



Town of Hermon
Public Safety Meeting Room
August 11, 2016
Town Council Meeting
7:00 PM
AGENDA

*** Televised live on Cable Channel 121.111 ***

Council Meetings may be viewed live online and are archived after the meeting
has taken place – check hermon.net for link.

ALL ITEMS ARE SUBJECT TO APPROPRIATE COUNCIL ACTION

- I. CALL TO ORDER BY CHAIRPERSON**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. REVIEW CONSENT CALENDAR: REGULAR BUSINESS, APPOINTMENTS, SIGNATURES,
And APPROVAL OF MINUTES:**
 - MINUTES. -APPROVE May 5, 2016, May 12, 2016
 - WARRANTS. -SIGN August 12, 2016
- V. NEWS, PRESENTATIONS AND RECOGNITIONS**
- VI. PUBLIC ITEMS OR COMMENTS (*Items Not Already on Agenda*)**
- VII. PUBLIC HEARINGS**
- VIII. COMMITTEE REPORTS**
- IX. SCHEDULED AGENDA ITEMS**
 - A. OLD BUSINESS**

#1. Review and Consider approving 2016-2017 Council goals.



#2. Review and Consider approving Fire Chief Job Description.

B. NEW BUSINESS

C. WORKSHOPS

D. OTHER ITEMS (from Table Package)

X. APPOINTMENTS

XI. MANAGER STATUS REPORT:

XII. FINAL PUBLIC ITEMS OR COMMENT (*Items Not Already on Agenda*)

XIII. COUNCIL ITEMS:

XIV. EXECUTIVE SESSION:

XV. ADJOURNMENT:

Explanatory note #1: All items in the CONSENT CALENDAR are considered routine and are proposed for adoption by the Town Council with one motion without DISCUSSION or deliberation. If DISCUSSION on any item is desired, any member of the Council or public may request the removal of an item for it to be placed in the regular agenda prior to the motion to approve the Consent Agenda.

Explanatory Note #2: In the interest of effect decision-making: At 10:00 p.m., the Chairman shall poll the Council and Town Manager to identify remaining items which shall be carried forward to the next Regular Meeting.

Explanatory Note #3: A Councilor who feels the need for the Council excusing his/her absence will make the request to the Town Manager or the Town Clerk prior to the meeting.



Town of Hermon

Public Safety Building Meeting Room

May 5, 2016

Town Council Meeting

7:00 PM

MINUTES

*** Televised live on Cable Channel 121.5 ***

Council Meetings may be viewed live online and are archived after the meeting
has taken place – check hermon.net for link.

ALL ITEMS ARE SUBJECT TO APPROPRIATE COUNCIL ACTION

I. CALL TO ORDER BY CHAIRPERSON

Chair McCluskey called the meeting to order at 7:00pm.

II. PLEDGE OF ALLEGIANCE

Chair McCluskey opened the meeting with the Pledge of Allegiance.

III. ROLL CALL

Members Present: Douglas Sinclair Sr., Steven Thomas, Alden Brown, Timothy McCluskey, William Scott, Donna Ellis and Anne Freeman

Members Absent: None

Others Present: Town Manager Roger Raymond, Town Clerk Ruth A. Nickerson, Len Cole, John Snyder, Sally Hartford, Brian Walsh, Ted Harris, Deb Farnham, Donna Pulver and School Superintendant Patricia Duran

IV. REVIEW CONSENT CALENDAR: REGULAR BUSINESS, APPOINTMENTS, SIGNATURES, And APPROVAL OF MINUTES:

MINUTES. -APPROVE March 31, 2016

WARRANTS. –SIGN May 6, 2016

Councilor Scott moved to approve the Consent Calendar as presented. Councilor Thomas seconded the motion. A Roll Call vote was unanimous in favor of the motion.

The motion carries.



V. NEWS, PRESENTATIONS AND RECOGNITIONS

None

VI. PUBLIC ITEMS OR COMMENTS *(Items Not Already on Agenda)*

Deb Farnham lives at 517 Westridge Drive. She spoke regarding the upcoming Hermon Harvest Celebration. The Committee is actively meeting and planning and all groups are welcome to participate. Things are moving along nicely and this is looking to be a very nice event.

Scott Smith lives at 41 Munn Drive. He asked about painting new lines at the traffic light at the intersection. He told how drivers tend to not pull up far enough causing a long delay at the light. Mr. Smith also stated how much he appreciates Councilor Thomas who always responds to his emails. Manager Raymond stated that he will look into the status of the new lines tomorrow.

VII. PUBLIC HEARINGS

#1. **Hold Public Hearing to hear public comment regarding Sport's Arena's liquor license application**

Councilor McCluskey opened the Public Hearing at 7:05pm. He opened the floor for any public comment for or against approving the liquor license for Sport's Arena. Councilor Brown asked if we have had any problems at this location. The Manager stated that the Sergeant has stated issues at one point, but he has not recommended not approving this license. Councilor McCluskey closed the Public Hearing at 7:06PM.

Councilor Brown moved to approve the liquor license for the Sport's Arena. Councilor Thomas seconded the motion. A Roll Call vote was unanimous in favor of the motion.

The motion carries.

VIII. COMMITTEE REPORTS

None

IX. SCHEDULED AGENDA ITEMS

A. OLD BUSINESS

None

B. NEW BUSINESS

#2. **Consider request to grant an extension for construction of a cul-de-sac at the terminus of Allard Drive**

Manager Raymond explained to the Council that Phase 1 of Alard Drive did not include a cul-de-sac because a Phase 2 is planned. While the Manager has no objection to Phase 2 he did notify the Council that Phase 2 will prevent permit for lots 1, 3 & 4. The Council discussed the time frame for Phase 2.



Councilor Scott moved to approve R15-16-91. Councilor Freeman seconded the motion. The motion was accepted without doubt.

The motion carries.

**(R15-16-91 is attached for review.)*

#3. Hear presentation by Superintendent regarding the 2016-2017 School Budget

The Hermon School Department's budget is made up of 11 cost centers. This budget reflects an increase of \$470,899 over last year. \$134,356 is an additional request above last year. An additional \$265,826 is necessary to meet EPS, Essential Programs and Services. Ms. Duran then spoke of the various reasons for the increases over last year. Health Insurance costs have increased 8.8% per month. \$225,000 in salary increases as a result of negotiated contracts. \$30,000 is needed for an additional bus. A half time Speech Language Pathologist is needed as well as a half time Nurse.

In response to questions from the Council, Mrs. Duran explained that our enrollment continues to rise. When the Town valuation increases the State charges the school more. 2 years ago an agreement was established with RSU 87; they now pay half of all Special Education costs including resource rooms and Ed techs. The Hermon School System does not settle for being adequate. Not everything offered by the School is required. If we decide to offer a program to our students, we pay for that program. We cannot and do not discriminate. The RSU 87 Curriculum Coordinator has been working closely with Hermon School Department's Curriculum Coordinator to make sure RSU 87 students have access to the education we expect our students to arrive at high school having. Additionally, Ms. Duran told how the efforts of the new Police Sargent are very much appreciated by the School Administration.

The School Budget Meeting will take place on May 25 at 6:30pm.

C.WORKSHOPS

None

D. OTHER ITEMS (from Table Package)

None

X. APPOINTMENTS

None

XI. MANAGER STATUS REPORT:

Klatte Road was paved today. Fuller Road will have its first lift of pavement by next Friday.

