

SERVICES COMMITTEE MEETING

Monday, May 8, 2017

6:00 pm

HAMPDEN TOWN OFFICE

A G E N D A

1. MINUTES

- a. March 13, 2017

2. COMMITTEE APPLICATIONS

- a. Susan O'Brien – Application for reappointment to Pool Board

3. OLD BUSINESS

- a. Update on broadband grant – *Kyle Severance, GIS/IT Specialist*
- b. Recommended vendor and cost for contract for Design, Engineering and Permitting for Pool and Municipal Building Site – *Angus Jennings, Town Manager*
- c. Discussion of proposed FY18 budget for The Bus
- d. Update on Kiwanis operations and maintenance of Civic Center and its lease with the Town of Hampden (continued from March 13, 2017)

4. NEW BUSINESS

- a. Request for authorization of \$6179.89 from Recreation Clearing Account for the purchase of field maintenance equipment – *Shelley Abbott, Recreation Director*
- b. Request from Pebblestone Farm for permission to set up in Town Office parking lot concurrent with Hampden Farmers' Market
- c. Discussion of FY18 Services Committee policy priorities

5. PUBLIC AND STAFF COMMENTS

6. COMMITTEE MEMBER COMMENTS

SERVICES COMMITTEE MEETING

Monday, April 10, 2017

MINUTES – DRAFT

Attending:

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

*Town Manager Angus Jennings
Resident Jane Jarvi
Resident Patricia Russell
Bangor Asst. City Manager Mike Crooker
The Bus Superintendent Laurie Linscott*

Chairman Marble called the meeting to order at 6 p.m.

1. MINUTES

- a. **March 13, 2017** – *Motion by Councilor McAvoy seconded by Mayor Ryder to approve the meeting minutes. Approved 6-0.*

2. COMMITTEE APPLICATIONS

- a. **Jane Jarvi – Application to Library Board of Trustees** – *After discussion with the applicant about her prior service through the Friends of the Library, there was a motion by Councilor McPike seconded by Councilor Wilde to recommend Council appointment of Jane Jarvi to the Library Board of Trustees. Motion carried 6-0.*
- b. **Patricia Russell – Application to Library Board of Trustees** – *After discussion with the applicant about her prior service on the Millinocket Library Board, there was a motion by Councilor McPike seconded by Councilor Wilde to recommend Council appointment of Pat Russell to the Library Board of Trustees. Motion carried 6-0.*

3. OLD BUSINESS

- a. **Report on yesterday's (April 9, 2017) Volunteer Open House and Community Forum – Angus Jennings, Town Manager** – *Manager Jennings reported regarding the event, the participation of nearly 25 local civic organizations, public attendance, and the potential that the event will encourage further collaboration both between the Town and civic organizations and among various civic organizations. The Committee expressed that this had been a worthwhile effort, and had been well publicized to the community.*

- b. Meeting with Bangor representative(s) of Community Connector Bus regarding projected operating and vehicle (new bus) costs and timing – Michael Crooker, Assistant City Manager –** *Mr. Crooker representing the City of Bangor presented Hampden’s projected FY18 operating costs for The Bus, as well as estimated costs to secure an “end of life rehab” bus to serve the Hampden route. While the City of Bangor is still in its budget process the City officials had confidence in the numbers presented. Operating costs were projected at \$89,911. The City had been looking at mid-life bus overhauls in the cost range of \$175,000 or new buses for \$75-100,000 more, but had been able to secure \$239,652 in grant funds toward two “end of life” bus overhauls. This would offset costs of \$253,600 and, as a result, Hampden’s cost to receive one of those rehabbed buses would be about \$7,000. This would be projected to have a useful life of six years, so would last until about 2024. The bus would be 35 feet – so larger than needed – but this was recommended as the most cost effective approach at this time. Mr. Crooker also reported that the Bus has applied for a technology grant that would allow for tablets to be added to buses which would improve their ability to collect data regarding ridership. Councilor McAvoy said he is not in favor of the bus at all. Mr. Crooker said he is not here to twist arms. Chairman Marble asked what percentage of bus expenses are paid by Bangor and Mr. Crooker said 70%. Chairman Marble thanked Mr. Crooker and Ms. Linscott for their work and they exited the meeting.*
- c. Presentation of statement from Bronco Travel Soccer Club regarding their plans for 2017 Soccer Camp and potential to work together next year –** *At the request of the Board of Bronco Travel Soccer, their statement was entered into the meeting record: “The Bronco Travel Soccer Club board has decided not to partner with the Hampden Recreation Department this year for the annual summer soccer camp. This decision was driven by the amount of time it has taken to attempt to come to a contract agreement between both parties. Over the course of the past two and half months, when the original contract was first provided to the town, negotiations have not progressed leaving BTSC no other option than to run a camp on their own due to the time constraints we are under to finalize camp preparations. In the future, BTSC continues to be open to a future partnership with the town regarding summer camp, but negotiations need to occur in a more timely manner. Thank you for your time over the past few months as camp discussions have occurred. We as a board look forward to strengthening our relationship with the town.”*

4. NEW BUSINESS

- a. Update on status of Request for Bid Proposal for Design, Engineering and Permitting for Pool and Municipal Building Site, including report on pre-bid meeting held with prospective vendors**

on Friday, April 7 – Angus Jennings, Town Manager – Manager Jennings informed the Committee of questions that had come in either within or since the pre-bid meeting, and the responses that were circulated to prospective vendors and posted to the Town website as Addendum 1. Councilor Wilde asked whether plans for a community center would be made public and Manager Jennings said that the Scope of Work will allow the Town to direct the consultant to prepare a couple of alternate design concepts, and one could include a land set-aside for a community center if that reflects the Council's intent.

b. Discussion of potential policy to limit membership on Town Boards and Committees to Town residents – request of Councilor McAvoy – Councilor McAvoy said he is aware of at least 2 or 3 non-residents on the Pool Board, and said he does not think it is appropriate. He referred to representation without taxation. Councilor McAvoy made a motion to not accept non Hampden residents to serve on Town Boards and Committees. The motion died for lack of a second.

c. Review of new Marina Park signage, accurate property survey boundaries, and proposed signage installation – Angus Jennings, Town Manager – Manager Jennings summarized the updated property survey information now available reflecting the accurate division between public and private land at Marina Park. The Committee agreed it would be worth correcting the sign before it is posted.

