

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, March 18, 2013

5:30 p.m.

Hampden Town Office

1. Minutes of 2/19/2013 Meeting
2. Financial Statements – February 2013
3. Review & Sign Warrants
4. Old Business
 - a. Lease Agreements:
 1. Kiwanis Club
 2. Snowmobile Club
 - b. Snapshot of Skehan Center Operating Costs
 - c. Old Hampden Academy Phase II Environmental Review –
Crede Associates Proposal
 - d. Maine People's Alliance – Resolution re Governor's
Proposed Budget
5. New Business
6. Public Comment
7. Committee Member comments

FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES
Tuesday, February 19, 2013

Attending:

- | | |
|-------------------------------|----------------------------------|
| Councilor Tom Brann | Town Manager Sue Lessard |
| Councilor William Shakespeare | Resident Terry McAvoy |
| Councilor Carol Duprey | Public Safety Dir. Joseph Rogers |
| Councilor Jean Lawlis | |
| Councilor Shelby Wright | |

The meeting was opened at 5:45 p.m. by Deputy Mayor Tom Brann.

1. Minutes of 2/4/2013 Meeting – Motion by Councilor Wright, seconded by Councilor Lawlis to accept the minutes of 2/4/2013. Unanimous vote in favor.
2. Financial Statements – January 2013 – The Town Manager presented the financial statements for January 2013 and answered Committee member questions. Councilor Lawlis asked for updated information regarding the Governor’s budget proposal and the Town Manager informed the Committee that no further budget information had been provided by the legislature or the Governor’s office.
3. Review & Sign Warrants – Committee members reviewed and signed payroll and payment warrants. The Town Manager and Public Safety Director explained in detail the check to the Town of Lincoln related to the hiring of a police officer within 5 years of when he had attended the Police Academy.
4. Old Business - None
5. New Business
 - a. Police Vehicle Bid Results – The Public Safety Director reviewed the bids that had been received for a new cruiser. He indicated that it was the police department recommendation that the Town purchase another SUV and accept the low bid for that type of vehicle from Quirk’s of Augusta for \$25,324. Committee members discussed the need for an SUV based on the weather at certain times of the year and the amount of gear that police officers carry on their person and in their vehicle. Motion by Councilor Shakespeare, seconded by Councilor Duprey to recommend to the full Council that the Town purchase a 2013 Ford

Interceptor SUV at a cost of \$25,324 with \$25,000 from the Police Department operating budget and \$324 from Police Cruiser Reserve. Unanimous vote in favor.

- b. Maine Service Centers Coalition Membership – The Town Manager reviewed the membership application with the Committee and explained that although the Town of Hampden was considered a ‘service center’ community due to population density adjacent to Bangor, the Town had little in common with the majority of the membership of the group. She recommended that the Finance & Administration Committee not make a recommendation for participation in this group at this time. The Finance & Administration Committee took no action on this item

6. Public Comment - None

7. Committee Member comments

Councilor Shakespeare asked that a member of the Public Safety Department attend an upcoming Council meeting to update the Council on the results of a customer satisfaction survey that they had conducted and what steps the Police & Fire departments had taken to address concerns raised in survey responses.

Motion by Councilor Wright, seconded by Councilor Lawlis to adjourn at 6:25 p.m. Unanimous vote in favor.

Respectfully submitted –

Susan Lessard
Town Manager

CASH POSITION
All Accounts 2/28/2013

Maine Savings Accounts	Balance 2/28/2013	Earning Rate	Ladder
General Fund	\$829,479.37	1%	ongoing
Sewer Fund	\$110,968.12	1%	ongoing
Reserve Fund	\$197,208.58	1%	ongoing
Susan G. Abraham Schol. (5 year CD - 1 years remaining)	\$28,642.61	1%	
Maine Savings Total	\$1,166,298.68		
Morgan Stanley - CD Investments	\$2,026.54		
Bangor Savings			
Reserves	\$546,516.30	.5-2.75%	2013-2019
Sewer	\$84,416.15	.5-2.75%	2013-2019
Cemetery	\$97,164.15	.5-2.75%	2013-2019
Lura Hoit Pool	\$7,716.89	.5-2.75%	2013-2019
Hampden Environmental Trust - Principal	\$3,044,789.93	1.85%-3.050%	2013 -2020
Hampden Environmental Trust - Interest	\$900,247.68	1.85%-3.050%	2013-2020
Bangor Savings Bank Total	\$4,680,851.10		
Total Funds	\$5,849,176.32		

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Tax Collection
02/28/2013

		To Be Collected 7/1/2012	Collected as of 2/28/2013	% Collected
2012-2013 Property Taxes	\$	8,883,071.26	\$ 4,785,362.12	53.87%
2011-2012 Tax Liens	\$	133,952.10	\$ 34,526.60	25.78%
2010-2011 Tax Liens	\$	95,321.45	\$ 92,527.34	97.07%
2009-2010 Tax Liens		\$3,471.36	\$3,198.12	92.13%
2008-2009 Tax Liens		729.41	729.41	100.00%
2007/2008 Tax Liens		\$80.69	\$80.69	100.00%
Sub-total		\$9,116,626.27	\$4,916,424.28	53.93
12-13 Personal Property Tax		\$377,456.62	\$197,672.16	52.37%
11-12 Personal Property Tax		\$8,399.23	\$701.28	8.35%
10-11 Personal Property Tax		\$2,388.18	\$0.00	0.00%
09-10 Personal Property Tax		\$1,455.17	\$0.00	0.00%
08-09 Personal Property		\$1,216.35	\$0.00	0.00%
07-08 Personal Property		\$1,383.17	\$0.00	0.00%
06-07 Personal Property		\$1,295.13	\$0.00	0.00%
Sub-total		\$393,593.85	\$198,373.44	50.40
TOTAL ALL TAXES		\$9,510,220.12	\$5,114,797.72	53.78

Sewer Collections
02/28/2013

	To be Collected Total	Amount Collected 2/28/2013	% Collected
Sewer Bills	\$430,476.17	\$389,629.06	90.51
Sewer Liens	\$33,910.40	\$19,840.16	58.51
TOTALS	\$464,386.57	\$409,469.22	88.17

Revenue Detail Report

ALL Accounts
July to February

Account----- Date	Jrnl	Desc---	Current Budget	Debits	Credits	Uncollected Balance
01 - GENERAL GOVT						
01 -		PROPERTY TAX REVENUE	9,232,402.00	0.00	9,250,424.43	-18,022.43
03 -		INT ON TAXES	9,000.00	768.65	4,893.95	4,874.70
05 -		INTEREST/COSTS ON TAX LIENS	25,000.00	443.65	18,410.57	7,033.08
15 -		MV EXCISE TX	1,500,000.00	1,139.89	971,321.37	529,818.52
17 -		BOAT EXCISE	8,500.00	4.00	1,535.60	6,968.40
18 -		AGENT FEES	21,000.00	0.00	12,329.00	8,671.00
19 -		CLERK FEES	12,500.00	0.00	7,978.10	4,521.90
23 -		INTEREST EARNED ON ACCOUNTS	25,000.00	0.00	15,245.12	9,754.88
25 -		RENTAL INCOME	2,000.00	0.00	850.00	1,150.00
27 -		PLUMBING FEE	6,000.00	160.00	5,400.00	760.00
29 -		CODE ENFORCEMENT FEES	15,000.00	19.00	10,116.20	4,902.80
31 -		PLANNING BOARD FEES	3,000.00	5.00	1,055.00	1,950.00
33 -		Carried Balances	126,138.00	0.00	0.00	126,138.00
35 -		CABLE TV FEE	39,500.00	0.00	41,794.27	-2,294.27
37 -		FEE/PERMITS	1,000.00	0.00	600.00	400.00
41 -		HCB REVENUE	120,000.00	0.00	0.00	120,000.00
45 -		SERVICE FEE- PAYMENT IN LIEU	18,000.00	0.00	6,557.00	11,443.00
47 -		BUSINESS PARK REVENUE	50,000.00	0.00	0.00	50,000.00
78 -		SEWER INCOME	60,000.00	0.00	0.00	60,000.00
79 -		MISC INCOME	2,000.00	35.00	330.00	1,705.00
80 -		HOMESTEAD EX	157,562.00	0.00	157,717.00	-155.00
81 -		TREE GROWTH	2,000.00	0.00	2,252.50	-252.50
82 -		VETERAN'S REMIBURSEMENT	6,400.00	0.00	6,954.00	-554.00
85 -		Business Equip Tax Reimburse	86,052.00	0.00	86,053.00	-1.00
86 -		GENERAL ASSISTANCE REIMBURSEMT	3,750.00	0.00	981.88	2,768.12
88 -		REVENUE SHARING	600,000.00	0.00	383,436.46	216,563.54
99 -		APPROPRIATION FROM FUND BALANC	535,212.00	0.00	0.00	535,212.00
		Department..	12,667,016.00	2,575.19	10,986,235.45	1,683,355.74
05 - PUBLIC SAFETY						
01 -		ANIMAL CONTROL FEES	1,000.00	0.00	725.00	275.00
05 -		AMBULANCE FEES	200,000.00	4,182.21	114,547.74	89,634.47
15 -		POLICE RECEIPTS	2,500.00	0.00	1,165.50	1,334.50
20 -		POLICE WAGE REIMBURSEMENT	120,000.00	0.00	53,383.85	66,616.15
		Department..	323,500.00	4,182.21	169,822.09	157,860.12
10 - PUBLIC WORKS						
01 -		CEMETERY FEES	5,000.00	0.00	2,425.00	2,575.00
05 -		SALE OF CEMETERY LOTS	4,000.00	0.00	1,000.00	3,000.00
07 -		CEMETERY RES. USE	5,000.00	0.00	0.00	5,000.00
		Department..	14,000.00	0.00	3,425.00	10,575.00
15 - SOLID WASTE						
01 -		TRANSFER STATION PERMITS	15,500.00	20.00	12,160.00	3,360.00
05 -		SOLID WASTE RECYCLING	23,000.00	0.00	13,700.37	9,299.63
10 -		PERC REVENUE	95,000.00	2,074.76	63,933.65	33,141.11
		Department..	133,500.00	2,094.76	89,794.02	45,800.74
20 - RECREATION/CULTURE						
01 -		LIBRARY FEES	7,000.00	0.00	4,355.90	2,644.10
		Department..	7,000.00	0.00	4,355.90	2,644.10
25 - THE BUS						
01 -		BUS GRANT FUNDS	5,000.00	0.00	0.00	5,000.00
02 -		Transit Bonus	10,000.00	0.00	0.00	10,000.00
		Department..	15,000.00	0.00	0.00	15,000.00
Final Totals			13,160,016.00	8,852.16	11,253,632.46	1,915,235.70