XII. FINAL PUBLIC ITEMS OR COMMENT (*Items Not Already on Agenda*)

Donna Pulver asked if the stakes in the right of way by the railroad belong to the State or the Business Park. The Town Manager stated the stakes belong to the State.



XIII. COUNCIL ITEMS:

Councilor Freeman told how there are no lane markers at the intersection and asked if those would be painted as well as the lines for the traffic light. The Manager stated the project included all necessary striping and marking and explained that the paint requires a certain temperature. As soon as it is warm enough, the road will be painted.

Councilor Brown stated that they are doing a fabulous job with the current construction project on the Fuller Road. He then stated his concern because a flagger needs to be right on the crown of the hill and there has not been one.

Councilor McCluskey informed us the railroad ties are getting worse. He stated that they are currently repairing tracks, causing the piles to grow. He asked the Manager to please send them another letter. Councilor McCluskey then expressed his concern for the lack of tape around the construction site of the new rec building. The children are playing near and around it and it is not safe. The Manager informed the Chair that we will put up a temporary fence around the construction site.

XIV. EXECUTIVE SESSION:

Councilor Brown moved to go into Executive Session to consider a Personnel Matter per 1 M.R.S.A. § 405(6) (A) at 7:49pm. Councilor Scott seconded the motion. A Roll Call vote was unanimous in favor of the motion.

The motion carries.

The Council returned to regular session, taking no action.

XV. ADJOURNMENT:

Councilor Brown moved to adjourn the meeting at 8:10pm. Councilor Scott seconded the motion. With no objection the meeting was adjourned.

Respectfully Submitted,

**Ruth A. Nickerson, CCM
Town Clerk**



R15-16-91


Be it resolved by the Hermon Town Council in town council assembled the request received by Allan Dorr Jr. to extend for one year the requirement to build a cul-de-sac at the terminus of Alard Drive be approved in order to allow Mr. Dorr the necessary time to investigate the feasibility of continuing with Phase 2 in Alard Drive Subdivision.

Be it further resolved a building permit shall not be granted for lots 1, 3, and 4 in Alard Drive Subdivision until such time the cul-de-sac has been constructed either at the terminus of the existing road or at the terminus of road extending into Phase 2.

SIGNED this May 5, 2016 by the Hermon Town Council:



Donna Ellis



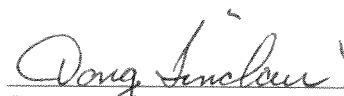
William Scott



Timothy McCluskey



Alden Brown



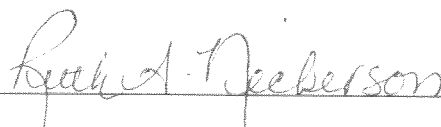
Douglas Sinclair, Sr.



Steven Thomas



Anne Freeman

Attest Original: _____

Motion	<u>Scott</u>	Yeas	<u>accepted</u>	Date	<u>May 5, 2016</u>
Second	<u>Freeman</u>	Nays	<u>w/o doubt</u>		



Town of Hermon

Public Safety Building Meeting Room

May 12, 2016

Town Council Meeting

7:00 PM

MINUTES

*** Televised live on Cable Channel 121.5 ***

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has taken place – check hermon.net for link.

ALL ITEMS ARE SUBJECT TO APPROPRIATE COUNCIL ACTION

I. CALL TO ORDER BY CHAIRPERSON

Chair McCluskey called the meeting to order at 7:00pm.

II. PLEDGE OF ALLEGIANCE

Chair McCluskey opened the meeting with the Pledge of Allegiance.

III. ROLL CALL

Members Present: Douglas Sinclair, Steven Thomas, Timothy McCluskey, William Scott and Anne Freeman

Members Absent: Alden Brown and Donna Ellis

Others Present: Town Manager Roger Raymond, Town Clerk Ruth A. Nickerson, John Snyder, Donna Pulver, Economic Development Director Scott Perkins, Asst. Fire Chief Eric Pelletier, Interim Fire Chief Darrel Cyr, Sergeant Bob Pelletier, Recreation Director Michelle Thayer, Scott Jellison, Larry Willey and Terri Hamm-Morris

Councilor Scott moved to excuse the absence of Councilors Brown and Ellis. Councilor Thomas seconded the motion. The motion was accepted without doubt.

The motion carries.

IV. REVIEW CONSENT CALENDAR: REGULAR BUSINESS, APPOINTMENTS, SIGNATURES, And APPROVAL OF MINUTES:

MINUTES – April 7, 2016



Councilor Scott moved to approve the Consent Calendar as presented. Councilor Thomas seconded the motion. A Roll Call vote was unanimous in favor of the motion.

The motion carries.

V. NEWS, PRESENTATIONS AND RECOGNITIONS

None

VI. PUBLIC ITEMS OR COMMENTS (*Items Not Already on Agenda*)

Larry Willey lives in Bangor and introduced himself to the Council. He informed those in attendance that he is a candidate for Senate District #9. He will be running against Senator Gratwick in the November 2016 election. Mr. Willey told how he is a lawyer, an adjunct professor at Husson University, and a former Mayor of Bangor. He has a Master's Degree in Economics and Community Development. He shared with the Council a budget proposal he has drafted for Bangor. Mr. Willey found amongst his belongings a copy of Hermon's 1964 Comprehensive Plan. He told how Hermon should be proud. Hermon is strong and it is Mr. Willey's intention to help keep Hermon strong. The 1964 edition of the Hermon's Comprehensive Plan was then presented to Chair McCluskey by Mr. Willey.

VII. PUBLIC HEARINGS

#1. Hold Public Hearing to hear comment regarding amending the Hermon 2015 TIF Omnibus Development plan.

Manager Raymond explained that this Public Hearing is not necessary. A close review of our current plan shows this activity has already been approved by the August office of Economic and Community Development.

Councilor Scott moved to table the Public Hearing permanently. Councilor Freeman seconded the motion. The motion was accepted without doubt.

The motion carries.

VIII. COMMITTEE REPORTS

None

IX. SCHEDULED AGENDA ITEMS

A. OLD BUSINESS

#2. Consider authorizing expenditure from Fire Equipment Reserve

Councilor Sinclair moved to approve FR15-16-56. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilors Brown and Ellis absent.



The motion carries.

**(FR15-16-56 is attached for review.)*

#3. Consider transfer from Sick Leave Reserve

Councilor Sinclair moved to approve FR16-16-57. Councilor Scott seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilors Brown and Ellis absent.

The motion carries.

**(FR15-16-57 is attached for review.)*

#4. Consider payment of legal fees for Economic Development purposes from TIF Funds

Councilor Sinclair moved to approve FR15-16-58. Councilor Thomas seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilors Brown and Ellis absent.

The motion carries.

**(FR15-16-58 is attached for review.)*

#5. Consider introducing ordinance titled “Title IX General Regulations, Chapter 94 Public Safety Wrecker Towing Rotation and Services”

Councilor Thomas moved to approve R15-16-103. Councilor Freeman seconded the motion. A Roll call vote was unanimous in favor of the motion. Councilor Sinclair abstained from voting. Councilors Brown and Ellis absent.

The motion carries.

