

SERVICES COMMITTEE MEETING

Monday, June 6, 2016

6:00 pm

HAMPDEN TOWN OFFICE

A G E N D A

1. MINUTES

- a. May 9, 2016

2. OLD BUSINESS

- a. Correspondence regarding Time Warner Cable merger with Charter Communications
- b. Review of recent correspondence from Historic Hampden Academy LLC re Skehan Center lease

3. NEW BUSINESS

- a. Review of application for Certificate of Appropriateness pursuant to Historic Preservation Ordinance for work completed at 96 Main Road North – Mark Savard.

Note: the Services Committee will be joined for this matter by the duly appointed and sworn in members of the Historic Preservation Commission but will be acting in the capacity of the Commission, and in consultation with appointed members, because the Commission lacks an appointed quorum.

- b. Update from MMA Technology Conference regarding municipal broadband / high speed internet options – Kyle Severance, GIS/IT Specialist

4. PUBLIC COMMENTS

5. COMMITTEE MEMBER COMMENTS



2-a

Shelley Winchenbach
Director, Government Affairs

June 1, 2016

Dear Town/City Official,

We are writing to you as part of our ongoing efforts to keep you apprised of developments affecting Time Warner Cable (now Charter Communications) customers in your community.

Time Warner Cable's agreements with programmers and broadcasters to carry their services and stations routinely expire from time to time. We are usually able to obtain renewals or extensions of such agreements, but in order to comply with applicable regulations, we must inform you when an agreement is about to expire. The agreements with the programmers/broadcasters on the list below are due to expire soon and we may be required to cease carriage of one or more of these services/stations in the near future where these services are offered.

WBGR-LP SD&HD, Music Choice channels 1900-1950, POP SD&HD, Pivot, GMA Life TV, GMA Pinoy, RFD, Outdoor Channel SD&HD, Fuse SD&HD, Weather Channel SD&HD, YouToo

Please note some channels listed may not be available in your service area. Please consult your local listings for more details at: www.timewarnercable.com/northeast. The following changes are scheduled to take place:

WLBZ DT3 will be added to Aroostook County, Bangor, Brownville, Fairfield, Machias, and North Anson on or about June 22, 2016

Pop TV (fka TV Guide) scrolling guide service will cease on or about July 6, 2016

Again, this is a routine notice and we are confident agreements will be reached with these networks. A copy of the ad that will run in the local daily paper can be found on our website at: www.twc.com.

These ads are placed in the first and third Wednesday of each month. This information is also located on customer bill statements.

Please do not hesitate to contact us if you have any questions.

Shelley Winchenbach
Director, Local Franchising/New England-ME/NH/MA
Charter Communications

N.Eng

Angus Jennings, Town Manager
Town of Hampden
106 Western Avenue
Hampden, ME 04444

**Town of Hampden
RECEIVED**

MAY 26 2016

**Office of the
Town Manager**

May 25, 2016

RE: Follow-Up to Lease Agreement Letter, Historic Hampden Academy

Dear Mr. Jennings,

This letter is to follow up on issues recently raised by your March 28, 2016, letter questioning certain provisions of the Lease Agreement in which the Town of Hampden triple net leases the Skeehan Center, a 22,777 sq. ft. gymnasium, from Historic Hampden Academy, LLC. We appreciate you bringing these issues to our attention. I would like to reiterate that it was never our intent for the Town of Hampden to pay for ANY expenses that should have been paid by Historic Hampden Academy. A great amount of effort was made to separate the electrical wiring, which was not an easy task. It appears that all parties involved at the beginning did overlook a few details of the separation of utilities. With more detailed explanations below, we are enclosing a check for \$1,374.80 to reimburse the Town for electricity which was incorrectly metered, and a separate check for \$4,200.02 for reimbursement of the Town's oil costs that were used to help heat portions of the building not leased by the Town. While we were researching the issues raised in your letter, we have uncovered several items in the lease agreement which should have been but were not billed to the Town of Hampden, including property taxes, insurance, and water and sewer, totaling \$8,199.70. Because the Town of Hampden provided the tax bill to us, it was our understanding they would reimburse us 22.32% of the tax bill based on pro-rata square footage. The Town also generates the sewer bills, which the Town paid us for their 2014 sewer bills, but did not in 2015 or 2016. We will plan to bill the Town for these expenses in the future.

Parking

The Recreation Department now has 22 dedicated parking spaces, including 2 handicap parking spaces. We have notified our other tenants regarding the 22 dedicated parking spaces for the Town's Recreation Department. We have put up signs stating there is to be no parking around the Bronco circle. We have painted "No Parking" in several spots around the circle. We have notified the parties who have previously used space in the parking lot and the lawn in the Bronco circle that they need to apply to the town for a certificate of compliance if they intend to use space here in the future.

Utilities

On April 5, 2016, we hired Hampden Electric to move the hallway and emergency lights off the Town's meter and onto our meter. Hampden Electric has estimated that the lights in the hallway used \$611.02/year of electricity. Although the hallway is an emergency exit from the gymnasium, which would need to be lit in case of an emergency, we have enclosed a check for \$1,374.80 to reimburse the Town for electricity costs from January 2014 to March 2016 for 100% of the lighting costs for the hallway (Lafayette Hotels paid all utilities for the town from September to December 2013). Hampden Electric has also installed electric strip heat in the hallway, bathrooms, and our locker room and connected it to our electric panel. The blower unit in the hallway and the one in the locker room (which wasn't functional) were disconnected by Hampden Electric. Please see enclosed letter from Hampden Electrical with further details of the work completed by them.

We hired Northeast Mechanical to shut off any heat coming from the Skeehan boiler which was supplying heat to any portions of the building not leased by the Town (hallway and locker room). The former band room baseboard was shut off prior to January 2014 when we installed two heat pumps in that space. The fan unit on the locker room was not functional, and we thought the hallway was a shared exit. Our former head of maintenance for the building told us everything was separated to

the Town of Hampden's satisfaction. Since there was residual heat coming from the boiler to the hallway and locker room, we have decided to reimburse the town for the portion of the oil bill that was used to help heat our section of the building. I was given a spreadsheet on April 6, 2016, by Shelley Abbott showing the oil bills paid by the Town of Hampden for 2014 (\$30,073.37), 2015 (\$22,924.21), and 2016 YTD (\$7,434.41). We have calculated that the hallway and locker rooms are 6.95% of the square footage that was heated by the Skeehan Center boiler, and have enclosed a check to the Town of Hampden for \$4,200.02. We were happy to hear that you were able to lock in your oil price of \$1.65/gallon for this coming year. Based on an estimated oil usage of 7,500 gallons, the estimated annual oil cost will be \$12,375, which is a savings of \$10,549 from the 2015 oil cost for the Skeehan Center, which should help next year's budget.

As we were digging into the bills to make sure that everyone was paying their portion of the utilities as defined in the Lease Agreement, we discovered some items that had not been properly billed to the Town of Hampden. Enclosed is a spreadsheet showing the costs owed by the Town of Hampden to Historic Hampden Academy, LLC, for insurance, water & sewer, and property taxes, totaling \$8,199.70.

We apologize for any additional work this has created for you and your staff. We have spent an extensive amount of time and money to bring in contractors to make sure that everything has been reexamined. Again, our goal from the beginning was for each party to pay only their portion of the bills. Danny and Carla Lafayette have always been big supporters of the Town of Hampden, and take pride in their significant investment to save the Historic Hampden Academy and to bring jobs to Hampden that would otherwise be located somewhere else.

We have enclosed a donation of \$1,000.00 to the Town of Hampden Recreation Department. My family and many of my associates and their children have participated in soccer, basketball, youth football, and other programs through the Recreation Department. Danny and Carla Lafayette had all four of their children enjoy the wonderful recreational programs offered by the Town of Hampden. We understand the importance to all residents of the Town to have access to the many recreation programs available.

Should you have any questions, please contact me at 862-8000.

Sincerely,



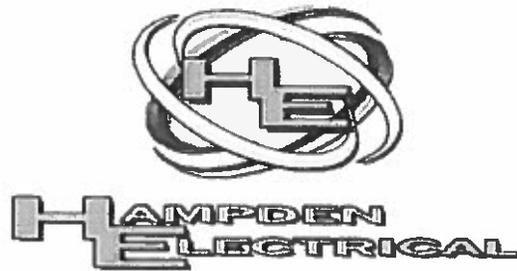
Brock Bradford, CFO

Lafayette Hotels

Enclosures:

1. Letter from Hampden Electric
2. Letter from Northeast Mechanical
3. Skeehan Center Oil Usage Spreadsheet
4. Spreadsheet showing Amounts owed to Historic Hampden Academy
5. Check to Town of Hampden for \$1,374.80- Electricity Reimbursement
6. Check to Town of Hampden for \$4,200.02- Oil Reimbursement
7. Check to Town of Hampden- \$1,000.00 Donation for the Recreation Department

Cc: Danny Lafayette, Lafayette Hotels
Carla Lafayette, Lafayette Hotels
Peggy Brown, Lafayette Hotels
Sue Higgins Prior, Lafayette Hotels



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

May 23, 2016

Lafayette Hotels
Attn: Mr. Brock Bradford, CFO
155 Littlefield Ave.
Bangor, ME 04401

RE: Historic Hampden Academy/Rec Dept. Power separation

Brock,

Please accept this letter as an informational notice that I Chris Carson on behalf of Hampden Electrical believe that we have successfully separated all power metering between the Hampden Rec Department which uses the area known at the New Gym from the rest of the existing facility currently owned by Lafayette Hotels.

We initially responded to this call from Lafayette Hotels noting that the Hampden Rec Dept. felt that some area lighting and a few unit heaters were potentially being paid as a part of their electricity bill incorrectly. The day I initially responded alone, Emera unfortunately experienced a power outage that essentially ended any and all investigation work. The next day we dispatched two electricians (Bill Dean and Cory Von Oesen) to continue tracing circuitry and find which meter these suspected loads were being paid from. Bill Dean has over 30 years of in the field electrical experience and Cory Von Oesen has been an electrician for 12 years. Below are a few notes of their findings and actions taken to resolve any incorrect metering loads.

- 1) There is a main CT Meter metering the load of the pad mount transformer located outside of the boiler room. This entire area of the building runs through this meter and the total power consumption of all parties' electricity is read by this meter. Sub panels not being paid by the Rec Dept. have an E-Mon D-Mon Meter located next to each panel and each panel's power consumption is captured and that power is pro-rated from the total utility bill which the balance is paid by the Rec Dept. There is 3 phase panel in the boy's locker room in a small closet on the left. This panel has 3 bus bars. These bus bars are distinguished using the names "Phase A, Phase B and Phase C". These three phases are also all captured by the total bill for the Hampden Rec Dept. This panel is unique in that it's a shared load of Lafayette Hotel and the Rec Dept. A meter is located next to this panel and monitors the power consumption of Phases A and C, while the B Phase not metered. The B Phase is 100% designated to loads serving the

Rec Dept. while the other two phases are 100% designed for use of the Lafayette Hotel, so any power from this panel used by Lafayette Hotels is being paid by Lafayette Hotels. It is of our opinion that this has been successfully completed.

- 2) We found that the area that could potentially be perceived as a second means of egress for the Hampden Rec Dept. which also serves as an entrance to The Karate area out back has a quantity of 9 2x4 Florescent 4 Lamp T8 lamps has previously been paid by the Hampden Rec. Dept. We have changed this lighting circuit over so that is it currently powered by the Lafayette Meter. Based off of a 12 hour per day operation, 5 days per week and an electricity rate of \$0.17/KWH, these nine lights would have an annual operating cost of \$611.02/Year.
- 3) We found that a fractional horsepower unit heater located in this same hallway as well as a unit heater in the Boys' Locker Room was also being paid by the Rec Dept. To mitigate this we completely removed the wiring from these unit heaters. To subsidize this area's heat because the unit heater has been taken out of operation in the Boys' Locker Room we have added several strips of electric baseboard heat with unit mounted thermostats. These new baseboard units are powered 100% from metering provided by Lafayette Hotels.

Hampden Electrical certifies that all wiring to the best of their knowledge from their findings that all power has been successfully separated from Lafayette Hotels and the Hampden Rec. Dept. and is currently being metered properly. This work was completed 100% by Hampden Electrical the morning of May 23, 2016. It is of our opinion that great extents had previously been taken by Lafayette Hotels to try and separate this power prior to our arrival, and that there was no intentional cross wiring to provide any financial benefit to one entity over the other. It is notable that separating power in an existing facility that was not originally built to be subdivided is a VERY difficult task and can be a very costly procedure as well. It is obvious that a lot of previous effort was put into this project and over time a couple of human error mistakes or what I could consider miscommunication of a designed area has occurred. Please do not hesitate to contact me with any questions regarding the content of this letter.

Sincerely,



Christopher R Carson

NORTHEAST



MECHANICAL

The Blake Group

1194 Odlin Road
Hermon, ME 04401
800-883-7661
207-947-6845 FAX
www.nemech.com

Peak Performance Solutions

May 25, 2016

Historic Hampden Academy
1 Main Road North
Hampden, ME 04444

To Whom It May Concern:

Any heat coming off Skeeahan center boiler that supplied any supplemental heat to areas not leased by the Town of Hampden has been shut off.

Sincerely,

Nate Boyce

Nate Boyce | Field Supervisor
Nate.Boyce@BlakeEquip.com
P: (207) 989-2566 | M: (207) 356-4811
F: (207) 947-6845
www.blakeequip.com

BLAKE

 **EQUIPMENT**

The Blake Group

1194 Odlin Rd | Hermon, ME 04401

INTEGRITY | EXCELLENCE | TEAMWORK | INNOVATION



Blake Equipment

:

BWS

:

JW Stevens

:

Northeast Mechanical

5/26/2015	40.1	\$123.38	
6/15/2015	9.4	\$28.92	
boiler turned on 10/19/15 at \$2.188 gallon			
10/9/2015	4.8	\$10.50	
10/26/2015	217.8	\$476.55	boiler turned on 10/19/15
11/16/2015	246.7	\$537.59	11/5 heat tuned off what could be
11/30/2015	218.8	\$406.97	boiler chased, 11/6; Valve 8 shut down
12/7/2015	509.2	\$1,114.13	11/9 back cold, valve 8 opened up
12/14/2015	330.3	\$722.70	11/18 gym heat used periodically
12/21/2015	184.4	\$403.47	12/9 heat on in locker room
12/28/2015	272.3	\$595.79	12/15 began heating overnight
2015 Totals	8,048.10	\$22,924.21	
1/4/2016	376.9	\$824.66	12/24-12/28 heat on in gym for closure
1/11/2016	245	\$536.06	
1/18/2016	317.6	\$694.91	
1/25/2016	306.2	\$669.97	
2/1/2016	281.7	\$616.36	
2/8/2016	256.2	\$560.57	
2/15/2016	305.7	\$668.87	
2/22/2016	260.6	\$570.19	
2/29/2016	60.3	\$131.94	locker room heat off 3/7/16
3/7/2016	562.9	\$1,231.63	
3/14/2016	300.4	\$657.28	
3/21/2016	124.3	\$271.97	Boiler shut off late April / Early May
2016 Totals	3,397.80	\$7,434.41	
2014 Totals	6.95% x	\$30,073.37	=\$2,090.10
2015 Totals	6.95% x	\$22,924.21	=\$1,593.23
2016 Totals	6.95% x	\$7,434.41	=\$516.69
Lafayette Reimbursement to Town			=\$4,200.02
2016 Oil Costs			
\$1.65/ gallon x 7,500 (est) gallons		\$12,375	
Savings over 2015 Oil Cost		\$10,549	

HAMPDEN ACADEMY - SKEHAN CENTER ANALYSIS

INS/TAXES/SEWER HAVE NOT BEEN BILLED TO THE TOWN SINCE HHA PURCHASED 1 Main Rd North In September 2013

