HAMPDEN TOWN COUNCIL MEETING
HAMPDEN MUNICIPAL BUILDING

AGENDA

MONDAY JUNE 2, 2025 6:00 P.M.

A. PLEDGE OF ALLEGIANCE

B. APPROVAL OF THE AGENDA

C. CONSENT AGENDA

1. SIGNATURES

2. COUNCIL MINUTES

a. 5/20/2025 Council Budget Workshop
b. 5/21/2025 Council Workshop/Budget Meeting

3. COMMUNICATIONS

a. Public Works Department April 2025 Monthly Report.
b. Public Safety April 2025 Monthly Report.
c. Notification of Upcoming Public Hearing for 84 Sunset Ave – Map/Lot 23-0-005
d. Notification of Upcoming Public Hearing for S&S Fabrication LLC – Map/Lot 10-8-029
e. Notification of Upcoming Public Hearing for Dance Hall Subdivision Amendment, Carver Road and Sunrise Lane.

4. COMMITTEE MINUTES

D. PUBLIC COMMENTS

E. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

2. PUBLIC HEARINGS

a. Proposed Zoning Map Amendment.

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

F. COMMITTEE REPORTS

G. UNFINISHED BUSINESS

a. Council review and discussion of FY26 budget and possible amendments

Note: Council will take a five-minute recess at 8:00 p.m.

H. NEW BUSINESS

a. Council referral of the proposed FY26 Budget, Capital Plan, and Sewer Budget to the Public Hearing to be scheduled for June 16, 2025.

I. MANAGER'S REPORT

J. COUNCILOR'S COMMENTS

K. ADJOURNMENT

Note: Council will take a five-minute recess at 8:00 p.m.

INFORMATION FOR THOSE WHO WISH TO JOIN IN THE HAMPDEN TOWN COUNCIL MEETING REMOTELY:

YOU MAY PHONE IN USING THE NUMBER BELOW (FOLLOWED BY THE PIN #)

OR

FROM A LAPTOP OR A DESKTOP YOU MAY GO TO VIDEO CALL LINK

Town Council Meeting
Monday, June 2, 2025 6:00 p.m.

Google Meet joining info:

Video call link: https://meet.google.com/crz-zfyi-nwk

Or dial: (US) +1 510-937-0099 PIN: 615 213 613#

INSTRUCTIONS ARE POSTED WITH THE AGENDA AND SEPARATELY ON THE TOWN CALENDAR AT HAMPDENMAINE.GOV

Using Google Meet to Participate in Hampden Town Council Remote Meetings

How to join:

1. Town Council members will receive an email or a Google Calendar invite with a link to join the meeting.
2. People interested in joining will need to go to the link posted on the town events calendar at www.hampdenmaine.gov.
3. Anyone can also join for audio-only participation by calling the number provided on the town events calendar and then entering the PIN provided followed by the # symbol.

Protocols for Remote Meetings:

1. Log in or call in at least 5 minutes before scheduled start of meeting.
2. For the audio portion, use either your phone or your computer microphone, not both.
3. Mute your phone or computer mic unless speaking. Remember to un-mute if you want to speak. To mute or unmute in Google Meet, click on the little microphone icon at the bottom of the screen; note you may need to move your mouse pointer around the bottom of your screen to get the bottom bar to appear.
4. Speak up if using a computer microphone or if using the speaker function on your telephone.
5. Do not rustle papers in front of your mic unless it's muted. Please minimize background noise.
6. If you're referring to a document, identify it including page or sheet number.
7. If using the video function, have a light source in front of you if possible. Try to avoid backlighting.
8. If you want to look good, have your camera mounted at eye level or above. Look at yourself on screen to check the lighting, camera position, what's in the background, etc. In Google Meet, you can do this "video check" when you open the program before you join the meeting.
9. If you are participating by audio only, identify yourself when speaking.
10. ALL votes will be by roll call.
11. After the meeting is adjourned, click on the red phone icon on the bottom bar to leave the meeting, or (obviously) just hang up the phone if that is how you are participating.