**(R15-16-103 is attached for review.)*

#6. Consider Amendment to the Charter regarding the term for Town Manager

Councilor Scott moved to approve R15-16-92. Councilor Freeman seconded the motion. The motion was accepted without doubt.

The motion carries.

**(R15-16-92 is attached for review.)*

#7. Consider authorizing architectural services for recreation facilities review and concept design at the Hermon Elementary School

Councilor Scott moved to approve FR15-16-59. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilors Brown and Ellis absent.

The motion carries.

**(FR15-16-59 is attached for review.)*

#8. Consider authorizing locally administered project agreement for paving Route 2 with State funds

Councilor Freeman moved to approve R15-16-93. Councilor Scott seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilors Brown and Ellis absent.

The motion carries.

**(R15-16-93 is attached for review.)*



B. NEW BUSINESS

#9. Consider approving extension to the Business Equipment Loan Program

Councilor Scott moved to approve R15-16-94. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilor Thomas abstained. Councilors Brown and Ellis absent.

The motion carries.

**(R15-16-94 is attached for review.)*

#10. Consider authorizing expenditure from the Cemetery Reserve

Councilor Scott moved to approve FR15-16-60. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilor Brown and Ellis absent.

The motion carries.

**(FR15-16-60 is attached for review.)*

#11. Consider authorizing Bid Request for a new backhoe.

Councilor Scott moved to approve R15-16-95. Councilor Sinclair seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilor McCluskey abstained. Councilors Brown and Ellis absent.

The motion carries.

**(R15-16-95 is attached for review.)*

#12. Consider adopting Penobscot County Hazard Mitigation Plan- 2016 Update

Councilor Freeman moved to approve R15-16-96. Councilor Thomas seconded the motion. The motion was accepted without doubt.

The motion carries.

**(R15-16-96 is attached for review.)*

#13. Consider nomination to the MMA Legislative Policy Committee

Councilor Freeman moved to approve R15-16-97. Councilor Scott seconded the motion. The motion was accepted without doubt.

The motion carries.

**(R15-16-97 is attached for review.)*

#14. Consider donation to the Hermon Alumni Association

Councilor Scott moved to approve FR15-16-61. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilors Brown and Ellis absent.

The motion carries.

**(FR15-16-61 is attached for review.)*



#15. Review changes to the proposed 2016-17 municipal budget

*(The changes addressed have been attached as part of these minutes.)

#16. Set budget for social and community services

Councilor Scott moved to approve R15-16-98. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilors Brown and Ellis absent.

The motion carries.

*(R15-16-98 is attached for review.)

#17. Consider recommending the 2016-2017 budget for education and signing the School Budget Meeting Warrant.

Councilor Scott moved to approve R15-16-99 and recommend the 2016-2017 education budget. Councilor Thomas seconded the motion. A Roll Call vote resulted in 3 Yeas, Scott, Thomas and McCluskey; and 2 Nays, Freeman and Sinclair.

The motion failed.

#18. Adopt the 2016-2017 CIP

Councilor Scott moved to approve R15-16-101. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion.

The motion carries.

*(R15-16-101 is attached for review.)

#19. Set Preliminary Budget for 2016-2017

Councilor Scott moved to approve R15-16-100. Councilor Thomas seconded the motion. A Roll Call vote was unanimous in favor of the motion.

The motion carries.

*(R15-16-100 is attached for review.)

#20. Set date (May 26, 2016) for public hearing to receive public comments regarding the 2016-2017 budget

Councilor Scott moved to schedule a Public Hearing on May 26, 2016 to hear public comment regarding the 2016-2017 budget. Councilor Freeman seconded the motion. The motion was accepted without doubt.

The motion carries.

C. WORKSHOPS

None



D. OTHER ITEMS (from Table Package)

None

X. APPOINTMENTS

None

XI. MANAGER STATUS REPORT:

Line Striping at the intersection is complete. Per our agreement with MDOT the responsibility to maintain the intersection is shared between the State and the Town.

Public Works Storage Building is up and will be near complete next week.

Rec Storage Building had its slab poured last week. It should be up with shingles next week.

Fuller Road was fully reclaimed this week. The first lift of pavement is down. The ditching and shoulder work is complete.

Klatte Road looks great. It has been a difficult project due to the limited right of way. I appreciate the cooperation of the property owners.

XII. FINAL PUBLIC ITEMS OR COMMENT (*Items Not Already on Agenda*)

None

XIII. COUNCIL ITEMS:

Councilor McCluskey stated his continued concern regarding the children playing around the recreation storage building construction.

Councilor Freeman asked if lots were available for sale in the new section of Snow's Corner Cemetery. The Manager informed her that yes, lots are available for sale.

XIV. EXECUTIVE SESSION:

None

XV. ADJOURNMENT:

Councilor Scott moved to adjourn the meeting at 8:30pm. **Councilor Freeman** seconded the motion. With no objection the meeting was adjourned.

Respectfully Submitted,

Ruth A. Nickerson, CCM
Town Clerk



FR15-16-56

Be it resolved by the Hermon Town Council in town council assembled the cost of installing the front springs on Fire Truck 411 be charged to the Fire Equipment Reserve Account (*HERM05*) in the amount of \$3,490.21.

SIGNED this May 12, 2016 by the Hermon Town Council:

 Absent
Donna Ellis

 William Scott
William Scott

 Tim McCluskey
Timothy McCluskey

 Absent
Alden Brown

 Doug Sinclair
Douglas Sinclair, Sr.

 St. Thomas
Steven Thomas

 Anne Freeman
Anne Freeman

Attest Original: Reech W. Dickerson

Motion	<u>Sinclair</u>	Yeas	<u>5</u>	Date	<u>5/12/16</u>
Second	<u>Freeman</u>	Nays	<u>0</u>		



FR15-16-57

Be it resolved by the Hermon Town Council in town council assembled an amount not to exceed \$4,000 be expended from the Sick Leave Reserve Account to cover the additional cost for Fire Department Part-time Wages to provide the additional hours for supervisory coverage in the absence of the Fire Chief.

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Tim McCluskey
Timothy McCluskey

Absent
Alden Brown

Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Ruth W. Dickerson

Motion: <u>Sinclair</u>	Yeas <u>5</u>	Date <u>5/12/16</u>
Second <u>Scott</u>	Nays <u>0</u>	



FR15-16-58

Be it resolved by the Hermon Town Council in town council assembled an amount not to exceed \$6,264 be expended from Tax Incremental Financing (TIF) revenues to pay for legal fees incurred during the 2014-2015 fiscal year to prepare a new Development Plan, establish new TIF Districts, and prepare Credit Enhancement Agreements that were recently invoiced by Pierce & Atwood.

Be it further resolved, it is recognized by the Town Council all businesses that benefited from a Credit Enhancement Agreement were required to reimburse \$1,500 each to off-set the legal cost which is withdrawn from their first payment.

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Tim McCluskey
Timothy McCluskey

Absent
Alden Brown

Doug Sinclair
Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Rachel A. Jacobson

Motion	<u>Sinclair</u>	Yeas	<u>5</u>	Date	<u>5/12/16</u>
Second	<u>Thomas</u>	Nays	<u>0</u>		



R15-16-103

Shall an ordinance titled "Town of Hermon Code of Ordinances, Title IX: General Regulations, Chapter 94 Public Safety Wrecker Towing Rotation and Services" be introduced, such ordinance reading as follows:

**TOWN OF HERMON CODE OF ORDINANCES
TITLE IX: GENERAL REGULATIONS
Chapter 94 Public Safety Wrecker Towing Rotation and Services**

1. Purpose:

The Town of Hermon seeks emergency towing services for public safety towing that meets minimum qualifications to ensure the safety and security of the public and their property while allowing for a fair and efficient rotation for Hermon towing businesses. The Town also seeks to ensure that qualified towers have equal access to provide the needed emergency towing services if the owner does not have a preferred towing service.