BUILDING SQUARE FOOTAGE	102,041
SKEHAN CENTER SQUARE FOOTAGE - LEASED TO THE TOWN OF HAMPDEN	22,777
TOWN %	22.32%

TOTAL SQUARE FOOTAGE OF THE SKEHAN CENTER BUILDING	25,034.50
LAFAYETTE SHARE OF THIS SPACE	3,755.00
PERCENTAGE FOR TOWN OF HAMPDEN - SKEHAN CENTER	85.00%
PERCENTAGE FOR LAFAYETTE SPACE	15.00%
THE TOWN PAYS 85% OF THE SKEHAN CENTER SPRINKLER BILL SO WE HAVE USED 85% FOR THE WATER AND SEWER BILLS	

	TOTAL BILL	TOWN PORTION DUE
2013 INSURANCE - FOR P/13 - 10/13 - PAID IN 2014	822.00	183.48
NO TAXES PAID - TOWN WAS THE OWNER OF RECORD ON APRIL 1, 2013		
THEY ARE TAX EXEMPT - NO TAXES DUE/PAID		
SEWER 7/1/13-9/30/13	42.80	PD BY TOWN 12/10/14
SEWER 10/1/13-12/31/13	85.80	PD BY TOWN 12/10/14
WATER - SHOULD HAVE BEEN BILLED AT 85% BUT TOWN PD 100%	505.42	(75.81)
SUBTOTAL DUE FOR 2013		107.67
2014 INSURANCE - PD 10/1/13-10/1/14	11,148.00	2,488.39
TAXES - 36-0-076 land and building 2015 tax bill due 10/1/14 and 4/1/15	3,703.00	826.56
TAXES - 41-0-004 land 2015 tax bill due 10/1/14 and 4/1/15	1,148.00	256.25
TAXES - 41-0-005 land 2015 tax bill due 10/1/14 and 4/1/15	491.75	109.77
SEWER 1/1/14-3/31/14	146.52	PD BY TOWN 12/10/14
SEWER 4/1/14-6/30/14	146.52	PD BY TOWN 12/10/14
SEWER 7/1/14-9/30/14	146.52	PD BY TOWN 12/10/14
SEWER 10/1/14-12/31/14	146.52	PD BY TOWN 12/10/14
WATER - SHOULD HAVE BEEN BILLED AT 85% BUT TOWN PD 100%	2,021.68	(303.25)
SUBTOTAL DUE FOR 2014		3,377.72
2015 INSURANCE - PD 10/1/14-10/1/15	8,105.00	1,809.15
TAXES - 36-0-076 land and building 2016 tax bill due 10/1/15 and 4/1/16	3,692.50	824.22
TAXES - 41-0-004 land 2016 tax bill due 10/1/15 and 4/1/16	1,155.00	257.81
TAXES - 41-0-005 land 2016 tax bill due 10/1/15 and 4/1/16	490.00	109.37
SEWER 1/1/15-3/31/15	121.84	103.56
SEWER 4/1/15-6/30/15	250.24	212.70
SEWER 7/1/15-9/30/15	207.44	176.32
SEWER 10/1/15-12/31/15	293.04	249.08
WATER - SHOULD HAVE BEEN BILLED AT 85% BUT TOWN PD 100%	2,021.68	(303.25)
SUBTOTAL DUE FOR 2015		3,438.98
2016 INSURANCE - PD 10/1/15-10/1/16	5,100.21	1,138.44
TAXES - 36-0-076 land and building 2017 tax bill due 10/1/16 and 4/1/17		
TAXES - 41-0-004 land 2017 tax bill due 10/1/16 and 4/1/17		
TAXES - 41-0-005 land 2017 tax bill due 10/1/16 and 4/1/17		
SEWER 1/1/16-3/31/16	250.24	212.70
WATER - SHOULD HAVE BEEN BILLED AT 85% BUT TOWN PD 100%	505.42	-75.81
SUBTOTAL DUE THROUGH MAY 2016		1,275.33
TOTAL DUE		8,199.70

RECAP:	AMOUNT DUE FROM TOWN OF HAMPDEN (SKEHAN CENTER) 2013 - MAY 2016	
	INSURANCE SEPT 2013 - 2016	5,619.46
	TAXES 2014- YTD 2016	2,383.98
	SEWER 2015- YTD 2016	954.38
	WATER OVERPAYMENT 2013 - YTD 2016	(758.13)
		8,199.70

RECAP:	ELECTRICITY EXIT HALLWAY LIGHTS	
	2013 - PAID BY LAFAYETTE	
	2014 - ESTIMATED BY HAMPDEN ELECTRIC PAID BY TOWN OF HAMPDEN	611.02
	2015 - ESTIMATED BY HAMPDEN ELECTRIC PAID BY TOWN OF HAMPDEN	611.02
	2016 - ESTIMATED BY HAMPDEN ELECTRIC PAID BY TOWN OF HAMPDEN	152.76
	(\$611.02/ 12 MONTHS X 3 MONTHS - JAN, FEB & MARCH 2016 - CHANGED TO LAFAYETTE ON APRIL 5, 2016)	
	REIMBURSED TO TOWN OF HAMPDEN 5/26/16	1,374.80

RECAP:	OIL EXIT HALLWAY HEAT	
	2013 - PAID BY LAFAYETTE	
	2014 - 30,073.37 X 6.95%	2,090.10
	2015 - 22,924.21, X 6.95%	1,593.23
	2016 - 7,434.41 X 6.95%	516.69
	(JAN, FEB & MARCH 2016 - CHANGED TO LAFAYETTE ON APRIL 5, 2016)	
	REIMBURSED TO TOWN OF HAMPDEN 5/26/16	4,200.02



Angus Jennings <townmanager@hampdenmaine.gov>

Skeehan Center- Estimated Costs

1 message

Brock Bradford <brock@lhadm.com>
To: townmanager@hampdenmaine.gov

Fri, May 27, 2016 at 8:51 AM

Good Morning Angus,
I hope you are well. It was great meeting you yesterday. Thanks for coming over to the office. I felt it was a very productive meeting. As discussed, attached is a spreadsheet showing what I anticipate the costs would be for the Town Rec Dept. at the Skeehan Center next year, based on the most current information I have available.

Please let me know if you have any questions or if I can clarify anything further.

Thanks,

Brock Bradford, CFO

Lafayette Hotels

207.862.8008 ext. 120 | fax 207.862.6465

155 Littlefield Ave. | Bangor, Maine 04401

brock@lhadm.com

lafayettehotels.biz

“For I know the thoughts that I think toward you, says the Lord, thoughts of peace and not of evil, to give you a future and a hope.” Jeremiah 29:11



Town Estimated Expenses for Budget.xlsx

14K

Quasi-Enterprise Accounts

Dept/Div: 20-20 REC/CULTURE / L HOIT POOL

Account Number	Account Name	2015/16 Budget	2015/16 Expended as of 4/30	Percent Expended	2016/17 Proposed (DH)	2016/17 Proposed (Mgr)	Notes
INSURANCE							
	05-10 W/C	\$ 4,700.00	\$ 2,836.65	60%	\$ 4,700.00	\$ 4,700.00	
	05-15 HEALTH	\$ 17,959.00	\$ 6,044.30	34%	\$ 12,445.00	\$ 12,445.00	Health insurance up 9.85% effective 1/1/16. Budgeting for 5% increase in FY17.
	05-20 LIFE	\$ 226.00	\$ 188.40	83%	\$ 226.00	\$ 226.00	
	05-25 DENTAL	\$ 150.00	\$ 125.00	83%	\$ 150.00	\$ 150.00	
SUPPLIES							
	10-01 OFFICE	\$ 913.00	\$ 878.40	96%	\$ 994.00	\$ 994.00	Time Warner Cable Internet (\$25/month); printer ink; notebooks, pens, batteries, dividers, paper; staff immunizations Hep B shot series.
	10-05 POSTAGE/SHIP	\$ 450.00	\$ 416.50	93%	\$ 450.00	\$ 450.00	
	10-10 GENERAL EXP						
	10-15 BOOKS/PUBL						
	10-20 SUPPLY/MATRL	\$ 1,050.00	\$ 1,481.60	141%	\$ 1,050.00	\$ 1,050.00	Rescue equipment, life lines, buoys, vacuum supplies, pool toys, noodles, swim lesson supplies, first aid supplies, aqua fitness supplies.
	10-80 CHEMICALS	\$ 7,033.00	\$ 3,764.43	54%	\$ 7,200.00	\$ 7,200.00	See attached.
	10-82 LANDSCAPING						
	10-99 MISC.						
UTILITIES							
	15-01 TELEPHONE	\$ 1,039.00	\$ 963.31	93%	\$ 1,176.00	\$ 1,176.00	OTT (\$36/month); TDS (\$62/month)
	15-05 ELECTRICITY	\$ 22,000.00	\$ 19,676.84	89%	\$ 22,000.00	\$ 22,000.00	
	15-10 FUEL	\$ 48,000.00	\$ 24,229.68	50%	\$ 23,240.00	\$ 23,240.00	Est. 14,000 gallons @ \$1.66
	15-15 WATER	\$ 3,250.00	\$ 3,224.58	99%	\$ 3,500.00	\$ 3,500.00	
	15-20 SEWER	\$ 3,000.00	\$ 1,733.56	58%	\$ 6,000.00	\$ 6,000.00	Reflects new rates.
MAINT/REPAIR							
	20-01 EQUIP.REPLAC						
	20-05 EQUIP.MAINT.	\$ 14,000.00	\$ 21,221.09	152%	\$ 14,000.00	\$ 14,000.00	See attached.
	20-25 VEHICLE MAIN						
	20-35 BLDG MAINT.	\$ 4,500.00	\$ 3,415.32	76%	\$ 4,500.00	\$ 4,500.00	Paint, Mops, Brushes, Toilet paper, Cleaning Chemicals, Vacuum, Gloves, Trash Bags, Hardware, Shower Curtains, Tools.
	20-45 STATION #2						
PROF.SERVICE							
	30-01 ADS	\$ 800.00	\$ 335.00	42%	\$ 800.00	\$ 800.00	Advertising for pool events, schedules and employment
	30-80 TRAIN/TRAVEL	\$ 1,500.00	\$ 1,347.63	90%	\$ 1,500.00	\$ 1,500.00	
	TBD	\$ -	\$ -	n/a		\$ 2,900.00	Fees for MyRec.com and debit/credit card acceptance
Total		\$ 130,570.00	\$91,882.29	70%	\$ 103,931.00	\$106,831.00	
Estimated Revenue Budget		\$ 155,000.00			\$ 155,000.00	\$155,000.00	
Estimated Net Surplus (Deficit)		\$ 24,430.00			\$ 51,069.00	\$ 48,169.00	

\$75.00 fee.

3-a



APPLICATION FOR CERTIFICATE OF APPROPRIATNESS

Please note: Application must be submitted with site plans in conformance with the Hampden Historic Preservation Ordinance. Incomplete plans will not be processed.

Date: 4/29/16

APPLICANT: Name: Mark Seward Address: 96 Main Rd North
Hampden ME

Phone: _____ Fax: _____ Cel: 745-5251 Email: gimsaward@yahoo

AGENT: Name of agent or representative: _____

Address: _____

Phone: _____ Fax: _____ Cel: _____ Email: _____

THE SITE: Location of site: 96 Main Rd N Hampden tax map and lot number: Map 32 lot 25

Zoning district: historical Existing use of property: _____

Legal interest in the parcel: SELF OWNERSHIP

Owner of parcel if other than applicant: _____

Owner's address: 93 HOLYOKE ST BRUNSWICK ME 04106

PROPOSED PROJECT: Description of proposed improvement, alteration, or maintenance of property:
update interior of Building. ext. use new doors that
are all rotten, ext DECK

ATTACHMENTS: Please attach a drawing to indicate exterior elevations or interior/exterior dimensions to scale, architectural design to include materials, colors, textures (samples of materials and colors to be included). Also please attach photographs of building involved and of adjacent buildings.

CERTIFICATION: By signing this form I certify that the information provided on these plans, text, and associated testimony is true and correct.

Signature: [Signature] Date: 4/29/16

OFFICE USE ONLY

Date received: 5/2/16 Date complete: _____

Fees paid: Amount/Date: 75.00

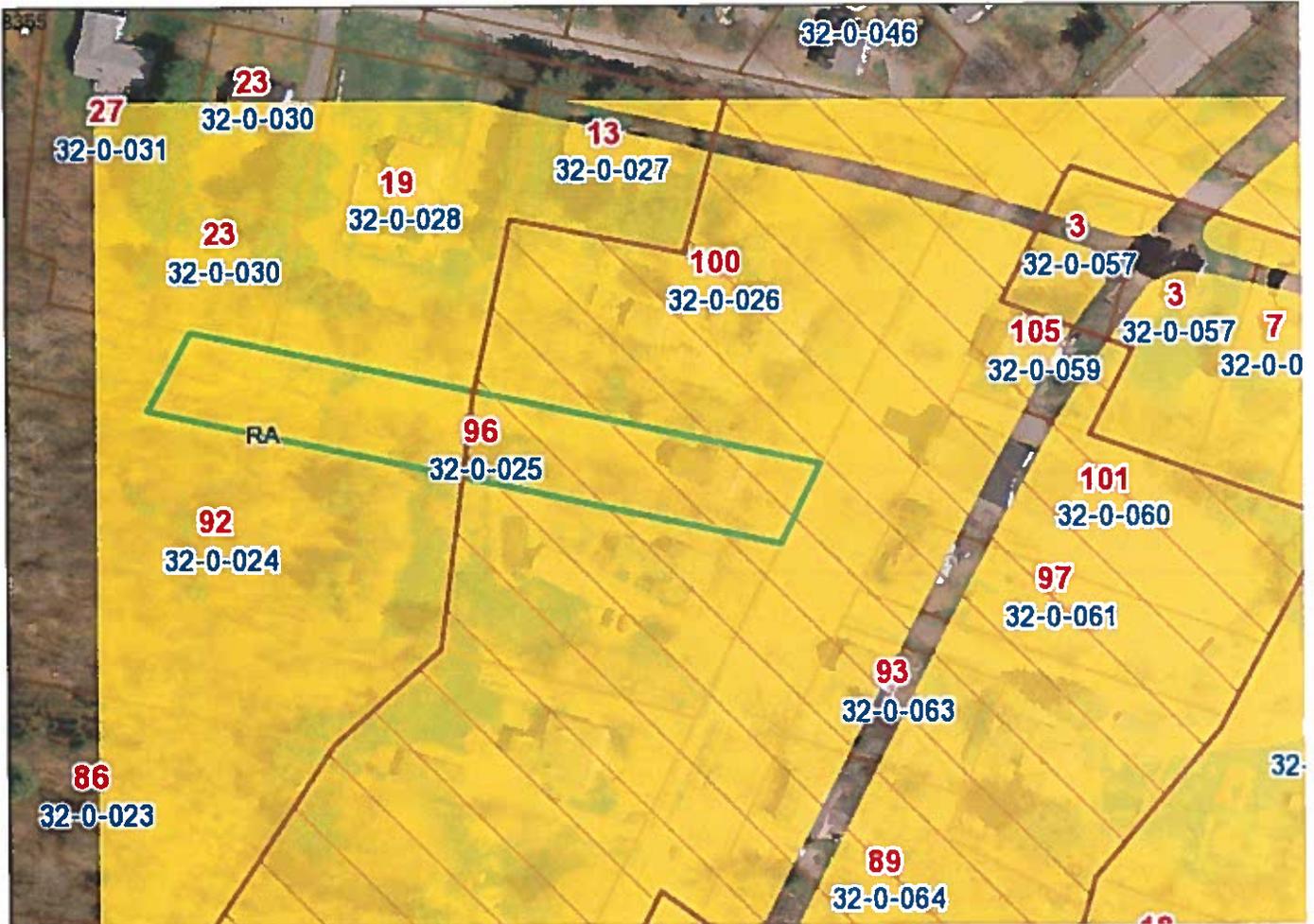
HHPC action: _____ Date: _____

Conditions: _____









Town of Hampden, Maine

Selected Parcel: 96 MAIN RD NO ID: 32-0-025

Printed on 5/9/2016 from <http://www.mainstreetmaps.com/me/hampden/beta.asp>



This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The Town of Hampden, Maine and MainStreetGIS, LLC assume no legal responsibility for the information contained herein.