For detailed instructions on using Google Meet, please refer to their website:

support.google.com/a/users/answer/9282720?hl=en

C-2-a

HAMPDEN TOWN COUNCIL
FY26 BUDGET WORK SESSION
HAMPDEN MUNICIPAL BUILDING
MINUTES

TUESDAY **May 20, 2025** **6:00 P.M.**

In attendance:

Chair Matthew LaChance
Vice Chair James Bailey
Councilor Christine Cubberley Remotely
Councilor Peter Erickson
Councilor Mark Cormier
Councilor Dennis Marble

Paula Scott, Town Manager
Gayle Decker, Town Clerk
Victor Smith, TE
Amy Ryder, EDD Remotely
Christian Bailey, DPS
Jon Clements, PWD
Other Members of the Public

1. Call to Order

   Vice Chair Bailey called the meeting to order at 6:00 p.m.

2. Review of Town Manager FY26 Budget

   a. Capital Program – *referred as presented.*
   b. Reserves – *referred as presented with revisit to Solid Waste – tariffs/packers.*
   c. Revenues – *referred as presented.*
   d. Sewer – *referred as presented.*
   e. Tax Increment Financing (TIF) – *referred as presented.*
   f. Debt Service – *referred as presented.*

3. Adjourn

   Meeting adjourned at 7:36 p.m.

Respectfully Submitted,
Gayle C. Decker, Town Clerk

The next FY26 Budget Meeting will be held on Wednesday, May 21st at 6:00 p.m.

C-2-b

HAMPDEN TOWN COUNCIL WORKSHOP
FY26 BUDGET WORK SESSION
HAMPDEN MUNICIPAL BUILDING
MINUTES

WEDNESDAY **May 21, 2025** **6:00 P.M.**

In attendance:

Vice Chair James Bailey
Councilor Peter Erickson
Councilor Mark Cormier
Councilor Dennis Marble
Councilor John Swalec

Paula Scott, Town Manager
Gayle Decker, Town Clerk
Amy Ryder, EDD
Jill McLaughlin, Recreation Director
Darcey Peakall, Pool Director
Mary Beckett, Library Director
Other Members of the Public

A. CALL TO ORDER

Vice Chair Bailey called the meeting to order at 6:00 p.m.

B. PLANNING & CED STATUS REPORT

C. UNFINISHED BUSINESS

D. NEW BUSINESS

a. Council discussion on Zoning Map Amendment – 09-0-035 Harold Bouchard Way.

1. Public comment
2. Council discussion

The Council discussed the Zoning Map Amendment for 09-0-035 Harold Bouchard Way. Amy Rider, EDD, explained that the amendment involves a parcel of land currently split into two zones (interchange and industrial). The owner wants to unify the zoning to create an outdoor recreation center, potentially. The council had no significant objections. A public hearing will be held on June 2nd for public discussion and a formal Town Council vote.

E. REVIEW OF TOWN MANAGER FY26 BUDGET

a. Library – *referred as presented.*
b. Recreation – *referred as presented.*
c. The Bus – *referred as presented.*
d. Lura Hoit Pool – *referred as presented with a revisit for a generator.*

F. ADJOURNMENT

The meeting adjourned at 6:28 p.m.

Respectfully Submitted,
Gayle C. Decker, Town Clerk

C-3-a

TOWN OF HAMPDEN

DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337 FAX 862-5067

May 19, 2025

To: Paula Scott
From: Jon Clements
Subject: April 2025 Monthly Report – Public Works Department

The Public Works departments had a busy month of April. We saw 2 storm events totaling roughly 2" of snow. These events required ~36 tons of salt and ~84 tons of salt/sand to treat the roads. Once the winter weather finally broke, the Highway department spent a fair amount of time breaking down the plow trucks and storing the equipment for the summer and washing everything thoroughly. The Highway department has also been busy this month with; clearing storm drains, unplugging culverts, patching potholes, and fixing plow damage around town. Other notable mentions for this month were delivering additional barriers to the VFW to keep vehicles off the courts and we have just begun our annual street sweeping to clean the roads.