2. Towing rotation list established:

- 2.1 A towing rotation list is hereby established. Any towing service holding a qualification from the Chief Deputy for the Sherriff's Office shall be eligible for inclusion on that list.
- 2.2 Any eligible towing service shall be included in the towing rotation list at the request of that towing service as received by the Chief Deputy. Priority will be given to towing services located in Hermon. Once all Hermon qualified towing services have been exhausted during an incident, the rotation will extend to qualified towing services located outside the boundaries of the Town of Hermon.
- 2.3 The towing rotation list shall be used for all public safety tows in Hermon except for tows where the owner of the vehicle has a preferred service.
- 2.4 The Hermon Public Safety Units (Fire, Police, and Public Works) will advise the Penobscot Dispatch Center to call the towing service at the top of the towing rotation list as referenced in Section 2.2 of this ordinance.

3. Required conditions for a qualified towing service:

- 3.1 Provide a list to the Town of the towing equipment available including at minimum one wrecker and a platform towing truck.
- 3.2 The location of the release facility to which the public must come to claim the towed vehicle.

Attest Original: Reeth A. Nicolson

Motion	<u>Thomas</u>	Yeas	<u>4</u>	Date	<u>5/12/16</u>
Second	<u>Freeman</u>	Nays	<u>0</u>	★ Councilor Sinclair Abstained	

- 3.3 A certificate of insurance confirming commercial liability insurance insuring the operation of the applicant's business for bodily injury or property damage in the amount of \$400,000 combined single limit for each incident.
- 3.4 A certificate of insurance confirming vehicle liability insurance for each tow vehicle covering personal injury loss in the amount of \$400,000, combine single limit, or such greater amount shall be required by Maine law. Such policy shall also provide for property damage insurance in the amount of twenty-five thousand dollars. The lapse or cancellation of any insurance coverage required shall be grounds for immediate suspension from the towing rotation list until proof of adequate coverage is provided to the Town of Hermon.
- 3.5 All wreckers offered for service shall at all time meet Maine State inspection standards and will maintain a State of Maine Motor vehicle registration.

4. Service standards required:

- 4.1 Respond within 30 minutes of receiving the call.
- 4.2 The wrecker operator or other employee of the towing service shall clean the scene of all non-hazardous vehicle debris resulting from the accident. All debris shall be removed to the satisfaction of the deputy in charge of the scene prior to the wrecker(s) leaving the scene.
- 4.3 The solicitation of towing business at the scene of any accident or emergency is prohibited unless the police or the owner/operator of the vehicle to be towed called or summoned the towing service to the scene. This section is not meant to prohibit tow services from stopping to render assistance in their normal course travel when coming upon a disabled motorist.

5. Services charges:

- 5.1 The wrecker service will provide the Town with a schedule of their towing fee at initial start-up and will provide written notice whenever the rate is changed. This is not to preclude the service from adjusting their billing rate due to unforeseen circumstances.

6. Severability:

- 6.1 On the event any provisions or portion of the Ordinance is held to be deemed unlawful or unconstitutional by any court of competent jurisdiction, the remaining provisions or portions of the ordinance be declared to be severable and shall not be thereby invalidated.

Attest Original: Ruth D. Nicholson

Motion	Thomas	Yeas	4	Date	5/2/16
Second	Freeman	Nays	0		

R15-16-103

(Continued)

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Tim McCluskey
Timothy McCluskey

Absent
Alden Brown

Doug Sinclair
Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Ruth A. Nickerson

Motion <u>Thomas</u>	Yeas <u>4</u>	Date <u>5/12/16</u>
Second <u>Freeman</u>	Nays <u>0</u>	



R15-16-92

Be it resolved by the Hermon Town Council in town council assembled Section 4.01 of the Town Charter be amended to read:

4.01- Appointment; Qualification

The Town Council shall appoint a Town Manager for an ~~indefinite~~ definite term and fix his/her compensation. The Manager shall be appointed on the basis of his/her executive and administrative qualifications. He/she need not be a resident of the Town or State at the time of his/her appointment but may reside outside the Town while in office only with the approval of the Council.

Be it further resolved the amendment be submitted for voter approval by Secret Ballot during the General Election to be held on November 8, 2016.

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Timothy McCluskey
Timothy McCluskey

Absent
Alden Brown

Douglas Sinclair, Sr.
Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Ruth A. Tjeberson

Motion <u>Scott</u>	Yeas <u>accept</u>	Date <u>May 12, 2016</u>
Second <u>Freeman</u>	Nays <u>w/o doubt</u>	



FR15-16-59

Whereas, the Town Council previously approved FR15-16-39 authorizing the expenditure up to \$4,000 to prepare a space assessment and conceptual plan for improvements proposed at the Hermon Elementary School for the Recreation Department Day and Summer Program; and,

Whereas, the cost has been proposed by WBRC Architects-Engineers at \$7,000; and,

Whereas, the original \$4,000 was charged to Recreation Facility Reserve:

Be it resolved by the Hermon Town Council in town council assembled, the additional \$3,000 required to complete the space assessment and conceptual plan be authorized and the cost be charged to the Recreation Facility Reserve.

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Timothy McCluskey
Timothy McCluskey

Absent
Alden Brown

Douglas Sinclair, Sr.
Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Ruth A. Dickerson

Motion	<u>Scott</u>	Yeas	<u>5</u>	Date	<u>5/12/16</u>
Second	<u>Freeman</u>	Nays	<u>0</u>		



R15-16-93

Be it resolved by the Hermon Town Council in town council assembled the agreement between the Town of Hermon and Maine Department of Transportation for a locally administered project regarding resurfacing of a portion of Route 2 with State funds WIN # 017887.10 be approved.

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Timothy McCluskey
Timothy McCluskey

Absent
Alden Brown

Douglas Sinclair, Sr.
Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Ruth A. Dickerson

Motion <u>Freeman</u>	Yeas <u>5</u>	Date <u>5/12/16</u>
Second <u>Scott</u>	Nays <u>0</u>	



R15-16-94

Be it resolved by the Hermon Town Council in town council assembled the Business Equipment Loan Subsidy Program Agreement between the Town of Hermon and Camden National Bank for the purpose of encouraging establishment and growth of business enterprises now existing or wishing to locate in the Town of Hermon by subsidizing interest payments on loans for purchase of business equipment be approved.

Be it further resolved the matter of raising funds from Tax Incremental Financing Revenues to finance the project be submitted to the voters of Hermon at the June 16, 2016 Town Meeting.