Expense Detail Report

ALL Accounts
July to February

Account----- Date	Jrnl	Desc---	Current Budget	Debits	Credits	Unexpended Balance
01 - GENERAL GOVT						
01 - ADMIN			589,630.00	402,812.58	3,446.08	190,263.50
02 - GIS/IT			118,084.00	72,276.80	507.57	46,314.77
03 - COMMUNICATIONS			30,371.00	13,353.97	1,489.92	18,506.95
05 - TOWN COUNCIL			35,290.00	23,144.87	1.32	12,146.45
10 - MUNICIPAL BUILDING			94,343.00	63,860.52	83.56	30,566.04
15 - TAX COLLECTR			6,000.00	5,054.67	0.19	945.52
20 - ELECTIONS			6,997.00	5,343.52	175.35	1,828.83
25 - ASSESSOR/PLANNING/CEO			252,855.00	173,598.77	76.81	79,333.04
30 - ECONOMIC DEV			115,833.00	83,441.66	606.30	32,997.64
		Department..	1,249,403.00	842,887.36	6,387.10	412,902.74
05 - PUBLIC SAFETY						
01 - POLICE			1,028,233.00	676,549.55	9,545.72	361,229.17
05 - FIRE DEPT.			972,981.00	598,468.39	4,060.60	378,573.21
10 - PUBLIC SAFETY			187,011.00	119,205.14	678.46	68,484.32
		Department..	2,188,225.00	1,394,223.08	14,284.78	808,286.70
06 - Non-Department Utilities						
06 - Utilities			469,150.00	338,563.15	0.00	130,586.85
		Department..	469,150.00	338,563.15	0.00	130,586.85
10 - PUBLIC WORKS						
01 - HIGHWAY			1,377,403.00	854,713.80	11,225.61	533,914.81
05 - GARAGE			30,340.00	20,493.12	0.00	9,846.88
		Department..	1,407,743.00	875,206.92	11,225.61	543,761.69
15 - SOLID WASTE						
10 - SOLID WASTE			393,636.00	248,172.15	97.14	145,560.99
		Department..	393,636.00	248,172.15	97.14	145,560.99
20 - RECREATION/CULTURE						
01 - PARKS/REC			136,570.00	92,458.85	444.04	44,555.19
10 - DYER LIBRARY			238,415.00	160,133.46	1,291.15	79,572.69
20 - L HOIT MEMORIAL POOL			224,917.00	140,297.92	0.00	84,619.08
		Department..	599,902.00	392,890.23	1,735.19	208,746.96
25 - THE BUS						
10 - THE BUS			73,000.00	46,066.07	0.00	26,933.93
		Department..	73,000.00	46,066.07	0.00	26,933.93
30 - BUILDINGS/GROUNDS						
10 - BLDG/GROUNDS			94,872.00	54,330.47	68.93	40,610.46
		Department..	94,872.00	54,330.47	68.93	40,610.46
38 - OUTSIDE AGENCIES						
10 - OUTSIDE AGENCIES			12,735.00	12,735.00	0.00	0.00
		Department..	12,735.00	12,735.00	0.00	0.00
40 - GENERAL ASSISTANCE						
10 - GEN'L ASSIST			15,000.00	2,607.64	0.00	12,392.36

	Department..	15,000.00	2,607.64	0.00	12,392.36
45 - COUNTY TAX					
10 - COUNTY TAX		695,306.00	695,505.91	0.00	-199.91
	Department..	695,306.00	695,505.91	0.00	-199.91
50 - DEBT SERVICE					
10 - GENERAL		380,268.00	339,326.72	0.00	40,941.28
	Department..	380,268.00	339,326.72	0.00	40,941.28
55 - RESERVE ACCT					
11 - COMPUTER		20,000.00	20,000.00	0.00	0.00
17 - PUBLIC WORKS EQUIP REPLACEMENT		100,000.00	100,000.00	0.00	0.00
61 - STREETS AND ROADS		100,000.00	100,000.00	0.00	0.00
63 - LIBRARY RESERVE		5,000.00	5,000.00	0.00	0.00
	Department..	225,000.00	225,000.00	0.00	0.00
65 - ED GEN'L SVS					
10 - EDUCATION GENERAL SERVICES		5,299,962.00	3,533,308.27	0.00	1,766,653.73
	Department..	5,299,962.00	3,533,308.27	0.00	1,766,653.73
66 - OVERLAY					
01 - OVERLAY		38,704.00	0.00	0.00	38,704.00
	Department..	38,704.00	0.00	0.00	38,704.00
67 - TIF					
01 - TIF REIMBURSEMENT		17,110.00	8,555.00	0.00	8,555.00
	Department..	17,110.00	8,555.00	0.00	8,555.00
Final Totals		13,160,016.00	9,009,377.97	33,798.75	4,184,436.78