5. PUBLIC AND STAFF COMMENTS – None.

6. COMMITTEE MEMBER COMMENTS – None.

There being no further business, the meeting was adjourned at 6:55 PM.

*Respectfully submitted –
Angus Jennings, Town Manager*



Check One: Initial Application
 Reappointment Application

TOWN OF HAMPDEN

APPLICATION FOR TOWN BOARDS AND COMMITTEES

NAME: Brien Susan C
LAST FIRST MI

ADDRESS: 277 Monroe Rd Hampden 04444
STREET TOWN ZIP

MAILING ADDRESS (if different): _____

TELEPHONE: 207-356-4862
HOME WORK

EMAIL: Susanobrien88@gmail.com

OCCUPATION: Teacher

BOARD OR COMMITTEE PREFERENCE:
FIRST CHOICE: Pool Board

SECOND CHOICE (OPTIONAL): _____

How would your experience, education and/or occupation be a benefit to this board or committee?
Fund Raising Experience Teacher, Knows Families & Children, Pool/ User

Are there any issues you feel this board or committee should address, or should continue to address?
Ø

3 YEAR

- BOARD OF ASSESSMENT REVIEW
- PERSONNEL APPEALS BOARD
- LURA HOIT MEMORIAL POOL ✓
- HARBOR COMMITTEE

- DYER LIBRARY
- RECREATION COMMITTEE
- BOARD OF APPEALS
- HISTORIC PRESERVATION COMMISSION

5 YEAR
PLANNING BOARD

FOR TOWN USE ONLY		Date Application Received: _____
COUNCIL COMMITTEE ACTION: _____	DATE: _____	
COUNCIL ACTION: _____	DATE: _____	
<input type="checkbox"/> NEW APPT	<input type="checkbox"/> REAPPOINTMENT	DATE APPOINTMENT EXPIRES: _____

BROADBAND COMMITTEE MEETING
Wednesday, April 19, 2017
NOTES

Attending:

Kyle Severance, Hampden GIS/IT Specialist
 Scott Broolus, TDS Telecom
 Perry Speaker, TDS Telecom
 Peter J. Ramsay, Hampden Resident
 Kim Emerson, Axiom Technologies

Kevin Bellerose, Computer Doctor of Hampden
 Vicki Rusbult, Eastern Maine Development Corp.
 Karen Cullen, Hampden Town Planner
 Terry McAvoy, Hampden Town Councilor

After introductions, the meeting started with Kim from Axiom explaining why we were all there: as part of the broadband pilot study we meet with local ISPs and discuss their operations in Hampden.

Scott from TDS provided a detailed overview of the existing network topology in Hampden – hub and spoke network with eight nodes connected to the central office (on Western Ave). Their current strategy is to remove bottlenecks by upgrading to fiber between the CO (central office) and nodes. They have three nodes that are being upgraded in Q3 2017: Emerson Mill Rd, Back Winterport Rd, and Bog Rd. After upgrades take place, current users will experience higher speeds without having to change their service agreement. By the end of these final three upgrades, TDS claims to be able to offer speeds up to 15mbps down to 95% of the Hampden pops (may need to bond lines for spans greater than 12,000 feet). Naturally, not everyone will subscribe to the service – but the infrastructure is there to support it.

TDS Telecom is a recipient of USF (Universal Service Funds) which obligates them to serve rural areas (including e911 phone service). Because of this, most of their infrastructure is copper and service offering are affected by distance from the CO. TDS admitted to being behind the speed offerings of their competitors. This is primarily due to the rapid demand for video streaming services (IE Netflix, Hulu, Facetime). Many ISPs do not have the same obligations to serve rural areas so they have a different investment strategy than TDS Telecom.

After Scott provided information about TDS Telecom, the group took the opportunity to ask questions. Here is a brief summary of what was discussed:

- One mile of fiber is about \$35,000 for the infrastructure expense (this does not include what it costs to maintain and operate the network).
- The areas/nodes TDS Telecom focuses to upgrade are prioritized by the need to alleviate bottlenecks.
- Prices will not go up for existing TDS Telecom customer when their speeds increase due to the upgrades – they will simply experience a better service.
- The difference between upload and download as it applies to wireless technology and the different needs of residents compared to businesses.
- Concerns of slow speeds and copper not being able to meet future needs were expressed. TDS responded by explaining their goal is to meet the current needs of their customers.
- New technology offerings TDS has available that people might not know about, such as managed IP phone service.
- Digital inclusion strategies and educating the public on the benefits of broadband.
- The potential for improving service through installing additional nodes throughout Hampden.

End of notes.



Angus Jennings <townmanager@hampdenmaine.gov>

Update on Pool site RFP for engineering services

1 message

Angus Jennings <townmanager@hampdenmaine.gov>

Fri, Apr 28, 2017 at 12:18 PM

To: Town Council <towncouncil@hampdenmaine.gov>

Cc: Paula Scott <clerk@hampdenmaine.gov>

Bcc: Sean Currier <publicworks@hampdenmaine.gov>, Shelley Abbott <recreation@hampdenmaine.gov>

Council,

We had initially planned to schedule interviews at Monday's Finance Committee with the two short-listed firms (WBRC and Woodard & Curran), with a recommendation for contract award to Council later that night.

The logistics didn't work out between vendors and Councilors' schedules, so instead I am setting up interviews with both firms to include Sean and Shelley. If less than a quorum of Councilors would like to attend the interviews I will look to the Finance Committee to designate representative(s) at Monday's meeting. The interviews will be during the day on May 8: one is confirmed for 11 AM, we are still coordinating a time with the other vendor.

With this revised approach, a vendor recommendation will be made to the Services Committee on May 8. The Services Committee could either forward a recommendation to Council on May 15, or if the Committee wishes to conduct interviews with the short-listed firms (or either of the firms that was not short-listed), it would have the opportunity to do so at the May 15 Finance meeting.