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Timothy McCluskey
Timothy McCluskey

Absent
Alden Brown

Douglas Sinclair, Sr.
Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Ruth A. Dickerson

Motion <u>Scott</u>	Yeas <u>4</u>	Date <u>5/12/16</u>
Second <u>Freeman</u>	Nays <u>0</u>	
* Councilor Thomas Abstained		



FR15-16-60

Whereas, the Town proposes to do improvements to the new section of the Snow's Corner Cemetery by spreading fill that was brought in from a ditching project and seeding the area as well as preparing an area to extend the road along the existing cemetery:

Be it resolved by the Hermon Town Council in town council assembled the expenditure from Cemetery Reserve to improve an area at Snow's Corner Cemetery in the amount of \$2,500 be approved and charged to the Cemetery Reserve Account.

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Timothy McCluskey
Timothy McCluskey

Absent
Alden Brown

Douglas Sinclair, Sr.
Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Ruth A. Necker

Motion	<u>Scott</u>	Yeas	<u>5</u>	Date	<u>5/12/16</u>
Second	<u>Freeman</u>	Nays	<u>0</u>		



R15-16-95

Be it resolved by the Hermon Town Council in town council assembled the Public Works Director be authorized to seek bids from qualified vendors for a new backhoe loader as specified by specifications titled "Backhoe Loader".

Be it further resolved the bid results be returned to the Town Council for consideration.

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Timothy McCluskey
Timothy McCluskey

Absent
Alden Brown

Douglas Sinclair, Sr.
Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Ruthie Dieberson

Motion <u>Scott</u>	Yeas <u>4</u>	Date <u>5/12/16</u>
Second <u>Sinclair</u>	Nays <u>0</u>	<u>*Councilor McCluskey abstained.</u>



R15-16-96

Be it resolved by the Hermon Town Council in town council assembled the Penobscot Mitigation Plan Update for 2016 be approved and signed by the Town Council.

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Timothy McCluskey
Timothy McCluskey

Absent
Alden Brown

Douglas Sinclair, Sr.
Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Ruth A. Dickerson

Motion	<u>Freeman</u>	Yeas	<u>accept</u>	Date	<u>5/12/16</u>
Second	<u>Thomas</u>	Nays	<u>w/o doubt</u>		

Penobscot County Hazard Mitigation Plan – 2016 Update

2. PREREQUISITES

RESOLUTION

Whereas, natural and man-made disasters may occur at any time, we recognize that to lessen the impacts of these disasters we will save resources, property, and lives in Penobscot County;

And whereas the creation of a Multi-Jurisdictional Hazard Mitigation Plan is necessary for the development of a risk assessment and effective mitigation strategy;

And whereas, this multi-jurisdictional county of 3 cities, 52 towns, 4 plantations and a portion of Maine's Unorganized Territory is committed to the mitigation goals and measures as presented in this plan;

Therefore the City Councils and Boards of Selectmen of the Incorporated Towns and Plantations hereby adopt the Penobscot County Multi-Jurisdictional Hazard Mitigation Plan – 2016 Update; and

Therefore, the Penobscot County Commissioners, acting on behalf of the County and its portion of the Unorganized Territory hereby adopt the Penobscot County Hazard Mitigation Plan – 2016 Update.

Authorizing Signatures

City/Town/Plantation of Hermon

William Scott Town Council 5/12/16
Name Position Date

Hi McCluskey Town Council 5/12/16
Name Position Date

Doug Sinclair Town Council 5-12-16
Name Position Date

Steve Hermon Town Council 5/12/16
Name Position Date

Care Freeman Town Council 5-12-16
Name Position Date

Name Position Date

Name Position Date



R15-16-97

Be resolved by the Hermon Town Council in town council assembled the Town Manager be nominated to serve as Hermon's representative to the Maine Municipal Association Legislative Policy Committee for the period July 2016 to June 2018.

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Timothy McCluskey
Timothy McCluskey

Absent
Alden Brown

Douglas Sinclair, Sr.
Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Reith A. Nicolson

Motion <u>Freeman</u>	Yeas <u>accept</u>	Date <u>5/12/16</u>
Second <u>Scott</u>	Nays <u>no doubt</u>	



FR15-16-61

Be it resolved by the Hermon Town Council in town council assembled the matter of purchasing an ad in the 2016 Hermon Alumni Association Program Book be deferred to the Economic Development Director and Recreation Director.

Be it further resolved an amount not to exceed \$150 may be expended from municipal funds.

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Timothy McCluskey
Timothy McCluskey

Absent
Alden Brown

Doug Sinclair, Sr.
Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Ruth A. Nickerson

Motion <u>Scott</u>	Yeas <u>5</u>	Date <u>5/12/16</u>
Second <u>Freeman</u>	Nays <u>0</u>	

Account # 110- Excise Tax Account increased by \$85,000 to pay for Ryder incentive

Account # 10-03-01-01 Town Clerk Salary increased by \$4,620 to comply with Wage and Hour after January 1, 2017

Account # 10-03-01-05 Town Clerk FICA increased by \$354 to comply with Wage and Hour after January 1, 2017

Account #10-03-01-08 Town Clerk ICMA increased by \$231 to comply with Wage and Hour after January 1, 2017

Account# 15-01-01-01 Recreation Director increased by \$3,630 to comply with Wage and Hour after January 1, 2017

Account #13-02-20-23 Snow/Sanding Contract increased by \$14,262 due to \$2,500 for tracking system, \$6,400 due to transfer of cost of cutting edges to the snow removal contract and \$5,893 increase in the snow contract

Account # 15-01-10-07 Gas and diesel- decreased by \$300 due to large unexpended balance ending 6-30-2016

Account #15-01-10-04 Equipment Maintenance/Repair decreased by \$1,200 due to large unexpended balance ending 6-30-2016

Account # 15-01-01-05 Rec. FICA increased by \$278 to comply with Wage and Hour after January 1, 2017

Account # 15-01-01-08 Rec. ICMA increased by \$182 to comply with Wage and Hour after January 2, 2017

Account # 16-01-25-01 Water & Sewer Extension Debt decreased by \$15,189 due to reduction in interest cost per efforts of Finance Director

Account #19-02-25-03 TIF (CEA payouts) increased by \$85,000 to accommodate the Ryder agreement



R15-16-98

Be it resolved by the Hermon Town Council in town council assembled the budget for social and community services is approved as follows:

Account #	Description	2016-2017 Budget
15-02-30-03	Eastern Agency on Aging	\$ -
15-02-30-04	Penquis CAP Requested \$3,243	\$ -
15-02-30-06	Snowmobile Club No request received Received 2016 \$2,687	\$ 3,900.00
15-02-30-12	ECOTAT Requested \$7,500	\$ 7,500.00
15-02-30-17	Hammond St. Senior Center Requested \$2,000	\$ -
15-02-30-18	American Legion Post # 200 No request received	\$ 750.00
15-02-30-23	First Step	\$ 300.00
15-02-30-24	Spruce Run Requested \$500	\$ 500.00
15-02-30-29	Neighbors Support. Neighbors	\$ 2,500.00
Total Social Agencies		\$ 15,450.00

Attest Original: Ruth A. Dickerson

Motion <u>Scott</u>	Yeas <u>5</u>	Date <u>5/12/16</u>
Second <u>Freeman</u>	Nays <u>0</u>	

R15-16-98

(Continued)

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Timothy McCluskey
Timothy McCluskey

Absent
Alden Brown

Douglas Sinclair, Sr.
Douglas Sinclair, Sr.