Reserves 2012-2013		Balance	% of Total	Checking Interest	FMV Change	Invest Interest	Total FMV/Inv	Revenue	Expense	Balance
Account #	Description									
	28-Feb-13									
702	Municipal Building	\$ 11,423.23	1.5175%	\$ 29.87	\$ 1,108.73	\$ 679.54	\$ 1,788.27			\$ 11,450.82
706	Contingency	\$ 609.74	0.0810%	\$ 0.02	\$ 0.90	\$ 0.55	\$ 27.14			\$ 611.22
708	Cemetery	\$ 22,873.40	3.0386%	\$ 0.91	\$ 33.69	\$ 20.65	\$ 54.34			\$ 22,928.65
710	City Bus Purchase Reserve	\$ 1,238.89	0.1646%	\$ 0.05	\$ 1.82	\$ 1.12	\$ 2.94			\$ 1,241.88
711	Computer	\$ 87,816.70	11.6660%	\$ 3.48	\$ 129.34	\$ 79.28	\$ 208.62	\$ 101.50		\$ 88,130.31
715	Copier Reserve	\$ 239.42	0.0318%	\$ 0.01	\$ 0.35	\$ 0.22	\$ 0.57			\$ 240.00
717	Publ.Wrks.Equip.Replace.	\$ 23,716.91	3.1507%	\$ 0.94	\$ 34.93	\$ 21.41	\$ 56.34			\$ 23,774.19
719	Town Records Restoration	\$ 5,189.71	0.6894%	\$ 0.21	\$ 7.64	\$ 4.68	\$ 12.33			\$ 5,202.24
721	Planning Board Development	\$ 3,157.37	0.4194%	\$ 0.13	\$ 4.65	\$ 2.85	\$ 7.50			\$ 3,165.00
723	Planning Board reserve	\$ 2,462.96	0.3272%	\$ 0.10	\$ 3.63	\$ 2.22	\$ 5.85			\$ 2,468.91
725	Planning and Commissions	\$ 5,194.20	0.6900%	\$ 0.21	\$ 7.65	\$ 4.69	\$ 12.34			\$ 5,206.75
727	Economic Development Reserve	\$ 1,538.61	0.2044%	\$ 0.06	\$ 2.27	\$ 1.39	\$ 3.66			\$ 1,542.32
729	Town Properties Reserve	\$ 12,279.59	1.6313%	\$ 0.49	\$ 18.09	\$ 11.09	\$ 29.17			\$ 12,309.25
731	GIS Mapping Reserve	\$ 35,847.17	4.7621%	\$ 1.42	\$ 52.80	\$ 32.36	\$ 85.16			\$ 35,933.75
733	Wage Study	\$ 21,187.44	2.8147%	\$ 0.84	\$ 31.21	\$ 19.13	\$ 50.33			\$ 21,238.62
737	Ambulance	\$ 106,247.94	14.1145%	\$ 4.22	\$ 156.49	\$ 95.91	\$ 252.41			\$106,504.56
739	Vaccine/Radio (EMS)	\$ 1,024.61	0.1361%	\$ 0.04	\$ 1.51	\$ 0.92	\$ 2.43			\$ 1,027.09
741	Fire Truck	\$ 36,021.05	4.7852%	\$ 1.43	\$ 53.06	\$ 32.52	\$ 85.57			\$ 36,108.05
743	Fire Truck Refurbishing	\$ 20,689.79	2.7485%	\$ 0.82	\$ 30.47	\$ 18.68	\$ 49.15			\$ 20,739.77
745	Fire Dept. Building Reserve	\$ 7,066.17	0.9387%	\$ 0.28	\$ 10.41	\$ 6.38	\$ 16.79			\$ 7,083.24
747	Visual Aid-Fire Dept	\$ 56.75	0.0075%	\$ 0.00	\$ 0.08	\$ 0.05	\$ 0.13			\$ 56.89
749	Fire Dept.Training Reserve	\$ 2,320.33	0.3082%	\$ 0.09	\$ 3.42	\$ 2.09	\$ 5.51			\$ 2,325.93
751	Boat Reserve	\$ 1,458.43	0.1937%	\$ 0.06	\$ 2.15	\$ 1.32	\$ 3.46			\$ 1,461.95
753	Police Cruiser/Comm.	\$ 8,365.04	1.1113%	\$ 0.33	\$ 12.32	\$ 7.55	\$ 19.87			\$ 8,385.24
759	Communications Reserve	\$ 795.06	0.1056%	\$ 0.03	\$ 1.17	\$ 0.72	\$ 1.89			\$ 796.98
761	Streets and Roads	\$ 143,276.60	19.0336%	\$ 5.69	\$ 211.03	\$ 129.34	\$ 340.37	\$ 19,696.00		\$163,318.65
763	Library	\$ 18,814.31	2.4994%	\$ 0.75	\$ 27.71	\$ 16.98	\$ 44.70	\$ (2,887.74)		\$ 15,972.01
765	Library Grant	\$ 255.25	0.0339%	\$ 0.01	\$ 0.38	\$ 0.23	\$ 0.61			\$ 255.86
767	Recreation Area Reserve	\$ -	0.0000%	\$ -	\$ -	\$ -	\$ -			\$ -
768	Playground	\$ 0.00	0.0000%	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00			\$ 0.00
769	Recreation/Conservation	\$ 68,714.64	9.1284%	\$ 2.73	\$ 101.21	\$ 62.03	\$ 163.24			\$ 68,880.61
771	Pool Facility Reserve	\$ 10,492.65	1.3939%	\$ 0.42	\$ 15.45	\$ 9.47	\$ 24.93			\$ 10,517.99
773	Marina Improvements	\$ 15,796.91	2.0985%	\$ 0.63	\$ 23.27	\$ 14.26	\$ 37.53			\$ 15,835.06
775	Buildings/Grounds Reserve	\$ 3,757.26	0.4991%	\$ 0.15	\$ 5.53	\$ 3.39	\$ 8.93			\$ 3,766.34
777	Solid Waste/Municipal Garage	\$ 17,871.57	2.3742%	\$ 0.71	\$ 26.32	\$ 16.13	\$ 42.46			\$ 17,914.73
778	Garage Modifications	\$ 29,328.73	3.8962%	\$ 1.16	\$ 43.20	\$ 26.48	\$ 69.67			\$ 29,399.57
780	Matching Grants	\$ 25,626.79	3.4044%	\$ 1.02	\$ 37.75	\$ 23.13	\$ 60.88			\$ 25,688.69
		\$ 752,755.23	100.0000%	\$ 29.87	\$ 1,108.73	\$ 679.54	\$ 1,788.27	\$ 101.50	\$ 16,808.26	\$ 771,483.13

Reserves 2012 - 2013 7/1/2012-2/28/2013		GL Balance	% of Total	Checking Inte	FMV Change	Invest Interest	Total FMV/Int	Revenue	Expense	Balance
Account #	Description									
702	Municipal Building	11,389.83	1.5726%	\$ 7.43	\$ (23.16)	\$ 76.72	\$ 53.57	\$ -	\$ -	\$ 11,450.82
706	Contingency	607.96	0.0839%	\$ 0.40	\$ (1.24)	\$ 4.10	\$ 2.86	\$ -	\$ -	\$ 611.22
708	Cemetery	21,810.65	3.0113%	\$ 14.44	\$ (46.43)	\$ 149.99	\$ 103.56	\$ 1,000.00	\$ -	\$ 22,928.65
710	City Bus Purchase Reserve	1,235.26	0.1705%	\$ 0.81	\$ (2.51)	\$ 8.32	\$ 5.81	\$ -	\$ -	\$ 1,241.88
711	Computer	71,406.50	9.8589%	\$ 48.56	\$ (114.27)	\$ 494.32	\$ 380.05	\$ 20,883.20	\$ (4,588.00)	\$ 88,130.31
715	Copier Reserve	238.72	0.0330%	\$ 0.16	\$ (0.49)	\$ 1.61	\$ 1.12	\$ -	\$ -	\$ 240.00
717	Publ.Wrks.Equip.Replace.	83,040.70	11.4652%	\$ 48.87	\$ (237.56)	\$ 482.31	\$ 244.75	\$ 100,450.00	\$ (160,010.13)	\$ 23,774.19
719	Town Records Restoration	5,174.53	0.7144%	\$ 3.37	\$ (10.52)	\$ 34.86	\$ 24.34	\$ -	\$ -	\$ 5,202.24
721	Planning Board Development	3,148.14	0.4347%	\$ 2.05	\$ (6.40)	\$ 16.54	\$ 11.55	\$ -	\$ -	\$ 3,165.00
723	Planning Board reserve	2,455.75	0.3391%	\$ 1.60	\$ (4.99)	\$ 16.54	\$ 11.55	\$ -	\$ -	\$ 2,468.91
725	Planning and Commissions	5,179.01	0.7151%	\$ 3.38	\$ (10.53)	\$ 34.89	\$ 24.36	\$ -	\$ -	\$ 5,206.75
727	Economic Development Reserve	1,534.11	0.2118%	\$ 1.00	\$ (3.12)	\$ 10.33	\$ 7.22	\$ -	\$ -	\$ 1,542.32
729	Town Properties Reserve	12,243.68	1.6904%	\$ 7.99	\$ (24.89)	\$ 82.48	\$ 57.58	\$ -	\$ -	\$ 12,309.25
731	GIS Mapping Reserve	35,742.34	4.9348%	\$ 23.31	\$ (72.67)	\$ 240.77	\$ 168.10	\$ -	\$ -	\$ 35,933.75
733	Wage Study	26,107.76	3.6046%	\$ 15.43	\$ (31.19)	\$ 146.62	\$ 115.43	\$ -	\$ (5,000.00)	\$ 21,238.62
737	Ambulance	105,937.23	14.6264%	\$ 69.09	\$ (215.38)	\$ 713.62	\$ 498.25	\$ -	\$ -	\$ 106,504.56
739	Vaccine/Radio (EMS)	1,021.62	0.1411%	\$ 0.67	\$ (2.08)	\$ 6.88	\$ 4.80	\$ -	\$ -	\$ 1,027.09
741	Fire Truck	35,915.71	4.9588%	\$ 23.42	\$ (73.02)	\$ 241.94	\$ 168.92	\$ -	\$ -	\$ 36,108.05
743	Fire Truck Refurbishing	20,629.29	2.8482%	\$ 13.45	\$ (41.94)	\$ 138.96	\$ 97.02	\$ -	\$ -	\$ 20,739.77
745	Fire Dept. Building Reserve	7,045.51	0.9728%	\$ 4.59	\$ (14.32)	\$ 47.46	\$ 33.14	\$ -	\$ -	\$ 7,083.24
747	Visual Aid-Fire Dept	56.59	0.0078%	\$ 0.04	\$ (0.12)	\$ 0.38	\$ 0.27	\$ -	\$ -	\$ 56.89
749	Fire Dept.Training Reserve	2,313.54	0.3194%	\$ 1.51	\$ (4.70)	\$ 15.58	\$ 10.88	\$ -	\$ -	\$ 2,325.93
751	Boat Reserve	1,454.16	0.2008%	\$ 0.95	\$ (2.96)	\$ 9.80	\$ 6.84	\$ -	\$ -	\$ 1,461.95
753	Police Cruiser/Comm.	8,340.58	1.1516%	\$ 5.44	\$ (16.96)	\$ 56.18	\$ 39.23	\$ -	\$ -	\$ 8,385.24
759	Communications Reserve	792.74	0.1095%	\$ 0.52	\$ (1.61)	\$ 5.34	\$ 3.73	\$ -	\$ -	\$ 796.98
761	Streets and Roads	2,563.03	0.3539%	\$ 27.20	\$ (88.34)	\$ 354.77	\$ 266.42	\$ 140,766.00	\$ 19,696.00	\$ 163,318.65
763	Library	15,807.45	2.1825%	\$ 10.45	\$ (26.03)	\$ 106.68	\$ 80.65	\$ 5,000.00	\$ (4,926.53)	\$ 15,972.01
765	Library Grant	254.50	0.0351%	\$ 0.17	\$ (0.52)	\$ 1.71	\$ 1.20	\$ -	\$ -	\$ 255.86
767	Recreation Area Reserve	0.00	0.0000%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
768	Playground	0.00	0.0000%	\$ 0.00	\$ (0.00)	\$ 0.00	\$ 0.00	\$ -	\$ -	\$ 0.00
769	Recreation/Conservation	68,513.69	9.4595%	\$ 44.68	\$ (139.29)	\$ 461.53	\$ 322.23	\$ -	\$ -	\$ 68,880.61
771	Pool Facility Reserve	60,284.77	8.3233%	\$ 23.30	\$ 96.34	\$ 113.57	\$ 209.91	\$ -	\$ (50,000.00)	\$ 10,517.99
773	Marina Improvements	15,750.71	2.1747%	\$ 10.27	\$ (32.02)	\$ 106.10	\$ 74.08	\$ -	\$ -	\$ 15,835.06
775	Buildings/Grounds Reserve	3,746.27	0.5172%	\$ 2.44	\$ (7.62)	\$ 25.24	\$ 17.62	\$ -	\$ -	\$ 3,766.34
777	Solid Waste/Municipal Garage	17,819.30	2.4603%	\$ 11.62	\$ (36.23)	\$ 120.04	\$ 83.81	\$ -	\$ -	\$ 17,914.73
778	Garage Modifications	49,172.09	6.7890%	\$ 25.66	\$ (12.41)	\$ 214.23	\$ 201.82	\$ -	\$ (20,000.00)	\$ 29,399.57
780	Matching Grants	25,551.85	3.5279%	\$ 16.66	\$ (51.95)	\$ 172.12	\$ 120.18	\$ -	\$ -	\$ 25,688.69
		724,285.57	100.0000%	\$ 470.92	\$ (1,261.10)	\$ 4,717.20	\$ 3,456.10	\$ 268,099.20	\$ (224,828.66)	\$ 771,483.13

