HAMPDEN TOWN COUNCIL MEETING
HAMPDEN MUNICIPAL BUILDING

AGENDA

MONDAY NOVEMBER 17, 2025 6:00 P.M.

A. PLEDGE OF ALLEGIANCE

B. COUNCIL REORGANIZATION

1. OATH OF OFFICE FOR COUNCILOR-ELECT – *Administered by Town Clerk, Gayle Decker in accordance with Sec. 209, Town Charter.*

2. COUNCIL ELECTION OF CHAIR – *Presided over by the Town Attorney in accordance with Sec. 204, Town Charter.*

3. ELECTION OF DEPUTY CHAIR – *Presided over by the newly elected Chair in accordance with Sec. 204, Town Charter.*

C. APPROVAL OF THE AGENDA

D. CONSENT AGENDA

1. SIGNATURES

2. COUNCIL MINUTES

3. COMMUNICATIONS

a. Code Enforcement October 2025 Monthly Report .

4. COMMITTEE MINUTES

E. PUBLIC COMMENTS

F. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

2. PUBLIC HEARINGS

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

a. Return of Votes Cast Hampden Municipal Election November 4, 2025; and State of Maine Referendum Election November 4, 2025 - *Informational purposes only*

G. COMMITTEE REPORTS

H. UNFINISHED BUSINESS

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

MONDAY NOVEMBER 17, 2025 6:00 P.M.
AGENDA

I. NEW BUSINESS

a. Council approval of a renewal liquor license for White House Motel Inc., – located at 155 Littlefield Ave, Applicant John D. Lafayette III and Carla J. Lafayette.

b. Counicl approval for a memorial plaque and tree in honor of Colby Annis to be placed on municipal property near the Department of Public Safety

I. MANAGER'S REPORT

J. Executive Session pursuant to 1 MRSA § 405(6)(A) Personnel Matters, to include the Town Manager

K. COUNCILOR'S COMMENTS

L. 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, November 17, 2025 6:00 p.m.

Google Meet joining info: https://meet.google.com/exm-gvpr-njp

Video call link: +1 585-491-8849 PIN: 645 274 889#

Or dial: (US)

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

D-3-a

Town of Hampden
Code Enforcement
106 Western Avenue
Hampden, Maine 04444

Phone: (207) 862-4000
Fax: (207) 862-4588
Email: code@hampdenmaine.gov

Code Enforcement
MONTHLY REPORT
October 2025

- During the month of October 2025 Code Enforcement:
  - Received a total of 22 new Workspaces.
    - This compares to 24 applications in October 2024.
  - Issued a total of 23 permits/licenses.
  - A total of $10,627.75 in fees were collected.
    - $10,377.75 collected Town Fees.
    - $250.00 collected State Fees.
    - This compares to $7,912.60 total fees collected in October 2024.
  - Conducted 75 Inspections.
    - This compares to 104 in October 2024.

- I attended training(s) on:
  - Maine Municipal Association Convention
    - Keynote: The Science of Collaboration: Why Working Together Matters
    - Practical ChatGPT for Municipal Professionals: Streamlining Analysis, Document Creation, and Improving Daily Operations
    - MMA Advocacy-Behind the Veil
    - Bridging the Gap: County & Local Collaboration for Stronger Communities
    - Welcome and Morning Plenary – Planning for Tomorrow, Together
    - Building Regional Collaboration: Moving from Conversation to Coordination
  - Cloudpermit Training Workshop: Public Works Permits, GIS and Circulation
  - 2021 IRC Wood Wall Bracing
  - 2021 IBC Significant Nonstructural Changes

- I was a speaker at the 89th Annual Maine Municipal Association Convention for a panel discussion session titled "Code Enforcement Updates and Hot Topics."

