

FINANCE & ADMINISTRATION COMMITTEE MEETING

Tuesday, February 19, 2013

5:30 p.m.

Hampden Town Office

1. Minutes of 2/4/2013 Meeting
2. Financial Statements – January 2013
3. Review & Sign Warrants
4. Old Business
5. New Business
 - a. Police Vehicle Bid Results
 - b. Maine Service Centers Coalition Membership
6. Public Comment
7. Committee Member comments

FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES
Monday, February 4, 2013

Attending:

Mayor Janet Hughes	Councilor Jean Lawlis
Councilor Carol Duprey	Town Manager Sue Lessard
Councilor Tom Brann	Resident Terry McAvoy
Councilor William Shakespeare	
Councilor Shelby Wright	

The meeting was opened at 5:40 p.m. by Mayor Hughes.

1. Minutes of 1/22/2013 Meeting – Motion by Councilor Wright, seconded by Councilor Lawlis to approve the minutes as presented. Unanimous vote in favor.
2. Review & Sign Warrants – Councilor Shakespeare questioned a number of expenditures including those for taking down the Christmas lights, police department training, public works and public safety vehicle repair, as well as expenditures by the travel basketball program. He expressed the opinion that the town needs to closely monitor all expenses given the potential budget problems ahead for 2014. Councilor Duprey requested a breakdown of employee benefits. The Town Manager indicated that she prepared that information during every budget process and would email the Committee with the information for the current budget. The warrants were signed by Committee members as presented.
3. Old Business
 - a. Committee Reappointments:
 1. Gerry Ouellette – Personnel Appeals Board
 2. Aimee Smith – Board of AppealsMotion by Councilor Lawlis, seconded by Councilor Duprey to recommend reappointment of both applicants to their respective Boards. Unanimous vote in favor.
 - b. Charter School Discussion – This item was on the agenda for consideration at the last Finance & Administration Committee meeting related to a lease possibility at the old Hampden Academy by a Charter School. The applicant was not approved by the State of Maine and has subsequently withdrawn their interest in the property at this time. The Committee discussed the financial pros and cons of a charter school at that location. Several councilors and the

Town Manager were concerned about potential loss of funding from MSAD 22 and the likelihood that the member towns would have to make that up through local property taxes. Other Councilors considered Charter Schools as a good alternative option for area students.

c. Review of Town Charter – Town Council Section – Since the Finance & Administration Committee has had difficulty getting this item accomplished, the Committee set up a special meeting on Monday, March 25th at 5:30 p.m.

4. New Business - None

5. Public Comment - None

6. Committee Member comments

Councilor Shakespeare questioned what the status was of the old Jeep in the Fire Department. The manager responded that the Infrastructure Committee had asked for a recommendation from the Fire Department on the subject and that the department recommendation was that the vehicle be sold. This item will be put back on the Infrastructure Committee agenda for consideration at the end of February. Councilor Shakespeare also commented on the rumors he had heard in regard to the conditions at the new Hampden Academy and construction problems there. Mayor Hughes reported on a conversation that she had with the general contractor for the project. The Town Manager indicated that she would talk to the School Superintendent and get accurate information for the Council by their next meeting.

Motion by Councilor Wright, seconded by Councilor Lawlis to adjourn at 6:58 p.m.

Respectfully submitted,

Susan Lessard
Town Manager

4a

TOWN OF HAMPDEN
PUBLIC SAFETY DEPARTMENT

POLICE VEHICLE
BID SHEET

January 31, 2013
12:00 p.m.

BIDDER	VEHICLE	BID AMOUNT
Central Chrysler Jeep	2013 Dodge Charger (V6)	23,217.00
Central Chrysler Jeep	2013 Dodge Charger (V8)	24,372.00
Central Chrysler Jeep	2013 Dodge Durango (V6)	27,456.00
Central Chrysler Jeep	2013 Dodge Durango (V8)	28,773.00
Thornton Bros.	2013 Dodge Charger	25,449.00
Darling's	2013 Ford Police Utility	26,417.00
Darling's	2013 Ford Sedan Interceptor	26,675.00
O'Connor's	2013 Chevrolet Tahoe	30,975.00
O'Connor's	2013 Chevrolet Impala	21,044.00
Quirk Ford – Augusta	2012 Chevrolet Caprice	26,712.00
Quirk Ford – Augusta	2012 Dodge Charger	23,890.00
Quirk Ford – Augusta	2013 Ford Sedan Interceptor	23,646.00
Quirk Ford – Augusta	2013 Chevrolet Tahoe	30,847.00
Quirk Ford – Augusta	2013 Ford SUV Interceptor	25,354.00
Dutch Chevrolet	2013 Chevrolet Impala	21,335.00
Dutch Chevrolet	2013 Chevrolet Tahoe	31,924.00

MAINE SERVICE CENTERS COALITION

60 Community Drive • Augusta, Maine 04330 • (207) 623-8428

John Bubier, Chair
City of Biddeford
(207) 284-9313

Eugene Conlogue, Vice Chair

46

January 28, 2013

Ms Susan Lessard, Town Manager
Town of Hampden
106 Western Avenue
Hampden, ME 04444-1428

Dear Susan:

As we begin 2013, I wanted to take the opportunity to renew our invitation to Hampden and ask that you consider rejoining the Maine Service Centers Coalition and providing dues support for this organization and the many policy initiatives we are advocating. Frankly, we need your municipalities help and support now more than ever.