LEASE AGREEMENT

AGREEMENT OF LEASE made this 17th day of March, 1983, by and between the INHABITANTS OF THE TOWN OF HAMPDEN, a municipal corporation situated in Penobscot County and State of Maine (hereinafter Lessor), and The KIWANIS CLUB OF HAMPDEN, a corporation without capital stock located in Hampden, County of Penobscot and State of Maine (hereinafter Lessee).

RECITALS

1. Lessor is the sole owner of the premises described as Parcel Two in the deed of School Administrative District No. 22 to The Inhabitants of the Town of Hampden, dated April 20, 1969, recorded in the Penobscot Registry of Deeds, Vol. 2183, Page 31 (the demised premises), and desires to lease the premises to a suitable lessee.
2. Lessee desires to lease the subject premises for the purposes to which its charter is dedicated, being all non-profit purposes.
3. The parties hereto desire to enter into a lease agreement defining their rights, duties and liabilities relating to the premises.

Therefore, in consideration of the mutual covenants contained herein, the parties agree as follows:

SECTION ONE
SUBJECT AND PURPOSE

Lessor leases the land and buildings situated in Hampden, Maine, as described hereinabove, to Lessee for the purposes to which its charter is dedicated, to wit: activities of a civic, social, educational, and otherwise non-profit nature.

SECTION TWO
TERM AND RENT

Lessor demises the subject premises to Lessee for a term of twenty-five (25) years, commencing June 1, 1983 and terminating twenty-five (25) years thereafter, to wit: May 31, 2008, at the annual rental rate of One Dollar (\$1.00). Rental payments shall be due and payable on the first day of June each year.

SECTION THREE
ALTERATIONS, ADDITIONS AND IMPROVEMENTS

Subject to the limitation that no substantial portion of the demised premises shall be demolished or removed by Lessee without the prior consent of Lessor, Lessee may, at its own expense, make any alterations, additions or improvements in and to the demised premises. All alterations, additions and improvements shall be performed in a workmanlike manner.

All alterations, additions and improvements on or in the demised premises at the commencement of the lease term, and that may be erected or installed during the term shall, except as otherwise provided herein, become part of the demised premises and the

SECTION FOUR
REPAIRS

Lessee shall, at all times during the lease and at its own cost and expense, repair, replace and maintain in a good, safe and substantial condition the demised premises and shall use reasonable precaution to prevent waste, damage or injury to the demised premises.

SECTION FIVE
UTILITIES AND TAXES

All applications and connections for necessary utilities on the demised premises shall be made in the name of Lessee only, and Lessee shall be solely liable for all utility charges, including but not limited to gas, electricity and telephone services, water, heating costs and costs of snow removal.

SECTION SIX
PERMITS

It shall be the sole responsibility of Lessee to obtain all necessary federal, state and municipal permits such as may be necessary to the occupancy and use of the demised premises by Lessee.

SECTION SEVEN
LEASEHOLD AS SECURITY

Lessor agrees to permit Lessee to pledge the leasehold and/or any fixtures owned by Lessee as security for any loans(s) made by lending institutions, provided, however, that the loan shall be repayed by the end of the lease term and the said loan(s) shall be used solely for the purpose of making leasehold improvements.

SECTION EIGHT
DEFAULT

In the event Lessee shall fail to make rental payments on the due dates specified herein, or shall otherwise fail to comply with the obligations of Lessee under this Agreement at any time during the term of this Agreement, and shall continue to fail to make said rental payments or correct said failure to comply with this Agreement for a period of ten (10) days after receiving notice from Lessor of said default or breach, Lessor may at its option terminate the lease agreement by giving Lessee thirty (30) days written notice of said termination.

SECTION NINE
INSURANCE

Lessee agrees to provide insurance coverage at its own cost for all personal property, building contents, and Lessee-owned fixtures. Lessee further agrees to provide comprehensive liability insurance for the demised premises for its own protection in a reasonable amount given the nature of the contemplated or actual uses of the demised premises, and shall provide Lessor with a copy of said insurance policies if requested by Lessor. Lessee further

SECTION TEN
RIGHT TO SUBLET

Lessee agrees not to sublet or assign this lease or any portion of the leasehold, other than to a financial institution for purposes of an improvement loan mortgage (Section Seven) without the prior express written consent of a duly authorized agent of Lessor. Said improvement loan mortgage(s), however, shall be subordinate to the interest of Lessor in the demised premises.

SECTION ELEVEN
QUIET ENJOYMENT

Lessor warrants that Lessee shall be granted peaceable and quite enjoyment of the demised premises free from any eviction or interference by Lessor if Lessee faithfully abides by the terms and conditions of this lease agreement.

SECTION TWELVE
NOTICE

All notices shall be given in writing, and may be made by first-class mail sent to the party and addressed as follows:

LESSOR:

Inhabitants of the Town of Hampden
c/o Town Manager
Hampden Town Office
Hampden, ME 04444

or at such other place as Lessor may designate in writing

LESSEE:

Bion Foster
P.O. Box 287
Hampden, ME 04444

or at such other place as Lessee may designate in writing

Witness our hands and seals this 17th day of March, 1983.

Witness:

Marie G. Baker

INHABITANTS OF THE TOWN OF HAMPDEN

By [Signature]
Its Treasurer duly authorized
Lessor

KIWANIS CLUB OF HAMPDEN

By [Signature]
Its President duly authorized
Lessee

MEMORANDUM OF LEASE

Lessor: Inhabitants of the Town of Hampden
c/o Town Manager
Hampden Town Office
Hampden, ME 04444

Lessee: Kiwanis Club of Hampden
c/o Bion Foster
P.O. Box 287
Hampden, ME 04444

Date of Lease: March , 1983.

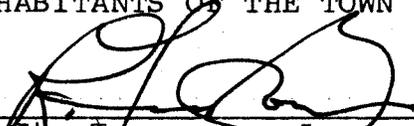
Term of Lease: June 1, 1983 to May 31, 2008.

Options of Renew: None.

Property Description: The premises situated in the Town of Hampden, County of Penobscot and State of Maine and more particularly described as Parcel Two in the deed of School Administrative District No. 22 to The Inhabitants of the Town of Hampden, dated April 20, 1969, recorded in Penobscot Registry of Deeds, Vol. 2183, Page 31.

INHABITANTS OF THE TOWN OF HAMPDEN

Dated: March 17, 1983

By 
Its Treasurer, Lessor

KIWANIS CLUB OF HAMPDEN

Dated: March 17, 1983

By 
Its President, Lessee

STATE OF MAINE

Penobscot, ss.