Both short-listed firms have verified that a delay on contracting will not affect their ability to deliver on the timing in their proposals (since the RFP estimated May 10 for contracting and, even with the delay, I see May 16 as achievable).

It will be important that both interviewed firms are asked the same set of questions (although follow-up clarification questions may differ). If anyone has questions they'd like asked at the interviews, [please provide them to me by Thursday May 4](#). I'll work with Sean and Shelley (and any Council rep(s)) to finalize a slate of questions for interviews on May 8.

The bid tab, all four proposals received, and the initial RFP and Addendum 1 are all posted online [here](#). We also have a few extra hard copies if anyone would like to borrow.

Thanks,
Angus

--

Angus Jennings
Town Manager

Town of Hampden
106 Western Avenue
Hampden, ME 04444
(207)-862-3034
townmanager@hampdenmaine.gov

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Note: All four proposals received are summarized on the attached bid tab, and are posted online at the Recreation Department section of the Town website:

http://www.hampdenmaine.gov/vertical/sites/%7B1FCAF0C4-5C5E-476D-A92E-1BED5B1F9E05%7D/uploads/BidProposals_PoolSite.pdf

They are not included here due to file size.

The complete RFP and Addendum 1 are included in the April 10, 2017 Services Committee meeting packet posted to the Town website.

Sean, Shelley and I will conduct interviews on Monday and I expect to offer a recommendation on Monday evening.

TOWN OF HAMPDEN

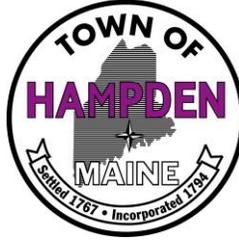
**Pool Site Engineering & Permitting
BID TABULATION**

**April 20, 2017
3:00 pm**

BIDDER	AMOUNT	
A E Hodsdon Engineers	Task 1	\$ 3,133.50
	Task 2	\$22,021.00
CES, Inc	Task 1	\$ 5,000.00- \$6,000.00
	Task 2	\$22,000.00- \$24,000.00
WBRC	Task 1	\$ 2,010.00
	Task 2	\$10,210.00
Woodard & Curran	Task 1	\$ 3,755.00
	Task 2	\$11,735.00

Hampden Town Manager Proposed FY18 Budget									
Dept/Div:	Expense					FY18 Initial	FY18 Town Mgr	Change FY17 to FY18	Notes
	2016 Budget	2016 Actual	2017 Budget	2017 YTD	2017 YTD % 4/25				
25-10 THE BUS / THE BUS					81.9%				
MISC									
55-15 THE BUS	82,000.00	61,039.71	84,597.00	63,446.25	75.0%	\$ 89,911.00	\$ 89,911	\$5,314	<i>Also proposed ~\$7k in reserve budget for "new" bus.</i>
THE BUS	82,000.00	61,039.71	84,597.00	63,446.25	75.0%	\$ 89,911.00	\$ 89,911	\$5,314	

Town of Hampden
 106 Western Avenue
 Hampden, Maine 04444



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

TO: Services Committee
FROM: Angus Jennings, Town Manager
DATE: May 5, 2017
RE: Kiwanis Civic Center

The Kiwanis Club currently leases the Town-owned Civic Center next to Irving (lease attached). In addition to their use of the building for their regular meetings, they make the building available for the following regular and periodic uses:

- Meals on Wheels (at least once a week)
- Hampden Seniors' Club (every Thursday luncheon; and their monthly meeting)
- Farmers' Market (every Friday through the winter months)
- Levi Rounders square dancers (Monday night)
- Boy Scouts (every Wednesday)
- Cub Scouts (some Tuesdays)
- AA group (every Sunday)
- Kiwanis Bean Suppers (monthly on Saturdays)
- Girl Scouts (as needed)
- Community suppers/fundraisers (misc.)

In addition to Kiwanis, some of the organizations such as Boy Scouts also rely on this space for equipment and materials storage. Over the term of its lease (which was most recently extended in 2014 but which dates back many years), Kiwanis has made many improvements to building flooring, kitchen, lighting, heating, windows etc.

Due to declining membership in Kiwanis, over the past few years the annual building operating costs (~\$8,500 to \$9,500) have comprised roughly half or more of the Club's total annual revenues. (Their current and past couple of budget reports are attached).

At their meeting last night, the Club members voted unanimously to request that the Town agree to amend their lease terms such that, for a period of one year (FY18), the Town would absorb the O&M costs for the building, during which time the Club would redouble its ongoing efforts to expand its membership and its capacity to get its fundraising back to where it was in past years. During this time, the Club would continue to oversee the building's physical upkeep, booking of reservations, making sure doors are unlocked, lot is plowed, building is secure after events, etc. Periodic check-ins would take place during this "bridge year" to see if Kiwanis Club will be on track to resume the current lease terms or whether longer term changes could be proposed.

I have met with Kiwanis on a few occasions in order to talk about budgeting and operational implications if the current lease is modified (or, at some point, terminated). At Monday's meeting we will review based on Committee direction whether financial or operational changes should be taken into account in the Town's FY18 budget.