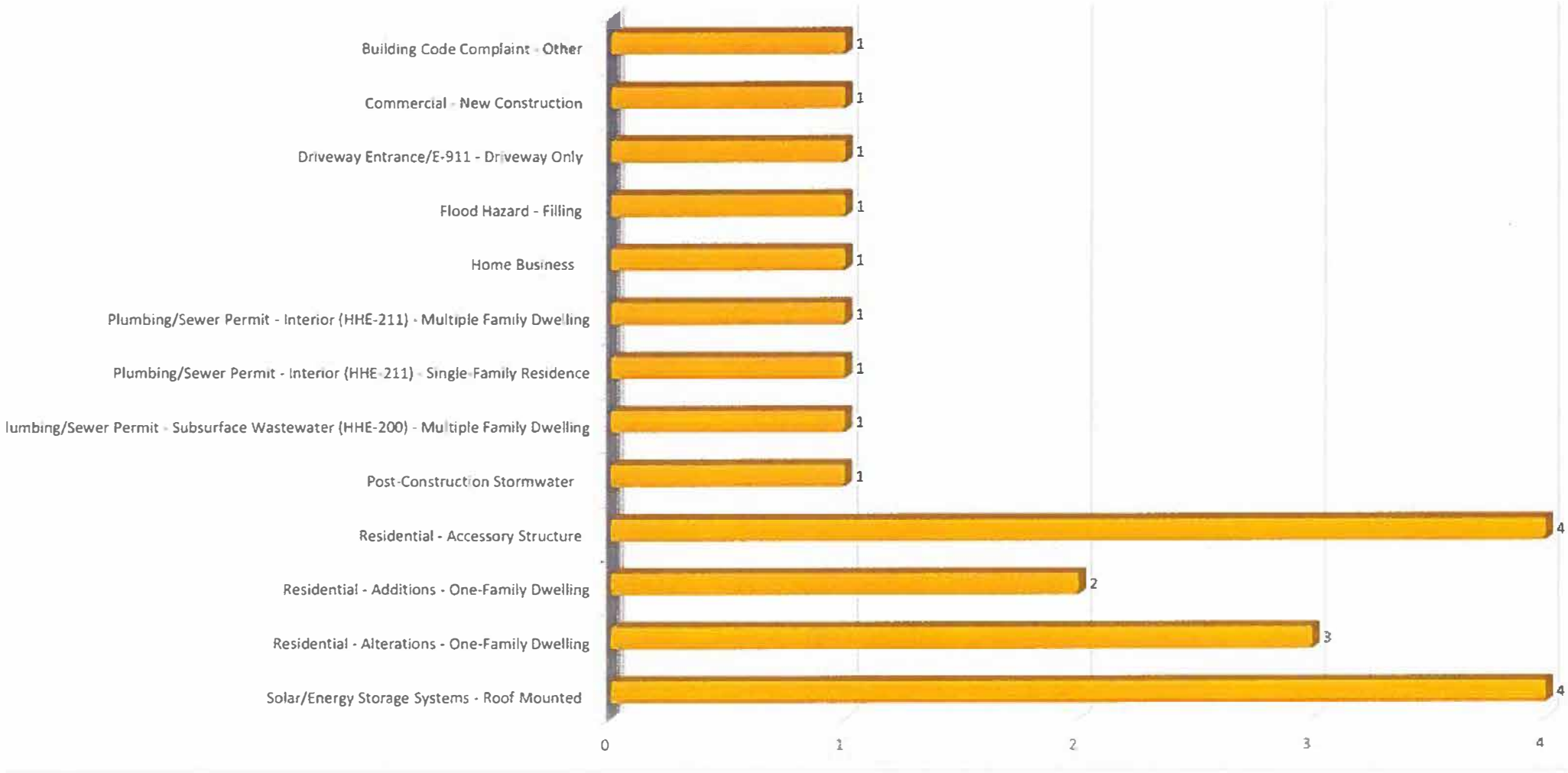
- I was invited and attended a meeting of the Greater Bangor Association of REALTORS® to have a panel discussion on Code Enforcement and Real Estate.

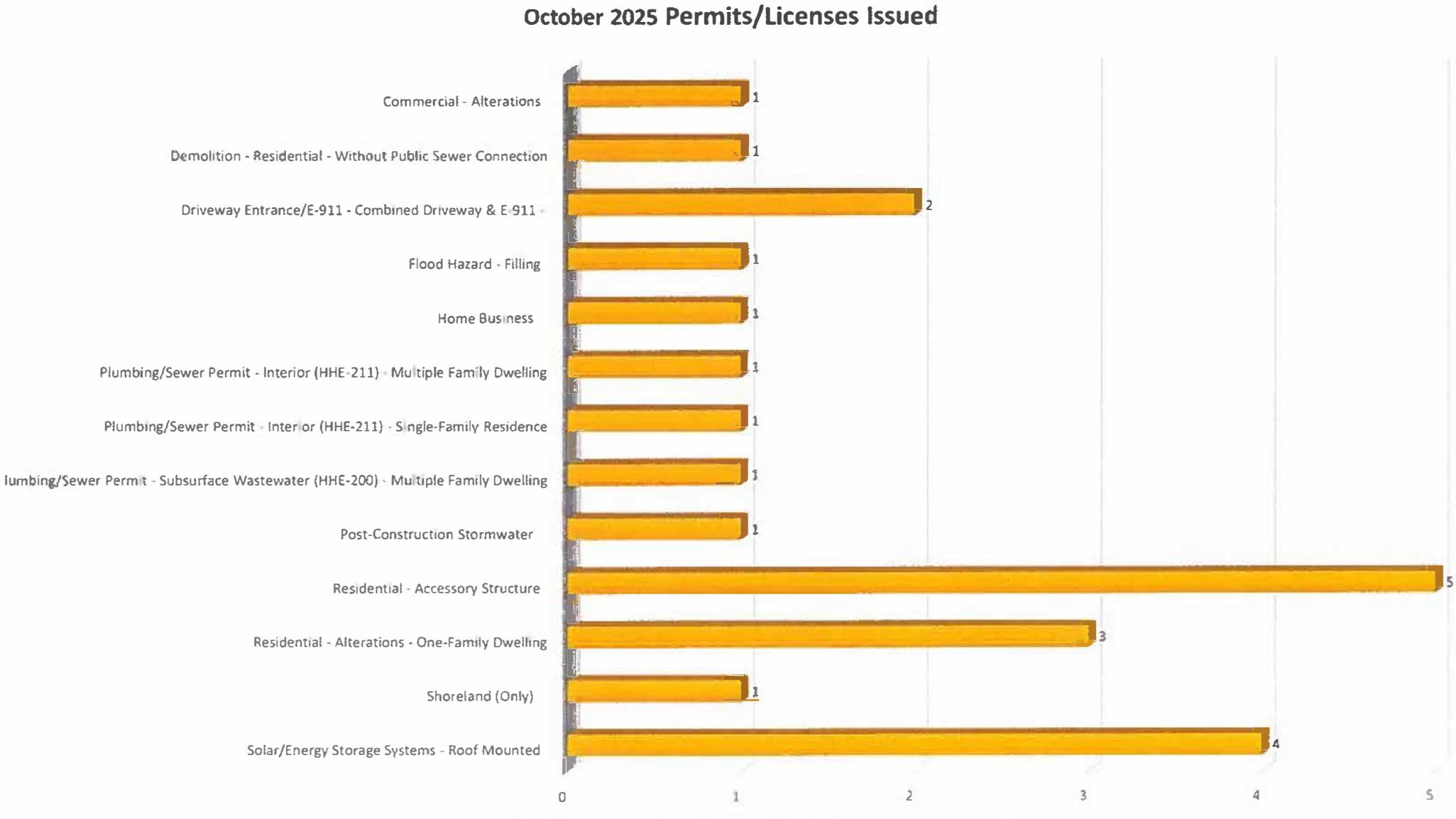
- Attended L.D. 1375 Legislative Working Subgroups on Building Codes/MUBEC & Code Enforcement and Zoning & Land Use