March 17, 1983

Personally appeared the above named R. Lewis Bone, Treasurer of the Town of Hampden, and acknowledged the foregoing instrument to be his free act and deed in said capacity and the free act and deed of said municipal corporation, and a true and accurate memorandum of the lease agreement described hereinabove.

Before me,


Notary Public--Justice of the Peace

LEASE AGREEMENT

LEASE AGREEMENT dated this 7th day of April, 2003, between Town of Hampden, a Maine municipality with a place of business in Hampden, Maine ("Landlord"), and Goodwill Riders, a Maine nonprofit corporation with a place of business in Hampden, Maine, ("Tenant").

1. LEASE OF PROPERTY; TERM OF LEASE.

(a) Landlord, for and in consideration of the rents to be paid and of the covenants and agreements hereinafter contained to be kept and performed by Tenant, hereby leases to Tenant, and Tenant hereby hires from Landlord, the land, together with buildings and improvements thereon, situated at 842 and 844 Western Avenue, Hampden, Maine, being a portion of Landlord's land depicted on Tax Map 8 as Lot 11A. The leased premises includes the so-called fire station building and the clubhouse building currently occupied by Tenant, as well as the appurtenant driveway(s) and parking area(s), all of which shall be referred to as the "premises."

(b) The term of this Lease shall be for a period of five (5) years, commencing on April 1, 2003 and ending on March 31, 2008, both dates inclusive, unless sooner terminated, as herein provided.

2. RENT.

(a) During the term of this lease, Tenant covenants and agrees to pay to Landlord, in advance, without demand, setoff, or reduction of any kind, annual rent in the amount of One Dollar (\$1.00).

3. PAYMENT OF ASSESSMENTS, UTILITY CHARGES, ETC.

(a) Tenant shall timely pay all charges for electricity, water, sewer, and all other public and private utility service or services furnished to or for the benefit of the premises during the term.

(b) Tenant shall also pay all costs, fees, and expenses associated with the use and maintenance of the premises.

(c) Tenant shall, at its sole cost and expense, sufficiently heat the premises to protect against freeze ups and damage to the buildings.

4. USE, MAINTENANCE, ALTERATIONS, REPAIRS, ETC.

(a) Tenant has leased the premises after a full and complete examination thereof, as well as its present uses and non-uses. Tenant accepts the premises without any representation or warranty, express or implied, in fact or by law, by Landlord and without recourse to Landlord as to the nature, condition, or suitability thereof, or the use or uses to which the premises or any part thereof may be put.

(b) Throughout the term, Landlord shall not be required to furnish any services or facilities, nor to make any repairs or alterations, in or to the premises. Tenant hereby assumes the full and sole responsibility for the condition, operation, repair, replacement, maintenance, and management of the entire premises.

(c) Tenant shall, at its sole cost and expense, at all times throughout the term, take good care of the premises and make all repairs necessary thereto in order to maintain and/or restore all buildings and improvements on the premises at least to the extent of their value at the time of maintenance and/or restoration, and as far as practicable to their original quality and character, as existed immediately prior to the occurrence necessitating the repairs, whether interior or exterior, structural or nonstructural, ordinary or extraordinary, and foreseen or unforeseen. Further, Tenant shall maintain and keep the premises in good order, repair and condition. The foregoing obligation of Tenant is absolute, regardless of whether the repair could be characterized as routine maintenance or a capital repair.

(d) Only upon obtaining the prior written consent of Landlord, Tenant may, at its sole cost and expense, make additions, alterations, and changes in and to the premises, provided that Tenant is not then in default in the performance of any of Tenant's covenants, obligations, duties, or agreements in this Lease. All erections, alterations, additions, and improvements, whether temporary or permanent in character, which may be made upon the premises by any person, except only the placement thereon of furniture, moveable trade fixtures, and moveable machinery or equipment of Tenant, shall become the property of Landlord and shall remain upon and be surrendered with the premises as part thereof at the termination of this Lease without any compensation whatsoever to Tenant or to anyone else.

(e) Tenant's use of the premises shall be as a snowmobile club.

5. INDEMNIFICATION OF LANDLORD.

(a) After commencement of this lease, Landlord shall not be responsible or liable for any damage or injury to any property or to any one or more persons at any time on or about the premises arising from any cause whatsoever after the commencement of this lease. Tenant shall not hold Landlord in any way responsible or liable therefor, and hereby releases and remises Landlord therefrom. Tenant shall defend, indemnify and hold Landlord harmless from and against (i) any and all claims, liabilities, penalties, damages, expenses and judgments arising from injury to persons or property of any nature in or upon the premises and (ii) any and all of the foregoing arising from Tenant's occupation of, and its conduct of activities upon, the premises.

6. INSURANCE.

(a) During the term, Tenant shall, at its sole cost and expense, and for the benefit of the Landlord, carry and maintain fire and extended coverage insurance covering the premises against loss or damage by fire and against loss or damage by other risks now or hereafter embraced by

"extended coverage", so-called, in an amount equal to current replacement costs of all improvements and buildings on the premises, and shall name Landlord and Tenant as loss payees as their interests may appear.

(b) During the term, Tenant shall, at its sole cost and expense, and for the benefit of Landlord, carry and maintain comprehensive public liability insurance, including property damage, insuring Landlord and Tenant against liability for injury or damage to persons or property occurring in or about the premises or arising out of the ownership, maintenance, or use or occupancy thereof. The liability under such insurance shall not be less than: (i) \$1,000,000.00 for any one person injured or killed, (ii) \$1,000,000.00 for any one accident, and (iii) \$100,000.00 for personal property damage per accident.

(c) All policies of insurance (except liability insurance) carried or maintained hereunder shall provide by endorsement that any loss shall be payable to Landlord and Tenant as their respective interest may appear. All such insurance shall be in a form, and maintained with carriers, satisfactory to Landlord.

(d) All policies of insurance carried or maintained hereunder shall contain an agreement by the insurer that each such policy shall not be cancelled without at least 10 days prior written notice to Landlord and Tenant.

(e) Tenant shall annually deliver to Landlord evidence of the above mentioned insurance coverage satisfactory to Landlord. Upon Tenant's failure to comply in full with this paragraph 6, Landlord shall have the immediate right to: (i) obtain the aforesaid insurance coverage, (ii) pay the premium therefor, and (iii) collect the amounts paid for the premium from Tenant.

7. DAMAGE OR DESTRUCTION.

(a) If, at any time during the term, the buildings or improvements on the premises shall be wholly or partially damaged or destroyed by fire or other casualty (including any casualty for which insurance coverage was not provided) of any nature whatsoever, regardless of whether said damage or destruction resulted from an act of God, the fault of Tenant, or from any other cause whatsoever, except those caused by Landlord, its agents or employees, and Landlord determines that it is in its best interests to have the same repaired or reconstructed, then Tenant shall promptly repair or reconstruct the damage or destroyed buildings and improvements on the premises at least to the extent of the value at the time the damage or destruction was suffered, and as far as practicable, to their original quality and character, of all such buildings and improvements as in existence immediately prior to the damage or destruction. Such repair or construction shall be made in accordance with plans and specifications therefore which shall first be submitted to, and approved in writing by, Landlord prior to commencement of any repair or reconstruction, which approval shall not be unreasonably withheld.

(b) All insurance money collected by Tenant and/or Landlord from any policy of insurance on account of such damage or destruction, less the cost, if any, incurred in connection with the adjustment of the loss and the collection thereof (herein sometimes referred to as the "insurance proceeds") shall be applied to the cost of repair or reconstruction of the premises, unless Landlord decides that repair or reconstruction is not in its best interests, in which event the insurance proceeds for the repair or reconstruction shall be paid to Landlord. Provided, however, that Tenant shall be reimbursed for its expense for materials it may have provided during the term of this lease to improve or alter, but not to repair, the buildings.

8. ASSIGNMENT; SUBLETTING.

(a) Tenant shall not assign, mortgage, pledge, hypothecate, encumber, or in any manner transfer this Lease, any portion thereof, or any interest therein, nor sublease all or any portion of the premises, without the prior written consent of Landlord.

(b) In the event of any voluntary or involuntary bankruptcy, arrangement, plan of reorganization, assignment for the benefit of creditors, or other insolvency or related proceeding filed, instituted, or conducted by, against, or otherwise on behalf of or regarding Tenant, the leasehold created hereby shall not be assigned in whole or in part nor the premises sublet, in whole or in part, nor shall either this leasehold or the premises be otherwise conveyed or transferred in whole or in part, to any party.

9. DEFAULT PROVISIONS.

The occurrence of any of the following events shall constitute a default under this Lease:

(a) Tenant shall fail to make full and timely payment of any rent or any other sum payable by Tenant to Landlord, and such failure continues for a period of 15 days after written notice by Landlord to Tenant as per paragraph 15 herein.