Hampden Public Safety

Emergency Services Working Together

106 Western Avenue
Hampden, ME 04444



Phone: 207-862-4000

Email: publicsafety@hampdenmaine.gov

<http://www.hampdenmaine.gov/>

<https://www.facebook.com/hampdenpublicsafety>

Police • Fire • EMS
Code Enforcement
Building Inspection
Fire Inspection
Local Health Office

Joseph L. Rogers
Director of Public Safety
Kandy A. McCullough
Administrative Assistant

Police

T. Daniel Stewart
Sergeant/SRO
Scott A. Webber
Sergeant
Christian D. Bailey
Sergeant
Joel Small
Police Officer
Joseph D. Burke
Police Officer/MDEA
Benson G. Eyles
Police Officer
Shawn F. Devine
Police Officer
Marc Egan
Police Officer
William Miller
Police Officer
Jeffrey L. Rice
Police Officer

Fire

Jason Lundstrom
Lieutenant/Fire Inspector
Daniel Pugsley, Jr.
Lieutenant/Paramedic
Matthew St. Pierre
Lieutenant/Paramedic
Myles Block
CEO/Paramedic
Jared LeBarnes
Building Inspector/Paramedic
Joseph Dunton
Paramedic/Chaplain
Matthew Thomas
FF/Paramedic
Shaun McNally
FF/Paramedic
Aaron Jellison
FF/Paramedic
Matthew Roope
FF/Paramedic

June 1, 2016

«Owner_Name»
«Owner_Address»
«Owner_City», «Owner_State» «Owner_Zip»

Dear «Letter_Name»:

Please be advised that the Hampden Town Council Services Committee acting in place of the Historic Preservation Commission will hold deliberations at 6:00 P.M. on Monday June 6, 2016, in the Hampden Municipal Building, 106 Western Avenue to consider a Certificate of Appropriateness Application received from Mark Sevard, owner of 96 Main Road North, Tax Map 32 Lot 025. The application is for the replacement of the front door and the addition of a deck in the rear of the building.

The Town of Hampden's tax records indicate that you own «Property_Address» («Parcel_Number»); located in the proximity of the application or within the Historic District.

Copies of the application are available for review at my office. The Hampden Historic Preservation Ordinance and District Map are available on-line at www.hampdenmaine.com under Ordinances.

Per the Historic Preservation Ordinance Section 10.2 a Public Hearing will be conducted if requested by the applicant or if requested by any other person receiving this notice. If no Public Hearing is requested the Services Committee will deliberate on the merits of the application as received.

If you would like to request a public hearing on this application or have any other questions please contact me no later than 12:00 P.M. on June 6, 2016 at 207-862-8427.

Respectfully,

Myles M. Block
Code Enforcement Officer



100 foot Abutters List Report

Hampden, ME

May 31, 2016

Subject Property:

Parcel Number: 32-0-025
CAMA Number: 32-0-025
Property Address: 96 MAIN RD NO

Mailing Address: SAVARD, MARK P
93 HOLYOKE STREET
BREWER, ME 04402

Abutters:

Parcel Number: 32-0-020
CAMA Number: 32-0-020
Property Address: 6 WESTERN AVE

Mailing Address: PALMER, EUNICE
DBA HAMPDEN HARDWARE P O BOX
336
HAMPDEN, ME 04444

Parcel Number: 32-0-021
CAMA Number: 32-0-021
Property Address: 2 & 4 WESTERN AVE

Mailing Address: BONA, SHARON (WHEATON)
P O BOX 314 4 WESTERN AVENUE
HAMPDEN, ME 04444

Parcel Number: 32-0-022
CAMA Number: 32-0-022
Property Address: 76 MAIN RD NO

Mailing Address: CRT XXIV, LLC
280 MERRIMACK STREET
METHUEN, MA 01844

Parcel Number: 32-0-023
CAMA Number: 32-0-023
Property Address: 86 MAIN RD NO

Mailing Address: BARRON, PAULINE C
PO BOX 635
HAMPDEN, ME 04444

Parcel Number: 32-0-024
CAMA Number: 32-0-024
Property Address: 92 MAIN RD NO

Mailing Address: LITTLEFIELD, THEODORE
92 MAIN ROAD NORTH
HAMPDEN, ME 04444

Parcel Number: 32-0-026
CAMA Number: 32-0-026
Property Address: 100 MAIN RD NO

Mailing Address: WILLIAMS, MARTHA E
100 MAIN ROAD NORTH
HAMPDEN, ME 04444

Parcel Number: 32-0-028
CAMA Number: 32-0-028
Property Address: 19 ELM ST W

Mailing Address: CROWLEY, NATHANIEL J
19 ELM STREET WEST
HAMPDEN, ME 04444

Parcel Number: 32-0-030
CAMA Number: 32-0-030
Property Address: 23 ELM ST W

Mailing Address: SMITH, BENJAMIN
23 ELM STREET WEST
HAMPDEN, ME 04444

Parcel Number: 32-0-031
CAMA Number: 32-0-031
Property Address: 27 ELM ST W

Mailing Address: FORBIS, JILL L
27 ELM STREET WEST
HAMPDEN, ME 04444

Parcel Number: 32-0-032
CAMA Number: 32-0-032
Property Address: 29 ELM ST W

Mailing Address: MCGEECHAN, RAYMOND J
29 ELM STREET WEST
HAMPDEN, ME 04444



www.cai-tech.com

5/31/2016

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

Page 1 of 3



100 foot Abutters List Report

Hampden, ME
May 31, 2016

Parcel Number: 32-0-044
CAMA Number: 32-0-044
Property Address: 16 ELM ST W

Mailing Address: CHELLIS, MARK W
16 ELM STREET WEST
HAMPDEN, ME 04444

Parcel Number: 32-0-045
CAMA Number: 32-0-045
Property Address: 10 ELM ST W

Mailing Address: JENKINS, RICHARD D
P O BOX 333
HAMPDEN, ME 04444

Parcel Number: 32-0-046
CAMA Number: 32-0-046
Property Address: 6 ELM ST W

Mailing Address: MANHART, SAMUEL H
6 ELM STREET WEST
HAMPDEN, ME 04444

Parcel Number: 32-0-047
CAMA Number: 32-0-047
Property Address: 110 MAIN RD NO

Mailing Address: WOODCOCK, JOHN A JR
110 MAIN ROAD NORTH
HAMPDEN, ME 04444

Parcel Number: 32-0-048
CAMA Number: 32-0-048
Property Address: 114 MAIN RD NO

Mailing Address: BROWN, STEVEN E
PO BOX 315
HAMPDEN, ME 04444

Parcel Number: 32-0-049
CAMA Number: 32-0-049
Property Address: 118 MAIN RD NO

Mailing Address: LUMINO, JOANN K
PO BOX 303
HAMPDEN, ME 04444

Parcel Number: 32-0-050
CAMA Number: 32-0-050
Property Address: 128 MAIN RD NO

Mailing Address: TRIPP, MICHAEL J
128 MAIN ROAD NORTH
HAMPDEN, ME 04444

Parcel Number: 32-0-051
CAMA Number: 32-0-051
Property Address: 119 MAIN RD NO

Mailing Address: CHOQUETTE, GREGORY V
537 BRUNSWICK STREET
OLD TOWN, ME 04468

Parcel Number: 32-0-051-A
CAMA Number: 32-0-051-A
Property Address: 18 ELM ST E

Mailing Address: LITTLEJOHN, FREDERICK C
18 ELM STREET EAST
HAMPDEN, ME 04444

Parcel Number: 32-0-059
CAMA Number: 32-0-059
Property Address: 105 MAIN RD NO

Mailing Address: GOTT, ROBERT
49A MAYO ROAD
HAMPDEN, ME 04444

Parcel Number: 32-0-060
CAMA Number: 32-0-060
Property Address: 101 MAIN RD NO

Mailing Address: HAMPDEN CONGREGATIONAL CHURCH
P O BOX 9
HAMPDEN, ME 04444

Parcel Number: 32-0-061
CAMA Number: 32-0-061
Property Address: 97 MAIN RD NO

Mailing Address: HAMPDEN CONGREGATIONAL PARSON
P O BOX 9
HAMPDEN, ME 04444



www.cai-tech.com

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

5/31/2016

Page 2 of 3



100 foot Abutters List Report

Hampden, ME
May 31, 2016

Parcel Number: 32-0-062
CAMA Number: 32-0-062
Property Address: 95 MAIN RD NO

Mailing Address: BOYINGTON, WILLIAM
95 MAIN ROAD NORTH
HAMPDEN, ME 04444

Parcel Number: 32-0-063
CAMA Number: 32-0-063
Property Address: 93 MAIN RD NO

Mailing Address: TZOVARRAS, HUNTER
93 MAIN ROAD NORTH
HAMPDEN, ME 04444

Parcel Number: 32-0-064
CAMA Number: 32-0-064
Property Address: 89 MAIN RD NO

Mailing Address: LAFAYETTE, JOHN DANIEL
155 LITTLEFIELD ROAD
BANGOR, ME 04401

Parcel Number: 33-0-001
CAMA Number: 33-0-001
Property Address: 136 MAIN RD NO

Mailing Address: BALL, MEREDYTH J
136 MAIN ROAD NORTH
HAMPDEN, ME 04444

Parcel Number: 33-0-002-B
CAMA Number: 33-0-002-B
Property Address: MAIN RD NO

Mailing Address: MDOT
HOGAN ROAD
BANGOR, ME 04401

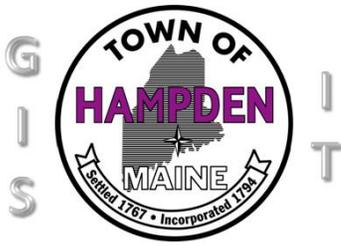


www.cai-tech.com

5/31/2016

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

Page 3 of 3



3-b

MEMO

To: Town Council
From: Kyle Severance
Date: 06/01/2016
Re: Municipal Broadband
Message:

On May 5th I attended the Maine Municipal Technology Conference in Augusta. This year, I focused on attending all the sessions regarding municipal broadband. I would like to present some of the information at the Services Committee Meeting on 6/6/2016.

Please find included in this packet information from the ConnectME Authority regarding Municipal Broadband in Maine. I found this information helpful in understanding the challenges in getting high speed internet to the community as well some strategies that have assisted municipalities' in accomplishing their goals.

Here are the basic planning elements:

1. Community vision, goals, and priorities
2. Assessment of existing infrastructure
3. GAP analysis
4. Explore paths forward
5. Select best solutions
6. Build community support
7. Develop funding mechanisms
8. Implement solutions

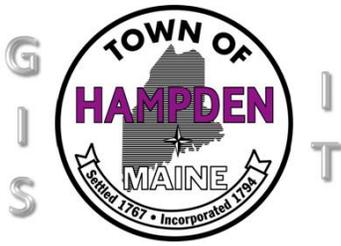
If the Town would like to investigate ways to get internet service providers to provide high speed broadband to Town of Hampden businesses and residents that currently lack internet options, I recommend that a grant application be completed to ConnectME for funding of a Municipal Broadband Feasibility/Planning Study. These would be the steps before applying for a grant:

1. Create a Community Broadband Team

- Provide list of members, including name and title:
 - Must include at least one representative from municipal government for each community seeking certification.
 - If it is known that a non-profit or economic development entity will ultimately be seeking a grant using this precertification, should include one member of that non-profit.
 - Members could include residents and representatives with experience in health care, business, and education.
- Must designate single point person for communications with ConnectME for certification process, provide email address to ConnectME.

2. Hold at least one Community Broadband Meeting

- Send emails to broadband providers currently serving your community and invite them to the community meeting.
- Share results of ConnectME Mapping for this community.
- Questions for attendees:
 - Which providers are currently serving your community?



MEMO

- Which providers attended your meeting?
- How do the mapping results compare with members' actual experiences?
- Does existing broadband access meet your needs?
- If it is inadequate in what ways does it fall short?
- If you have broadband, how do you use it now?
- Provide documentation showing meeting dates, notes, agenda and number of attendees, emails to providers and responses to the questions above.

3. Identify Key Documents/Existing Efforts

- Does the municipality use broadband to deliver municipal services? Describe the services, and how broadband is used to deliver these services. (e.g., town office has a broadband connection it uses to submit information to state government, police department uses broadband to communicate with state or federal databases or assessors' office make access to property records and maps available to the general public)
- Is there local or regional economic development plans in which broadband could play a role? If so, provide a list of these documents.
- Does the town have a cable franchise agreement?
- Are there any on-going community projects focusing on the digital divide or information technology (public access through schools or libraries, training, improving access to broadband, etc.)?
- Is there tax increment financing or other economic development grant for all or part of the area to be served?
- Does the town have a municipal electric company? If not, what electric utilities serve the area?

4. Identify potential Community Anchor Institutions

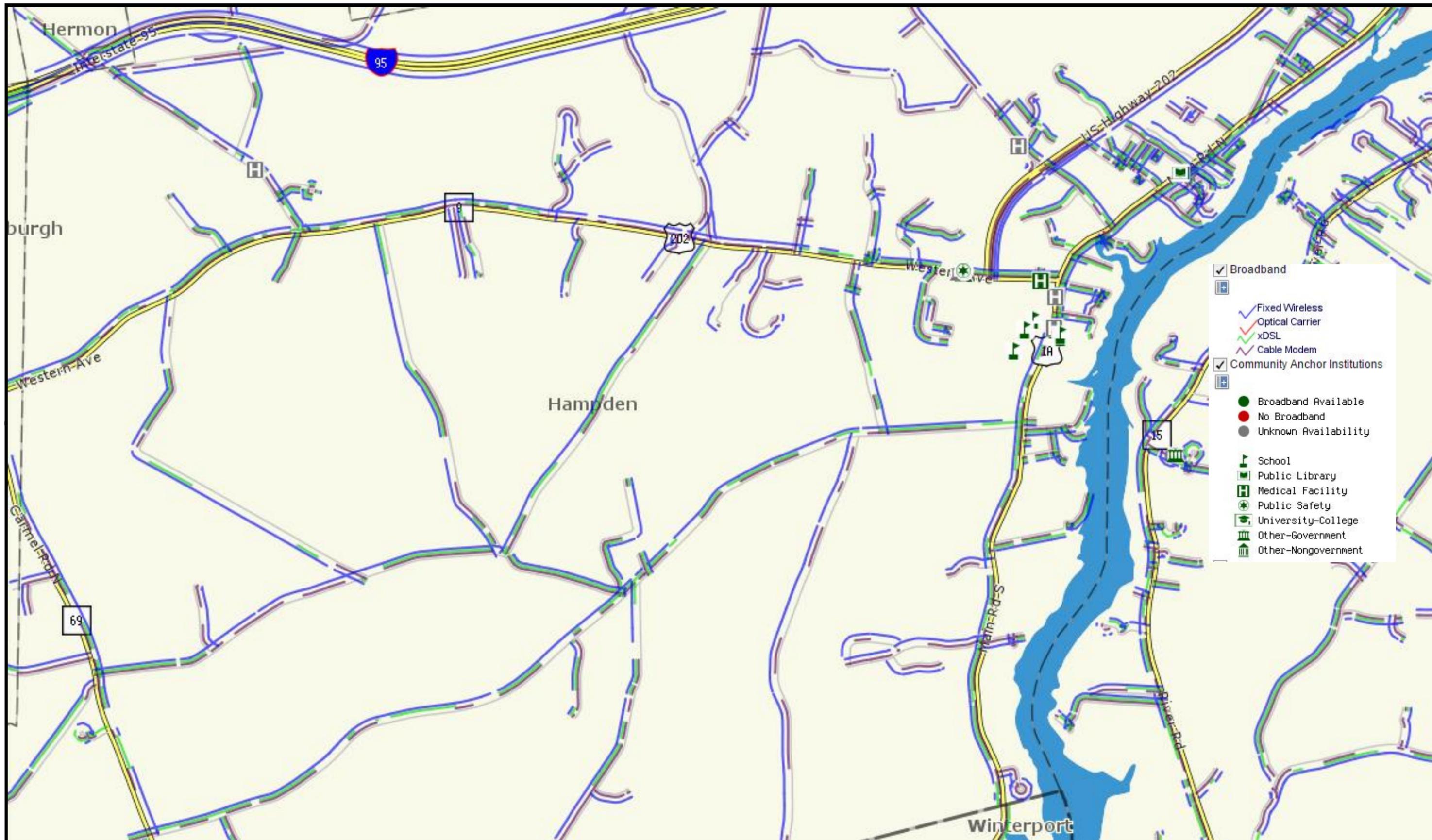
- Provide a list of potential community anchor institutions.
- Community anchor institutions are entities such as schools, libraries, hospitals and other medical providers, public safety entities, institutions of higher education. Anchor institutions can also be community support organizations that facilitate greater use of broadband by vulnerable populations, including low-income, the unemployed, and the aged.
- Provide a list of commercial institutions that could benefit from lower cost, higher bandwidth, and/or improved reliability of broadband.