HAMPDEN KIWANIS 2016-17 BUDGET

HAMPDEN KIWANIS 2016-17 BUDGET - WORK SHEET

<u>PROJECTED</u> <u>ACTUAL</u> <u>Y-T-D %</u>			<u>ACTUAL INCOME</u>												
			<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	
ADMINISTRATION			ADMINISTRATION												
50/50	\$ 300.00	85.00	28%	14.00	20.00	19.00	8.00	16.00	8.00						
Happy/Sad	500.00	267.00	53%	42.00	57.00	51.00	28.00	54.00	35.00						
		30.00		20.00	10.00										
	0.00	0.00	#DIV/0!												
Dues (2015-16) (All oth	2,000.00	0.00	0%												
Dues (2016-17) (Joe)	58.00	25.00	43%	10.00	5.00	5.00	5.00								
Dues (2016-17)		330.00				220.00	110.00								
Meals	2,500.00	854.00	34%	170.00	170.00	230.00	70.00	140.00	74.00						
Refreshments	200.00	100.00	50%	50.00				50.00							
Bank Interest (Check Bc	75.00	0.00	0%												
Dividends (Edward Jone	400.00	0.00	0%												
Skip-a-Meal (Donations	100.00	0.00	0%												
Misc Administration (D	200.00	65.00	33%	60.00	5.00										
		0.00													
ADMINISTRATION = \$	6,333.00	1,756.00	28%	366.00	267.00	525.00	221.00	260.00	117.00	0.00	0.00	0.00	0.00	0.00	
SERVICE			SERVICE												
Hall Rental	\$ 1,500.00	800.00	53%	100.00		200.00		500.00							
Bean Suppers	2,500.00	1,752.00	70%		675.00	398.00	310.00	369.00							
Rose Sale (2017)	4,000.00	0.00	0%												
Bulletin	2,500.00	0.00	0%												
Golf Tournament (2016-	5,000.00	1,150.00	23%	250.00	500.00	400.00									
		0.00													
Kitchen Sales (Poker)	120.00	72.00	60%	62.00		10.00									
Poker Proceeds	800.00	0.00	0%												
F Jewell Scholarship (D		0.00													
Service Donations:		0.00													
Thanksgiving Turkey:	300.00	0.00													
Xmas Baskets	200.00	0.00	0%												
Xmas Tree Lighting	150.00	200.00			200.00										
Easter Egg Hunt	250.00	0.00													
Misc	250.00	0.00	0%												
		0.00													
SERVICE = SUB-TOT \$	17,570.00	\$ 3,974.00	23%	412.00	1375.00	1008.00	310.00	869.00	0.00	0.00	0.00	0.00	0.00	0.00	
INCOME TOTAL \$	23,903.00	\$ 5,730.00	24%	778.00	1,642.00	1,533.00	531.00	1,129.00	117.00	-	-	-	-	-	

HAMPDEN KIWANIS 2016-17 BUDGET

HAMPDEN KIWANIS 2016-17 BUDGET - WORK SHEET

<u>PROJECTED</u> <u>ACTUAL</u> <u>Y-T-D %</u>			<u>ADMIN ACCOUNTS</u>												
			<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	
ADMINISTRATION ACCOUNTS			ADMIN ACCOUNTS												
Member Support	250.00	0.00	0%												
Kiwanis Officer/Directo		0.00													
International & District	2,000.00	1,343.50	67%					1343.50							
Meals	6,250.00	906.91	15%	125.00	250.00	425.00		15.11	91.80						
Meal Supplies (Paper G	326.73	290.83	89%				290.83								
Postage & Box Fees	200.00	109.00	55%	53.00					56.00						
Lt Gov Expenses	250.00	0.00	0%												
Misc Administration	250.00	0.00	0%												
		0.00													
ADMINISTRATION F \$	9,526.73	\$ 2,650.24	28%	178.00	250.00	425.00	290.83	1358.61	91.80	56.00	0.00	0.00	0.00	0.00	

EXPENSES - SERVICE ACCOUNTS

EXPENSES - SERVICE ACCOUNTS

<u>PROJECTED</u>	<u>ACTUAL</u>	<u>Y-T-D %</u>													
OPERATION OF CIVIC CENTER			OPER OF CIVIC CENTER												

SERVICE EXPENSE \$ 22,879.00 \$ 9,269.47

41% SVC EXP TOTAL

<u>678.11</u>	<u>1186.02</u>	<u>1430.33</u>	<u>611.91</u>	<u>1917.53</u>	<u>354.90</u>	<u>3090.67</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
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TOTAL EXPENSE \$ 32,405.73 \$ 11,919.71

37% TOTAL EXPENSES

<u>856.11</u>	<u>1436.02</u>	<u>1855.33</u>	<u>902.74</u>	<u>3276.14</u>	<u>446.70</u>	<u>3146.67</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
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HAMPDEN KIWANIS 2015-16 BUDGET

5/4/2017

ADMINISTRATION ACCOUNTS

Member Support	250.00	239.10	96%
Kiwanis Officer/Director Insurance			
International & District Dues (2014-15)	2,000.00	1,746.00	87%
Meals	6,250.00	3,600.00	58%
Meal Supplies (Paper Goods/Beverages/Coffee)	326.73	36.42	11%
Postage & Box Fees	200.00	319.76	160%
Lt Gov Exenses	250.00	0.00	0%
Misc Administration	250.00	150.00	60%
ADMINISTRATION EXPENSE TOTAL	\$ 9,526.73	\$ 6,091.28	64%

EXPENSES - SERVICE ACCOUNTS

	<u>PROJECTED</u>	<u>ACTUAL</u>	<u>Y-T-D %</u>
OPERATION OF CIVIC CENTER			
Bangor Hydro/Emera	\$ 2,200.00	2,145.70	98%
Trash Service	850.00	825.96	97%
Hampden Water District	350.00	429.00	123%
Propane (Kitchen-RH Foster)	100.00	51.24	51%
Fuel Oil (Webber/Dead River)	1,500.00	578.05	39%
Housekeeping & General Maintenance	1,500.00	2,834.28	189%
Insurance (Bldg Contents)	525.00	400.00	76%
Snow/Grass	2,500.00	1,250.00	50%
Hampden Sewer District	200.00	163.11	82%
Telephone	10.00	0.00	0%
Misc	1,000.00	5.00	1%
OPERATION = SUB-TOTAL	\$ 10,735.00	\$ 8,682.34	81%