(b) Tenant shall fail to perform or observe any covenant, term or condition of this Lease to be performed or observed by Tenant, and such failure continues for a period of 30 days after written notice by Landlord to Tenant as per paragraph 15 herein (other than regarding defaults covered by sub-paragraph (a) hereof).

(c) Tenant shall cause or permit the premises to become vacant or abandoned for any period of time whatsoever.

10. LANDLORD'S REMEDIES.

Upon the occurrence of an event of default specified in paragraph 9 hereof, Landlord may, at its option, exercise any one or more of the following remedies:

(a) Landlord may give Tenant a notice of its intention to terminate this Lease, specifying a date not less than 30 days thereafter, upon which date this Lease, the term and estate hereby granted, and all rights of Tenant hereunder shall expire and terminate. Notwithstanding the foregoing: (i) Tenant shall remain liable for damages as hereinafter set forth, and (ii) Landlord may institute dispossession proceedings for non-payment of rent, distraint, or other proceedings to enforce the payment of rent. Upon such termination or expiration of this Lease, Tenant shall peaceably quit and surrender the premises to Landlord, and Landlord may without further notice enter upon, re-enter, possess, and repossess itself thereof, by force, summary proceedings, ejectment, or otherwise and may have, hold, and enjoy the premises.

(b) Landlord may, at Landlord's sole option (without imposing any duty upon Landlord to do so), and Tenant hereby authorizes and empowers Landlord to: (i) re-enter the premises on Tenant's account, for Landlord's own account or otherwise, (ii) relet the same for any term, (iii) remodel the same if necessary or desirable for such reletting purposes, and (iv) receive and apply the rent so received to pay all fees and expenses incurred by Landlord as a result of such default, including without limitation any legal fees and expenses arising therefrom, the costs of re-entry, repair, remodeling and reletting, and the payment of the rent, and other charges due hereunder. No entry, re-entry, or reletting by Landlord, whether by summary proceedings, termination, or otherwise, shall discharge Tenant from any of its liability to Landlord as set forth in this Lease.

(c) Tenant shall be liable for all costs, charges and expenses, including without limitation attorney's fees and disbursements, incurred by Landlord by reason of the occurrence of any default or the exercise of the Landlord's remedies with respect thereto.

11. LANDLORD'S RIGHT TO PERFORM; WAIVERS; ATTORNEY'S FEES.

(a) If the Tenant shall fail to make any payment required to be made under this Lease, or shall default in the performance of any covenant, agreement, term, provision, or condition herein contained, Landlord may 30 days after written notice as per paragraph 15 herein, without being under any obligation to do so and without thereby waiving such default, make such payment and/or remedy such other default for the account and at the sole expense of Tenant. Tenant shall pay to Landlord, on demand, the amount of all sums so paid and all expenses so incurred by Landlord.

(b) Landlord may restrain any breach of any covenant, agreement, term, provision, or condition herein contained. No term of this Lease shall be deemed to have been waived by Landlord unless such waiver is in writing, signed by Landlord or its agent fully authorized in writing. Receipt or acceptance of rent by Landlord shall not be deemed a waiver of any default under this Lease, nor of any right Landlord that may be entitled to exercise under this Lease.

(c) In the event of any default by Tenant under this Lease, Landlord shall be entitled, in addition to any other rights and remedies hereunder, to be reimbursed by Tenant for attorney's fees incurred by Landlord in the exercise of its rights and remedies.

12. EXPIRATION OF LEASE.

Upon the expiration of the term, or the sooner termination hereof:

(a) Tenant shall peaceably and quietly leave, surrender, and yield up unto Landlord the entire premises free of occupants. Any removable property of Tenant which shall remain in or upon the Premises after the expiration of the term or sooner termination thereof and the removal of

Tenant from the premises may, at the option of the Landlord, be deemed to have been abandoned, and may be either retained by Landlord as its property or disposed of in such manner as Landlord may in its sole discretion deem appropriate; and (b) If Tenant shall remain in the premises such holding over shall not constitute a renewal or extension of this Lease. Landlord may, at its sole discretion, elect to: (i) treat Tenant as one who has not removed at the end of its term, or thereupon be entitled to all remedies against Tenant provided for by law or under this Lease regarding such situation; or (ii) construe such holding over as a tenancy at will, subject to all the terms and conditions of this Lease except the duration thereof.

13. SUCCESSORS AND ASSIGNS.

Except as otherwise provided in this Lease, this Agreement shall inure to the benefit of, and shall be binding upon, the parties hereto and their respective successors and assigns.

14. ENTIRE AGREEMENT.

This Lease contains the entire agreement between the parties, supersedes all prior negotiations and understandings among them, and shall not be altered or amended except by written agreement signed by Landlord and Tenant.

15. NOTICES.

All notices, demands, and other communications hereunder shall be in writing, by certified mail, return receipt requested, and shall be sent to the following addresses:

To Landlord by mailing to:

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

To Tenant by mailing to:

Bill Hall
717 Western Avenue
Hampden, ME 04444

16. GOVERNING LAW.

This Lease shall be governed by and construed in accordance with the laws of the State of Maine.

17. COUNTERPARTS.

This Lease may be executed in several counterparts, each of which shall be deemed to be an original copy, and all of which taken together shall constitute one agreement binding on all parties hereto, notwithstanding that the parties shall not have signed the same counterpart.

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year first above written.

TOWN OF HAMPDEN

Katherine A. Case
Witness

By Susan Lessard
Susan Lessard
Its Town Manager

GOODWILL RIDERS

Robert Stubb
Witness

By Bill Hall
Name: Bill Hall
Title: Club President

Skehan Center Expenses		As of March 11, 2013						
	Heating	Water	Janitorial Supplies	Additional Staff	Add. Program Costs	Start up	Electricity	Total
	\$17,840.11	\$505.42	\$1,383.85	\$3,064.15	\$618.19	\$2,135.35	\$1,680.00	\$27,227.07
Skehan Center	Projected Expenses							
			March 11 - June 30					
Building Repair	Heating	Water	Janitorial Supplies	Add. Staff	Add. Program Costs	Misc.	Electricity	
\$1,500.00	\$7,500	\$1,010.84	\$1,800	\$4,215.00	\$1,800.00	\$500.00	\$3,360.00	\$21,685.88
TOTAL EXPENSES								\$48,912.95
Skehan Center	Monthly Deposits							
			As of March 11					
	HA Account	Part of Enterprise						
	\$18,212.44	\$6,510.00						\$24,722.44
Skehan Center	Projected Monthly Income							
			March 11 - June 30					
	March	April	May	June				
Roller Derby Rental	\$450.00	\$450.00	\$450.00	\$400.00				
Roller Derby Bouts	\$1,300.00	\$1,300.00	\$1,300.00	\$400.00				
Facility Rentals	\$1,012.50	\$512.50	\$400	\$2,000.00				
Special Events			\$3,700.00	\$680.00				
Programs	\$560.00	\$700	\$740.00	\$2,400.00				
Kids Korner	\$1,800.00	\$2,040	\$2,640.00	\$2,400.00				
TOTAL INCOME	\$5,122.50	\$5,002.50	\$9,230.00	\$5,880.00				\$25,235.00
								\$49,957.44

4b

4c



CREDERE ASSOCIATES, LLC

776 Main Street
Westbrook, Maine 04092
Phone: 207-828-1272
Fax: 207-887-1051

December 19, 2012

Via E-mail: economicdevelopment@hampdenmaine.gov

Mr. Dean Bennett
Director of Community and Economic Development
Town of Hampden
106 Western Avenue
Hampden, Maine 04444

**Subject: Assessment Summary and Proposal for PCB Site Characterization
Hampden Academy, 1 Main Road North, Hampden, Maine**

Dear Mr. Bennett:

Credere Associates, LLC (Credere) completed initial environmental assessment activities at the above-referenced property (the Site). These activities have culminated in the delivery of a May 15, 2012, Phase I Environmental Site Assessment (ESA) and a Phase II ESA dated September 20, 2012.

In order to support the decision making process associated with a future potential transfer of Site ownership and subsequent redevelopment, this proposal includes three components:

1. A summary of supplemental environmental activities that are necessary to support the redevelopment and/or re-use of the Site.
2. A summary of select findings of the Phase I ESA that were not investigated during the completed Phase II ESA activities. These activities were intentionally excluded from Credere's scope. It is Credere's understanding that these tasks will either be completed at a later date or, in the opinion of the Town of Hampden, do not warrant further investigation.
3. A detailed description, schedule, and cost estimate for Site characterization sampling, which is required to define the nature and extent of polychlorinated biphenyls (PCBs) in building materials located at the Site.

1. Activities That Are Warranted Prior to Redevelopment

- a. Lead was identified in groundwater associated with the septic system located east of Building 10 (technical education, math, and art building). Credere recommends that this issue be submitted to the Maine DEP Voluntary Response Action Program (VRAP). Because the Site is in an area where public drinking water is provided, this issue may potentially be resolved by recording a deed restriction that would prevent the on-Site use of groundwater for drinking purposes and would likely not require remediation.