5. Create a Vision Statement

- A Vision Statement is created by Community Broadband Team with input from public at the Community Broadband Meeting, with the goal to take a first step toward being able to set a direction for the community's future broadband efforts.
- The statement should describe the role broadband would play in this community's future, using input from the other steps in the precertification process.
 - Identify specific priority areas (e.g., connecting community anchor institutions, ensuring older citizens can age in place, closing the "homework gap", providing affordable high speed connections to a business park).
- Explain how this effort conforms to other planning documents/published visioning efforts on other issues in your community.



Broadband Availability



The ConnectME Authority

Detailed 2016-2018 Strategic Plan for Broadband Service in Maine

February 2016



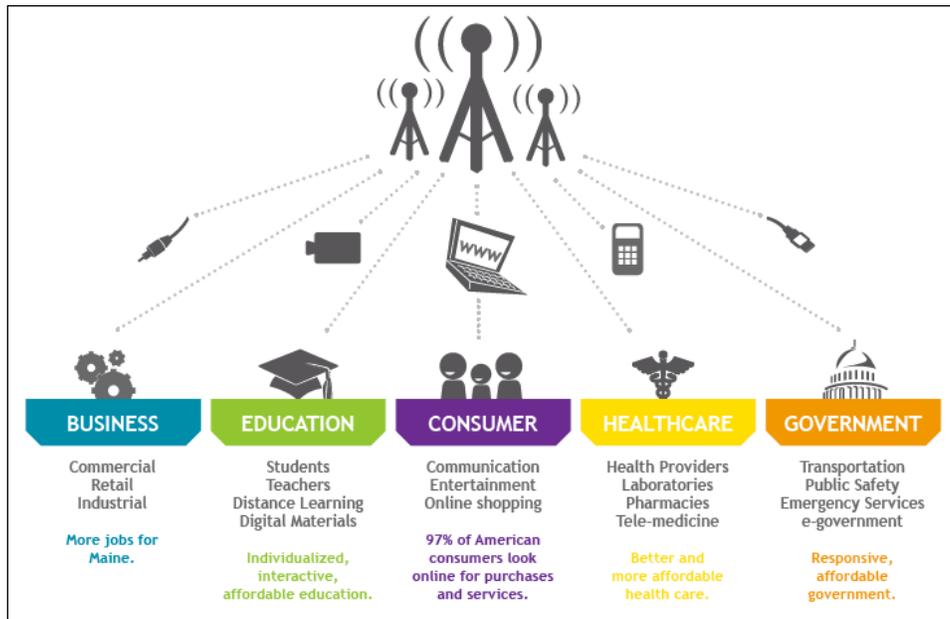
Table of Contents

The ABCs of Broadband.....	1
Maine Goals and the Triennial Plan.....	4
Current Status of Broadband in Maine.....	5
Vision and Objectives	14
Strategies.....	16

The ABCs of Broadband

In its simplest terms, “broadband” is a fast connection to the internet that is always on.

Broadband is revolutionizing the way people all over the world shop; conduct business; read; communicate; become educated; receive health care; and provide government services.



The Governor’s Broadband Capacity Building Task Force identified how a more aggressive use of broadband in all of the above areas could generate 11,000 new jobs in Maine over the next decade, and \$485 million in income.¹

Different internet uses require different bandwidths. Bandwidth is measured in megabits of data per second (Mbps) or billions of bits per second (Gbps) that an internet connection can pull *down* (in a download a user gets information from the internet) or send *up* (in an upload a user sends information to the internet). For example, if a network has a 2 Mbps internet connection, it will take a little over an hour to download a 1 GB file, but the same file will take less than three minutes to download with a 50 Mbps connection.

More complex applications and multiple users require more bandwidth. Light household use, such as email and web surfing by three or fewer users at a time, may require only 1 to 2 Mbps. Higher demand uses (such as high definition video conferencing or online gaming), or having multiple users at the same time, require greater bandwidth. Some uses require symmetrical bandwidth, with equal upload and download speeds.

¹ See <http://www.maine.gov/connectme/grants/ntia/capacity-building.shtml>

Table 1: Download and Upload Speeds Required by Activity

Application	Download Speeds	Upload Speeds
<ul style="list-style-type: none"> • Basic email • Voice over IP (VOIP) • Browsing • YouTube video 	768 kbps – 1.5 Mbps	256 kbps – 896 kbps
<ul style="list-style-type: none"> • Remote surveillance • Telecommuting • Streaming music • Standard definition video 	1.5 Mbps – 3 Mbps	356 Kbps – 1 Mbps
<ul style="list-style-type: none"> • Internet protocol television (IPTV) • File sharing (small/medium files) 	3 Mbps – 6 Mbps	356 kbps – 1 Mbps
<ul style="list-style-type: none"> • Video on demand • Remote diagnosis (basic) • Online gaming 	6 Mbps – 10 Mbps	768 kbps – 2 Mbps
<ul style="list-style-type: none"> • IPTV high definition (HD) • Telemedicine • Remote education 	10 Mbps – 25 Mbps	2 Mbps – 5 Mbps
<ul style="list-style-type: none"> • HD video surveillance • Smart/intelligent building control • Educational services 	25 Mbps – 50 Mbps	5 Mbps – 10 Mbps
<ul style="list-style-type: none"> • Video conferencing • Multiple educational services • Research applications • Remote supercomputing 	50 Mbps – 100 Mbps	10 Mbps – 25 Mbps
<ul style="list-style-type: none"> • Real-time data collection • Real-time medical image consultation 	> 100 Mbps	≥ 100 Mbps

Source: 2013 Broadband in Maine Update

For current cloud-based applications, such as Microsoft Office 365, the speed requirement calculations are complex², and depend upon the number of users, sites, locations, and nature of use. In addition to the broad categories of applications included in Table 1, many business activities now require higher speeds for effective use.

Beyond speed itself, there are other factors affecting broadband performance and adoption. These include:

- Consistency – ability of service to maintain promised speeds at periods of peak use;
- Reliability – ability to maintain service in the case of storms or system breakdowns; and
- Affordability – ability to provide service at a price that consumers can pay

High-speed internet communication comes to people through wires, satellites, cell towers – often in combination – on a sometimes long journey from the source to your computer, cell

² Microsoft has a spreadsheet calculator available at <https://gallery.technet.microsoft.com/Exchange-Client-Network-8af1bf00>

phone, tablet, or device. Fiber provides the most reliable service to the home, but is the most expensive.

*The ConnectME Authority Board currently defines effective broadband as 10 Mbps/10 Mbps – 10 megabits down and 10 megabits up. Areas that have maximum available broadband speeds of at least 10 Mbps/10 Mbps are considered *served*. Areas with available broadband speeds that are lower than 1.5 Mbps download are considered *unserved*. Areas where the maximum available service is between 1.5Mbps download and 10Mbps/10Mbps are considered *underserved*.*

Note on the Data Sources used in this report

The narrative which follows uses three different data sources, each with subtle differences. The Federal Communications Commission (FCC) receives data from internet service providers every year, and issues annual reports that describe in detail the levels of service available within the US and individual states. The strength of the information is its detail, annual updating, and consistency over the entire country. The weakness is that the “access” is measured in census block groups; therefore, if five households within a census block group of 500 households is eligible for high-speed internet service, the entire block group is considered to have “access.” The census block format is not searchable by address location.

The American Community Survey (ACS) gets information from a sample of 17,000 to 18,000 Maine households. The advantages of this data is the size of the survey, its annual updating its consistency over the entire country, and the fact that it measures actual use as opposed to availability. A limitation of the data is that it doesn’t measure speed, just the type of internet service one receives.

The ConnectME Authority has contracted with the Sewall Company to collect a variety of information on broadband availability and use in Maine. In 2011 and 2013, Sewall surveyed about 3,500 Maine households and businesses about internet use. Every year, Sewall reviews provider reports to the FCC and updates the ConnectME Authority map. The strength of the ConnectME Authority data is its accuracy and transparency as well its ability to support local address specific searches. The weakness is the mapping has not been tabulated so that it cannot be compared easily to data from other states.

Table 2: Measurements of Broadband

	Broadband defined	Access Defined	Unit of measurement	Data source	Update frequency
Federal Communications Commission (FCC)	<i>Service of at least 768k/200k</i>	Availability	Anywhere within a census block group (average 500 households)	Reports from providers	Annual
American Community Services (ACS)	Service from DSL, cable, fiberoptic, mobile broadband, satellite, or fixed wireless subscription	Actual usage	Household	Survey of 3-4% of Maine households each year (17,000 to 18,000 surveys)	Annual
ConnectME Authority	<i>Service of at least 10Mbps/10Mbps</i>	Availability	Road segment or street address	Reports from providers	Annual

Maine Goals and the Triennial Plan

The Maine Legislature has adopted the following goals related to broadband:³

- A. Broadband service be universally available in this State, including to all residential and business locations and community anchor institutions;
- B. There be secure, reliable, competitive and sustainable forward-looking infrastructure that can meet future broadband needs; and
- C. All residents, businesses and institutions in the State be able to take full advantage of the economic opportunities available through broadband service.

The major policy means for achieving these goals is the ConnectME Authority, established as an independent state agency in 2006. The funding mechanism for the ConnectME Authority is a 0.25% surcharge on all communications, video and internet service bills which generates approximately \$1.1 million per year.

Over the past 8 years, the ConnectME Authority has awarded about \$10 million in grants to 122 projects, increasing access to high-speed internet to 37,000 Maine households (no data is available on how many of these households has actually subscribed to high-speed internet). The ConnectME Authority has also leveraged more than \$7 million in federal high-speed internet grants over the last 6 years.⁴

Table 2: ConnectME Authority Grants

Grant Round/Year	# of Grants	Grant Range In Thousands	Total Grants	Total Project Amount In Millions	Household Broadband Availability ⁵	Increased Broadband Availability ⁶
1/2007	6	\$38 - \$370	\$739 K	\$1.53	13,836	2.5%
2/2008	5	\$45 - \$533	\$1.19 MM	\$3.89	8,678	1.6%
3/2009	8	\$43 - \$232	\$610 K	\$1.23	4,227	.7%
4/ 2010	22	\$23 - \$114	\$788 K	\$1.51	2,957	.5%
5/2010	12	\$7- \$191	\$1.09 MM	\$1.66	1,545	.6%
6/2011	23	\$5 - \$242	\$1.55 MM	\$2.34	2,296	.4%
7/2012	23	\$23 - \$284	\$2.08 MM	\$3.16	2,049	.3%
8/2013	15	\$6 - \$144	\$1.02 MM	\$1.69	1,034	.2%
9/2014	8	\$12 - \$186	\$749 K	\$1.43	975	.2%
Total	122	\$5 - \$533	\$9.82 MM	\$18.44	37,597	7.0%

³ Sec. 3. 35-A MRSA §9202-A, State broadband policy

⁴ See <http://www.maine.gov/connectme/grants/ntia/index.shtml>

⁵ Household broadband availability is defined as those houses offered the option of acquiring broadband services from a provider and is also referred to as houses passed.

⁶ Based on the 2010 Census for estimates of population and number of households in Maine, obtained from the State Planning Office. Total est. occupied housing units = 562,873, population = 1.328 MM, 2.36 = average household size.

Current Status of Broadband in Maine

Given Maine's current broadband goals, how are we doing? Not as badly as some think, but not as well as we need to do.

1. The "take rate" of high-speed internet among Maine households is slightly below the national average.

The "take rate" refers to the percentage of potential users who subscribe to high-speed internet service where it is available at the prices that suppliers are willing to offer.

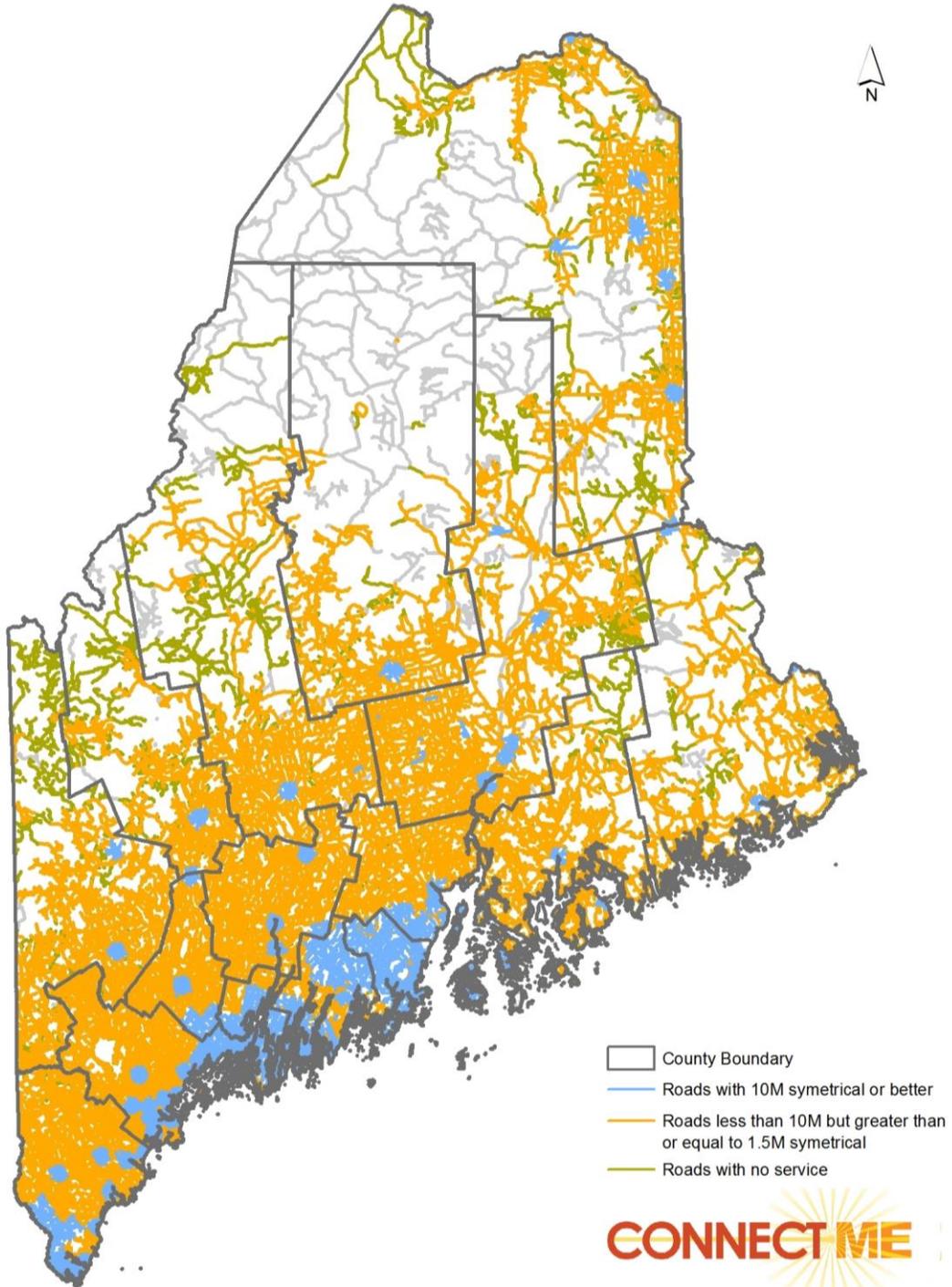
According to the FCC, the most basic level of high-speed internet (with a download speed of 1.5 Mbps) is available to a marginally higher percentage of Maine households than the rest of the nation. At the same time, according to the American Community Survey (ACS), a slightly lower percentage of Maine households actually subscribe to high-speed internet.