Our Buildings department continued the extensive list of repairs/renovations at the library. Among those were; demo unused bathroom (for renovation), new track lights, new dishwasher and bookshelf repair. We finally posted the bid for the library renovation, and we received no bids on the initial attempt. We have re-posted the bid with an open schedule and those bids are due back by 6/05/2025. Our Buildings department also addressed some concerns at the Municipal Building which included a new door alarm, exit sign installation, and witnessed the annual sprinkler test with Maine Fire. The last notable mention this month is that the automatic lights have been turned on at the VFW.

Our Sewer department also had a very productive month. They have been busy with pumpstation rounds, inspecting sewer manholes, learning how to replace pump seals with Bangor, cleaning pump stations (now in-house, used to hire Allens Environmental), jetting culverts with the Highway department, and washing bridges. Outside of these tasks, this month we received our confined space training, continued our investigation at the CSO tanks, cleaned the floors of the garage (salt), and drew down HO Bouchard pump station and flushed troublesome runs.

Our Cemetery and Grounds group focused on cleaning up trash and debris on our town roadsides, parks, cemeteries, and trails. We are working on locating more lots in Locust Grove Cemetery. We assisted Rec with the tennis nets. Lastly, as the end of the Month approaches, we have begun our annual spring clean up at all grounds and cemeteries.

Public Works management supervised the successful backfilling of the subgrades for the new Public Works building. The team placed roughly 10,000 yards of material and passed all geotechnical testing with flying colors. This was a momentous task for us to undertake

and I want to thank the whole crew for the long days and hard work which led us to be successful in this venture. Outside of the backfilling, we have grubbed the leach field location and built a road to it, so we are ready to construct the leach field when we get to this next step in the project. The building goes to Planning Board in May and we hope to publish the bid shortly after that.

We continue to work diligently every day to improve the safety and appearance of Hampden for all of those that live and work here.

Thank you,

Jon Clements

Jon Clements
Public Works Director

C-3-b

Hampden Public Safety
106 Western Ave
Hampden, ME 04444
207-862-4000
207-862-4588 Fax

Chief Christian Bailey
Director of Public Safety
cbailey@hampdenmaine.gov

Deputy Chief Scott Webber
swebber@hampdenmaine.gov

Deputy Fire Chief Jason Lundstrom
firedc@hampdenmaine.gov

MEMORANDUM

TO: Paula Scott, Town Manager
FROM: Christian Bailey, Director of Public Safety
RE: Monthly Report-April 2025
DATE: May 22, 2025

- Continued work on the FY 26 budget.
- We participated in the Two Lights for Tomorrow Event at Harmony Hall
- We conducted a Drug Take Back Event at Hampden Public Safety.
- The fire department conducted the annual Swift Water Rescue Training on the Souadabscook River.
- Continued preparation for the Active Shooter training at Hampden Academy in August.