Respectfully Submitted,

Myles M. Block, Code Enforcement Officer

October 2025 Workspaces Received




October 2025 Permits/Licenses Issued
Commercial - Alterations
Demolition - Residential - Without Public Sewer Connection
Driveway Entrance/E-911 - Combined Driveway & E-911
Flood Hazard - Filling
Home Business
Plumbing/Sewer Permit - Interior (HHE-211) - Multiple Family Dwelling
Plumbing/Sewer Permit - Interior (HHE-211) - Single-Family Residence
lumbing/Sewer Permit - Subsurface Wastewater (HHE-200) - Multiple Family Dwelling
Post-Construction Stormwater
Residential - Accessory Structure
Residential - Alterations - One-Family Dwelling
Shoreland (Only)
Solar/Energy Storage Systems - Roof Mounted
1
1
2
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1
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1
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3
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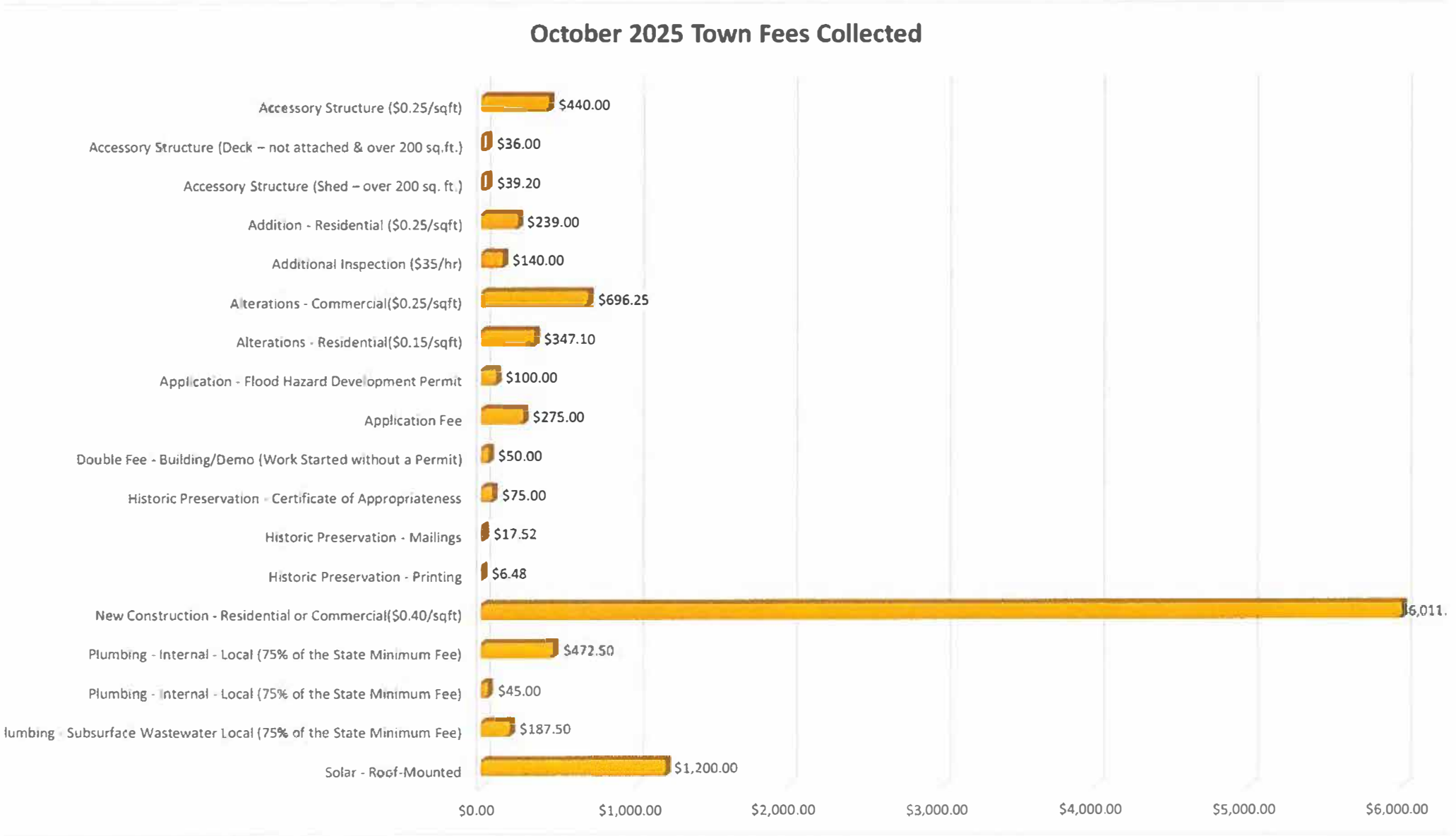
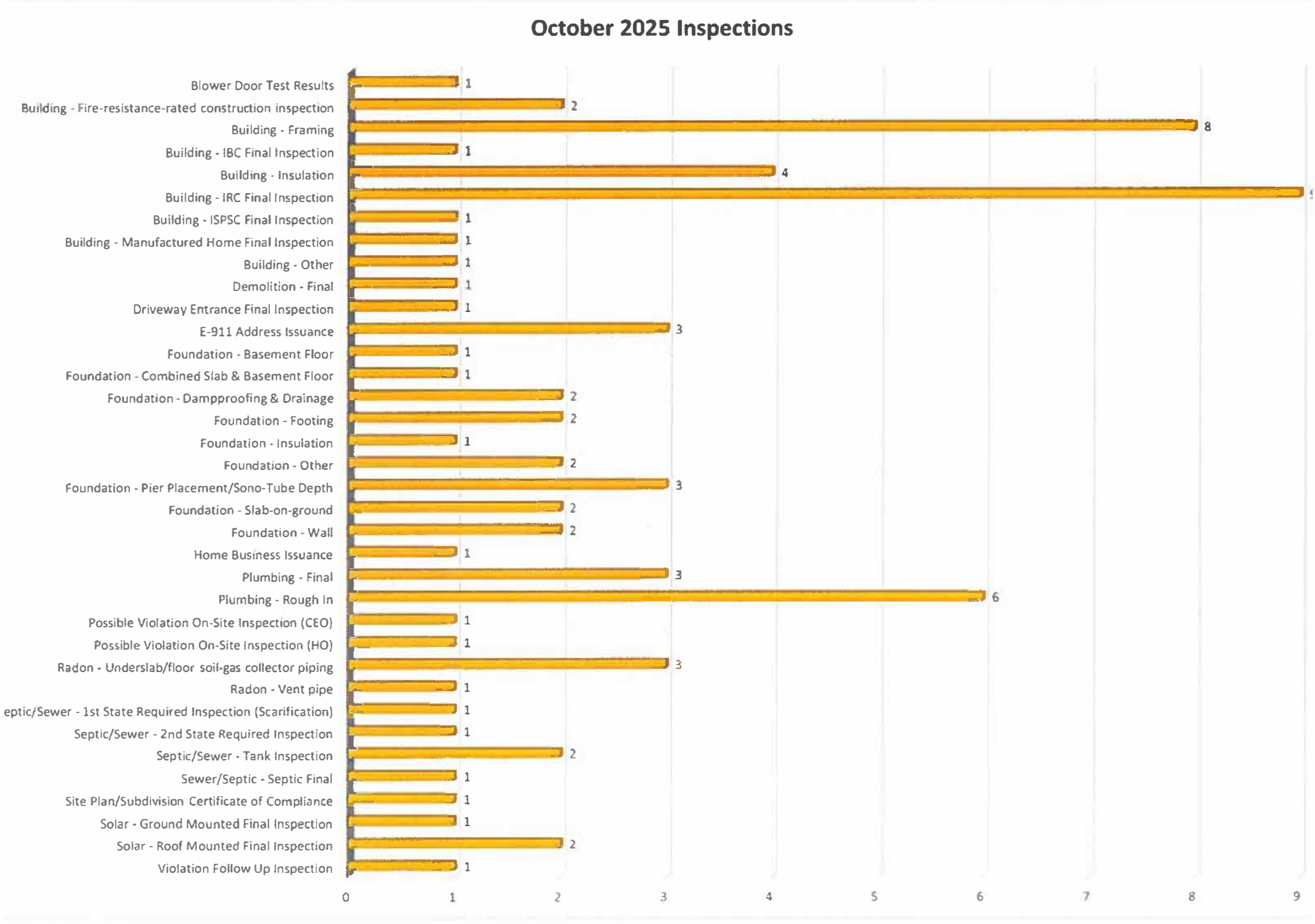
5


