



Town of Hermon

Public Safety Building Meeting Room

June 1, 2017

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 April 13, 2017, April 20, 2017, April 24, 2017 and April 25, 2017

WARRANTS. –SIGN June 2, 2017
- V. NEWS, PRESENTATIONS AND RECOGNITIONS
 - Update: Route #2, Klatte Rd & Annis Rd intersection.
- VI. PUBLIC ITEMS OR COMMENTS (*Items Not Already on Agenda*)
- VII. PUBLIC HEARINGS
- VIII. COMMITTEE REPORTS
- IX. SCHEDULED AGENDA ITEMS
 - A. OLD BUSINESS



B. NEW BUSINESS

- #1. Consider authorization of payment for replacement pumps for Town Office septic.**
- #2. Consider authorizing purchase of an archiving server**
- #3. Consider approving funds for safety repairs to the baseball field.**
- #4. Consider approving the naming of a private drive.**
- #5. Consider waiving fees for Elementary School Construction project.**
- #6. Consider amending the Personnel Policy.**

C. WORKSHOPS

- #7. Consider the introduction of a Marijuana Retail Ordinance.**

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 Meeting Room

April 13, 2017

Town Council Meeting

7:00 PM

MINUTES

***** Televised live on Cable Channel 97.2 *****

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 Thomas called the meeting to order at 7:00pm.

II. PLEDGE OF ALLEGIANCE

Chair Thomas led those in attendance in the Pledge of Allegiance.

III. ROLL CALL

Members Present: Anne Freeman, Donna Ellis, Steve Thomas, Doug Sinclair, John Snyder and Steve Watson

Members Absent: Jeanne Jacques

Others Present: Town Manager Howard Kroll, Town Clerk Ruth A. Nickerson, Scott Perkins, Ed Bearor, Brian Raymond, Alden Brown and a representative of Eaton Paving.

Councilor Ellis moved to excuse Councilor Jacques absence. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion.

The motion carries.

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

MINUTES. -APPROVE February 23, 2017, March 16, 2017, March 23, 2017 and March 30, 2017

WARRANTS. -SIGN

QUITCLAIMS.-SIGN

M/L 050-061-000, Account #1424, B13929/P310, 2014 –W. Innis

M/L 050-061-000, Account #1425, B13929/P311, 2014 –W. Innis



Councilor Freeman moved to approve the Consent Calendar as presented. Councilor Sinclair seconded the motion. A Roll Call vote was unanimous in favor of the motion. (Councilor Jacques absent.)

The motion carries.

V. NEWS, PRESENTATIONS AND RECOGNITIONS

- **~~2017-2018 Budget Presentation~~ (see table packet)**
- **Interlocal Agreement between Bangor & Hermon-regarding the use of Bangor's Wastewater Treatment Plant Complex**

Town Manager Kroll told how an agreement with Bangor Wastewater in 1996 resulted in a 30 year contract. When the agreement was signed the potential for development in Hermon was not understood and was understated. Recently issues have come to light with regard to the billing and collection for sewer services. The agreement, signed under the direction of Manger Kathryn Ruth calls for annual discussion between the town and the city. Those discussions have not been taking place and as a result there are currently a significant amount of monies (\$100,000) due for services received. However, the agreement, as explained by Attorney Ed Bearor, makes the Town of Hermon the guarantor for any unpaid bills. Manager Kroll informed the Council that the town is not just going to cut a check to the City of Bangor, however, at the same time the town has no power to lien because the Waste Water System is owned by the City. Conversation took place amongst the Council, Manager and Attorney with regard to the current situation, how it will be worked out, and how we will prevent this in the future. As told by Manager Kroll, we must continue to look to the future and the needs of our citizens with regards to services delivered and received, including water and sewer, in the Town of Hermon

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

None

VII. PUBLIC HEARINGS

None

VIII. COMMITTEE REPORTS

None

IX. SCHEDULED AGENDA ITEMS

A. OLD BUSINESS

- #1. Consider approving a construction overlmit permit for MDOT.**



Scott Perkins explained that the bridge deck at Shaw Brook is going to be replaced by MDOT. The Department has requested permission from the town to bring heavy equipment across our roads in order to complete the project. Our road postings have been lifted.

Councilor Sinclair moved to approve R16-17-69. Councilor Freeman seconded the motion. The motion was accepted without doubt. (Councilor Jacques absent.)

The motion carries.

***(R16-17-69 is attached for review.)**

#2. Consider awarding MPI (Municipal Partnership Initiative) Engineering Inspections

Manager Kroll told how Sewall submitted the best bid. Jodi O'Neal at Sewall has been working with us with regard to this project; hence Sewall is familiar with the requirements for inspection.