Putting the two pieces of information together, it means that Maine households have a slightly lower "take rate" – the rate of subscription when service is available -- than the rest of the nation. Using this comparison of FCC and ACS data, the take rate in Maine is estimated to be 77%, while the take rate nationally is 78%.

2. When it comes to access to critical higher speeds, Maine lags far behind the nation.

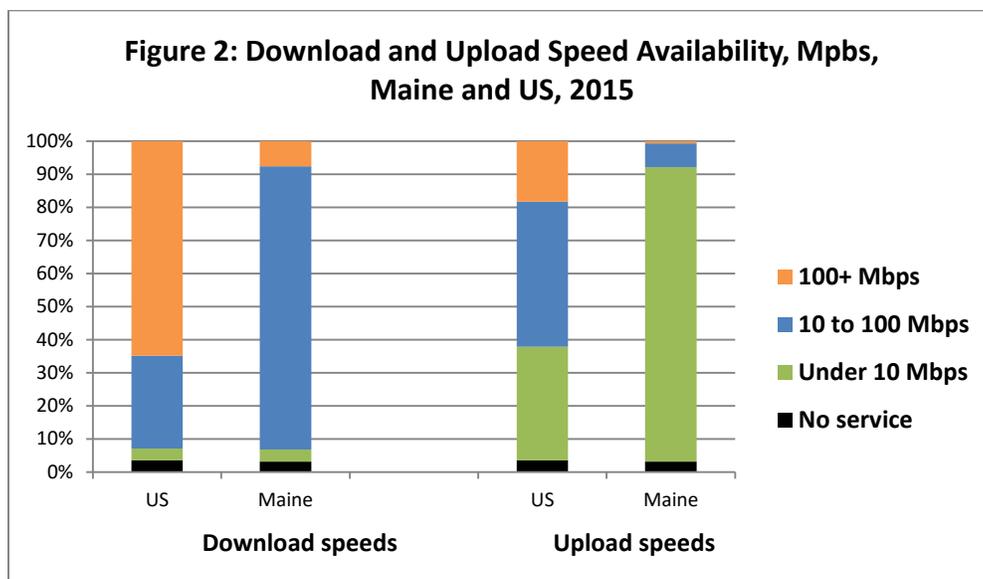
High-speed internet is necessary for commerce, for certain aspects of telehealth services, for video production and editing, and for research and applications in the growing "big data" sector. Maine lags when it comes to high-speed internet capacity. According to ConnectME Authority data, approximately 12% of Maine households and businesses (or street addresses) have access to at least 10Mbps down and 10Mbps up. The map on the following page shows the areas of Maine served and unserved by broadband at 10 Mbps/10 Mbps.

Broadband Availability in Maine (10 Mbps/10 Mbps)⁷



⁷ This map is for illustrative purposes only. A detailed version of this map is available online at: https://geopower.jws.com/connectme/MapsPage.jsp?folder_currentfolder=6680 under Miscellaneous Map Products. Note that local grant applicants to ConnectME are responsible for submitting their own data on broadband availability, and that the applicant data will be relied upon for the analysis and scoring of the proposal.

National data indicates that as of December 2015, less than 10% of Maine households had access to service with 100 Mbps down, compared to 65% nationally; and significantly, only 8% of Maine households had access to speeds of at least 10 Mbps up, compared to 62% nationally.



Source: FCC

3. Consumer trends will impact take rates going forward.

Recent research from the Pew Research Center⁸ has found that the percentage of U.S households with a high-speed internet subscription at home may have peaked. In 2015, 67% of households were home high-speed internet users, down from 70% in 2013. At the same time, the number of smartphone users has increased, including the number of smartphone only users, who access the internet on their smartphones but do not have a home high-speed internet connection. Among those more likely to be smartphone only users are people with low-incomes and people living in rural areas.

This trend coincides with an increase in the number of households who say they have become “cord cutters,” cancelling paid television subscriptions in favor of streaming services.

4. The price of high-speed internet service is an issue.

In the same study cited above, the Pew Center found that the price of broadband was the major obstacle cited for those who didn’t subscribe at home. Comprehensive data on the price and affordability of high-speed internet service is not available in Maine, but the available data suggests that affordability is an issue here. A global study of internet pricing found that the median price in 10 European cities for service with 15-20 Mbps down was \$32.10; in 10 major

⁸ See <http://www.pewinternet.org/2015/12/21/home-broadband-2015/>

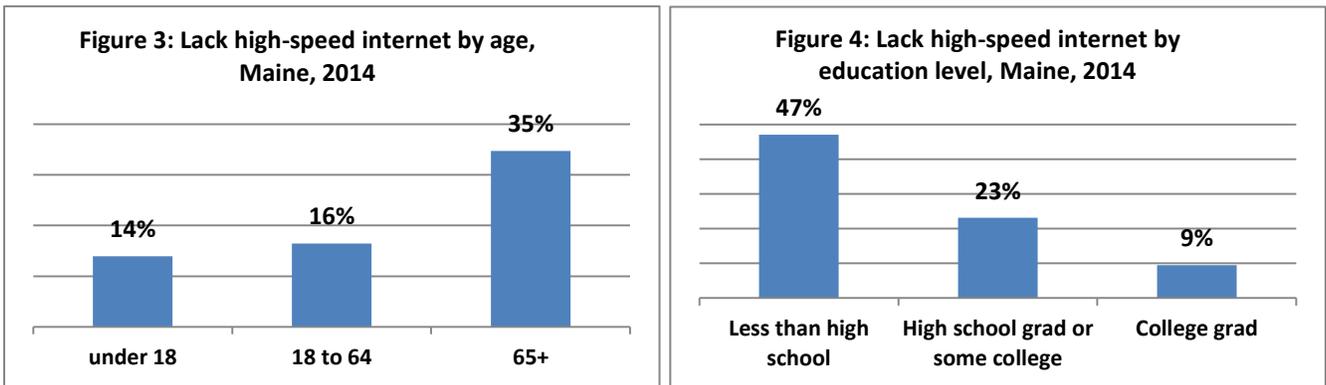
US cities the price was \$41.95⁹; and using a sample of four providers on the Maine Public Advocate’s web site¹⁰, the median is about \$52.00. At the public meetings held by the ConnectME Authority, citizens reported that the price of a higher level of service is a problem; on the other side of the coin, providers reported that a low “take rate” on higher levels of service is a deterrent to private investment.

These concerns were reflected in a recent study¹¹ for an upgraded service in Rockport that found that only 14% of households in the affected area are initially interested in signing up for a \$75+/month service that provided 10 to 100 times faster service than they currently have. As the proposed investment requires 65% to 70% of potential customers to commit in order to break even, this projected low take rate presents an obstacle to the investment. As broadband becomes more important in future years, and as prices increase, affordability is expected to become a more significant issue.

5. There is a socioeconomic digital divide in Maine.

Maine citizens who are older, lower income, unemployed, and have lower levels of education are less likely to have high-speed internet. There is also a geographic digital divide in Maine, as illustrated by the map on the previous page.

Telehealth and virtual in-home care are major cost and life-saving trends in health care, but a third of Maine seniors are not able to take advantage of this due to lack of high-speed internet connections (Figure 3). Lifelong learning is a major goal of our workforce system. But those who would have the most to benefit from online learning – those with less than a high school degree



(see Figure 4) – are least likely to have a high-speed connection.

Source: US Census

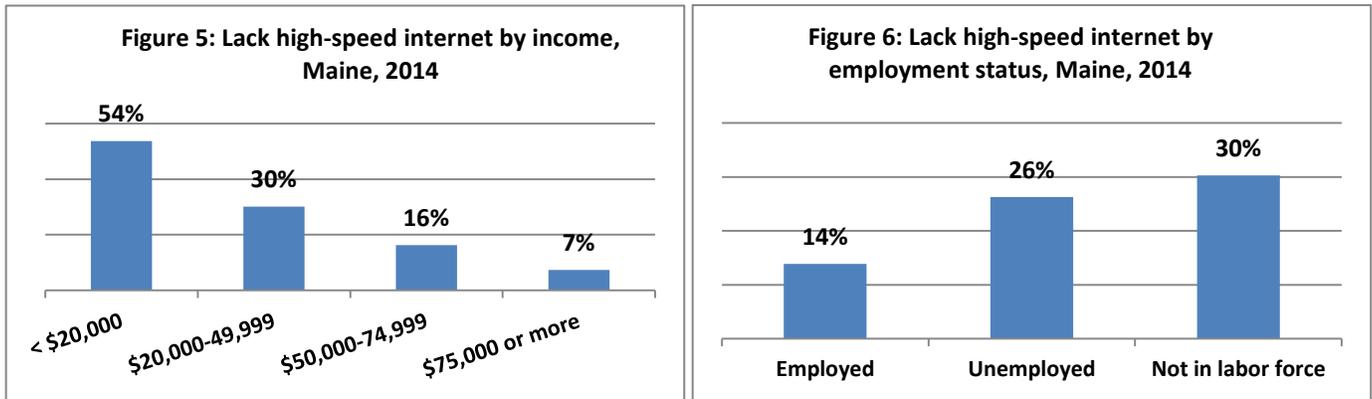
⁹ The Cost of Connectivity, 2014. See <https://www.newamerica.org/oti/the-cost-of-connectivity-2014/>

¹⁰ The four providers are Time Warner, GWI, Pioneer, and Fairpoint – see <http://www.maine.gov/meopa/utilities/internet/index.html>

¹¹ Rockland, Rockport and Owl’s Head Broadband Plan and Network Designs, Tilson, September 2015

Evidence shows that a broadband connection can help families living in poverty access education and employment opportunities, as well as health and other services. Yet low-income Maine residents are less likely to have a home broadband connection (Figure 5).

Finally, those who are most in need of high-speed internet in order to find jobs, and most in need of computer skills in order to land jobs, are the least likely to have broadband services (Figure 6).



Source: US Census

A 2013 survey of Maine households found that lack of perceived value is the biggest barrier for people without high-speed internet, followed by price.¹² National studies have also described lower levels of understanding about how the internet works among people who don't subscribe to high-speed internet, as well as higher levels of concern about security and privacy. Digital literacy¹³ is an important component of national efforts to improve digital inclusion. In recent years, federal and other grants have supported free digital literacy classes in Maine, providing the skills training people need to use a computer and the internet.

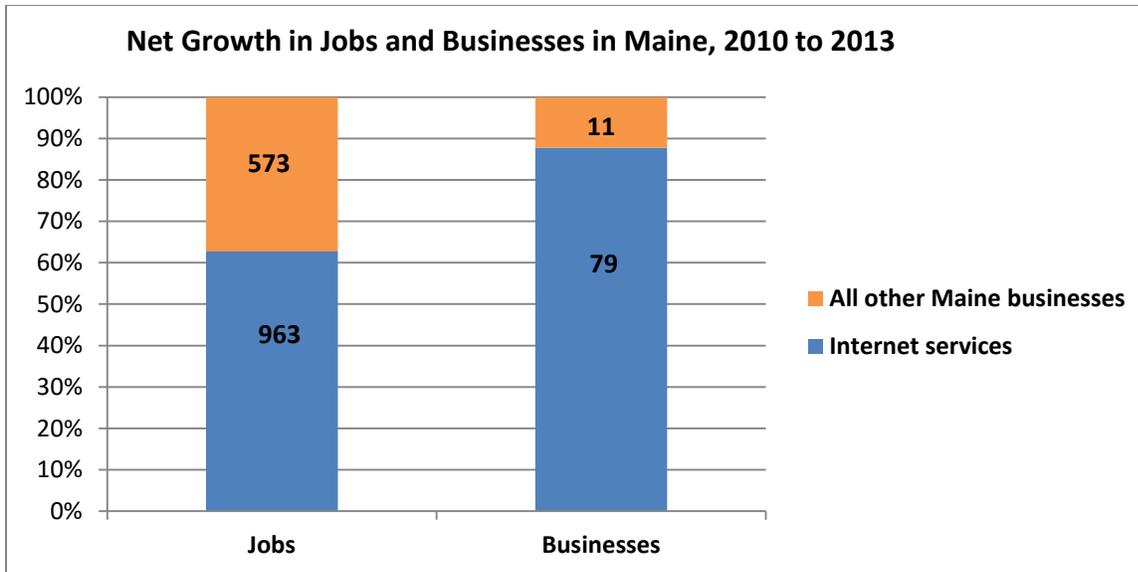
6. High-speed internet use is helping the Maine economy.

Maine's high-speed internet service provider sector – those that directly provide the wires to the houses, host the servers, and maintain the web sites¹⁴ – generated 79 of the 90 net new businesses established in Maine between 2010 and 2013, and 963 of the 1,500 net new jobs in Maine.

¹² ConnectME Authority Baseline Update, 3/28/14, Sewall Company.

¹³ See <http://2010-2014.commerce.gov/news/fact-sheets/2011/05/13/fact-sheet-digital-literacy>

¹⁴ The telecommunications sector is defined as NAICS Codes 517 (Telecommunications), 518 (Data processing, hosting and related services), and 519130 (Internet publishing and web search portals).



Source: County Business Patterns

However, this is not the major contribution high-speed internet is making to Maine’s economy. The primary contribution comes from the way that high-speed internet applications – marketing, supply chain management, cloud data storage, analysis – are helping existing Maine businesses to become more competitive, efficient, and profitable. There is no Maine-specific data on this, but global studies have found that 75% of internet-generated economic growth in recent years has taken place in traditional industries that existed long before the internet came along. This research also shows that small and medium size business enterprises with greater high-speed internet use grew more than twice as fast as those with less high-speed internet use¹⁵.

7. Maine businesses are still not investing in an online footprint, thereby not taking full advantage of online services, transactions, and marketing.

Ninety-seven percent (97%) of American consumers look online for goods and services. Yet as of 2013, 55% of Maine businesses did not have a website¹⁶.

Though Maine is tucked into the northeast corner of the country, the internet puts businesses right into the middle of a global market. The Governor’s Capacity Building Task Force estimated that sales of Maine’s small businesses could increase by \$50 million/year if those businesses increase use of the internet to national averages. The ConnectME Authority has conducted successful workshops for small businesses in the use of social media, but the grant supporting this activity has ended.