HAMPDEN KIWANIS 2015-16 BUDGET

COMMUNITY SERVICE

Christmas Baskets	\$	1,600.00	0.00	0%
Thanksgiving Turkeys		350.00	300.00	86%
Halloween		200.00	200.00	100%
Tree Lighting		250.00	114.80	46%
Golf Tournament (2016-Hermon)		100.00	1,771.90	1772%
Golf Tournament (2015-Hermon)		1,300.00	178.70	14%
KIF/Kiwanis Birthday		200.00	0.00	0%
KPTI		334.00	0.00	0%
Skip-a-Meal		200.00	0.00	0%
Other Service Expenses:				
Bean/Spaghetti Supper Supplies		1,400.00	1,679.50	120%
Roses		2,000.00	1,962.50	98%
Bulletins		300.00	0.00	0%
Children's Day		250.00	243.41	97%
Poker Expenses(inc. Fees)		750.00	95.00	13%
Misc Service Expenses		500.00	0.00	0%
<u>COMMUNITY SERVICE = SUB-TOTAL</u>	\$	9,734.00	\$ 6,545.81	67%

YOUTH SERVICES

Scouts (Boys; Girls; Cub)	\$	250.00	365.00	146%
Little League		350.00	350.00	100%
Easter Egg Hunt		550.00	485.86	88%
Key Club		300.00	300.00	100%
Scholarships		0.00	0.00	#DIV/0!
Boys & Girls State		575.00	620.00	108%
Camp Capella		350.00	0.00	0%
Key Leader		100.00	0.00	0%
Other Requests		400.00	0.00	0%
YOUTH SERVICES = SUB-TOTAL	\$	2,875.00	\$ 2,120.86	74%
SERVICE EXPENSE TOTAL	\$	<u>23,344.00</u>	<u>\$ 17,349.01</u>	74%
TOTAL EXPENSES	\$	<u>32,870.73</u>	<u>\$ 23,440.29</u>	71%

HAMPDEN KIWANIS 2014-15 BUDGET

5/4/2017

	<u>PROJECTED</u>	<u>ACTUAL</u>	<u>Y-T-D %</u>
<u>ACTUAL INCOME</u>			
ADMINISTRATION			
50/50	\$ 500.00	419.00	84%
Happy/Sad	1,000.00	828.50	83%
Dues (2015-16) (Joe)	100.00	48.00	48%
Dues (2015-16) (All others)	2,800.00	1,171.00	42%
Dues (2016-17) (Joe)	25.00	15.00	60%
Dues (2014-15)	200.00	200.00	100%
Meals	5,000.00	4,625.00	93%
Refreshments	300.00	340.00	113%
Bank Interest (Check Book & CD)	75.00	54.16	72%
Dividends (Edward Jones I)	1,200.00	389.72	32%
Skip-a-Meal (Donations)	100.00	60.00	60%
Misc Administration (Donations)	400.00	157.50	39%
ADMINISTRATION = SUB-TOTAL	\$ 11,700.00	\$ 8,307.88	71%
SERVICE			
Hall Rental	\$ 1,000.00	1,545.00	155%
Bean Suppers	2,500.00	2,589.00	104%
Rose Sale (2015)	5,000.00	3,936.00	79%
Bulletin	4,000.00	3,845.00	96%
Golf Tournament (2014-Hermon)	1,210.00	1,210.00	100%
Golf Tournament (2015-Hermon)	6,000.00	6,070.00	101%
Kitchen Sales (Poker)	500.00	302.00	60%
Poker Proceeds	5,000.00	2,599.00	52%
F Jewell Scholarship (Donations)	100.00	0.00	0%
Service Donations:	100.00	0.00	0%
Thanksgiving Turkeys	250.00	0.00	0%
Xmas Baskets	500.00	200.00	40%
Xmas Tree Lighting	250.00	225.00	90%
Easter Egg Hunt	250.00	0.00	0%
Misc	100.00	75.00	75%
SERVICE = SUB-TOTAL	\$ 26,760.00	\$ 22,596.00	84%
INCOME TOTAL	\$ 38,460.00	\$ 30,903.88	80%

HAMPDEN KIWANIS 2014-15 BUDGET

5/4/2017

ADMINISTRATION ACCOUNTS

Member Support	250.00	565.81	226%
Kiwanis Officer/Director Insurance	500.00	0.00	0%
International & District Dues (2014-15)	2,500.00	1,910.00	76%
Meals	5,500.00	6,105.00	111%
Meal Supplies (Paper Goods/Beverages/Coffee)	300.00	326.73	109%
Postage & Box Fees	200.00	151.00	76%
Lt Gov Expenses	250.00	0.00	0%
Misc Administration	250.00	755.10	302%
ADMINISTRATION EXPENSE TOTAL	\$ 9,750.00	\$ 9,813.64	101%

EXPENSES - SERVICE ACCOUNTS

	<u>PROJECTED</u>	<u>ACTUAL</u>	<u>Y-T-D %</u>
OPERATION OF CIVIC CENTER			
Bangor Hydro/Emera	\$ 2,200.00	2,262.72	103%
Trash Service	850.00	825.96	97%
Hampden Water District	350.00	343.20	98%
Propane (Kitchen-RH Foster)	100.00	0.00	0%
Fuel Oil (Webber/Dead River)	2,000.00	1,264.25	63%
Housekeeping & General Maintenance	1,000.00	1,616.24	162%
Insurance (Bldg Contents)	525.00	400.00	76%
Snow/Grass	2,500.00	1,784.00	71%
Hampden Sewer District	200.00	162.36	81%
Telephone	10.00	10.00	100%
Misc	1,500.00	370.08	25%
OPERATION = SUB-TOTAL	\$ 11,235.00	\$ 9,038.81	80%

HAMPDEN KIWANIS 2014-15 BUDGET

5/4/2017

COMMUNITY SERVICE

Christmas Baskets	\$	2,500.00		1,395.48	56%
Thanksgiving Turkeys		350.00		350.00	100%
Halloween		200.00		200.00	100%
Tree Lighting		500.00		193.23	39%
Golf Tournament (2014-Hermon)		350.00		339.43	97%
Golf Tournament (2015-Hermon)		2,800.00		1,200.00	43%
KIF/Kiwanis Birthday		200.00		220.00	110%
KPTI		334.00		250.00	75%
Skip-a-Meal		200.00		200.00	100%
Other Service Expenses:					
Bean/Spaghetti Supper Supplies		1,000.00		1,330.76	133%
Roses		2,500.00		1,950.00	78%
Bulletins		250.00		301.20	120%
Children's Day		250.00		206.29	83%
Poker Expenses(inc. Fees)		750.00		565.00	75%
Misc Service Expenses		500.00		283.24	57%
<u>COMMUNITY SERVICE = SUB-TOTAL</u>	\$	12,684.00	\$	8,984.63	71%