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Rebecca D. Dickerson

Motion	<u>Scott</u>	Yeas	<u>5</u>	Date	<u>5/12/16</u>
Second	<u>Freeman</u>	Nays	<u>0</u>		



R15-16-101

Be it resolved by the Hermion Town Council in town council assembled the Capital Improvement Plan for the period 2016-2017 be adopted as follows:

Capital Improvements and Reserves Activity 7-1-2016 to 6-30-2017

Account #	Reserve Account	Balance Forward	Appropriation	Interest Earned	Expenses	Balance 6/30/2017	Comments
17-01-35-01	Police Equipment Reserve	22094	20500	375	6800	36169	
17-01-35-02	Unemployment Reserve	23448	5000	225	1600	27073	
	Legal Liability Reserve	49415	0	520	0	49935	
17-01-35-04	Cemetery Reserve	37189	8500	260	6500	39449	
17-01-35-05	Fire Equipment Reserve	84883	53000	380	26585	111678	
17-01-35-06	Highway Improvement Reserve	185856	900000	385	1050000	36241	MDOT Grant \$500,000
17-01-35-08	Public Works Equip. Reserve	80424	52000	635	76000	57059	
17-01-35-08	Public Works Facility Reserve	53265	25000	615	1200	77680	
17-01-35-09	Recreation Equip. Reserve	17775	2500	100	0	20375	
17-01-35-09	Recreation Facility Reserve	237137	20000	1330	18500	239967	
17-01-35-11	Municipal Office Reserve	19470	8000	200	8450	19220	
17-01-35-12	Sewer Maintenance Reserve	550102	28500	3300	15060	566842	
17-01-35-13	Public Land Acquisition Reserve	24656	2500	210	0	27366	
17-01-35-14	Planning & Ordinance Reserve	66971	3000	405	0	70376	
	Economic Development Reserve	110216	139000	500	139000	110716	TIF \$139,000
17-01-35-17	Public Safety Building Reserve	67494	10000	725	9000	69219	

Attest Original: Ruth A. Anderson

Motion Scott Years 5 Date 5/12/16
 Second Fleming Nays 0

17-01-35-19	Town Office Equip & Tech. Reserve	18866	10000	180	23476	5570	
17-01-35-24	School Tax Stabilization Reserve	639349	212000	5428	480723	376054	School Budget \$187,000
17-01-35-26	Jackson Beach Reserve	3147	2500	75	2500	3222	
17-01-35-27	Transfer Station Site Reserve	-1632	12000	10	7400	2978	
17-01-35-28	Bicentennial Reserve	4099	0	40	0	4139	
17-01-35-29	Rural Fire Protection Reserve	8464	1800	40	5000	5304	
17-01-35-30	Elementary School Reserve (Public)	295083	0	2951	0	298034	
17-01-35-31	Snow's Corner Cemetery Reserve	10409	2500	125	9800	3234	Sale of Lots \$2,500
17-01-35-32	Veterans Mem. Park Reserve	6701	3200	40	0	9941	Sale of pavers \$200
17-01-35-05	School Repair Reserve	595663	205750	5956	205750	601619	School Budget \$205,750
17-01-35-05	School Capital Reserve	2148732	0	21375	55000	2115107	
17-01-35-05	School Bus Purchase Reserve	47000	26573	160	26573	47160	School budget \$26,573
17-01-57-34	Sick Leave Reserve	3600	6000	0	5800	3800	
Totals		5409876	1759823	46545	2180717	5035527	0

HERM01 Police Equipment Reserve: purchase 2 radars & 1 cruiser laptop Local Appropriation
 HERM02 Unemployment Reserve: monthly reimbursements Local Appropriation
 HERM03 Legal Liability Reserve: No activity proposed
 HERM04 Cemetery Reserve: repair road at Evergreen Cemetery and monument repair Local Appropriation
 HERM05 Fire Department Equipment Reserve: purchase 40 SCBA tanks & 5 portable radios Local Appropriation
 HERM06 Highway Improvement Reserve: drainage various roads & Klatte/Fuller Local Appropriation
 HERM07 School Repair Reserve- resurface tennis court 50%, HS intercom system, HS improvement to press box, HS improvements to entry way; HS upgrade heating system, HS new sound system, new weight room floor, MS repair roof, HES VCT tile floor, HES asbestos removal, HES portable classroom; HES new basket ball winches, SO pave parking lot, SO new accessibility ramp, SO replace front steps Local Appropriation
 HERM08A Public Works Equipment Reserve: new backhoe & tractor snow blower Local Appropriation
 HERM08 Public Works Facility Reserve: Sheet walls in garage Local Appropriation

Attest Original:

Ruth A. Nickerson

Motion Sett Years 5 Date 5/12/16
 Second Teerman Nays 0

- HERM09 Recreation Facility Reserve: storage cabinets, signage trails, site plan, sealing tennis courts 50% Local Appropriation
- HERM(09A) Recreation Equipment Reserve: fund reserve' Local Appropriation
- HERM11 Municipal Office Reserve: camera system, architectural services, ventilation improvements, and new flag pole Local Appropriation
- HERM12 Sewer Maintenance: Sewer line cleaning and televising, and SCADA system Odlin Road PS Local Appropriation
- HERM13 Public Land Acquisition: fund reserve Local Appropriation
- HERM14 Plan. and Maint. of Ordinances Reserve: fund reserve Local Appropriation
- HERM16 Economic Development Reserve: business park landscaping, cameras, Printers Lane Imp., web page update, Route 2 Drive-in imp. Local Appropriation
- HERM17 Public Safety Reserve: architectural study, building sign TIF funds \$139,000
- HERM19 Town Office Equipment and Technology Reserve: workstation phaser, public access workstation, wireless projector, laser printers, archive server and tape deck, web site update, and ram upgrades 20 work stations Local Appropriation
- HERM21 School Capital Reserve: fund setup for modular and design plans HES Local Appropriation
- HERM24 School Tax Stabilization Reserve: Payment on debt Local Appropriation
- HERM26 Jackson Beach Reserve: new 16' float Local Appropriation
- HERM27 Transfer Station Reserve: pave disposal area Local Appropriation
- HERM28 Bicentennial Reserve: reserve to be closed Closed
- HERM29 Rural Fire Protection Reserve: hydrant repairs Local Appropriation
- HERM30 Elementary School Reserve: fund reserve Local Appropriation
- HERM31 Snow's Corner Cemetery: road extension Sale of Lots \$2500
- HERM32 Veterans Memorial Park: fund reserve Sale of pavers
- HERM33 New School Bus Reserve- Purchase new bus Local Appropriation
- HERM34 Sick Leave Reserve- payout at the end of employment Local Appropriation

Total CIP Budget \$1,759,823

Attest Original:

Ruth A. Nebersen

Motion Scott Years 5
 Second Fraeman Days 0

Date 5/12/16

Grants	\$500,000
School	\$419,323
Municipal	\$548,800
TIF	\$139,000
Other	\$2,700
Total CIP Budget	\$1,759,823

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
 Donna Ellis

William Scott
 William Scott

Timothy McCluskey
 Timothy McCluskey

Absent
 Alden Brown

Douglas Sinclair, Sr.
 Douglas Sinclair, Sr.