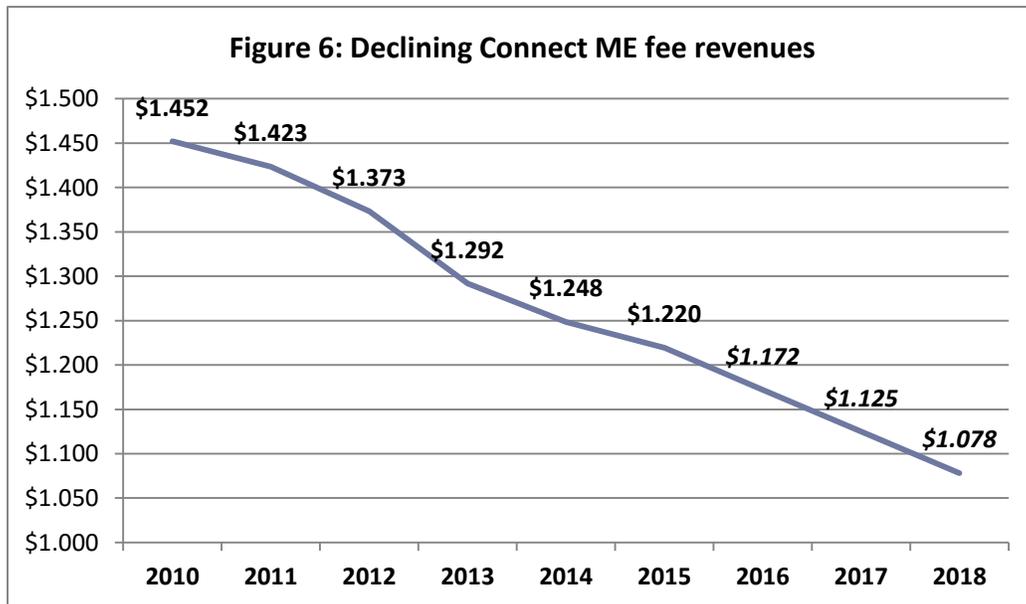
¹⁵ Internet Matters: the Net’s Sweeping Impact on Growth, Jobs, and Prosperity; McKinsey and Company, 2011.

¹⁶ ConnectME Authority Baseline Update, 3/28/14, Sewall Company.

8. Available funds for Maine public broadband investment are declining

Over the past nine years, the ConnectME Authority has awarded 122 grants totaling \$9.8 million.

Yet the funds for these investments have plummeted. The federal stimulus funding, which helped build the Three Ring Binder (the middle-mile fiber backbone), has ended. The Maine Broadband Sustainability Fee¹⁷, awarding up to \$20,000 per month for eligible private providers to expand high-speed internet, expired on October 15, 2015. Finally, the ConnectME fee, the primary support for the organization, which depends in part on landline telephone use, has been declining and will continue to decline steadily as more and more Maine consumers drop land-line service. This fee supports the ConnectME Authority staff, infrastructure grants, and as of this year, planning grants.



Source: Connect ME Authority (note: 2016-2019 are projections and are in italics)

9. Maine people readily voice frustration that broadband progress has not been fast enough.

In the fall of 2015, the Connect ME Authority held community forums in Portland, Augusta, Orono, and Presque Isle to enlist public input as part of the strategic planning process. A total of 86 people attended the four events. Here are some of the themes that emerged.

Many people commented on the difficulty they experienced in operating a home-based business, or in telecommuting, and the loss of income and jobs that a lack of high-speed broadband causes.

¹⁷ A state surcharge on the federally funded Three Ring Binder

I am a documentary editor who works from home in the town of Liberty, in Waldo County. I'm losing jobs. More and more people I want to work with are telling me that my internet upload speed isn't fast enough. They won't even consider me. I am not the only business or person who works in town and needs a faster internet.

Others talked about how the lack of high-speed internet put their children behind others in their classes, because they couldn't do homework in their homes; or hurt their ability to get higher education degrees.

In order to pursue higher education, I have to move closer to my university or I need a better Internet connection for online classes. In order for me to effectively work in my field, I need internet connection or I need to move. If I move, all the education and experience I've gained, move with me. It is hard enough keeping people in rural Maine. I want to stay but find I am being forced to leave for education and work.

Some testified that they couldn't sell their houses because of a lack of high-speed internet. Finally, one person made an eloquent statement about the importance of high-speed internet to rural Maine:

People living in rural coastal and island communities across Maine hope to have the same opportunities as the rest of the country: to make a living, to raise a family, to access healthcare, to educate their children and themselves, and to share their experiences with others. If we expect to sustain the quality of life in Maine, then we need to connect the state with the rest of the country and provide innovative ways for Mainers to make a living, access healthcare and education, and reach businesses and customers. Slow or unreliable internet connection is no longer an option if we want to sustain Maine's rural communities. It's imperative that rural Maine can access and afford broadband. Think about where blueberries, broccoli, potatoes, timber, mussels, clams and lobster come from. Adding to that tourism, our rural communities significantly contribute to the economic wellbeing of this state. Most of Maine's island and remote coastal communities have incredibly slow and unreliable internet access. They cannot rely on only their neighbors as their customers or as their second employers. Broadband opens up so many possibilities for a second household income, for 21st century education and healthcare, and to reach markets beyond individual communities or states.

This is Maine's challenge.

Vision and Objectives

The vision of the ConnectME Authority Board for the State of Maine is that:

Every Maine citizen, business, and institution will have access to and take advantage of high-quality broadband network services.

*The ConnectME Authority Board currently defines effective broadband as 10 Mbps/10 Mbps – 10 megabits down and 10 megabits up. Areas that have maximum available broadband speeds of at least 10 Mbps/10 Mbps are considered *served*. Areas with available broadband speeds that are lower than 1.5 Mbps download are considered *unserved*. Areas where the maximum available service is between 1.5Mbps download and 10Mbps/10Mbps are considered *underserved*.*

The ConnectME Authority is directed to prepare “a detailed, triennial strategic plan for broadband service ... to further the goals and policies in section 9202-A.” The Legislature directs the ConnectME Authority to serve as the chief monitor of the state’s progress in meeting these goals and to set “objectives, targets, measures of performance, implementation strategies, timelines.”

The objectives of the Triennial Strategic Plan for broadband service for the State of Maine are:

- 1. To achieve universally available high-speed internet access by 2018; i.e., access to basic internet service increase in Maine (defined as at least 1.5 Mbps up), as measured by the Federal Communications Commission, from 97% in 2015 to 100% in 2018/*
- 2. To increase the percentage of street locations fully served by broadband to 50% by 2018; i.e., improved infrastructure, through public and private investment, providing broadband service with a 10/10 Mbps speed increase from 12% in 2015, as measured by the ConnectME Authority, to 50% by 2018.*
- 3. To achieve nearly universal usage of high-speed internet by 2018; i.e., the proportion of Maine households that subscribe to high-speed internet (via cable, cell, or other means) increase from 76% in 2014 to 95% in 2018, as measured by the American Community Survey. This requires addressing all aspects of digital inclusion: affordable internet, affordable equipment, digital literacy training, and public computer access.*
- 4. To fully engage Maine business with the internet; i.e., the proportion of Maine businesses that carry out marketing and online activities through their own website increase from 45% in 2013, as measured by a ConnectME Authority survey of Maine businesses, to 80% in 2018.*

The primary method of testing to see progress in Maine will be through surveys of Maine households and businesses through ConnectME. In recent surveys, Maine respondents have

raised concerns about reliability, service interruptions, variations in speed, and other quality issues; and also concerns about affordability. Future surveys should attempt to measure progress in high-speed internet service quality and affordability in a systematic fashion. It is the policy of the Connect ME Authority to be neutral about the technological means to achieve these goals – not to favor one technology over another in its planning or grant provision.

These objectives cannot be achieved without robust leadership, investment, and activity. The approach which follows recommends a partnership between Maine’s private and public sectors to achieve these objectives.

Strategies

The adopted policies¹⁸ of the State related to broadband service include:

- *Maximize sustainable investment in broadband infrastructure in the State;*
- *Maximize federal and private resources to support the deployment of broadband infrastructure in unserved and underserved areas of the State;*
- *Leverage existing infrastructure to extend broadband service;*
- *Prioritize the use of state resources to assist deployment of infrastructure to provide broadband service in unserved and underserved areas of the State;*
- *Promote adoption of broadband service by residents, businesses and institutions.*

The following actions are intended to strengthen Maine’s high-speed internet ecosystem, expand its broadband network, drive public demand, and measure progress.

Implementation Strategy 1: Support Broadband Infrastructure Deployment

Action 1A. Continue to target areas where no high-speed internet service currently exists with the ConnectME Authority broadband infrastructure grant program. Maintain a clear priority for helping those currently not served. Use needs-based program criteria for ConnectME infrastructure grants. Projects funded will provide 10/10 Mbps service.

Measures of performance: Service to number of homes or businesses currently not being served

Target: Service to 500 homes or businesses per year through ConnectME grants

Timelines: Implementation in 2016

Action 1B. Determine the effectiveness and impacts of broadband infrastructure grants. Develop standard criteria to evaluate infrastructure grants, including both households served and adoption rates. Gather and analyze data from past and current grant recipients.

Measures of performance: A report that helps ConnectME Authority Board members to fine tune programs

Target: Production of two annual reports by the ConnectME Authority

Timelines: First report issued in January of 2017, second in January of 2018

Action 1C. Implement a local broadband planning grant program. Encourage applicants to first approach the local provider(s) (“provider of first resort”) to explore

¹⁸ Sec. 3. 35-A MRSA §9202-A, State broadband policy

broadband expansion, prior to applying for planning grant funds. Incentivize regional approaches.

Measures of performance: Number of local and regional efforts supported

Target: 5 planning grants per year

Timelines: Implementation in 2016

Action 1D. Create a working partnership with FairPoint for the implementation of its nearly \$80 million “CAF II” program¹⁹ in Maine.

FairPoint is committed to assisting thousands of households in rural Maine to obtain broadband assistance in Maine in the next six years. The ConnectME Authority needs to closely coordinate with FairPoint so that local communities can link in to the effort whenever possible and practical. The ConnectME Authority will support local officials in targeted geographies when there are upcoming projects and opportunities related to CAF II.

Measures of performance: Meetings between ConnectME Authority staff, FairPoint staff, and municipal and regional entities

Target: Quarterly coordination

Timelines: Starting in February of 2016

Implementation Strategy 2: Support Increased Broadband Use

Action 2A. Support innovative efforts to increase consumer and business use of online services. Not all Maine residents realize the value of high-speed internet or have the necessary digital skills. The ConnectME Authority should work with the Maine Department of Education, the Maine Department of Economic and Community Development, the Maine Department of Labor, Chambers of Commerce, the Maine Municipal Association, and other agencies and organizations to continue and expand digital inclusion programs, including digital literacy, for specific populations, for example, seniors and health care providers. The ConnectME Authority should also work with Maine academic institutions and entrepreneurs to identify and highlight best practices among businesses and organizations. Finally, digital literacy should be a component of ConnectME Authority community planning grants.

Measures of performance: Households using high-speed internet. Businesses and organizations with websites.

¹⁹ FairPoint has accepted federal Connect America Fund II dollars for broadband expansion into FCC defined rural areas. A map of the 35,500 eligible locations in Maine, those colored dark green, is available on the Federal Communication Commission’s website, <https://www.fcc.gov/maps/fcc-connect-america-fund-phase-ii-initial-eligible-areas-map>

Target: Increased actual median household use. Increased % of Maine business with a website

Timelines: Implementation in 2016

Action 2B. Coordinate consumer advice and assistance regarding broadband service in the Office of the Public Advocate (OPA). The Office of Public Advocate has dedicated staff and experience in handling consumer inquiries and complaints regarding utility services. Therefore, the Office of Public Advocate should provide consumer advice and assistance relative to broadband service. OPA should report to the ConnectME Authority Board annually on emerging consumer broadband issues.

Measures of performance: OPA report on call information to the ConnectME Authority

Target: Quarterly report

Timelines: Implementation in 2016

Implementation Strategy 3: Conduct Research and Provide Information

Action 3A. Issue an annual *Maine Broadband Indicators Report*, which benchmarks where the state stands with regard to broadband access, affordability, and quality. A goal of the report is to collect data that allows for comparisons with national data sets and is specific enough to measure progress in detail. The report should use publicly available information from the FCC, the American Community Survey, and Maine broadband mapping projects, as well as information from grant recipients.

Measures of performance: A report that is useful to policy-makers and citizens

Target: Production of two annual reports by the ConnectME Authority

Timeline: First report issued in January of 2017, second in January of 2018

Action 3B. Serve as a broadband information resource to Maine communities, aggregating and sharing experiences and encouraging collaboration. The ConnectME Authority should be a resource for local communities, including guidance on how to initiate a local planning process, a list of broadband planning vendors, the availability of data, the range of models available for broadband expansion, the financing sources available, and contact information for community assistance personnel at private providers.

Measures of performance: Guidance documents and resource library

Target: Information available

Timelines: Implementation in 2016

Action 3C. Conduct a needs analysis to determine the level of investment necessary to make broadband available to all Maine residents and businesses.

The analysis should also calculate the opportunity cost of not making the investment. Many ideas for funding large investment in Maine's broadband infrastructure have been proposed. What is first needed is a comprehensive and current view of overall broadband investment needs over the next five years. From this, possible mechanisms for funding those investments can be developed.

Measures of performance: Needs analysis

Target: Complete analysis

Timelines: By December 2016

Action 3D. Leverage broadband opportunities, including encouraging MDOT to implement "dig once" policies, using collective state government broadband purchasing power, and identifying policy barriers to private broadband expansion.

Measures of performance: Outreach and communication with state agency leadership

Target: Quarterly review at ConnectME Authority Board meetings

Timelines: Implementation in 2016

**TOWN OF HAMPDEN, MAINE
HISTORIC PRESERVATION ORDINANCE**

Adopted: Hampden Town Council November 20, 1989 Effective: December 19, 1989

Amended: (5-7-90) Amended: (5-21-90) Amended: (7-02-90) Amended: (7-20-92)
Effective: (6-6-90) Effective: (6-20-90) Effective: (7-31-90) Effective: (8-19-92)

Amended: (6-4-01) Amended: (5-20-02) Amended: (11-17-03) Amended: (06-19-06)
Effective: (7-4-01) Effective: (6-19-02) Effective: (12-17-03) Effective: (07-19-06)

CERTIFIED BY: Denise Hodsdon
Name

Town Clerk

Title Affix Seal

**HISTORIC PRESERVATION ORDINANCE
TABLE OF CONTENTS**

Section 1.	Intent and Purpose	2
Section 2.	Definitions	2
	2.1. Historic District	2
	2.2. Historic Site	2
	2.3. Historic Landmark	2
	2.4. Contributing Structure	2
	2.5. Archeological Site	2
Section 3.	Hampden Historic Preservation Commission	3
Section 4.	Qualifications	4
Section 5.	Establishment of Historic Districts, Sites or Landmarks	5
Section 6.	Historic Districts, Sites or Landmarks	6
Section 7.	Uses Permitted	7
Section 8.	Certificate of Appropriateness	7
Section 9.	Application Procedure	7
Section 10.	Administrative Procedures	8
Section 11.	Standards of Evaluation	9
	11.1. Demolition or Removal	9
	11.2. Reconstruction, Alterations and Maintenance	9
	11.3. New Construction	10
	11.4. Visual Compatibility for New Construction and Additions	10
	11.5. Standards for Rehabilitation from Secretary of the Interior	10
Section 12.	Maintenance	11
Section 13.	Hardship/Appeals	12
Section 14.	Validity and Separability	14
Section 15.	Conflict with Other Ordinances	14
Section 16.	Administration and Enforcement	

.....14

**TOWN OF HAMPDEN, MAINE
HISTORIC PRESERVATION ORDINANCE**

**SECTION 1
INTENT AND PURPOSE**

This ordinance is adopted pursuant to the legislative authority vested in the Town of Hampden by virtue of Title 30-A, Maine Revised Statutes Annotated § Section 3001, and acts amendatory thereto, for the purposes of preserving, protecting, and enhancing buildings and places or areas within the Town which possess particular historical, cultural, or architectural significance in order to promote the educational, cultural and economic welfare of the residents and visitors to the Town. To achieve these purposes, it is intended that historic districts and related regulations be used to prevent inappropriate alterations of buildings of historic or architectural value; to preserve the essential character of neighborhoods; and to assure that new buildings or structures constructed in neighborhoods and districts of historic, prehistoric or architectural value are designed and built in a manner which is compatible with the character of the neighborhood or district. *(Amended: 5-7-90)*

**SECTION 2
DEFINITIONS**

2.1. Historic District. A geographically definable area possessing a significant concentration, linkage or continuity of sites, buildings, structures or objects united by past events or aesthetically by plan or physical development and designated in accordance with the requirements of this Ordinance as appropriate for historic preservation. Such historic districts may also comprise individual elements separated geographically, but linked by association of history.

