	\$2,000.00
12	Testing Allowance	ALLOW	1	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
13	Temporary Bypass Pumping	LS	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
14	Temporary Forcemain Piping	LS	1	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
<b>CONSTRUCTION SUBTOTAL</b>					<b>\$322,500.00</b>		<b>\$532,500.00</b>
ENGINEERING, CONSTRUCTION ADMIN, PART TIME INSPECTION, CONTINGENCY (35%)					\$112,900.00		\$186,400.00
<b>TOTAL</b>					<b>\$435,400.00</b>		<b>\$718,900.00</b>



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**TOWN OF HAMPDEN - SANITARY SEWER REPLACEMENT**

**ATTACHMENT 5 (REVISED)**

**MAIN ROAD NORTH - MDOT ROUTE 1A RECONSTRUCTION PROJECT**

**OPINION OF PROBABLE COST**

February 2018

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Value
<b>OPINION OF PROBABLE COST</b>					
1	Administration	LS	1	\$ 65,000	\$ 65,000
2	Excavation of Unsuitable Materials	CY	50 *	\$ 50	\$ 3,000
3	Select Backfill	CY	50 *	\$ 50	\$ 3,000
4	Rock Excavation	CY	50 *	\$ 200	\$ 10,000
5	Pavement Repair - Town Roads, Driveways & Sidewalks	SY	200	\$ 80	\$ 16,000
6	Pavement Repair - State Roads, Driveways & Sidewalks	SY	200	\$ 120	\$ 24,000
7	Open Cut Main Replacement	LF	2,000	\$ 150	\$ 300,000
8	Four Foot Diameter Pre-Cast Manhole	EA	10	\$ 6,000	\$ 60,000
9	Town-furnished replacement sewer manhole frame and cover	EA	30	\$ 500	\$ 15,000
10	Adjust manhole to grade	EA	30	\$ 800	\$ 24,000
11	4" SDR 35 PVC Sewer Service Open Cut Replacement	LF	660 *	\$ 150	\$ 99,000
12	12" DR 25 C900 Pressure PVC force main	LF	200 *	\$ 175	\$ 35,000
13	Clay dam piping	LF	100 *	\$ 30	\$ 3,000
14	Electrical duct bank	LF	350	\$ 100	\$ 35,000
15	12" SDR 35 PVC Sewer Main	LF	75	\$ 175	\$ 14,000
<b>Total Estimated project cost</b>					<b>\$710,000</b>
<b>15% Contingency</b>					<b>\$107,000</b>
<b>15% Admin, Engineering &amp; Construction Services</b>					<b>\$107,000</b>
<b>Total + Contingency</b>					<b>\$924,000</b>



**COMMITMENT & INTEGRITY  
DRIVE RESULTS**

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**TOWN OF HAMPDEN - SANITARY SEWER REPLACEMENT**

**ATTACHMENT 3**

**WESTERN AVE - BACTS RECONSTRUCTION PROJECT**

**OPINION OF PROBABLE COST**

January 2018

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Value
<b>OPINION OF PROBABLE COST</b>					
1	Administration	LS	1	\$ 28,000	\$ 28,000
2	Excavation of Unsuitable Materials	CY	50 *	\$ 50	\$ 2,500
3	Select Backfill	CY	50 *	\$ 50	\$ 2,500
4	Rock Excavation	CY	50 *	\$ 200	\$ 10,000
5	Pavement Repair - Town Roads, Driveways & Sidewalks	SY	700	\$ 80	\$ 56,000
6	Pavement Repair - State Roads, Driveways & Sidewalks	SY	1,300	\$ 120	\$ 156,000
7	Open Cut Main Replacement - Western Avenue	LF	1,370	\$ 150	\$ 205,500
8	Open Cut Main Replacement - Dewey Street	LF	400	\$ 150	\$ 60,000
9	Four Foot Diameter Pre-Cast Manhole - Western Avenue	EA	8	\$ 6,000	\$ 48,000
10	Four Foot Diameter Pre-Cast Manhole - Dewey Street	EA	1	\$ 6,000	\$ 6,000
<b>Total Estimated project cost</b>					<b>\$580,000</b>
<b>15% Contingency</b>					<b>\$87,000</b>
<b>15% Admin, Engineering &amp; Construction Admin Services</b>					<b>\$87,000</b>
<b>Total + Contingency</b>					<b>\$754,000</b>