C-3-C

Town of Hampden

Town Planner

106 Western Ave.
Hampden, Maine 04444
207-862-4500
planner@hampdenmaine.gov

June 3, 2025

RE: Upcoming Public Hearing for 84 Sunset Avenue – Map/Lot 23-0-005

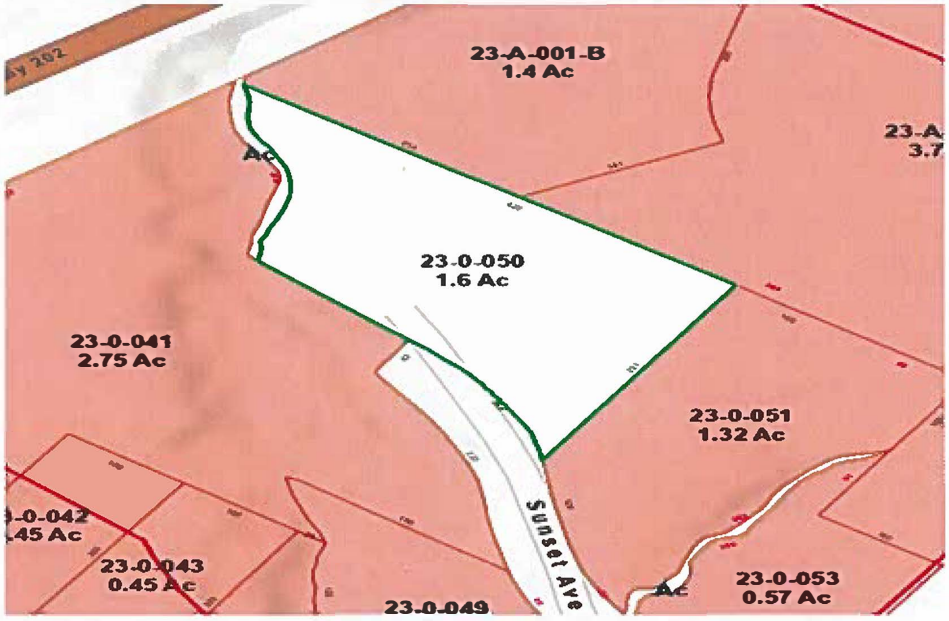
As an abutter to the above-named property, you are receiving this notification of a public hearing before the Hampden Planning Board as described below. Please note that if you are unable to attend this meeting but wish to submit testimony, you may do so in writing to the address above, Attn: Amy Ryder, Director of Planning & Economic Development.

The Hampden Planning Board will hold a public hearing for a major site plan under the provisions of Section 4.1, Site Plan Review, of the Hampden Zoning Ordinance on Wednesday, June 11, 2025, at 6:00 pm in the Town Council Chambers at the Town Offices, 106 Western Ave, Hampden, ME. Benjamin Foster proposes to construct a single-family dwelling in addition to the existing duplex located at 84 Sunset Avenue: Map/Lot 23-0-050. This parcel is located in the Residential A District. Interested parties may review the application at the Town Offices during regular business hours or online at www.hampdenmaine.gov by navigating to Town Departments, then Planning, and finally Planning Board Applications. If you do not have access to the town's website, you may request a copy of the application to be emailed or mailed by calling 862-4500 ext. 140 and leaving a message including your email address or mailing address.