Councilor Watson moved to approve FR16-17-56. Councilor Snyder seconded the motion. A Roll Call vote was unanimous in favor of the motion. (Councilor Jacques absent.)

The motion carries.

***(FR16-17-56 is attached for review.)**

B. NEW BUSINESS

#3. Consider awarding 2017 Paving Contract for MPI and local roads

9 companies submitted bids for paving. The Road & Street Committee reviewed all documentation submitted. The lowest bid came from Eaton Paving in Deer Isle. B & B Paving of Hermon had the second lowest bid. References have been reviewed for Eaton Paving. Contact has been made with MDOT regarding Eaton's qualifications and performance. Mr. Perkins informed the Council that several hours have been spent on determining the best fit for the Town's paving needs this year. Additionally, Eaton Paving buys their pavement here in Hermon from Lane Construction. Total paving projects will cost \$738,943.38.

Councilor Snyder moved to approve FR16-17-57. Councilor Watson seconded the motion. A Roll Call vote was unanimous in favor of the motion. (Councilor Jacques absent.)

The motion carries.

***(FR16-17-57 is attached for review.)**

#4. Consider awarding 2017 MPI Road Construction Contract (Coldbrook & Newburgh)



The Town Manager told how this project includes working with two separate railroads; however, Coldbrook Road, where the railroad crossings are located will be the easier of the two projects. Lane submitted the winning bid, \$ 427,604.95.

Councilor Watson moved to approve FR16-17-58. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion. (Councilor Jacques absent.)

The motion carries.

***(FR16-17-58 is attached for review.)**

#5. Consider scheduling a Public Hearing for a zone change request.

Manager Kroll explained that a request has been submitted for the development of a subdivision along the Wing Road. A Public Hearing is required before a zone change request can be considered by the Town Council. There are 37 acres of land on the Wing Road parcel zoned Residential B. The request is to change this piece of land to Residential A.

Councilor Freeman moved to approve R16-17-70. Councilor Watson seconded the motion. A Roll Call vote was unanimous in favor of the motion. (Councilor Jacques absent.)

The motion carries.

***(R16-17-70 is attached for review.)**

#6. Consider approving a new street name.

There has been a request submitted to name the road in the new subdivision on the Wing Road, Nye Lane. There will be 13 lots along a 1,000 ft road.

Councilor Freeman moved to approve R16-17-71. Councilor Snyder seconded the motion. The motion was accepted without doubt. (Councilor Jacques absent.)

The motion carries.

***(R16-17-71 is attached for review.)**

C. WORKSHOPS

None

D. OTHER ITEMS (from Table Package)

X. APPOINTMENTS

None



XI. MANAGER STATUS REPORT:

- **2017-2018 Budget Presentation**

The Town Manger gave each Councilor a copy of the proposed 2017-2018 FY Budget. He explained the contents of the budget and his expectations with regard to its review. Budget Workshops will take place on April 20, 24, 25 & 27, 2017. The Council agreed with the proposed Budget Workshop Schedule. The Manager asked the Council to review the contents of the budget and be prepared to ask questions and participate in discussion regarding it.

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

Donna Pulver resides at 626 Coldbrook Road. She told the Council to make sure they advertise the Budget Workshops to the public.

XIII. COUNCIL ITEMS:

Steve Thomas told how he believes that changing the audit firm is a good idea. The Council agreed. Manager Kroll stated that we will place this discussion on the next meeting agenda.

XIV. EXECUTIVE SESSION:

None

XV. ADJOURNMENT:

With no objection, Chair Thomas closed the Council Meeting at 8:21pm.

Respectfully Submitted,

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



R16-17-69

Be it resolved by the Hermon Town Council in town council assembled to approve an agreement with the Maine Department of Transportation that will require the Town to issue a construction overlimit permit to contractors who will haul non-divisible overlimit loads on municipal ways namely the Newburgh Road otherwise known as Project 018973.00.

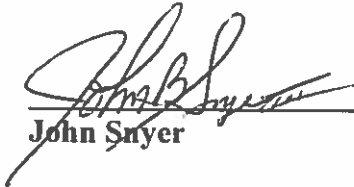
SIGNED this April 13, 2017 by the Hermon Town Council:



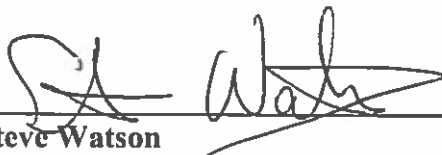
Donna Ellis

Absent


Jeanne Jacques



John Snyder



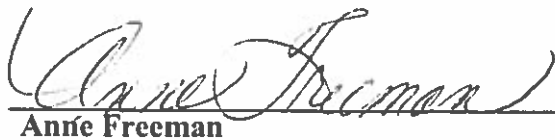
Steve Watson



Douglas Sinclair, Sr.