**COMMITMENT & INTEGRITY  
DRIVE RESULTS**

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**TOWN OF HAMPDEN - SANITARY SEWER REPLACEMENT**

**ATTACHMENT 4**

**MAIN ROAD NORTH - SOUTH OF WESTERN AVE (REMAINING PORTION OF PRIORITY AREA #4)**

**OPINION OF PROBABLE COST**

January 2018

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Value
<b>OPINION OF PROBABLE COST</b>					
1	Administration	LS	1	\$ 24,000	\$ 24,000
2	Excavation of Unsuitable Materials	CY	50 *	\$ 50	\$ 2,500
3	Select Backfill	CY	50 *	\$ 50	\$ 2,500
4	Rock Excavation	CY	50 *	\$ 200	\$ 10,000
5	Pavement Repair - Town Roads, Driveways & Sidewalks	SY	200	\$ 80	\$ 16,000
6	Pavement Repair - State Roads, Driveways & Sidewalks	SY	1,500	\$ 120	\$ 180,000
7	Asphalt Curb	LF	960	\$ 12	\$ 11,600
8	Open Cut Main Replacement	LF	1,320	\$ 150	\$ 198,000
9	Four Foot Diameter Pre-Cast Manhole	EA	7	\$ 6,000	\$ 42,000
<b>Total Estimated project cost</b>					<b>\$487,000</b>
<b>15% Contingency</b>					<b>\$74,000</b>
<b>15% Admin, Engineering &amp; Construction Services</b>					<b>\$74,000</b>
<b>Total + Contingency</b>					<b>\$635,000</b>

\* Indeterminate Quantity



4-6

**Recreation Department-Skehan Recreation Center**

To: Hampden Town Council Services Committee  
Town Manager Angus Jennings

From: Recreation Director Shelley Abbott

CC: PW Director Sean Currier

Date: 3/7/2018

Re: Playground Reserve Account 3-768-00

---

**Comments:** I am requesting authorization to use Playground reserve account number 3-768-00 for the purpose of the following items:

Replacement of 3; 35' Class 5 Poles and Electrical Light Transfer at VFW Tennis Courts (not to exceed) \$3765.00

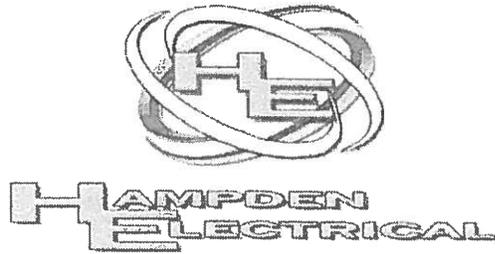
*One pole was broke in the Halloween windstorm of 2017. Funding from FEMA/insurance should cover costs to replace and reinstall fixtures and reconnect electric service-unknown if there will be any costs to fixture damages but we anticipate being able to reuse the fixtures which seem intact other than cosmetic damage*

*Other three poles are showing significant signs of rot and woodpecker damage. There are 4 poles holding 8 fixtures. It would be optimal to replace all while the company is onsite drilling the broken pole.*

*Vendor estimate for all four poles included. Service disconnection and removal of fixtures for the winter was completed in November 2017 and has been paid for.*

**Total Request from Playground Reserve Account 3-768-00 \$3765.00**

---



337 Perry Rd. Suite #1. Bangor, ME 04401  
Phone: (207) 942-6255 Fax: (207) 942-5498

February 8, 2018

Hampden Recreation Department  
Attn: Shelley Abbott  
106 Western Ave.  
Hampden, ME 04444

RE: Replace wood poles at VFW Tennis Courts

Shelley,

Please accept our proposed estimate for the amount of **\$3,765.00** to perform the electrical scope of work for the above referenced project.

Our proposal Includes:

- Provide 4 new 35' Class 5 Wooden Poles to replace three existing standing poles and one currently down pole.
- Provide labor and hardware to transfer existing lighting from the existing poles onto the new poles.
- Provide Digger Truck to auger the holes for the new poles and to remove the existing poles.
- Provide bucket truck to safely transfer all wiring and lighting.

Our proposal Excludes:

- Night or weekend work.
- State of Maine Sales Tax.
- Repairs or replacement of existing light fixtures or wiring.

Sincerely,

Christopher R Carson



4-c

Sgt. T.D. Stewart	Sgt. Scott Webber
Sgt. Chris Bailey	Inv. Joel Small
Ofc. J.D. Burke	Ofc. Ben Eyles
Ofc. Shawn Devine	Ofc. Marc Egan
Ofc. Wm. Miller	Ofc. David Mushrall



Lt. Dan Pugsley, Jr.	Lt. Matt St.Pierre
Lt. Jason Lundstrom	CH. Joe Dunton
FF Jared LeBarnes	FF Matt Thomas
FF Shaun McNally	CEO Myles Block
FF Matt Roope	FF Chris Liepold
FF Gavin Webb	

Kandy McCullough, Office Manager

Chief Joseph L. Rogers, Director of Public Safety

POLICE

FIRE

EMS

CODE ENFORCEMENT

LOCAL HEALTH OFFICE

TO: Angus Jennings, Town Manager  
 FROM: Joseph L. Rogers, Public Safety Director  
 RE: Thermal Imaging Camera – Reserve Account  
 DATE: March 15, 2018

I would request that the Hampden town Council authorize the purchase of a Scott X380 Thermal Imaging Camera with drive-off detection device for \$9238.00. This funding would come from the Thermal Imaging Reserve account (3-747-00). This camera will replace a twenty-year-old camera.