October 2025 Town Fees Collected
Accessory Structure ($0.25/sqft)
$440.00
Accessory Structure (Deck – not attached & over 200 sq.ft.)
$36.00
Accessory Structure (Shed – over 200 sq. ft.)
$39.20
Addition - Residential ($0.25/sqft)
$239.00
Additional Inspection ($35/hr)
$140.00
Alterations - Commercial($0.25/sqft)
$696.25
Alterations - Residential($0.15/sqft)
$347.10
Application - Flood Hazard Development Permit
$100.00
Application Fee
$275.00
Double Fee - Building/Demo (Work Started without a Permit)
$50.00
Historic Preservation - Certificate of Appropriateness
$75.00
Historic Preservation - Mailings
$17.52
Historic Preservation - Printing
$6.48
New Construction - Residential or Commercial($0.40/sqft)
6,011.
Plumbing - Internal - Local (75% of the State Minimum Fee)
$472.50
Plumbing - Internal - Local (75% of the State Minimum Fee)
$45.00
lumbing - Subsurface Wastewater Local (75% of the State Minimum Fee)
$187.50
Solar - Roof-Mounted
$1,200.00
$0.00
$1,000.00
$2,000.00
$3,000.00
$4,000.00
$5,000.00
$6,000.00


October 2025 Inspections
Blower Door Test Results
Building - Fire-resistance-rated construction inspection
Building - Framing
Building - IBC Final Inspection
Building - Insulation
Building - IRC Final Inspection
Building - ISPSC Final Inspection
Building - Manufactured Home Final Inspection
Building - Other
Demolition - Final
Driveway Entrance Final Inspection
E-911 Address Issuance
Foundation - Basement Floor
Foundation - Combined Slab & Basement Floor
Foundation - Dampproofing & Drainage
Foundation - Footing
Foundation - Insulation
Foundation - Other
Foundation - Pier Placement/Sono-Tube Depth
Foundation - Slab-on-ground
Foundation - Wall
Home Business Issuance
Plumbing - Final
Plumbing - Rough In
Possible Violation On-Site Inspection (CEO)
Possible Violation On-Site Inspection (HO)
Radon - Underslab/floor soil-gas collector piping
Radon - Vent pipe
eptic/Sewer - 1st State Required Inspection (Scarification)
Septic/Sewer - 2nd State Required Inspection
Septic/Sewer - Tank Inspection
Sewer/Septic - Septic Final
Site Plan/Subdivision Certificate of Compliance
Solar - Ground Mounted Final Inspection
Solar - Roof Mounted Final Inspection
Violation Follow Up Inspection
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F-3-a

STATE OF MAINE RETURN OF VOTES CAST

MUNICIPALITY: HAMPDEN - 1 (1-1)

QUESTION 1: CITIZEN INITIATIVE

1,216 YES

1,750 NO

8 BLANK

QUESTION 2: CITIZEN INITIATIVE

1,774 YES

1,183 NO

17 BLANK

Certified by the Municipal Clerk:

Jayle C Docker

Signature of Clerk

11/5/2025

Date

Town of Hampden
Return of Votes Cast
Hampden Municipal Election
Tuesday, November 4, 2025

CANDIDATE: COUNCILOR DISTRICT 3	
Jakubas, Walter	1011
BLANKS	1953
Total	2964
CANDIDATE: RSU 22 DIRECTOR (VOTE FOR 2)	
Haskell, Stacey	1856
Sargent, Shelley	1954
BLANKS	2118
Total	5928
CANDIDATE: TRUSTEE OF WATER DISTRICT (VOTE FOR 1)	
Declared Write-In Swalec, Lauren	44
Write-Ins	176
BLANKS	2744
Total	2964

QUESTION 1 – RSU#22 REFERENDUM – Construct and Equip a New Central Office	
YES	1232
NO	1354
BLANK	378
Total	2964
TOTAL NUMBER OF BALLOTS CAST	2964
TOTAL NUMBER OF ELIGIBLE VOTERS TOWNWIDE	6110
PERCENTAGE OF VOTER TURNOUT	48.51

I-a

Memorandum

FROM: Gayle C. Decker, Town Clerk
DATE: November 13, 2025
RE: Liquor License Renewal – White House Motel

White House Motel, operated by John D Lafayette III, has submitted a Renewal Application for a Liquor License for Council approval.

The Division of Liquor Licensing and Enforcement oversees licensing and enforcement activities for Maine's beverage alcohol industry. All licensing is managed through the Bureau's Enterprise Liquor Licensing System (BELLS). Once the Bureau has confirmed that the applicant has met compliance requirements and is in good standing with the Bureau, the application is forwarded to the Town Clerk for Council approval.