Sincerely,

Amy Ryder

Amy Ryder
Director of Planning &
Economic Development



C-3-d

Town of Hampden

Town Planner

106 Western Ave.
Hampden, Maine 04444
207-862-4500
planner@hampdenmaine.gov

June 3, 2025

RE: Upcoming Public Hearing for S & S Fabrication LLC – Map/Lot 10-B-029

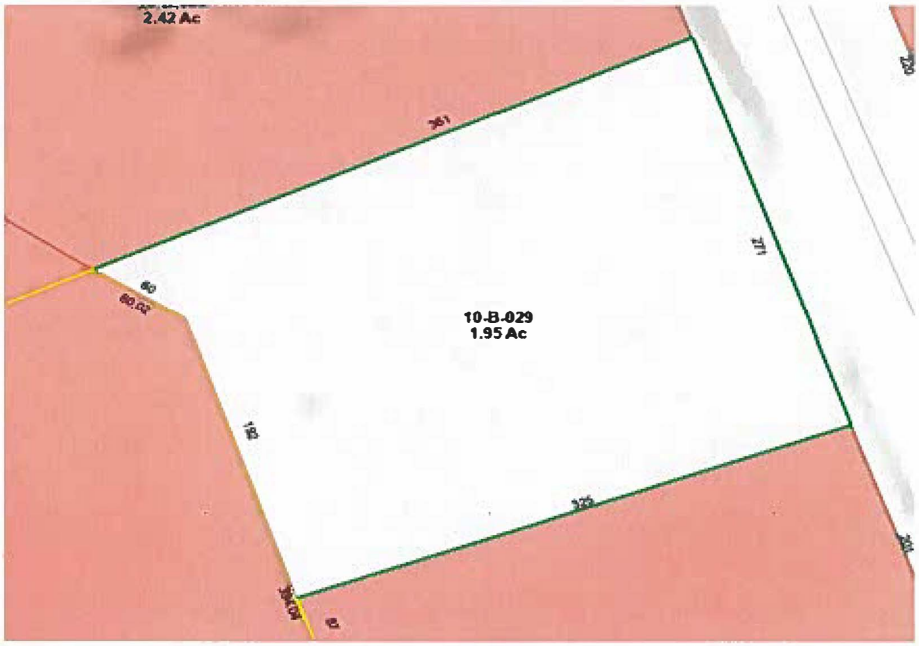
As an abutter to the above-named property, you are receiving this notification of a public hearing before the Hampden Planning Board as described below. Please note that if you are unable to attend this meeting but wish to submit testimony, you may do so in writing to the address above, Attn: Amy Ryder, Director of Planning & Economic Development.

The Hampden Planning Board will hold a public hearing for a major site plan under the provisions of Section 4.1, Site Plan Review, of the Hampden Zoning Ordinance on Wednesday, June 11, 2025, at 6:00 pm in the Town Council Chambers at the Town Offices, 106 Western Ave, Hampden, ME. The application is to construct a 12,000-sf single-story metal fabrication facility at 131 Carey Circle in the Hampden Business and Commerce Park: Map/Lot 10-B-029. This parcel is located in the Industrial Park District. Interested parties may review the application at the Town Offices during regular business hours or online at the Town's Departments, specifically the Planning and Planning Board Applications. If you don't have access to the town's website, you may request a copy of the application to be emailed or mailed by calling 862-4500 ext. 140 and leaving a message including your email address or mailing address.

Sincerely,

Amy Ryder

Amy Ryder
Director of Planning &
Economic Development



C-3-e

Town of Hampden

Town Planner

106 Western Ave.
Hampden, Maine 04444
207-862-4500
planner@hampdenmaine.gov

May 28, 2025

RE: Upcoming Public Hearing for Dance Hall Subdivision Amendment, Carver Road and Sunrise Lane

As an abutter to the property named above, you are receiving this notification regarding a public hearing before the Hampden Planning Board as described below. Please note that if you are unable to attend this meeting but wish to submit testimony, you may do so in writing at the address above, Attn: Amy Ryder, Director of Planning & Economic Development.

The Hampden Planning Board will hold a public hearing for an amendment to an approved subdivision plan under the provisions of Section 3.4, Amendments to an Approved Subdivision Plan of the Hampden Subdivision Ordinance, on Wednesday, June 11, 2025, at 6:00 pm in the Town Council Chambers at the Town Office, 106 Western Ave, Hampden, ME. Applicant, Family Cornerstone Holdings, LLC is proposing to transfer 2.167 acres of Resource Protection Area along the Penobscot River in exchange for the Town transferring 0.524 acres along Carver Road, which will create an additional buildable parcel with frontage on Carver Road, Parcel 24-0-047-16, for the Dance Hall Subdivision located on Main Road North. This property is in the Residential A District. Interested parties may review the application at the Town Offices during regular business hours, or online at the Town's website, www.hampdenmaine.gov; click on Town Departments, Planning, Planning Board Applications. If you cannot access the website, you may request a copy of the application to be emailed or mailed to you by calling 862-4500 ext. 140 and leaving a message including your email address or mailing address.