Steven Thomas



Annie Freeman

Attest Original: Ruth W. Jacobson

Motion <u>Sinclair</u>	Yeas <u>accept</u>	Date <u>4-13-17</u>
Second <u>Freeman</u>	Nays <u>no Doubt</u>	



FR16-17-56

Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to award the bid for the Municipal Partnership Initiative Engineering Services to Sewall Company for an amount not to exceed \$27,800 for purchasing services for the inspection services of the Coldbrook and Newburgh Road projects. Services include but are not limited to attending pre-construction meetings, testing oversight and quality control review.

Be it further resolved the cost of the services is to be paid for from the MDOT MPI grant Account.

SIGNED this April 13, 2017 by the Hermon Town Council:

Donna Ellis

Absent
Jeanne Jacques

John Snyder

Steve Watson

Douglas Sinclair, Sr.

Steven Thomas

Anne Freeman

Attest Original:

Motion	Yeas <u>6</u>	Date <u>4-13-17</u>
Second	Nays <u>0</u>	



ER16-17-57

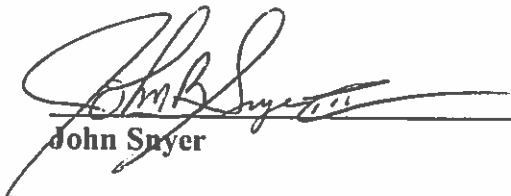
Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to award the bid for the MPI Projects and Local Roadways 2017 paving projects to Eaton Paving for an amount not to exceed \$ 783,943.38 for purchasing services for the completion of the MPI Projects and Local Roadways 2017 paving projects.

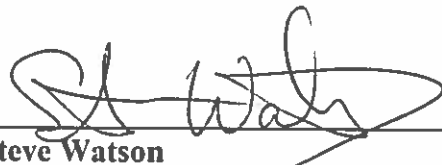
Be it further resolved the cost of the services is to be paid for from the MPI Projects Grant Account for the Coldbrook and Newburgh Road projects and the Highway Reserve Account for the remaining local roads.

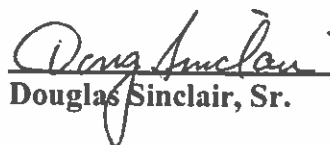
SIGNED this April 13, 2017 by the Hermon Town Council:


Donna Ellis

Absent
Jeanne Jacques


John Snyder


Steve Watson


Douglas Sinclair, Sr.


Steven Thomas


Anne Freeman

Attest Original: Richard T. Dickerson

Motion <u>Snyder</u>	Yeas <u>6</u>	Date <u>4-13-17</u>
Second <u>Watson</u>	Nays <u>0</u>	



ER16-17-58

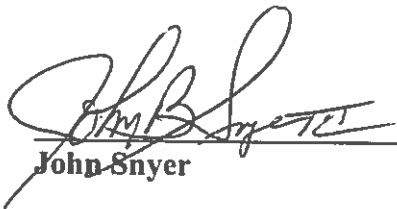
Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to award the bid for the 2017 MPI Road Construction Contract (Coldbrook and Newburgh Roads) to Lane for an amount not to exceed \$ 427,604.95 for purchasing services for the completion of the 2017 MPI Road Construction Contract (Coldbrook and Newburgh Roads).

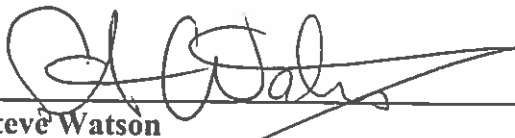
Be it further resolved the cost of the services is to be paid for from the MPI Grant Account for the Coldbrook and Newburgh Road projects.

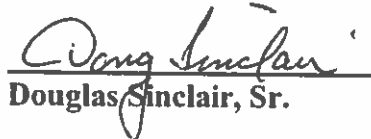
SIGNED this April 13, 2017 by the Hermon Town Council:



Donna Ellis

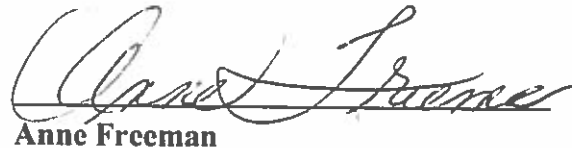
Absent
Jeanne Jacques


John Snyder


Steve Watson


Douglas Sinclair, Sr.