2.2. Historic Site. Any parcel of land of special significance in the history or prehistory of the Town and its inhabitants, or upon which a historic event has occurred, and which has been designated as such in accordance with this Ordinance. The term "historic site" shall also include any improved parcel, or part thereof, on which is situated a historic landmark, and any abutting improved parcel, or part thereof, used as and constituting part of the premises on which the historic landmark is situated as may be designed in accordance with this Ordinance. *(Amended: 5-7-90)*

2.3. Historic Landmark. Any improvement, building or structure of particular historic or architectural significance to the Town relating to its heritage, cultural, social, economic or political history, or which exemplifies historic personages or important events in local, state or national history as may be designated in accordance with this Ordinance.

2.4. Contributing Structure. A structure located within designated historic district and identified as contributing to the historical or architectural significance of said district.

2.5. Archeological Site. A geographic location of any remains of the prior presence of human beings including (without limitations); structure, artifacts, terrain features, graphics (such as paintings or drawings) or remains of plants, or animals associated with human being habitations. *(Amended: 5-7-90)*

SECTION 3
HAMPDEN HISTORIC PRESERVATION COMMISSION

3.1. Appointment. - Members of the Hampden Historic Preservation Commission shall be appointed by the Town Council.

3.2. Members. - The Commission shall consist of five (5) members who shall be residents of Hampden. Appointments shall be made on the basis of demonstrated interest, knowledge, ability, experience and desire to promote historic preservation in the Town, with the meaning of Section 1 of this Ordinance. Members of the Commission shall serve without compensation.

3.3. Terms. - The Commissioners who are first appointed shall be designated to serve terms as follows: One for one (1) year, two for two (2) years, and two for three (3) years, from the date of their appointment. Thereafter, said Commissioners shall be appointed for terms of three (3) years, except in those instances in which the appointment is made to fill a vacancy in an unexpired term, in which case the appointment shall be for the remainder of the unexpired term. An attempt will be made to fill vacancies within sixty (60) days.
(Amended 5-21-90)

3.4. Associate members. - In addition, there shall be two (2) associate members appointed by the Town Council for a term of three (3) years, who shall be residents of Hampden. The Chairperson of the Commission shall designate which associate member shall vote in the stead of a regular member.

3.5. Eligibility. - Any regular or associate member shall be eligible to continue to serve in said capacity until a successor is duly appointed and qualified.

3.6. Officers. - The Commission shall elect annually a chairperson, vice chairperson and secretary from its own membership, a majority of the number of members or constitute a quorum for the transaction of business before said Commission, but if less than such majority is present at a meeting, a majority of those present may adjourn the meeting from time to time. The secretary shall maintain a permanent record of the activities of the Commission, including but not limited to such items as the number and types of cases reviewed and their disposition; new designations of historic sites, landmarks and districts made; attendance records; correspondence and minutes of all meetings. All records maintained or prepared by the secretary are deemed public and may be inspected at reasonable times.

3.7. Procedure. - The Commission for its purposes shall adopt, and may from time to time amend, rules of procedure.

3.8. Public meetings. - All meetings of the Commission shall be publicly announced, open to the public and have a previously available agenda. Public notice shall be provided prior to any special meetings of the Commission.

3.9. Duties. - The duties of the Commission, at a minimum, shall be to:

3.9.1. Make recommendations for establishing historic districts, historic sites, or historic landmarks to the appropriate local governing body, according to the procedures listed in Sections 4 and 5 of this Ordinance.

3.9.2. Review all proposed additions, reconstruction, alterations, construction, relocations or demolition of the properties designated or the jurisdiction of the Ordinance.

3.9.3. Review all proposed National Register nominations for properties within its jurisdiction.

3.9.4. Serve an advisory role to local government officials regarding local historical and cultural resources, and act as a liaison between local government and those persons and organizations concerned with historic preservation.

3.9.5. Conduct or cause to be conducted a continuing of local historic and cultural resources, in accordance with Maine Historic Preservation Commission guidelines.

3.9.6. Work to provide continuing education on historic issues to local citizens.

3.9.7. Attend Training Workshops.

3.9.8. Provide Annual Report. (*Amended: 5-21-90*)

3.10. Advisory consultants. - In addition to the regular members of the Commission, the Town Council may appoint other persons, not necessarily residents of the Town, who shall serve on an advisory or consultant basis to assist the members of the Commission in the performances of their functions. Persons appointed to serve in an advisory or consulting capacity shall hold office during the pleasure of the Council.

SECTION 4 QUALIFICATIONS

The historic districts, historic sites or historic landmarks established in accordance with this Ordinance shall have one or more or any combination of the following characteristics, without limitations as to cultural or chronological period:

4.1. Historic event. - Structures or sites at which events occur or have occurred that contribute to and are identified with or significantly represent or exemplify the broad cultural, political, economic, military, social or sociological history of Hampden and the nation, including sites and buildings at which the public may gain insight or see examples either of particular items or of larger patterns in the North American heritage.

4.2. Historic personage. - Structures or sites importantly associated with historic personages.

4.3. Historic ideal. - Structures or sites importantly associated with historic examples of a great idea or ideal.

4.4. Architectural type. - Structures or structural remains and sites embodying examples of architectural types of specimens valuable for study of a period, style, or method of building construction, of community organization and living, or of landscaping; or a single notable structure or a single site representing the work of a master builder, master designer, architect or landscape architect.

4.5. Visual continuity. - Structures contributing to the visual continuity of the historic district.

4.6. Eligibility for national recognition. - Those sites or areas on or eligible for listing on the National Register of Historic Places or as a National Historic Landmark.

SECTION 5
**ESTABLISHMENT OF HISTORIC DISTRICTS, HISTORIC SITES
OR HISTORIC LANDMARKS**

5.1. Preliminary Procedures. - Historic districts, historic sites or historic landmarks shall be established by amendment to Section 6 of this Ordinance, and shall overlay the districts created by the Hampden Zoning Ordinance. Such amendments may be initiated by the Town Council, the Planning Board, a petition signed by six (6) or more residents of the Town eighteen (18) years of age or older, or the property owner(s). A form directed to the chairperson of the Commission shall be completed and filed with the Town Manager. The Town Manager shall thereafter call a meeting of the Commission for the purpose of formulating the Commission's recommendation concerning the request. Any application for designation of structures, sites and districts for historic preservation shall be in writing, include an application fee paid in accordance with the Hampden Fees Ordinance and shall include the following as appropriate: *(Amended: 11-17-03)*

5.1.1. Designation of structures and sites for historic preservation.

- a. A concise description of the physical elements, qualities, architectural style, period and historical significance represented by the structure or site, including a consideration of scale, materials, workmanship and spatial qualities, as relevant.
- b. A concise statement of how the structure or site meets the review criteria of Section 4 above.
- c. Interior and exterior photographs of the structure, or a site map, illustrating significant details described in Section 5.1.1.a above.

5.1.2. Designation of districts for historic preservation.

- a. A concise statement of the remaining physical elements which make this area a historic district and a description of building types and architectural styles and periods represented.
- b. A concise statement of how the district meets the review criteria of Section 4 above.
- c. A justification of the boundaries of the district.
- d. A description of the types of structures that do not contribute to the significance of the district and an estimate of the percentage of non-contributing structures.
- e. A map showing all district structures with the identification of contributing structures.

5.1.3. Expansion of existing districts for historic preservation.

- a. A concise statement of the physical elements that justify an expansion of an existing district, an explanation detailing how the expansion is consistent with the character of the district, and a description of building types and architectural styles and periods represented.
- b. A concise statement of how the expansion of an existing district meets the review criteria of Section 4 above.
- c. A justification of the expanded boundaries of the district.
- d. A description of the types of structures that do not contribute to the significance of the district and an estimate of the percentage of non-contributing structures in the historic district's proposed expansion

area.

- e. A map showing all district structures in the proposed expansion area with an identification of contributing structures.

5.2. Studies, Recommendations. - Before making its recommendation concerning the proposed establishment of a historic district, historic site or historic landmark, the Commission may conduct studies and research on the proposal. The Commission will make a report to the Council on every request received. Drafts of the report shall also be mailed to the Maine Historic Preservation Commission for review and comment.

5.3. Public Hearing, Final Report. - Before a final report is made to the Council, the Hampden Historic Preservation Commission shall hold a public hearing on the request, after due notice published at least seven (7) days prior to the hearing in a newspaper of general circulation in the Town. Written notice of the proposal shall also be given at least seven (7) days prior to the hearing to the applicants, owners of all property abutting or to be included within the proposed designation, and all other persons found by the Commission to have a special interest in the proposal. Failure of any such person to receive notice of the public hearing shall not necessitate another hearing, nor invalidate any action of the Commission. A copy of the proposal shall be sent, at the same time, to the chairperson of the Planning Board for review and recommendation at the next regular meeting of said Board. Not later than sixty (60) days after said public hearing, the Commission shall submit a final report with its recommendations to the Town Council.

5.4. Actions By The Town Council. - After receipt of the Commission's recommendations, as provided above, the Town Council at its next regular meeting shall consider and take all appropriate action on said proposed amendment in accordance with the Town Charter, the Council's rules of procedure adopted pursuant thereto, and the laws of the State of Maine. *(Amended 7-2-90)*

5.5. Notification. - After designation a notice will be published in the local newspaper and property owners will be notified in writing within thirty (30) days. *(Amended: 7-2-90)*

SECTION 6 HISTORIC DISTRICTS, HISTORIC SITES AND HISTORIC LANDMARKS DESIGNATED

The following described lands, buildings or structures, or areas of the Town are designated historic districts, historic sites or historic landmarks as follows: (as designated)

6.1. Historic Districts.

The Upper Corners Historic District

6.2. Historic Sites (Reserved).

6.3. Historic Landmarks.

Harmony Hall, 24 Kennebec Road
Thomas Penneman Stetson Homestead, 12 Shaw Hill Road *(Amended: 5-20-02)*

SECTION 7 USES PERMITTED

Uses permitted in historic districts, historic sites or historic landmarks shall be those set forth in the Town of Hampden Zoning Ordinance provisions for the zone in which such district, site or landmark are located.

SECTION 8 CERTIFICATE OF APPROPRIATENESS

In any historic district and with respect to any historic site or historic landmark, no building permit shall be issued by the Code Enforcement Officer for any construction, alteration, or demolition until a corresponding Certificate of Appropriateness has been issued by the, Commission.

8.1. Certificate Of Appropriateness. - A Certificate of Appropriateness issued by the Commission shall be required before a permit is issued for any of the following:

- 8.1.1. Any change in the exterior appearance of a historic landmark or site, or any building in a historic district by addition, reconstruction or alterations.
- 8.1.2. New construction or a principal or accessory building or structure visible from a public street where such building or structure will be located in a historic district.
- 8.1.3. Demolition of a historic landmark or of any building in a historic district.
- 8.1.4. Moving of a historic landmark or any building in a historic district.

8.2. Applications. - Application for a Certificate of Appropriateness shall be obtained from the Code Enforcement Officer when obtaining a building permit, or when no building permit is required but when such activity must be approved by the Planning Board.

SECTION 9 APPLICATION PROCEDURE

Written application for the Certificate of Appropriateness shall be submitted to the Code Enforcement Officer stating the location, use and nature of the matter or item for which such Certificate is sought. The Code Enforcement Officer shall date it and transmit such application to the Chairperson of the Historic Preservation Commission for action. The Commission shall consider each application and, within forty-five (45) days of the date of submittal, approve, approve with modifications or deny the application. By mutual written consent of the Commission and the applicant, the review period may be extended, to a period not to exceed forty-five (45) days. Failure to approve or deny the application at the end of the review period shall constitute approval of the application. When the Commission acts on the application, it shall be returned to the Code Enforcement Officer, who shall then issue or deny the permits, as appropriate. *(Amended: 5-21-90, 7-2-90)*

9.1. Application Contents. - The application shall state the location, use and nature of the matter for which such certificate is sought, include an application fee paid in accordance with the Hampden Fees Ordinance and shall contain at least the following information or documentation unless any such information or documentation is expressly waived by the Commission: *(Amended: 11-17-03)*

- 9.1.1. The applicant's name, address and interest in the subject property.
- 9.1.2. The owner's name and address, if different from the applicant's.

- 9.1.3. The address or location of the subject property.
- 9.1.4. The present use and zoning classification of the subject property.
- 9.1.5. A brief description of the construction, reconstruction, remodeling, alteration, maintenance, demolition or moving requiring the issuance of a Certificate of Appropriateness.
- 9.1.6. A drawing or drawings indicating the design, texture, color and location of any proposed alteration or new construction for which the Certificate is being applied. As used herein, drawings shall mean plans and exterior elevations drawn to scale, with sufficient detail to show as far as they relate to exterior appearances, the architectural design of the buildings, including materials, textures and colors, including samples of materials and colors. Drawings shall not be required to be professionally prepared, but shall be clear, complete and specific.
- 9.1.7. Photographs of the building involved and of adjacent buildings.
- 9.1.8. A site plan indicating improvements affecting appearance such as walls, walks, terraces, planting, accessory buildings, signs, lights and other elements. The Commission may waive the requirement for a site plan if the change involved would not affect the improvements shown on such a plan.

SECTION 10 ADMINISTRATIVE PROCEDURES

10.1. Notice To Owners. - Prior to issuance or denial of a Certificate of Appropriateness, the Commission shall take such action as may be reasonably required to inform by U.S. mail the applicant, all persons owning abutting property and/or within 100 feet of the exterior boundaries of the real estate under consideration in the application and all such other persons as the Commission may deem appropriate of the pendency of the application, and shall give such persons an opportunity to be heard. For purposes of the notice required hereunder, the owners of property shall be considered to be those against whom municipal taxes for the real estate are assessed. Failure of any person to receive notice shall not necessitate another hearing, nor invalidate any action by the Commission.

10.2. Hearing. - At the request of the applicant, or any other person receiving notice under Section 10.1 above, or where the Commission deems it necessary, a public hearing on the application shall be conducted by the Commission.

10.3. Approval. - If the Commission determines that the proposed construction, reconstruction, alteration, moving, or demolition is appropriate, it shall approve a Certificate of Appropriateness and return it to the Code Enforcement Officer, who shall notify the applicant of the determination.

10.4. Disapproval. - If the Commission determines that a Certificate of Appropriateness should not be issued, it shall place upon its record the reasons for such determination and shall forthwith return the application to the Code Enforcement Officer who shall notify the applicant of such determination, furnishing him/her an attested copy of the reasons therefor, and the recommendations, if any, as appearing in the records of the Commission.

10.5. Deleted (*Amended: 7-20-92*)

SECTION 11 STANDARDS OF EVALUATION

The standards and requirements contained in this section and in the U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings (the most current edition) as the same may be amended from time to time, shall be used in review of applications for Certificates of Appropriateness and specifically as to procedures before demolition can take place. Design considerations and structural factors related to maintaining historic structures in good conditions shall be the Commission's primary areas of focus. *(Amended 7-2-90)*

11.1. Demolition Or Removal. - A historic landmark, or any building or structure in a historic district, or any appurtenance thereto, shall not be demolished or moved and a Certificate of Appropriateness shall not be approved until either (a) in a historic district such building or structure has been identified by the Commission as incompatible with the historic district in which it is located, or (b) the property owner can demonstrate that it is not capable of earning an economic return on its value in its present location as appraised by a qualified real estate appraiser. If such a demonstration can be made, issuance of a Certificate for movement or demolition shall be delayed for a period of 180 days. Such time period shall commence when an application for a Certificate and the Statement of Sale, as outlined below, have been filed with the Commission.

Notices shall be posted on the premises of the building or structure proposed for demolition in a location clearly visible from the street. In addition, notice shall be published in a newspaper of general local circulation at least three (3) times prior to demolition, the final notice of which shall be not less than fifteen (15) days prior to the date of the permit, and the first notice of which shall be published no more than fifteen (15) days after the application for a permit to demolish is filed.