Sincerely,

Amy Ryder

Amy Ryder
Director of Planning &
Economic Development

E-1-a

TOWN OF HAMPDEN
PROPOSED FY26
HAMPDEN TOWN BUDGET

ACCOUNT NUMBER	ACCOUNT NAME	PROPOSED BUDGET 2026
01-01	ADMINISTRATION	$1,047,585
01-02	GIS/IT	$461,231
01-05	TOWN COUNCIL	$41,039
01-10	MUNICIPAL BUILDING	$145,770
01-20	ELECTIONS	$17,200
01-25	ASSESSING	$217,054
01-30	ECONOMIC DEVELOPMENT	$25,050
01-35	PLANNING	$166,057
05-01	POLICE	$1,873,647
05-05	FIRE DEPARTMENT	$2,331,423
05-10	PUBLIC SAFETY	$549,028
06-06	NON-DEPARTMENT EXPENSES	$1,109,148
10-01	PUBLIC WORKS	$3,296,248
10-10	STORMWATER MANAGEMENT	$159,000
10-05	MUNICIPAL GARAGE	$ 65,780
15-10	SOLID WASTE	$473,746
20-05	RECREATION	$581,981
20-10	DYER LIBRARY	$419,900
20-20	LURA HOIT POOL	$570,314
20-25	MARINA	$7,000
25-10	THE BUS/BACTS	$203,000
30-10	BUILDINGS & GROUNDS	$49,424
38-10	OUTSIDE AGENCIES	$15,000
40-10	GENERAL ASSISTANCE	$10,000
50-10	DEBT SERVICE	$491,984
67-10	TIF	$737,099
70-99	RESERVES	$1,344,000
65-10	**EDUCATION**	**$9,854,976**
45-10	**COUNTY TAX**	**$1,624,398**

MUNICIPAL EXPENSE BUDGET	**$16,408,708**
LESS PROJECTED REVENUE	**$ 7,563,649**
OVERLAY	**$ 137,000**
NET MUNICIPAL BUDGET	**$ 8,982,059**
EDUCATION	**$ 9,854,976**
COUNTY TAX	**$ 1,624,398**
AMOUNT TO RAISE THROUGH TAXATION	**$20,461,433**
SEWER ENTERPRISE BUDGET	**$ 1,364,767**

- Final totals are subject to change. Please contact the Town Office for questions.

E-2-a

Town of Hampden
Economic Development

MEMORANDUM

To: Town Council

From: Amy Ryder, Director of Planning and Economic Development

Date: May 15th, 2025

RE: Zone Change

At the May 14th, 2025 Planning Board meeting, the planning board moved to recommend the approval of this zone change to the Town Council.

The owner of the lot is proposing to change the zoning on this parcel from being partially in both interchange and industrial zones to fully within the interchange zone. This change is needed to allow the proposed uses for the property, on the entire lot, not just the interchange portion.

The proposed re-zoning is matching an abutting zone, so it does not fall into spot zoning prohibitions.

I look forward to the discussion.