This Legislative Session may well be the most critical fiscal challenge for Service Centers in recent memory. The Governor has just released his biennial budget proposals as well as his proposals to close the gap in this fiscal year's general fund budget. **Together, his budget proposals will cut more than 420 million dollars from municipal revenue and from programs that directly assist our property tax payers in the next two years.**

The need for municipal cooperation and the Maine Service Centers Coalition's collective efforts has never been greater. The financial challenges in both the general fund and highway fund budgets continue to spiral out of control. The general fund structural gap for the upcoming biennium has been projected to be in the area of \$850 million. In addition, the Governor and Legislators have thus far been unable to come to grips with the rapid decline in highway fund revenue. A recent study outlined the highway fund budget would need an additional \$150 million per year for the next decade to address the critical areas of deficient bridges and highways. The study also noted that 33% of Maine's major local or state maintained highways are in either poor or mediocre condition; that 30% of Maine's bridges are structurally deficient or functionally obsolete and that the annual collective maintenance costs to Maine drivers due to the deficient roads is now in excess of \$300 million.

During the past two years our Service Centers Coalition fought primarily a defensive battle on a variety of fronts. We actively tracked more than 500 of the nearly 1800 bills considered during the session. We were unable to end the continuing raids on the municipal revenue sharing program or to make further progress to properly funding local aid to education, the two largest obstacles to our being able to provide significant property tax relief to our citizens.

(over)

We did however, achieve several very positive victories. Working with key legislators and other interested we prevented the original Administration proposal to abolish the municipal revenue sharing program structure. We helped defeat a half dozen bills seeking to significantly reduce municipal excise tax revenue. We supported the effort to fix the Maine Uniform Building and Energy Code and the MMA initiated bill used as a vehicle. We defeated several of the most harmful proposals to change the General Assistance laws that would have most severely impacted Service Centers. Our efforts also helped enact the bill amending the Informed Growth Act eliminating the mandatory \$40,000 fee for an impact analysis and allowing municipalities to opt in voluntarily. These were just a few of the positive results and many of your efforts contributed significantly to our success.

Given the ongoing fiscal problems the Maine Service Centers Coalition leadership and staff will continue to need your help, support and input. For this Legislative Session, we are again relying upon Richard Trahey and his firm of Maine Governmental Relations for professional lobbying staff support. I believe that this relationship with Richard has benefited the Coalition greatly in providing us access to policy makers, sound policy advice and effective advocacy services.

The MSCC Membership Dues for 2013 would be \$870.84. We hope you will respond favorably by completing the attached forms to indicate your community's desire to join the Maine Service Center Coalition. Membership dues are set at twelve cents per capita based on your community's population (established by the 2000 U.S. Census) with a minimum dues payment of \$500 per community. Please be sure to indicate on the form to whom we should rely upon as the principal REPRESENTATIVE and ALTERNATE for your community authorized to vote at business meetings of the Coalition.

Once we have confirmation of your community's intent to join the Coalition, we will invoice you accordingly. Also, please feel free to contact me directly at the Biddeford City Hall (284-9313) or by e-mail at jbubier@biddefordmaine.org.

We strongly encourage you to join us. Together we can make 2013 a productive year for the Maine Service Centers Coalition.

Sincerely,



John Bubier, Chair
City of Biddeford

Enclosures (3)

MAINE SERVICE CENTERS COALITION

C/O MAINE MUNICIPAL ASSOCIATION
60 COMMUNITY DRIVE
AUGUSTA, ME 04330

DATE: January 18, 2013

DUES NOTICE: MSCC-MBR

Ms Susan Lessard, Town Manager
Town of Hampden
106 Western Ave
Hampden, ME 04444-1428

DATE	DESCRIPTION	POPULATION	AMOUNT
01-01-13	Annual Membership Dues for 2013 [Annual dues are based on 12¢ per capita with a minimum annual dues of \$500.00.] Thank you for considering membership in the Maine Service Center Coalition.	7,257	\$870.84
	TOTAL AMOUNT DUE		\$870.84

Please make checks payable to **MAINE SERVICE CENTERS COALITION**. If you have any questions, contact Theresa Chavarie in the MMA Executive Office at 1-800-452-8786. Thank you.

MAINE SERVICE CENTERS COALITION

**Resolution for Membership and
Appointment of Voting Delegate Representative and Alternate**

BE IT RESOLVED that the _____
(City/Town Council or Board of Selectmen)

Hereby authorizes membership in the Maine Service Centers Coalition for 2013 and designates:

(name) (position in municipality)

to be the appointed REPRESENTATIVE for the Maine Service Centers Coalition and is therefore authorized to vote at the Maine Service Centers Coalition business meetings.

BE IT FURTHER RESOLVED that the designated ALTERNATE is:

(name) (position in municipality)

Dated Attested To By:

Please return this Resolution as soon as possible to:

Maine Service Centers Coalition
c/o Theresa Chavarie, Manager, Member Relations
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
E-mail: tchavarie@memun.org

MAINE SERVICE CENTERS COALITION

VOTING DELEGATES - 2013

Membership Information Sheet

MSCC REPRESENTATIVE	MSCC ALTERNATE
NAME:	NAME:
TITLE:	TITLE:
MUNICIPALITY:	MUNICIPALITY:
MAILING ADDRESS:	MAILING ADDRESS:
CITY/ST/ZIP:	CITY/ST/ZIP:
TOWN OFFICE PHONE:	TOWN OFFICE PHONE:
WORK PHONE:	WORK PHONE:
HOME PHONE:	HOME PHONE:
FAX PHONE:	FAX PHONE:
E-MAIL ADDRESS:	E-MAIL ADDRESS:

RETURN TO:

Maine Service Centers Coalition
c/o Theresa Chavarie, Manager of Member Relations
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: (207) 626-3358
E-MAIL: tchavarie@memun.org