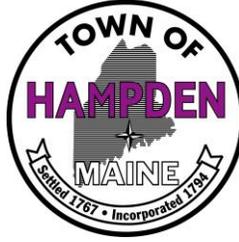


**Hampden Approved FY18 Budget - RESERVES**

		Allocations to Reserve Funds				
		2016	2017	FY18	FY18	
		Budget	Budget	Town Mgr	Town Council	Notes
<b>Dept: 70 RESERVES</b>				As of May 1	June 19, 2017	
55-02-70-99	Munic Bldg (3-702-00)				\$ 14,000	Public safety floor replacement; LED lighting; wall heater in garage; ADA door openers
55-10-70-99	City Bus (3-710-00)				\$ 5,850	Toward purchase of "end of life rehab" Bus (est. FY18)
55-11-70-99	Computer (3-711-00)				\$ 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	Est. first of five year payment to replace Plow Truck #20
55-19-70-99	Twn Record Reserve (3-719-00)				\$ 2,940	Town Records archival preservation (partial) (est. FY18)
55-25-70-99	Plan & Comm (3-725-00)				\$ 15,000	Eligible for use to enforce Dangerous Building statute
55-27-70-99	Economic Dev (3-727-00)				\$ 6,730	Town Center decorative banner installation
55-33-70-99	Personnel (3-733-00)				\$ 25,000	Unbudgeted personnel costs (FMLA backup; retirement/separation of service payments; etc.)
55-37-70-99	Ambulance (3-737-00)				\$ 20,000	Toward ambulance purchase (est. FY26)
55-41-70-99	Fire Truck (3-741-00)				\$ 50,000	Toward fire engine purchase (est. FY23)
55-45-70-99	Fire Building (3-745-00)				\$ 2,361	Fire garage door exhaust linkage repair (est. FY18)
55-47-70-99	Fire Camera (3-747-00)				\$ 10,000	Thermal imaging camera (est. FY18)
55-53-70-99	Police Cruiser (3-753-00)				\$ 27,000	Toward police cruiser purchase (est. FY18)
55-61-70-99	Roads/Streets (3-761-00)				\$ 67,000	Toward Sucker Brook culvert (\$50,000); Baker Road (\$12,000); install MDOT flashing ped beacon (\$5000)
55-67-70-99	Rec Area Res (3-767-00)				\$ 10,000	Toward add'l parking for Pool site
55-68-70-99	Playground (3-768-00)				\$ 5,000	Toward VFW basketball/tennis court rehab
55-71-70-99	Pool Facility (3-771-00)				\$ 5,000	Toward Pool interior painting (est. FY18)
55-73-70-99	Marina (3-773-00)				\$ 5,000	Replacement of floating dock (est. FY18)
55-75-70-99	Bldg/Grounds (3-775-00)				\$ 5,280	Pickup truck for cemetery crew to replace #52
55-77-70-99	SW/Garage (3-777-00)				\$ 90,000	Toward salt shed replacement; and contingency for "bridge waste" costs if new facility not open or time
55-78-70-99	Matching Grant (3-780-00)				\$ 40,000	
<b>RESERVES</b>		<b>\$ 330,000</b>	<b>\$ 502,019</b>	<b>\$ 509,756</b>	<b>\$ 451,941</b>	



**Town of Hampden**  
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**TO:** Finance Committee and Town Council  
**FROM:** Angus Jennings, Town Manager  
**DATE:** March 15, 2018  
**RE:** April meeting schedule, and Designation of Acting Town Manager

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I will be out of the office on vacation from Monday, April 16<sup>th</sup> through Sunday, April 22<sup>nd</sup>, returning to the office on Monday, April 23.

In order that I can be available to help with preparation of the April Infrastructure Committee meeting packet, I request Council approval to change the date of the regularly scheduled meeting so that it would occur on Monday, April 30<sup>th</sup> instead of Monday, April 23<sup>rd</sup>.

Pursuant to Sec. 404 of the Town Charter, I would also like to designate Public Safety Director Joe Rogers to exercise the powers and perform the duties of Town Manager during my absence. Chief Rogers has agreed to serve in this capacity, and he and I will meet prior to my departure to review active issues and anticipated responsibilities during my absence.

This schedule change and designation of Acting Town Manager are both subject to approval of the Town Council, and this letter is intended for consideration at the meeting on March 19.

cc: Chief Rogers