Thank you,

Amy Ryder

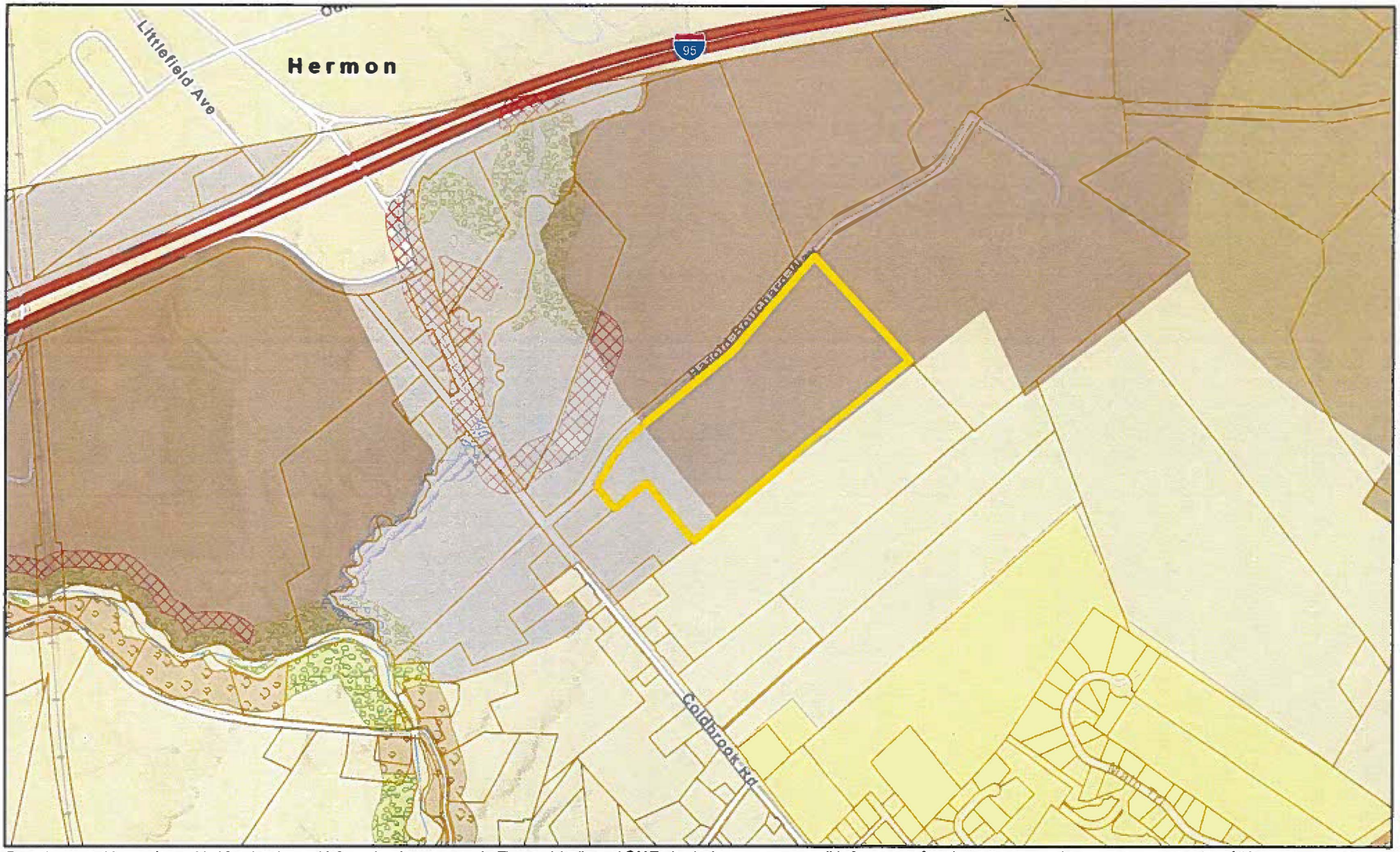
Hampden, ME

1 inch = 1071 Feet

0 1071 2142 3213

May 15, 2025

CAI Technologies
Precision Mapping, Geospatial Solutions
www.cai-tech.com



Data shown on this map 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 map.

TOWN OF HAMPDEN
PUBLIC HEARING NOTICE

Notice is hereby given that the Hampden Town Council will conduct a public hearing at 6:00 pm on Monday, June 2, 2025, in the Municipal Building Council Chambers, located at 106 Western Avenue, Hampden, to hear the following:

1. Proposed Zoning Map Amendment – Harold Bouchard Way; Tax Map/Lot: 09-0-035.

The Proposed Zoning Map Amendment is available at the Town Office or online at www.hampdenmaine.gov.

Gayle Decker
Town Clerk

Published BDN 5/20/2025
Posted 5/20/2025
Gayle C. Decker, Town Clerk

Legal Notices

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Gayle Decker
Town Clerk

May 20, 2025

H-a

TOWN OF HAMPDEN
PROPOSED FY26
HAMPDEN TOWN BUDGET

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