State of Maine

Bureau of Alcoholic Beverages & Lottery Operations

Application Copy

File Number: 113971 Job Type: Renewal Application

LICENSE # HOF-90-100113	APPLICATION DATE RECEIVED 2025-11-10
LICENSE TYPE On-Premises: Beer, Wine & Spirits	LICENSEE WHITE HOUSE MOTEL
AGENT NAME	EFFECTIVE DATE 2025-02-03
EXPIRES 2026-02-02	STATUS Active
PREMISES NAME BEST WESTERN WHITE HOUSE INN	
NEW SECONDARY LICENSE(S) None selected	
PREMISES TYPE Hotel (Food Optional)	PREMISES NAME BEST WESTERN WHITE HOUSE INN
OPERATOR WHITE HOUSE MOTEL	
PHYSICAL ADDRESS 155 LITTLEFIELD RD NEWBURGH ME 04444	
MAILING ADDRESS 155 LITTLEFIELD RD NEWBURGH ME 04444	

CONTACT NAME	PREFERRED CONTACT METHOD
JOHN D LAYFAYETTE III	Email
CONTACT PHONE	ALTERNATE PHONE
(207) 862-3737	
FAX	EMAIL
	whitehouseinnbgr@aol.com

QUESTIONS

On-Premises: Beer, Wine & Spirit

1. Is your business (including any DBA) registered and in good standing with the Maine Secretary of State?

   Answer "No" if you are a Sole Proprietor.

   Yes
   19821607D

2. Does the licensee or applicant(s) have any interest in any other Maine Liquor License?

   No

3. Is the applicant/licensee an individual, partnership, or association? (Not a corporation or LLC)

   No

4. Are all licensees/applicants residents of the State of Maine?

   Yes

5. Is your license for a club with a membership?

   No

6. Is your license application for Vessel Corporation?

   No

7. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?

   Yes
   (document uploaded)

8. Do you have a license from the Office of the State Fire Marshal? Contact (207) 626-3870 to determine whether licensure is necessary.

   No

9. Will any law enforcement officer directly benefit financially from this license, if issued?

   No

10 Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

   No

11 Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine?

   No

12 What is the full name and date of birth of the person managing this premises?

   LeeAnn Hawes
   05/05/1967

13 Has any of the listed applicants, an immediate family member of an applicant, or an employed manager been denied a liquor license or had a liquor license revoked within the last 5 years?

   No

14 Is any of the listed applicants the spouse, father, mother, child or other immediate family member of a person whose liquor license has been revoked or denied in the last 6 months?

No

15 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

16 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

No

17 Does the licensee/applicant have any arrangement such as a lease where rent is based on sales, an agreement where another party receives a portion of the revenue or profits from the business, or a right to acquire an ownership interest in the business?

No

18 At which address are your business records located?

155 Littlefield Avenue
Bangor, Maine 04401

19 What will be your business hours? Please indicate each day's open and close times.

Hotel open 24 hours. We only sell liquor during hours set by the law.

20 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

St. Matthews Church
2 miles

21 Is your application for a Hotel or Bed & Breakfast?

Yes
75

22 What is the gross food income for the licensure period that will end on the expiration date?

3900

23 What is the gross income from beer, wine, and spirits for the licensing period ending on the expiration date?

4800

24 Do you have a food menu?

Yes
(document uploaded)

25 How many seats do you have? Include indoor and outdoor seating.

100

26 How many bathrooms do you have available to the public?

2

27 Do you currently have any advertising or sponsorship agreements with a wholesale licensee or certificate of approval holder (including agreements for signage, naming rights, event sponsorships or branded areas)?

No

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Maine Health or Agriculture License	dhhs.pdf	
Supplemental Ownership Form	liquor.pdf	
Premises Floor Plan	layout.pdf	
Food Menu	menu.pdf	

APPLICANT

WHITE HOUSE MOTEL

DECLARATION

☑ I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

All information provided in this application is accurate and correct. I understand that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to $2,000 or by both.