Prior to the issuance of such Certificate for removal, the owners shall stipulate that the proper notices as required have been posted, that the property was properly offered for sale, that there have been no bona fide offers made, and that no contract for sale has been executed with interested parties. The owner shall for the period of time set forth and at a price reasonably related to its fair market value, make a bona fide offer to sell such building or structure, and the land pertaining thereto, to any person, firm, corporation, government or agency thereof, or political subdivision or agency thereof, which gives reasonable assurance that it is willing to preserve and restore the building or structure and the land pertaining thereto.

Prior to making such offer to sell, an owner shall first file a statement with the Historic Preservation Commission, identifying the property, the offering price and the date the offer to sell shall begin. The time period set forth in this Section shall not commence until such statement has been filed.

The purpose of this Section is to further the purposes of this Ordinance by preserving historic buildings which are important to the education, culture, traditions, and the economic value of the Town, and to afford the Town, interested persons, historical societies or organizations the opportunities to acquire or to arrange for the preservation of such buildings. The Commission may at any time during such stay approve a Certificate of Appropriateness in which event a permit shall be issued without further delay.

11.2. Reconstruction, Alterations And Maintenance. - A building of structure classified as a historic landmark, a historic site, or a building or structure located in a historic district, or any part thereof, or any appurtenance related to such structures or sites, including but not limited to walls, fences, light fixtures, steps, paving, signs and natural features shall not be reconstructed, altered or maintained, and no Certificate of Appropriateness shall be issued for such actions unless they will preserve or enhance its historical and architectural character.

11.3. Construction Of New Buildings And Structures In Historic Districts. - The construction of a new building or structure within a historic district shall be generally of such design, form, proportion, mass, configuration, building material, texture, color and location on a lot as will be compatible with other buildings in the historic district and with streets and open spaces to which it is visually related and in keeping with the area.

11.4. Visual Compatibility Factors For New Construction And Additions. - Within historic districts, historic sites, or historic landmarks, all new construction and all new additions shall be visually related generally in terms of the following factors:

11.4.1. Height. The height of proposed buildings shall be compatible with adjacent buildings.

11.4.2. Proportion of Building's Front Facade. The relationship of the width of the building to the height of the front elevation shall be visually compatible with buildings, structures, and open spaces where it is visually related.

11.4.3. Proportion of Opening within the Facade. The relationship of the width of the windows to height of windows and doors in a building shall be visually compatible with those of windows and doors of buildings to which the building is visually related.

11.4.4. Rhythm of Solids to Voids in Front Facades. The relationship of solids to voids in the front facade of a building shall be visually compatible with that of the buildings to which it is visually related.

11.4.5. Rhythm of Spacing of Buildings on Streets. The relationship of the building to the open space between it and adjoining buildings shall be visually compatible with those prevailing in the area to which it is visually related.

11.4.6. Rhythm of Entrance and/or Porch Projection. The relationship of entrances and porch projections to sidewalks of a building shall be visually compatible with those of buildings to which it is visually related.

11.4.7. Relationship of Materials and Textures. The relationship of the materials and textures of the facade of a building shall be visually compatible with that of the predominant materials used in the buildings to which it is visually related.

11.4.8. Roof Shapes. The roof shape of a building shall be visually compatible with that of the buildings to which it is visually related.

11.4.9. Scale of Building. The size of the building, the building mass of a building in relation to open spaces, the windows, door openings, porches and balconies shall be visually compatible with those characteristics of buildings and spaces to which it is visually related.

11.4.10. Directional Expression of Front Elevation. A building shall be visually compatible with the building, squares, and places to which it is visually related in its directional character, whether this be vertical character, horizontal character or non-directional character.

11.5. Standards For Renovation, Alterations, And Repairs Of Existing Buildings, Structures, And Appurtenances Thereof. - Within historic districts, historic sites, and historic landmarks, the Commission shall use the standards listed below in the evaluation of an application for a Certificate of Appropriateness for all renovations, alterations, and repairs of existing buildings, structures, and appurtenances thereof:

11.5.1. Every reasonable effort shall be made to provide compatible use for a property which require

minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose. *(Amended: 7-2-90)*

11.5.2. The distinguishing original qualities or characters of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible. *(Amended: 7-2-90)*

11.5.3. All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged. *(Amended 7-2-90)*

11.5.4. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected. *(Amended 7-2-90)*

11.5.5. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity. *(Amended: 7-2-90)*

11.5.6. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures. *(Amended: 7-2-90)*

11.5.7. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken. *(Amended: 7-2-90)*

11.5.8. Every reasonable effort shall be made to protect preserve archeological resources affected by, or adjacent to any project. *(Amended: 7-2-90)*

11.5.9. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood or environment. *(Amended: 7-2-90)*

11.5.10. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired. *(Amended: 7-2-90)*

SECTION 12 MAINTENANCE

12.1. Ordinary Maintenance Permitted; Public Safety

12.1.1. *Ordinary Maintenance Permitted.* - Nothing in the Ordinance shall be construed to prevent the ordinary maintenance of any exterior feature in a historic district or of any historic landmark which does not involve a change in the design, material, or outer appearance thereof. Paint color shall be specifically excluded from the scope of this Ordinance. The replacement and/or removal of the following distinguishing elements: doors, windows, siding, trim and roofing materials are considered as renovations, alterations, and repairs and are subject to 11.5 *Standards For Renovation, Alterations, And*

Repairs Of Existing Buildings, Structures, And Appurtenances Thereof. (Amended: 6-4-01)

12.1.2. *Safety.* - Nothing in this Ordinance shall prevent the construction, reconstruction, alteration, restoration, or demolition of any feature which the Code Enforcement Officer shall certify is required by the public safety because of an unsafe or dangerous condition.

12.2. Maintenance And Repair Required. - Neither the owner of nor the person in charge of a structure within a historic district, or of a historic landmark, shall permit such historic structure or historic landmark to fall into a state of disrepair which may result in the deterioration of any exterior appurtenances or architectural features so as to produce or tend to produce, in the judgment of the Commission, a detrimental effect upon the life and character of the historic landmark or structure in question, or which could lead to a claim that demolition is necessary for public safety, including but not limited to:

12.2.1. The deterioration of exterior walls or other vertical supports.

12.2.2. The deterioration of roofs or other horizontal members.

12.2.3. The deterioration of exterior chimneys.

12.2.4. The deterioration or crumbling of exterior plaster or mortar.

12.2.5. The ineffective waterproofing of exterior walls, roofs, and foundations, including broken windows or doors.

12.2.6. The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe condition or conditions.

SECTION 13

APPEALS

(Amended: 07-20-92) (Amended: 06-19-06)

Compliance With Board of Appeals Ordinance. All appeals and variances shall be subject to the provisions of the Town of Hampden Board of Appeals Ordinance including but not limited to filing deadlines, application requirements, fees, appeal procedures, decisions of the Board of Appeals and subsequent appeals to Superior Court. *(Amended: 06-19-06)*

13.1. Administrative Appeals. - An administrative appeal from any final decision of the Commission may be taken by any party or person aggrieved thereby to the Town of Hampden Board of Appeals within thirty (30) days from the date upon which the decision was rendered. The Board of Appeals shall hear the appeal at a public hearing, and shall affirm, modify or reverse the Commission's decision within thirty (30) days of said hearing, or the appeal shall be deemed denied. The Board of Appeals shall conduct an appellate review of the Commission's ruling. The Board's review of the decision shall be limited to a determination of whether the Commission acted arbitrarily, capriciously, or unreasonably, or whether the decision was based on an error of law. The Board shall not substitute its judgment for that of the Commission on issues dealing with a Certificate of Appropriateness. *(Amended: 06-19-06)*

13.2. Variance Appeals. - A variance appeal may be taken to the Board of Appeals by any person or party claiming that the application of the Ordinance to their property constitutes an undue hardship. After a public hearing on the application, the Board of Appeals may grant a variance from the strict application of the Ordinance if it finds that:

13.2.1. The property in question cannot yield a reasonable return unless a variance is granted;

13.2.2. The need for a variance is due to the unique circumstances of the property and not the general conditions of the neighborhood or historic district; and

13.2.3. The granting of a variance will not alter the essential character of the neighborhood or historic district.

Any vote to grant a variance shall require a vote in favor thereof of at least four (4) members of the Board.

13.3. Economic Appeals. - An economic appeal may be taken to the Board of Appeals by any person or party claiming that the strict application of the Ordinance to their property creates an unreasonable economic or financial burden. Such an appeal shall not be taken until the person or party has exhausted all other applicable remedies before the Commission or the Board of Appeals. After a public hearing, the Board may grant a waiver from the strict application of the Ordinance if it finds that:

13.3.1. The cost of compliance is unreasonable and unduly burdensome in light of the financial capability of the applicant or the cost of compliance far outweighs any increase in the fair market value of the property that would arise from the required improvements (as demonstrated by a professional appraisal);

13.3.2. The alleged burden includes substantially more than inconvenience or inability to attain a higher financial return;

13.3.3. The waiver will not adversely affect the objectives of this Ordinance, nor alter the essential character of the neighborhood or historic district; and

13.3.4. The waiver will not have an undue adverse effect on the property values of adjoining property owners who have complied with the Ordinance.

Any vote to grant a waiver shall require a vote in favor thereof of at least four (4) members of the Board.

13.4. Deleted. (Amended: 06-19-06)

13.5. Deleted. (Amended: 06-19-06)

SECTION 14
VALIDITY AND SEPARABILITY

Should any section or provision of the Ordinance be declared to be invalid by any court, such decision shall not invalidate any other section or provision of this Ordinance.

SECTION 15
CONFLICT WITH OTHER ORDINANCES

This Ordinance shall not repeal, annul, or in any way impair or remove the necessity of compliance with any other ordinance, law, regulation or bylaw. Where this Ordinance imposes higher and/or stricter standards, the provisions of this Ordinance shall prevail.

SECTION 16
ADMINISTRATION AND ENFORCEMENT

16.1. Code Enforcement Officer. - This Ordinance shall be administered and enforced by the Code Enforcement Officer.

16.2. Authority. - The Code Enforcement Officer shall have the authority to inspect properties to ensure compliance with the requirements of this Ordinance, shall keep public records of proceedings and certificates issued under this ordinance, and shall have the authority to institute any and all actions and proceedings, either legal or equitable, that may be necessary or appropriate to enforce the provisions of this Ordinance.

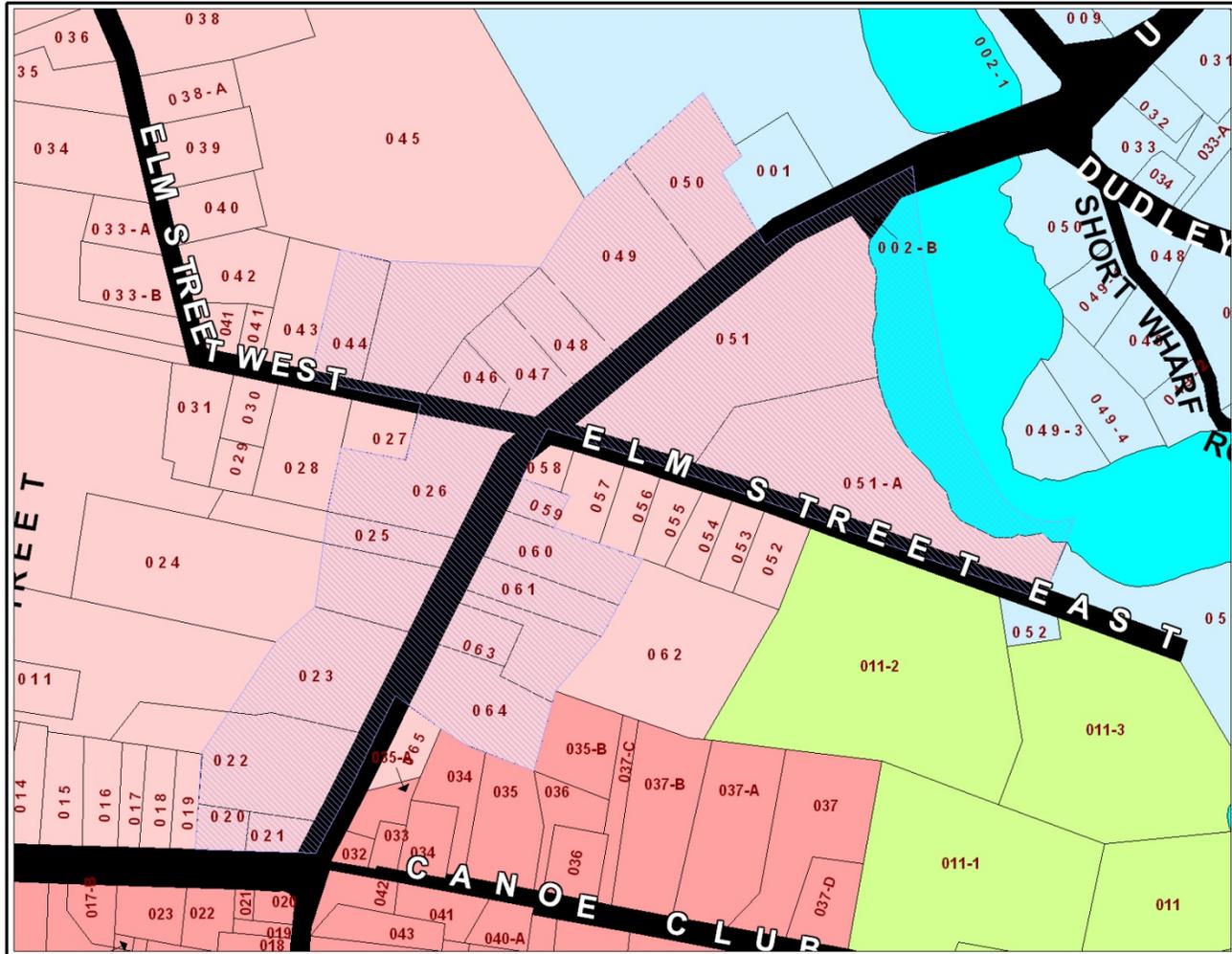
16.3. Certificate of Appropriateness. - A Certificate of Appropriateness secured under the provisions of this Ordinance shall expire if the work authorized thereby is not commenced within one (1) year of the date on which it was granted and if the work is not completed within two (2) years of said date. The Commission may grant an extension for up to one (1) additional year for good cause shown.

16.4. Penalties. - Any person, firm, or corporation, being the owner or having control of, or the use of, any building, structure or land, or part thereof, or any building contractor, who violates any of the provisions of this Ordinance shall be guilty of a civil infraction and upon conviction thereof shall be fined in accordance with the following:

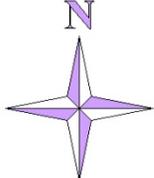
16.4.1. The minimum penalty for starting construction or undertaking any activity without the required Certificate of Appropriateness shall be \$100.00 and the maximum penalty shall be \$2,500.00.

16.4.2. The minimum penalty for a specific violation shall be \$100.00 and the maximum penalty shall be \$2,500.00.

16.5. Beneficiary. - All civil penalties shall inure to the benefit of the Town of Hampden. Each day of violation shall constitute a separate offense.



Town of Hampden
 Penobscot County, Maine
 106 Western Avenue
 Hampden, Maine 04444-1428
 Office: (207) 862 3034
 Fax: (207) 862 5067



LEGEND

-  Historic District
-  Map 22
-  Map 32
-  Map 33
-  Map 36
-  Map 37
-  012-A Lot-Sublot Number

Notes:
 Map Prepared By: Gretchen Heldmann
 Date of Preparation: 09 July 2007
 Projection: UTM, Zone 18
 Datum: NAD83
 Source of Data: Town of Hampden
 DISCLAIMER:
 Map for assessing purposes only.
 Not to be used for conveyance.



**TOWN OF HAMPDEN
 HISTORIC DISTRICT**