Steven Thomas
 Steven Thomas

Anne Freeman
 Anne Freeman

Attest Original: Richard J. Johnson

Motion	<u>Self</u>	Years	<u>5</u>	Date	<u>5/12/16</u>
Second	<u>Freeman</u>	Nays	<u>0</u>		



R15-16-100

Be it resolved by the Hermon Town Council in town council assembled the municipal budget for the period 7-1-2016 to 6-30-2017, including county tax, be adopted in the following amounts:

BUDGET SUMMARY 2016-2017

Account#	Expenses	2016-2017 Budget	2015-2016 Budget	Change	Percent Change
10	General Government	\$ 844,788.00	\$ 766,377.00	\$ 78,411.00	10.23%
11	Economic Development	\$ 135,692.00	\$ 131,296.00	\$ 4,396.00	3.35%
12	Public Safety	\$ 802,481.00	\$ 773,137.00	\$ 29,344.00	3.80%
13	Public Works	\$ 878,719.00	\$ 861,103.00	\$ 17,616.00	2.05%
14	Solid Waste	\$ 563,446.00	\$ 555,640.00	\$ 7,806.00	1.40%
15	Recreation & Social	\$ 160,622.00	\$ 153,975.00	\$ 6,647.00	4.32%
16	Debt	\$ 89,900.00	\$ 105,089.00	\$ (15,189.00)	-14.45%
17	Capital Reserves	\$ 548,800.00	\$ 569,300.00	\$ (20,500.00)	-3.60%
19	Special Assessment	\$ 788,931.00	\$ 687,055.00	\$ 101,876.00	14.83%
25	General Assistance	\$ 12,500.00	\$ 13,500.00	\$ (1,000.00)	-7.41%
	Total Municipal	\$ 4,825,879.00	\$ 4,616,472.00	\$ 209,407.00	4.54%

	Revenues				
10-100	Clerk Fees	\$ 29,000.00	\$ 28,000.00	\$ 1,000.00	3.57%
10-110	Auto Excise	\$ 2,035,000.00	\$ 1,925,000.00	\$ 110,000.00	5.71%
10-111	State Truck Excise	\$ 250,000.00	\$ 225,000.00	\$ 25,000.00	11.11%
10-112	Boat Excise	\$ 5,800.00	\$ 6,000.00	\$ (200.00)	-3.33%
10-115	Dogs/Animal Control	\$ 2,000.00	\$ 1,800.00	\$ 200.00	11.11%
10-120	Building Permits	\$ 10,000.00	\$ 10,000.00	\$ -	0.00%
10-121	Local Plumbing Fees	\$ 11,400.00	\$ 11,000.00	\$ 400.00	3.64%
10-125	Planning & Zoning Apps.	\$ 1,000.00	\$ 1,000.00	\$ -	0.00%
10-130	Hermon Connection	\$ 2,100.00	\$ 2,100.00	\$ -	0.00%
10-135	Cemetery Fees	\$ 1,000.00	\$ 1,000.00	\$ -	0.00%
14-140	Transfer Station Fees	\$ 10,000.00	\$ 10,000.00	\$ -	0.00%
10-145	Miscellaneous Revenues	\$ 15,000.00	\$ 15,000.00	\$ -	0.00%
10-146	Payment in Lieu of Taxes	\$ 11,000.00	\$ 11,000.00	\$ -	0.00%

Attest Original: Ruth A. Dickerson

Motion: <u>Scott</u>	Yeas: <u>5</u>	Date: <u>5/12/16</u>
Second: <u>Thomas</u>	Nays: <u>0</u>	

10-148	Cable Franchise	\$ 19,000.00	\$ 21,000.00	\$ (2,000.00)	-9.52%
14-150	Contractor Tipping Fees	\$ 128,000.00	\$ 128,000.00	\$ -	0.00%
14-152	MRC Reimbursement	\$ 72,736.00	\$ 72,736.00	\$ -	0.00%
10-155	Fines & Penalties	\$ 500.00	\$ 500.00	\$ -	0.00%
10-602	Me St. Retirement Reimbursement	\$ -	\$ 12,488.00	\$ (12,488.00)	100.00%
		2016-2017	2015-2016	Change	Percent
	Revenues	Budget	Budget		
10-160	Sewer Assessments	\$ 200.00	\$ 500.00	\$ (300.00)	-60.00%
10-162	Wireless-Tower	\$ 10,000.00	\$ 9,000.00	\$ 1,000.00	11.11%
10-170	Interest on Investments	\$ 30,000.00	\$ 14,000.00	\$ 16,000.00	114.29%
12-182	Police Revenues	\$ 4,000.00	\$ 4,000.00	\$ -	0.00%
12-185	FD Equipment	\$ 1,000.00	\$ 1,000.00	\$ -	0.00%
10-200	State Revenue Sharing	\$ 145,000.00	\$ 150,000.00	\$ (5,000.00)	-3.33%
25-210	GA Reimbursement	\$ 5,750.00	\$ 6,250.00	\$ (500.00)	-8.00%
10-250	Snowmobile Reg Reimb	\$ 2,500.00	\$ 2,500.00	\$ -	0.00%
10-300	URIP	\$ 63,000.00	\$ 60,000.00	\$ 3,000.00	5.00%
10-167	TIF Revenues	\$ 285,806.00	\$ 289,585.00	\$ (3,779.00)	-1.30%
10-550	Interest & lien Costs	\$ 30,000.00	\$ 30,000.00	\$ -	0.00%
10-175	Unrestricted Net Assets	\$ 302,000.00	\$ 280,000.00	\$ 22,000.00	7.86%
	Total Municipal Revenues	\$ 3,482,792.00	\$ 3,328,459.00	\$ 154,333.00	4.64%
	Net Municipal Budget From Taxes	\$ 735,956.00	\$ 697,758.00	\$ 38,198.00	5.47%
	County Tax	\$ 607,131.00	\$ 590,255.00	\$ 16,876.00	2.86%
	Education (Local Share)	\$ 4,547,222.00	\$ 4,412,777.00	\$ 134,445.00	3.05%
	Total Town Budget from Taxes	\$ 5,890,309.00	\$ 5,700,790.00	\$ 189,519.00	3.32%
	Overlay	\$ 55,097.00	\$ 55,097.00	\$ -	0.00%
	Amount From Taxes	\$ 5,945,406.00	\$ 5,755,887.00	\$ 189,519.00	3.29%

SIGNED this May 12, 2016 by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Attest Original: Richard Neeberson

Motion <u>Scott</u>	Yeas <u>5</u>	Date <u>5/12/16</u>
Second <u>Thomas</u>	Nays <u>0</u>	

Tim McCluskey
Timothy McCluskey

Absent
Alden Brown

Doug Sinclair
Douglas Sinclair, Sr.

St. Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest Original: Richard Nickerson

Motion	<u>Scott</u>	Yeas	<u>5</u>	Date	<u>5/12/16</u>
Second	<u>Thomas</u>	Nays	<u>0</u>		

PUBLIC HEARING



BY ORDER of the Hermon Town Council, the following Public Hearing has been scheduled for Thursday, May 26, 2016 at 7:00 pm in the Public Safety Meeting Room:
TO CONSIDER comment regarding the proposed 2016-2017 Municipal Budget.