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 3126

EATING AND LODGING 100 Seats (in)77 Rooms

WHITE HOUSE INN
155 LITTLEFIELD AVE
BANGOR ME 04401

EXPIRES: 06/15/2026

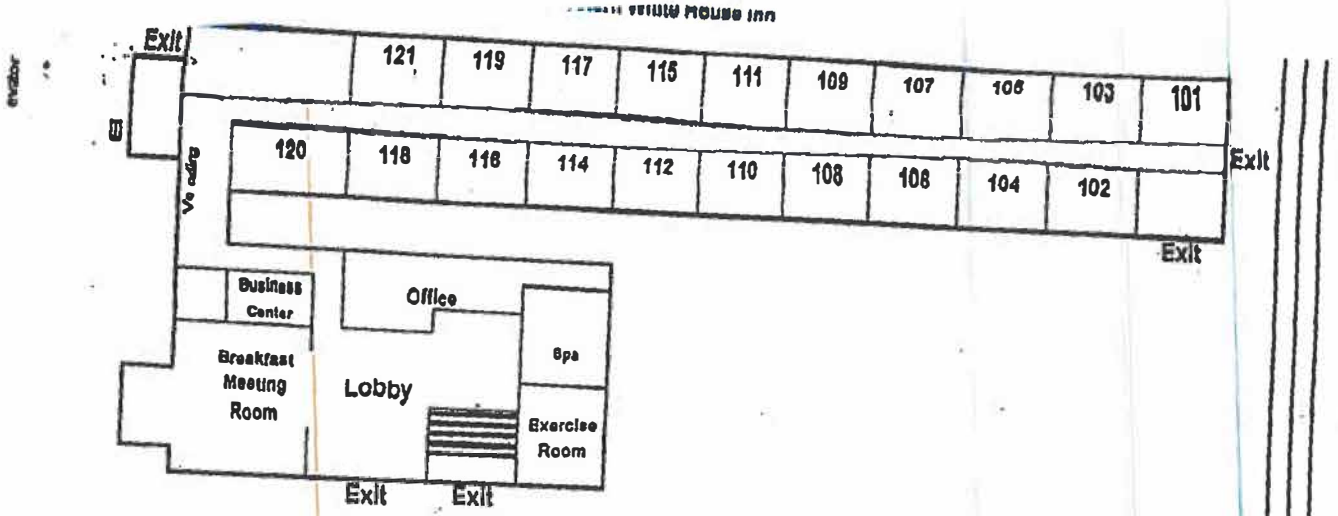
FEE: $300.00

ATTN LEE ANN HAWES
LAFAYETTE, JOHN D
WHITE HOUSE INN
155 LITTLEFIELD AVE
BANGOR ME 04401-7206

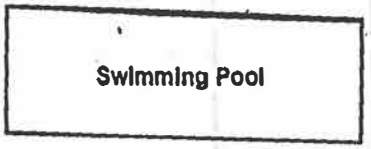
Jane Y. Smith Holmes

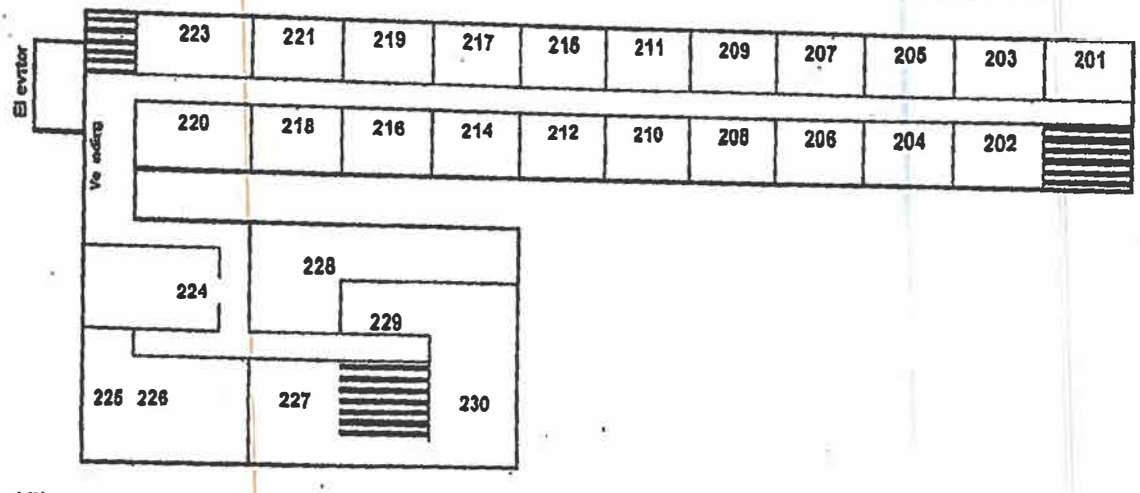
Commissioner

NON-TRANSFERABLE

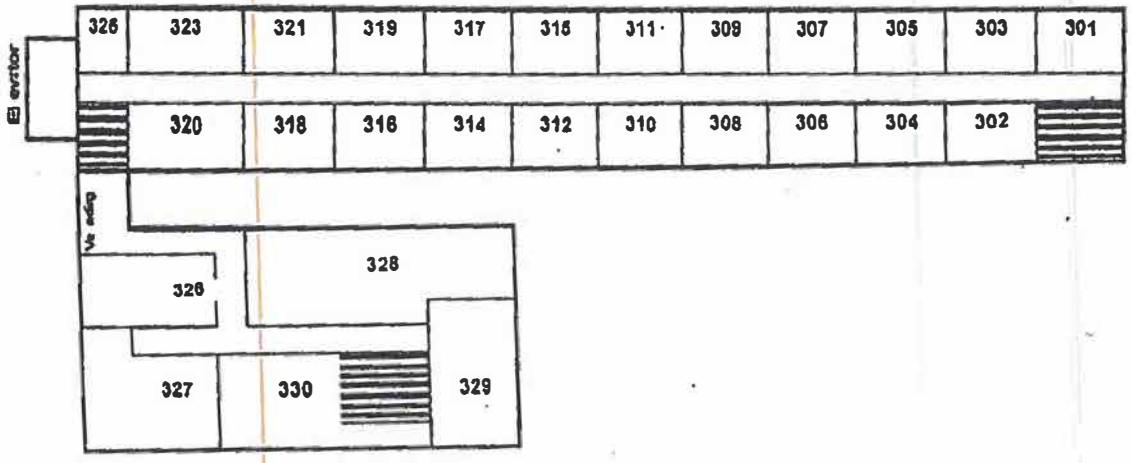


First Floor

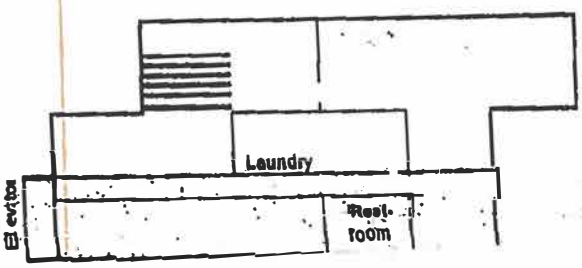




Second Floor



Third Floor



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Supplemental Ownership Form

28-A M.R.S. §651

All Questions Must Be Answered Completely.

1. Company or sole proprietor legal name:	2. Date of incorporation/registration:	3. State of incorporation:
White House Motel, Inc		

List the following information for officers, directors, owners equal to or over 10%, and persons with indirect financial interest in the applicant.

Name	Date of Birth	Phone or E-mail	Address	Title	Ownership Stake (%)
John D Lafayette III	9.17.55	207-862-8000	155 Littlefield Ave Bangor, ME 04401	Owner	50%
Carla J. Lafayette	2.5.56	207-862-8000	155 Littlefield Ave Bangor, ME 04401	Owner	50%

M 44

BEER

ANGRY ORCHARD	$6.00
BLUE MOON	$6.00
BUDWEISER	$4.75
BUD LIGHT	$4.75
COORS LIGHT	$4.75
CORONA	$6.00
GEAGHAN'S REFUELER	$6.00
MICHELOB ULTRA	$6.00
MILLER LITE	$4.75
SAM ADAMS LAGER	$6.00
SAM ADAMS JUICY IPA	$6.00
SHIPYARD PUMPKINHEAD	$6.50

SELTZER

WHITE CLAW	$4.75
~~WILD MAINE~~	~~$5.25~~

NON-ALCOHOLIC BEER

SAM ADAMS IPA	$4.50

PIZZA

CHEESE	$9.75
PEPPERONI	$10.75
ALL MEAT	$15.75
VEGGIE	$13.75

MIXED DRINKS

RUM BREEZE	$8.25
HURRICANE	$8.25
OLD FASHIONED	$9.25
WHISKEY SOUR	$9.25
COSMOPOLITAN	$8.75
LEMON DROP	$8.75
MARGARITA	$9.25
BLACK MARGARITA	$9.25
AVIATION	$8.75
SOUTHSIDE	$8.75

LIQUOR

FIREBALL	$6.25

WINE

CHARDONNAY	$6.00
PROSECCO	$8.45

I-6

Memorandum

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: 11/13/2025
RE: Memorial Tree and Plaque

A group of residents have asked for permission to plant a memorial tree with a plaque on it in memory of Colby Annis, the nine-year old little boy who recently lost his battle with cancer. The idea is to plant the tree somewhere near the Public Safety sign.