- b. Regulated asbestos containing materials must be properly managed and/or abated prior to or during any future activity that could disturb these materials (i.e. renovation or demolition).
- c. A lead-based paint survey should be completed to confirm or dismiss the presence, and/or delineate the extent of lead-based paint on or within the Site buildings. This survey should be completed prior to any future activity that could disturb potential lead-based painted surfaces (i.e. renovation or demolition).
- d. If future redevelopment plans incorporate the demolition or significant renovation of the Site buildings, a universal and hazardous waste inventory should be performed and all identified waste materials should be properly disposed prior to or concurrent with redevelopment.
- e. Product contained in aboveground storage tanks (ASTs) that are not in service should be removed and properly disposed to prevent future potential releases of oil at the Site.

2. Phase I Findings That Were Not Investigated During the Phase II ESA

- a. Multiple former No. 2 fuel oil and diesel underground storage tanks (USTs) are located on properties adjacent to and potentially upgradient of the Site. Based on the lack of information regarding the tanks, potential undocumented releases may have occurred. These potential off-Site releases may have impacted the environmental conditions of the Site.
- b. Floor drains are located in several boiler rooms at the Site. Undocumented releases of oil and/or hazardous substances to the septic system or to potentially undocumented drywells may have occurred via these drains. These potential releases may have impacted the environmental conditions of the Site.
- c. Discarded automobiles, an automobile gasoline tank, and building debris were observed on the Site. Oil and/or hazardous substances may have been released from the discarded items and may have impacted the environmental conditions of the Site.

3. PCB Site Characterization Scope and Cost Estimate

Based on the results of the completed assessment work as presented in a September 20, 2012, Phase II Environmental Site Assessment Report, total PCBs were identified in certain building materials at concentrations that are in excess of 50 mg/kg. Building materials that have been analyzed to contain concentrations of total PCBs equal to or in excess of 50 mg/kg are defined as PCB bulk product wastes in accordance with 40 CFR 761.3. These materials are regulated for disposal under 40 CFR 761.62. At this time, PCB bulk product waste has been positively identified in gray floor paint located in three areas of the Site (see attached figure).

In addition to the disposal requirements that are applicable for the identified PCB bulk product waste, there is a potential for concentrations of PCBs to leach from these manufactured products into the porous bulk materials to which they have been applied (i.e. underlying concrete floor). Bulk materials, such as concrete, which have been analyzed to contain total PCB concentrations equal to or in excess of 1 mg/kg as a result of contact with a PCB bulk product waste may be addressed in two ways. The first is to consider the bulk materials to represent PCB Remediation

Waste and dispose of them under a special approval which meets the requirements of 40 CFR 761.79(h). The second option is to dispose of the dried applied PCB paint and the impacted concrete as one waste stream. This method could allow this waste stream to be disposed of as PCB Bulk Product Waste in accordance with an October 24, 2012, PCB Bulk Product Waste Reinterpretation memo prepared by the EPA. This method of disposal may increase the number receiving facility options. Regardless of the disposal method selected, it is very important to properly and adequately characterize any potential PCB Bulk Product Waste and/or Remediation Waste prior to the initiation of renovation or demolition activities, as the improper disposal of regulated PCB waste could represent a significant liability to the owner of the Site.

In accordance with the conditions described above, additional characterization is required in order to define the limits of regulated PCB containing materials and develop an appropriate PCB cleanup and disposal strategy. Once the limits of regulated materials are known and an appropriate remedy is developed, potential costs associated with the removal and disposal of PCBs can be generated. A summary of the recommended additional investigation work is presented below:

Task 1: Additional Bulk Product Sampling and Analysis

The completed initial assessment was designed to identify select potential PCB containing building materials in order to determine if there was a significant risk of regulated PCB bulk product waste at the Site. However, as this risk has now been confirmed, additional samples should be obtained from other potential PCB bulk product wastes to ensure that all regulated materials have been identified and quantified prior to a potential ownership transfer and the initiation of redevelopment efforts. This additional sampling will be required to provide an adequate characterization of the Site and obtain the proper cleanup approvals from the U.S. EPA. This task will include the collection and analysis of up to 21 bulk product samples (20 characterization samples and 1 QA/QC duplicate sample).

Task 2: Bulk Material Sampling and Analysis

Consistent with the results of the additional sampling described above, representative bulk samples should be collected from porous materials located below the identified PCB bulk product waste (i.e. concrete flooring) to determine if PCB remediation waste is present at the Site. This task will include the collection and analysis of up to 11 bulk material samples (10 characterization samples and 1 QA/QC duplicate sample).

Task 3: Vertical Delineation Sampling and Analysis

Bulk material samples will be collected from multiple discrete depths to define the vertical extent of regulated PCB concentrations. This task will include the collection and analysis of up to 12 bulk material samples. Samples will be collected to a maximum depth of 4 inches at three representative locations using a sample interval of 1-inch. Though not ideal, this task will be completed concurrently with Task 2 to increase time efficiency.



Task 4: Additional Sampling and Analysis Contingency (If Needed)

As PCBs cannot be identified except through laboratory analysis, collecting all the samples that may be required for a complete Site characterization in one mobilization is not cost effective. As such, the level of effort anticipated to complete the tasks above is meant to be as comprehensive and efficient as possible based on known Site conditions. However, if the proposed sampling identifies additional regulated materials or an unanticipated level of contamination, additional assessment work may be required. As such, this task includes a contingency for additional sampling that may be required following the review of initial sample data. At this time, this contingency includes the collection and analysis of 21 additional samples (20 characterization samples and 1 QA/QC duplicate sample). These may include samples to assess bulk product, bulk material, vertical extent, or a combination thereof. *If adequate Site characterization data is obtained through the performance of Tasks 1 through 3, Task 4 will not be warranted.*

It is important to understand that the characterization of PCBs can be unpredictable regardless of the amount of past experience. Therefore, Credere cannot guarantee that the level of effort included in Tasks 1 through 4 will be sufficient to complete the Site characterization. However, our efforts will always be focused on maximizing cost and time efficiency while delivering the highest quality data available.

Task 5: Data Analysis and Development of Remedial Options

Credere will analyze the collected data with respect to 40 CFR 761. Credere will then prepare a summary of available remedial options, which may be available to properly remove and dispose and/or manage the identified PCBs and achieve regulatory closure at the Site. This summary will be presented to the Town of Hampden via email. Following review, Credere will attend one meeting with interested stakeholders to discuss the findings and select the best remedial option.

Task 6: Remediation Cost Estimating

Following the definition of the extent of regulated PCBs located at the Site and the collaborative identification of the selected remedial option, Credere will work with a preferred qualified contractor to generate budgetary remediation estimates that will include cleanup of PCBs, abatement of asbestos, and demolition of onsite buildings. In addition, potential remediation funding options will be presented. This task will include one Site visit and the results of the cost estimating effort will be presented to the Town of Hampden via email.

Task 7: Meetings

This task includes one pre-assessment meeting in Hampden to discuss the scope of the proposed work. If additional meetings outside of those specified in Tasks 5 and 6 are requested, they will be billed on a time and materials basis as described below.

Project Schedule

An estimated schedule for Tasks 1 through 6 is presented below. This schedule assumes that notice to proceed is presented on January 2, 2013 and that standard laboratory turn-around is specified.

Task	Start Date	End Date
Task 1: Additional Bulk Product Sampling and Analysis	1/4/13	1/14/13
Task 2: Bulk Material Sampling and Analysis	1/16/13	1/25/13
Task 3: Vertical Delineation Sampling and Analysis	1/29/13	2/7/13
Task 4: Additional Sampling and Analysis Contingency (If Needed)	2/13/13	2/22/13
Task 5: Data Analysis and Development of Remedial Options	2/25/13	3/1/13
Task 6: Cost Estimating	3/11/13	3/15/13

Project Budget

The estimated labor costs required to complete the above tasks are summarized in the attached **Table 1** and a breakdown of other direct charges / subcontracted expenses is presented in the attached **Table 2**. Though presented as estimates, the costs for the proposed scope of work will be treated as not-to-exceed amounts. These tasks will be billed on a time and materials basis in accordance with Credere's 2012 standard labor rates and General Provisions, which were previously presented. Additional tasks completed outside of the proposed scope of work will be billed on a time and materials basis. Credere will notify the Town of Hampden if a requested task falls outside of the original scope of work prior to completing the task.

If determined to add value for the Town of Hampden, Credere has included applicable rush laboratory analytical surcharges as separate line items for each applicable task in **Table 2**. Rush analysis would reduce laboratory turn-around from 5 business days (plus 1 day transit) to 48 hours (plus 1 day transit).