SIGNED this May 12, 2016, by the Hermon Town Council:

Absent
Donna Ellis

William Scott
William Scott

Timothy McCluskey
Timothy McCluskey

Absent
Alden Brown

Doug Sinclair
Doug Sinclair

Steven Thomas
Steven Thomas

Anne Freeman
Anne Freeman

Attest a True Copy: Ruth A. Dickerson, Town Clerk
Name/Title

1.
8-11-16

TOWN COUNCIL GOALS 2016-2017

1. Develop a wage scale for all hourly and salaried employees
2. Update the 2017-2018 Capital Improvement Plan to include components of the Road and Street Improvement Plan, Economic Development Plan, Cemetery and Sewer Maintenance Plans, and the School Improvement Plan including the expansion at the Hermon Elementary School for both the School Department and Recreation Department
3. Update the Road and Street Plan including safety improvements at the intersection of Route 2
4. Adopt the Economic Development Plan and implement the goals and objectives outlined by the plan
5. Establish a Recycling Committee to study the feasibility of expanding the recycling program post PERC 2018
6. Implement the activities outlined by the 2016-2017 Capital Improvement Plan including conducting a space need evaluation for the Public Safety Building and Town Office specific to record storage for the Town Office and police office space for the Public Safety Building
7. Complete an in house revaluation of all properties including update of the tax maps and property assessment cards
8. Submit for voter approval proposed Charter changes
9. Continue to foster and maintain a good working relationship with the members of the School Board, Hermon Rescue and the Sheriff's Office
10. Continue to maintain a Public Safety Committee specifically to improve the Community Policing Program, Emergency Medical Services, and mutual aid for fire services with surrounding communities
11. Hire a new fire chief
12. Complete update of the website
13. Continue to work with the City of Bangor to amend the sewer billing process to include funds for the maintenance and upgrade of the sewer system
14. Continue to improve Jackson Beach
15. Consider addressing the wetland issue on property adjacent to the high school
16. Continue to maintain a recreation program that serves all citizen including senior citizens
17. Continue to maintain reserve accounts for capital improvements in order to minimize sharp increases in the mill rate
18. Continue to maintain a good working relationship with Ryder in order to encourage the registration of company trucks in Hermon
19. Require the Town Manager to work with department heads and key staff to develop one year and five year goals for their departments

2.
8/11/16

Town of Hermon Job Description

Position Title: Fire Chief

Reports to: Town Manager

Department: Fire Dept

Responsibility Summary

The Fire Chief shall be responsible for the planning, organizing, directing, and controlling of the overall operation of the Hermon Fire Department. This includes, but is not limited to: financial management, training personnel administration, organizational management, and the efficient operation of the Town of Hermon Fire Department.

Supervision

Works under and reports directly to the Town Manager.

Duties and Responsibilities

1. Oversees all staff and functions of the Hermon Fire Department. Responsible for the overall safety of all department members, and to ensure best practices are followed at all times.
2. Maintains a positive working relationship with Hermon Volunteer Rescue Squad (HVRS) for the provision of EMS services. Further, develops operating procedures and guidelines to facilitate and maintain a First Responder Program and coordinates with HVRS.
3. Oversees, command and control of emergency incidents. Works in concert with other officers to ensure command staff level positions are filled during emergency incident mitigation.
4. Recommends hiring, manages, conducts annual performance evaluations of, disciplines, and recommends dismissal of fire department personnel as necessary. Develops and facilitates monthly officers' meetings.
5. Makes operational decisions pertaining to firefighting, fire prevention, and training to the public and businesses in the Town. Works with town officials to constantly plan for the needs of the Town and explores new concepts and methods in order to increase efficiency and/or effectiveness.

6. Interfaces with the public and media, as necessary, on matters pertaining to fires, fire prevention, and fire safety.
7. Coordinates and directs, as needed, maintenance and repair of all department equipment and facilities owned by the Town. Oversees and directs the purchases of firefighting equipment and supplies in order to maintain an up to date inventory to provide adequate service to the Town's citizens as well as protection for the firefighters.
8. Plans and develops budgets for all department personnel and equipment with input from the officers to be submitted as directed by the Town Manager.
9. Oversees department pre-planning visits and on-site inspections as needed. Works with the Town Code Enforcement to ensure that the citizens are protected to the fullest extent by local and State Life Safety Codes.
10. Oversees the investigations of all fires/incidents in coordination with the State Fire Marshall's Office.
11. Maintains records and statistics on Department activities; submits reports as necessary or required to the requesting authority and Town Manager.
12. Oversees the issuance of burning permits to citizens, businesses, and contractors when necessary.
13. Functions as the Town's Emergency Management Director (see separate description).
14. Meets with the Town Manager and other Town officials on a regular basis and is a positive, contributing member of the Town Management team.
15. Stays educated and up to date on firefighting/EMS services and equipment. Attends and participates in departmental meetings/trainings, council meetings, area chief and county chief meetings when available.
16. Oversees the training of firefighters in accordance to Department of Labor Standards
17. Maintains active recruiting and mutual aid programs.
18. Establishes and prepares policies, procedures, and one and five year goals for the future of the Fire Department.

19. Oversees the writing of fire apparatus and equipment specifications for the Department.
20. Has a thorough knowledge of firefighting rules and ordinances for the Town.
21. Develops sufficient knowledge of the street system and geography of the Town.
22. Researches and oversees all grants for the Fire Department.
23. Maintains good public relations and communications skills. Sets a positive and professional image when working and/or representing the Town.
24. Oversees response to serious calls (structure fires, motor vehicle accidents with entrapment, technical rescue, etc.) during and after business hours, and to appoint an acting chief in his/her absence.
25. Maintains at minimal a work schedule in or around the Public Safety Building Monday through Friday between the hours of 0800-1600.
26. Works and complies with the provisions of the Department of Labor Wage and Hour Regulations as an exempt executive employee.
27. Assist at fires when short on personnel.
28. Any other related duties as assigned and directed by the Town Manager.

Physical Requirements

1. In good physical health.
2. Current vaccinations as required.
3. Have excellent vision, peripheral vision, color vision, depth perception, and ability to focus on an object.
4. Job requires good hearing. Job environment may range from quiet to extremely loud.
5. Requires ability to walk, run, sit, crawl, bend/lean, pull, climb, balance, kneel, and crouch (possibly for long periods of time)

6. Must be able to speak/communicate clearly for large and small audiences.

Background and Experience

1. A minimum of an Associates Degree; preferably an associate's degree in Fire Science or equivalent experience in fire service at the supervisory level.
2. Sufficient knowledge how to use a computer, email, word processing, excel, power-point, grant writing, budgeting, and incident reporting software.
3. Maintains at minimum of Fire Officer I and II certification.
4. Has and maintains annually SCBA certification
5. A minimum of 5 years supervisory experience or equivalent in the firefighting field.

Additional Requirements

1. Valid Class C vehicle operator's license with a reliable vehicle that is properly registered and insured. Must be able drive and operate all department apparatus.
2. Must reside within 10 miles normal driving time from the Fire Station (within 90 days of appointment).
3. Is willing to attend conferences and meetings to improve personal firefighting/EMS skills and disseminate that information to other firefighter/EMS employees.
4. NIMS compliant.
5. Coordinates with staff for enforcement of 101 Life Safety Code and other applicable rules and regulations. Have thorough knowledge of all Fire and Life Safety Codes as well as NFPA standards. Minimum Fire Inspector 1 certification.
6. Must have at minimum Instructor 1 certification and able to teach any and all subject matter in regards to department SOP/SOG's, and fire service curriculum.
7. This position will require candidate to work as an operational (working Chief), at times may require hands on work during emergency and training incidents alike.
8. Must be well organized.