YOUTH SERVICES

Scouts (Boys; Girls; Cub)	\$	250.00		80.00	32%
Little League		350.00		350.00	100%
Easter Egg Hunt		550.00		463.78	84%
Key Club		300.00		300.00	100%
Scholarships		1,400.00		0.00	0%
Boys & Girls State		575.00		600.00	104%
Camp Capella		350.00		350.00	100%
Key Leader		100.00		0.00	0%
Other Requests		500.00		0.00	0%
YOUTH SERVICES = SUB-TOTAL	\$	4,375.00	\$	2,143.78	49%

SERVICE EXPENSE TOTAL

\$	28,294.00	\$	20,167.22	71%
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TOTAL EXPENSES

\$	38,044.00	\$	29,980.86	79%
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LEASE AGREEMENT

AGREEMENT OF LEASE made this 17th of November, 2014, 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 #22 to The Inhabitants of the Town of Hampden, dated April 20, 1969, recorded in the Penobscot Registry of Deeds, Volume 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 demised 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 ten (10) years, commencing November 17, 2014 and terminating ten (10) years thereafter, to wit November 17, 2024, at the annual rental rate of One Dollar (\$1.00). Rental payments shall be due and payable on the first day of June of each year. Lessee shall have the option to renew this lease for one additional ten year term, unless Lessor provides Lessee with a written notice at least 60 days prior to the original termination date that the Lease may not be renewed.

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, and shall be in compliance with all applicable laws, regulations, rules or ordinances.

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 property of Lessor.

SECTION FOUR
REPAIRS

Lessee shall, at all times during the lease and at its own cost and expense, repair, replace, and maintain in good 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 the Lessee only, and Lessee shall be solely liable for all utility charges, including but not limited to gas, electricity, telephone services, water, sewer, heating costs and the costs of snow removal.

SECTION SIX
PERMITS

It shall be the sole responsibility of the 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 the Lessee.

SECTION SEVEN
LEASEHOLD AS SECURITY

Lessee agrees to permit Lessee to pledge the leasehold and/or any fixtures owned by Lessee as security for any loan(s) made by lending institutions, provided, however, that the loan shall be repaid 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 INDEMINIFICATION

During the original term or renewal term of this Lease, Lessor 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 demised premises arising from any cause whatsoever. Lessee shall not hold Lessor in any way responsible or liable therefor, and hereby releases and remises Lessor therefrom. Lessee shall defend, indemnify, and hold Lessor 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 demised premises and (ii) any and all of the foregoing arising from Lessee's occupation of, and its conduct of activities upon, the demised premises.

SECTION TEN INSURANCE

- (A) Lessee agrees to provide insurance coverage at its own cost for all personal property, building contents, and Lessee-owned fixtures.
- (B) Lessee shall, at its sole cost and expense, and for the benefit of the Lessor, carry and maintain comprehensive public liability insurance, including property damage, insuring Lessor and Lessee against liability for injury or damage to persons or property occurring in or about the demised premises arising out of the ownership, maintenance, use or occupancy thereof. The liability under such circumstances 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 for personal property damage per accident. Such insurance shall be in a form, and maintained with carriers, satisfactory to Lessor, and shall contain an agreement by the insurer that the policy shall not be cancelled without at least ten (10) days prior written notice to Lessor and Lessee. Lessee shall annually deliver to Lessor a certificate of insurance evidencing the required coverage. If Lessee fails to provide the insurance, and in addition to the remedies for default under Section Eight, Lessor 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 the Lessee. Lessee shall pay said amounts within 20 days of Lessor mailing an invoice therefor to Lessee.

(C) Lessor agrees to provide casualty insurance for the land, building structure and Lessor-owned fixtures.

SECTION ELEVEN
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 the Lessor in the demised premises.

SECTION TWELVE
QUIET ENJOYMENT

Lessor warrants that Lessee shall be granted peaceable and quiet 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 THIRTEEN
NOTICE

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

LESSOR:

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

Or at such other place as Lessor may designate in writing

LESSEE

:

Hampden Kiwanis
55 Main Road North
P.O. Box 498

Or at such other place as Lessee may designate in writing

In Witness Whereof, the parties have caused this instrument to be duly executed on their behalf under seal this 28th day of November, 2014.

Denise Godson
Witness

Inhabitants of the Town of Hampden

By: *Susan M. Lessard*
Susan M. Lessard
Its Town Manager duly authorized

Lessor

John W. Monahan
Witness

Pamela A. Gow

Kiwanis Club of Hampden

By: *William Brooks*
Printed Name: William Brooks
Its President duly authorized
Lessee

PAMELA A. GOW
Notary Public • State of Maine
My Commission Expires May 7, 2015

MEMORANDUM OF LEASE

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

Lessee: Kiwanis Club of Hampden
55 Main Road North
P.O. Box 498
Hampden, ME 04444

Date of Lease:

Term of Lease:

Option of Renew: Ten year renewal option available at the sole discretion of Lessor.

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, Volume 2183, Page 31.

INHABITANTS OF THE TOWN OF HAMPDEN

Dated: November 19, 2014

By

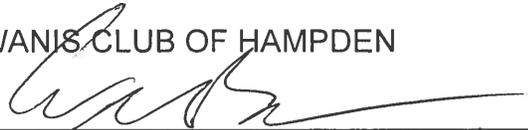


Susan M. Lessard
Its Town Manager

Dated: November 28, 2014

KIWANIS CLUB OF HAMPDEN

By



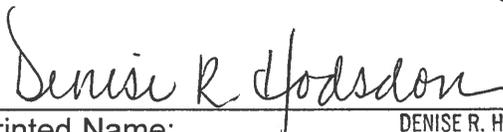
Printed name: William Bruce
Its President

STATE OF MAINE

Penobscot, ss.