Tasks Not Included in Proposed Scope of Work

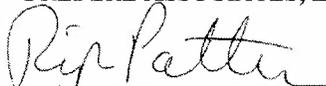
As the extent of regulated PCB containing materials is not yet known and the best regulatory pathway to properly dispose of PCB waste has yet to be developed, Credere has not included costs to complete PCB Cleanup Plan development and delivery to the U.S. EPA. In addition, Credere has not included costs to prepare a Maine DEP VRAP Application and VRAP Work Plan, which is recommended prior to the initiation of cleanup activities at the Site. For rough estimating purposes, the Town of Hampden may use a budgetary cost of \$8,000 for PCB Cleanup Plan development and approval management, and \$3,500 for Maine DEP VRAP Application and Work Plan preparation and submittal.



Your signature below constitutes approval of the above scope of work (**Task 1** through **Task 7**) and the attached cost summary, rates, and General Provisions, and represents our notice to proceed.

We look forward to working with you on this project. Please contact the undersigned at any time with questions or to further discuss the proposed scope.

Sincerely,
CREDERE ASSOCIATES, LLC


Robert I. Patten, PE
Vice President

ACCEPTED:

Susan Lessard
Town Manager
Town of Hampden, Maine

Date

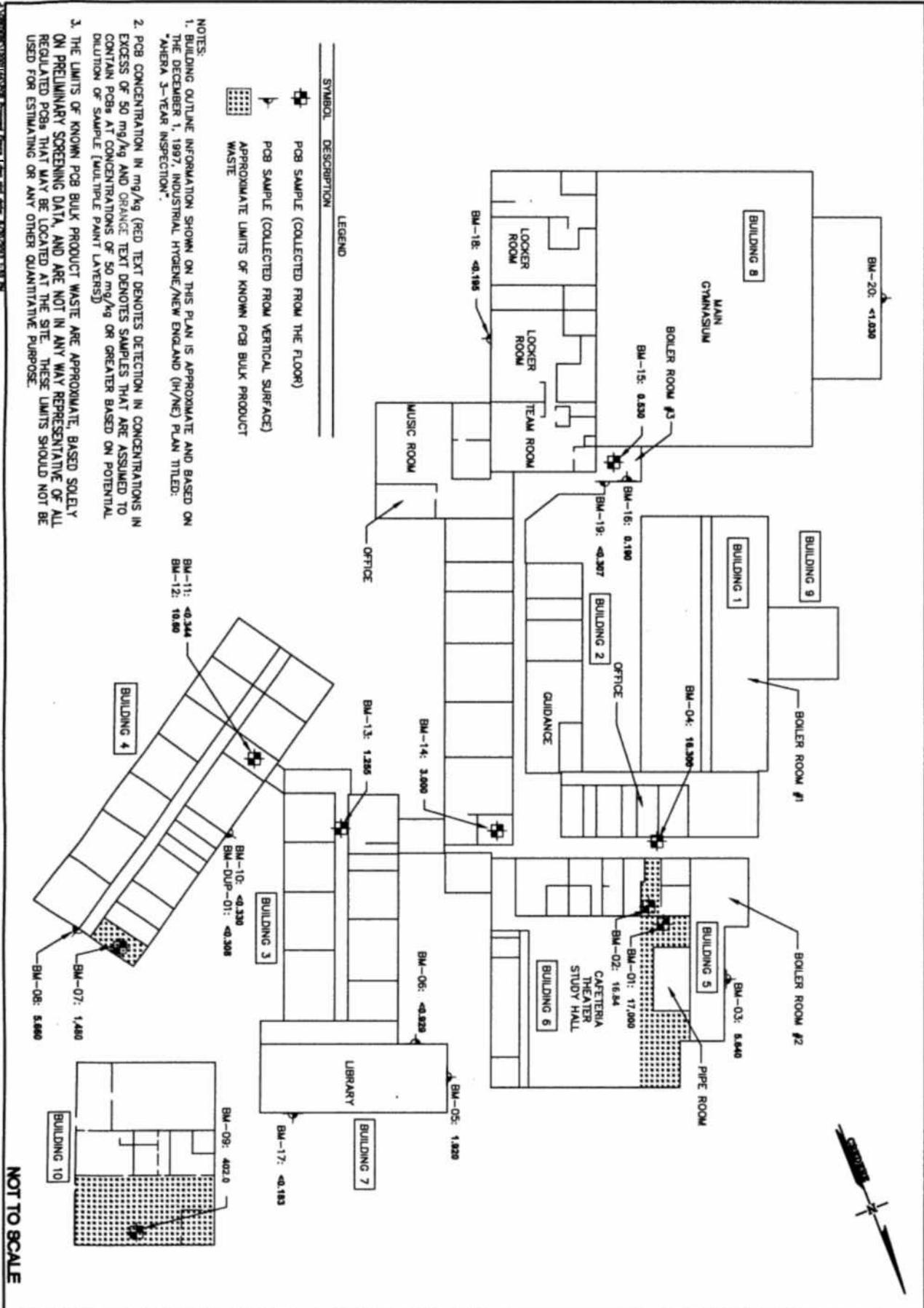
Attached: Figure 1 - Approximate Known PCB Bulk Product Waste Locations
 Table 1 - Estimated Cost Summary
 Table 2 - Labor and Expense Cost Breakdown



Table 1: Estimated Cost Summary: Credere Labor PCB Site Characterization, Hampden Academy, Hampden, Maine	
Task	Credere Labor
Task 1: Additional Bulk Product Sampling and Analysis	\$1,950
Task 2: Bulk Material Sampling and Analysis	\$990
Task 3: Vertical Delineation Sampling and Analysis	\$1,560
Task 4: Additional Sampling and Analysis Contingency (If Needed)	\$1,620
Task 5: Data Analysis and Development of Remedial Options	\$1,635
Task 6: Cost Estimating	\$1,200
Task 7: Meetings	\$960
Total Credere Labor	\$9,975

Table 2: Estimated Cost Summary: Subcontracted Expenses PCB Site Characterization, Hampden Academy, Hampden, Maine			
Task	Estimated Base Cost	Number of Samples	Optional Rush Surcharge
Task 1: Additional Bulk Product Sampling and Analysis	\$3,550	21	\$500
Task 2: Bulk Material Sampling and Analysis	\$2,025	11	\$250
Task 3: Vertical Delineation Sampling and Analysis	\$2,025	12	\$275
Task 4: Additional Sampling and Analysis Contingency (If Needed)	\$3,580	21	\$500
Task 5: Data Analysis and Development of Remedial Options	\$50	0	\$0
Task 6: Cost Estimating	\$1,040	0	\$0
Task 7: Meetings	\$180	0	\$0
Total Subcontracted Costs	\$12,450	65	\$1,525





DRAWN BY: WTE
 CHECKED BY: JSS/RSV
 DATE: 08/30/2012
 PROJECT: 12001144
 CREDERE ASSOCIATES, LLC
 776 MAIN STREET
 WESTBROOK, MAINE 04092
 TEL: 207.888.1172
 FAX: 207.887.1051
 WWW.CREDERELLC.COM

FIGURE 1
APPROXIMATE KNOWN LOCATIONS OF PCB BULK PRODUCT WASTE
 HAMPDEN ACADEMY PROPERTY
 1 MAIN ROAD NORTH
 HAMPDEN, MAINE

Subject: Fwd: Help stop LePage in Hampden
From: jean lawlis (jhlawlis@gmail.com)
To: lightlady_1@yahoo.com;
Date: Monday, March 11, 2013 10:49 AM

4d

FYI. Let me know if you think this would be helpful.
 Jean

----- Forwarded message -----

From: Rob Lawlis <rlawlis@gmail.com>
Date: Mon, Mar 11, 2013 at 10:16 AM
Subject: Fwd: Help stop LePage in Hampden
To: jean lawlis <jhlawlis@gmail.com>

----- Forwarded message -----

From: Caroline Ginsberg - Maine People's Alliance <caroline@mainepeoplesalliance.org>
Date: Mon, Mar 11, 2013 at 9:39 AM
Subject: Help stop LePage in Hampden
To: Robert Lawlis <rlawlis@gmail.com>



Momentum is building against Governor LePage's unfair budget in towns all across Maine. Just last week the towns of Scarborough and Waterville added their names to the list of towns that have passed formal resolutions against the LePage budget.

Has your town passed a resolution?

The Governor's two year budget proposal includes cutting all of the revenue earmarked for towns, new cuts to local schools that have already been cut to the bone and huge, regressive property tax increases on poor and middle class Mainers all over the state.

More than 20 towns across the state have passed formal resolutions calling on legislators in Augusta to work to find a better way.

Will your town be the next to join the list?

It doesn't have to be this way. We can instead close the budget gap by making our tax system more fair: closing corporate loopholes and making sure the wealthy pay their fair share

Click [here](#) to let us know you want to help and download a sample resolution. We'll follow up to connect you with other people in your town and help you make sure your voice is heard.

Thanks for all you do.

Caroline Ginsberg
Maine People's Alliance
caroline@mainepeoplesalliance.org

Follow us on **Facebook** and **Twitter**.

This email is was sent to rwalis@gmail.com. The Maine Peoples Alliance works to advance social, economic and environmental justice and organize for a better Maine. Click to unsubscribe from this email list.

565 Congress St, Ste 200
Portland, ME 04101
United States