A previous Council has set the precedence by permitting the White/Probert family to place a memorial bench for their daughter on town property by Papermill Park which was her favorite place. I would request permission to allow this tree to be planted and to work with Jon to determine the best location that would not be in the way of any stormwater mitigation or construction.

Paula Scott <townmanager@hampdenmaine.gov>

Tree

2 messages

Melissa Erickson <maerickson1006@gmail.com> Thu, Nov 13, 2025 at 2:14 PM
To: "townmanager@hampdenmaine.gov" <townmanager@hampdenmaine.gov>

Hi Paula,
My name is Melissa Erickson and I work at RSU22. We recently had a 4th grade student who died after a long battle with brain cancer. I'm sure you've heard of Colby Annis- he is kind of a legend at the public safety building. I was hoping to use some money we had collected as a staff to sponsor a tree in his honor to be planted on the town office/public safety grounds. I was hoping you could help me with next steps?

Paula Scott <townmanager@hampdenmaine.gov> Thu, Nov 13, 2025 at 2:39 PM
To: Melissa Erickson <maerickson1006@gmail.com>

Good afternoon Melissa,

Chief Bailey and I spoke about your idea and I think it is a great one. We have done something similar for another family in town in similar circumstances and the Council approved the placement of a memorial bench at Papermill Park. We have a meeting on Monday and I will add this request to the agenda for their approval. I will work with our Public Works Director to make sure that we find a proper location for the tree where it won't be disturbed in any upcoming stormwater construction we have to finish in the next couple of years here at the town office/public safety complex. Of course we will make sure to coordinate everything with you.

Thank you,

Paula A. Scott

Paula A. Scott
Town Manager
Treasurer

Town of Hampden
106 Western Avenue
Hampden, Maine 04444
Tel: (207) 862-3034 Ext. 137
Fax: (207) 862-5067

Under Maine's Freedom of Access law, all email and email attachments received or prepared for matters concerning Town business are likely to be regarded as public records which may be inspected by any person upon request, unless otherwise made confidential by law. If you have received this message in error, please notify this office immediately by return email. Thank you in advance for your cooperation.

[Quoted text hidden]