November 19, 2014

Personally appeared before me the above named Susan M. Lessard, Town Manager of the Town of Hampden and acknowledged the foregoing instrument to be his/her 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, 
Printed Name: Denise R. Hodson
Notary Public **DENISE R. HODSDON
NOTARY PUBLIC, MAINE
MY COMMISSION EXPIRES
MARCH 3, 2016**

Personally appeared before me the above named William Bruce, President of Kiwanis Club of Hampden and acknowledge the foregoing instrument to be his/her free act and deed in said capacity and the free act and deed of said organization, and a true and accurate memorandum of the lease agreement described hereinabove.

Before me, 
Printed Name: Pamela Gow
Notary Public November 28, 2014

PAMELA A. GOW
Notary Public • State of Maine
My Commission Expires May 7, 2015

MEMO

Recreation Department-Skehan Recreation Center

To: Town Manager Angus Jennings
From: Recreation Director Shelley Abbott
CC: PW Director Sean Currier
Date: 3/31/2017
Re: Recreation Clearing Request



Town of Hampden
RECEIVED

APR 13 2017

Office of the
Town Manager

Comments: I am requesting to use Recreation Clearing account number 1-199-01 for the purpose of the following items:

John Deere Turf Tires \$1750.00

Existing PW equipment will be outfitted with turf tires to complete field maintenance tasks in house rather than contracting this service out. Field Aeration and Rolling should be done 1-2 times per year.

LHP field is 120000 square feet and a vendor charges \$6 per square thousand = \$720 per aeration (fall 2016). Other town owned ballfields would benefit from aeration 1-2x seasonally but has never been done due to cost.

John Deere Core Aerator-Weighted \$3029.89

John Deere 5' Roller \$1400.00

Total Request from Recreation Clearing Account 1-199-01 \$6179.89

Quote from Greenway Equipment Attached.

Thank you for consideration of this request.

Shelley Abbott
Recreation Director



Quote Summary

Prepared For:

Prepared By:

Jeremy Snow
Greenway Equipment Sales
1701 Hammond Street
Bangor, ME 04401
Phone: 207-990-4433
jeremy@greenwayequipment.com

Quote Id: 15018855
Created On: 30 March 2017
Last Modified On: 30 March 2017
Expiration Date: 31 March 2017

Equipment Summary	Selling Price	Qty	Extended
Frontier CA2060 - 5 Ft. Standard Duty Core Aerator	\$ 3,029.89 X	1 =	\$ 3,029.89
Frontier CA2060 - 5 Ft. Standard Duty Core Aerator	\$ 2,496.41 X	1 =	\$ 2,496.41
Equipment Total			\$ 5,526.30

Quote Summary	
Equipment Total	\$ 5,526.30
SubTotal	\$ 5,526.30
Total	\$ 5,526.30
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 5,526.30

Salesperson : X _____

Accepted By : X _____



Selling Equipment

Quote Id: 15018855

Frontier CA2060 - 5 Ft. Standard Duty Core Aerator

Hours:

Stock Number:

				Selling Price
				\$ 3,029.89
Code	Description	Qty	Unit	Extended
1131XF	CA2060 - 5 Ft. Standard Duty Core Aerator	1	\$ 3,092.00	\$ 3,092.00
Standard Options - Per Unit				
9000	Steel Weight Tank Quantity 2 (2 Required per Machine)	1	\$ 682.00	\$ 682.00
Standard Options Total				\$ 682.00
Other Charges				
	Setup	1	\$ 70.00	\$ 70.00
Other Charges Total				\$ 70.00
Suggested Price				\$ 3,844.00
Customer Discounts				
Customer Discounts Total			\$ -814.11	\$ -814.11
Total Selling Price				\$ 3,029.89

Frontier CA2060 - 5 Ft. Standard Duty Core Aerator

Hours:

Stock Number:

				Selling Price
				\$ 2,496.41
Code	Description	Qty	Unit	Extended
1131XF	CA2060 - 5 Ft. Standard Duty Core Aerator	1	\$ 3,092.00	\$ 3,092.00
Other Charges				
	Setup	1	\$ 70.00	\$ 70.00
Other Charges Total				\$ 70.00
Suggested Price				\$ 3,162.00
Customer Discounts				
Customer Discounts Total			\$ -665.59	\$ -665.59
Total Selling Price				\$ 2,496.41



Quote Summary

Prepared For:

Prepared By:

Jeremy Snow
Greenway Equipment Sales
1701 Hammond Street
Bangor, ME 04401
Phone: 207-990-4433
jeremy@greenwayequipment.com

Quote Id: 15018855
Created On: 30 March 2017
Last Modified On: 30 March 2017
Expiration Date: 31 March 2017

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE WHEELS/TIRES	\$ 1,750.00 X	1 =	\$ 1,750.00
3PT ROLLER SC60163PT 5'ROLLER	\$ 1,400.00 X	1 =	\$ 1,400.00
Equipment Total			\$ 3,150.00

Quote Summary	
Equipment Total	\$ 3,150.00
SubTotal	\$ 3,150.00
Total	\$ 3,150.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 3,150.00

Salesperson : X _____

Accepted By : X _____



Selling Equipment

Quote Id: 15018855

JOHN DEERE WHEELS/TIRES				
Hours:	0			
Stock Number:				
				Selling Price
				\$ 1,750.00
Code	Description	Qty	Unit	Extended
TURF	LVB25555/6 WHEELS/TIRES	1	\$ 1,750.00	\$ 1,750.00
Suggested Price				\$ 1,750.00
Customer Discounts				
Customer Discounts Total			\$ 0.00	\$ 0.00
Total Selling Price				\$ 1,750.00

3PT ROLLER SC60163PT 5'ROLLER				
Hours:	0			
Stock Number:				
				Selling Price
				\$ 1,400.00
Code	Description	Qty	Unit	Extended
ROLLER	5' 3PT ROLLER	1	\$ 1,400.00	\$ 1,400.00
Suggested Price				\$ 1,400.00
Customer Discounts				
Customer Discounts Total			\$ 0.00	\$ 0.00
Total Selling Price				\$ 1,400.00

HAMMOND TRACTOR COMPANY

Hammond Tractor
 216 Center Road
 Fairfield, ME 04937
 (207) 453-7131
 (207) 453-7825

Quote Issued By: Richard Ingraham

Quote Issued To: TOWN OF HAMPDEN 106 WESTERN AVE HAMPDEN, ME 04444 207-862-3034 (B)	Quote #:101221 Issue Date:4/4/2017 Expire Date:5/5/2017
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Miscellaneous Items

QTY	Taxable	Description	Price	Disc Amt	Total
1	Y	TURF TIRES FOR JOHN DEERE 2520; 2-24X8.5-14 AND 2- 36X14-15 WHEEL AND TIRE	3174.00	0.00	3174.00
1	Y	FRONTIER CA2060 W/ STEEL WT TANK	3774.00	724.00	3050.00
1	Y	60" 3-PT ROLER - 800LBS	1474.00	154.00	1320.00

NOTES:	Total Sale Price:	\$7,544.00
	Trade:	\$0.00
	Trade Difference:	\$7,544.00
	Sales Tax:	\$0.00
	Down Payment:	\$0.00
	Payoff:	\$0.00
	Balance Due:	\$7,544.00

Equipment Warranty Info

- _____ Warranty On _____ for _____ days from (date) _____ excludes transportation. Accepted By: _____
- Sold as is. There is no Warranty of any kind expressed or implied. Buyer responsible for all repairs. Accepted By: _____
- Disclaimer: Equipment sold for parts use only and may not be equipped with safety devices required for safe operation or use. Buyer assumes all risk and liability associated with equipment. Accepted By: _____
- Used equipment may not be equipped with the latest safety devices which may be available at additional costs. Accepted By: _____
- Ballast is required for traction and stability when operating tractors in rough terrain or with implements. Accepted By: _____
- Customer is responsible for verification of PTO shaft lengths Accepted By: _____

NO WARRANTY ON USED EQUIPMENT UNLESS OTHERWISE SPECIFIED

If payment is not received as stated above, interest will be charged at 1 3/4% per month, which is an ANNUAL PERCENTAGE RATE of 21% of the unpaid balance. Without qualifying the obligation to make such payments or complete responsibility for the insured and safekeeping of the property meanwhile, the undersigned agrees that title, ownership and right of possession of machine(s) and equipment ordered shall remain the property of the Seller until actually paid in full.

Salesman: Richard Ingraham

Purchaser: _____

Pebblestone Farm

282 Miles Road

Newburgh, ME 04444

207-852-9754

Town of Hampden
RECEIVED

APR 18 2017

Office of the
Town Manager

Dear Mr. Jennings,

I spoke with you a few weeks ago regarding the Hampden Farmers' Market. My business was not accepted into the market and I would like to sell our products in Hampden. I grew up in Hampden across from the Edyth Dyer Library. We had a large horse farm there but were forced to move when Rt. 202 cut through our fields. I was a teacher at Hampden Academy, started Windover Camp, and have been a school counselor for twenty years in various local schools.

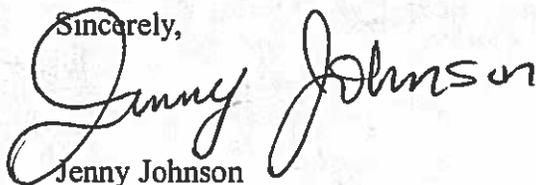
A few years ago, I spoke with a person originally organizing the Hampden Market and indicated my interest in being a vendor. She informed me that they were accepting everyone so there was no hurry. It was my first year as a baker and I hadn't gotten all the licenses yet. When I applied, I was denied. I knew that this year there was an opening for a baker; imagine my surprise when the vacancy was given to a very large bread baker from the Levant area. Our product is excellent, our reputation is great, we have the capacity to produce more than enough bread for the market, and we are local.

Presently we have a bakery and sell at a few local Farmers' Markets. I also grow fruit and vegetables and have 100' of hoop houses. I would like to sell in the space reserved for local vendors. Hopefully, by next year, the markets vendors will be aware of the assets we can offer and we will be accepted in the regular market.

Our next venture at Pebblestone Farm is to offer Agritourism. We will be offering workshops in baking, gardening, glass bead making, weaving, wood-working, pottery, spinning wool, felting and much more. Gradually we will have cabins for our visitors. Due to our adventures with Windover Camp and my teaching degree, we are experienced in offering enriching activities to families and children. If we are allowed to be vendors in Hampden, we would like to stimulate the market by offering some of these mini-workshops.

Thank you for your consideration.

Sincerely,

 4-18-17
Jenny Johnson

Present

Future (FY18) and on

A
Vital

Lura Hoit Pool site analysis to determine feasibility for potential expansion of parking and athletic fields; initiate DEP permitting

Recreational Facilities Planning; decide whether or not to extend Skehan Center lease and on what term and subject to what conditions, and update Capital Program
Possible Bog Road acquisition of public rights to Souadabscook
Evaluate long-term planning for Library (i.e. current or alternate facility)

B
Important

Broadband Feasibility Study
Establish level of service expectations for seasonal Town Center flag displays
Continued and enhanced recognition of and support for local civic and volunteer individuals and organizations

Establish facilities operations and maintenance plan for public recreational facilities, including library, in coordination with partnering user groups and taxpayers
Recreation Affiliated Programs - clarify terms of agreements incl. cost sharing
Next steps toward enhancing broadband availability (after current study complete)

C
Optional

Marina Park improved internal signage, NOAA-funded informational kiosk
Improve visibility of Papermill Park with signage on Coldbrook Road
Public Parks – pursue grant-funded improvements as available

Review/Amend Harbor Ordinance
Work with civic organizations, residents and businesses to create Community Resource Guide
Clarify Outdoor Facilities Ordinance (incl. whether Rules & Regulations were adopted/are needed)
Update Library Ordinance for consistency current practice on Board of Trustees
Create policy to allow for one-day beer and wine licenses for events at the Library
Execute new Cable Franchise Agreement
Create comprehensive walking trails map
Public Parks – pursue grant-funded improvements as available

D
Worthless