Steven Thomas


Anne Freeman

Attest Original: Ruthie D. Peaberson

Motion	<u>Watson</u>	Yeas	<u>6</u>	Date	<u>4-13-17</u>
Second	<u>Freeman</u>	Nays	<u>0</u>		




R16-17-70

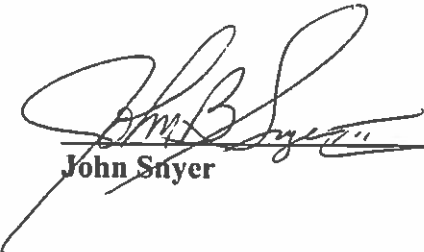
Be it resolved by the Hermon Town Council in Town Council assembled the introduction of an ordinance titled "Amendment to Chapter 154 Zone Change to Tax Map 47 Lot 811 § 154-006 (b) of the Hermon Town Code" be scheduled for a public hearing and potential enactment at the May 4th Town Council meeting.

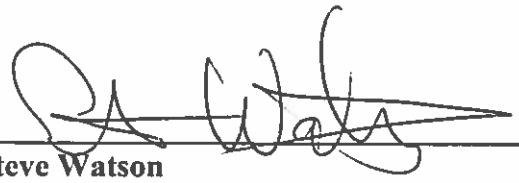
*Map 47 Lot 81

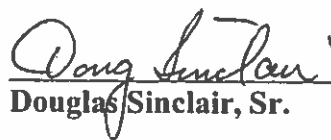
SIGNED this April 13, 2017 by the Hermon Town Council:


Donna Ellis


Absent
Jeanne Jacques

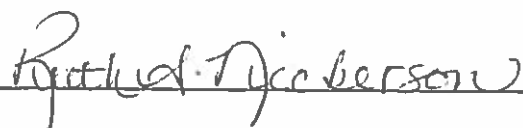

John Snyder


Steve Watson


Douglas Sinclair, Sr.


Steven Thomas


Anne Freeman

Attest Original: 

Motion <u>Freeman</u>	Yeas <u>6</u>	Date <u>4-13-17</u>
Second <u>Watson</u>	Nays <u>0</u>	



R16-17-71

Be it resolved by the Hermon Town Council in town council assembled to approve the name of 1 road for a proposed subdivision on the Wing Road to be called NYE LANE.

SIGNED this April 13, 2017 by the Hermon Town Council:



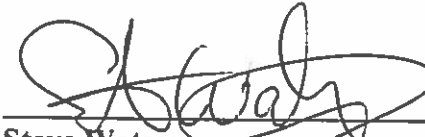
Donna Ellis

Absent


Jeanne Jacques



John Snyder




Steve Watson



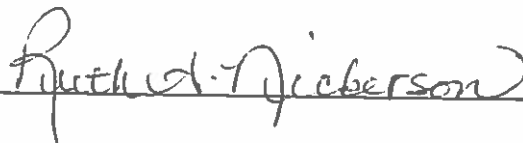
Douglas Sinclair, Sr.



Steven Thomas



Anne Freeman

Attest Original: 

Motion	<u>Freeman</u>	Yeas	<u>accept</u>	Date	<u>4-13-17</u>
Second	<u>Snyder</u>	Nays	<u>0/0</u>		



Town of Hermon

Public Safety Meeting Room

Town Council Meeting

7:00 PM

MINUTES

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*****ALL ITEMS ARE SUBJECT TO APPROPRIATE COUNCIL ACTION*****

I. CALL TO ORDER BY CHAIRPERSON

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

II. PLEDGE OF ALLEGIANCE

Chair Thomas led those in attendance in the Pledge of Allegiance.

III. ROLL CALL

Members Present: Anne Freeman, Donna Ellis, Steve Thomas, Doug Sinclair, Jeanne Jacques, John Snyer and Steve Watson

Members Absent: None

Others Present: Town Manager Howard Kroll, Town Clerk Ruth A. Nickerson, Economic Development Director Scott Perkins, Sgt. Pelletier, Chief Roma, Donna Pulver, Dana Hills, Josh Berry, Nicolas Johnson, Thomas Johnson, Bill Scott, Eric Pelletier and Alden Brown

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

MINUTES. -APPROVE

WARRANTS. –SIGN Warrants – 04/21/2017

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

The motion carries.



V. NEWS, PRESENTATIONS AND RECOGNITIONS

Chair Thomas told how he and Manager Kroll attended the School Board Meeting on Monday evening. The meeting was held to discuss the 2017-2018 School Budget. Mr. Thomas told how the school has worked very hard putting this budget together. He informed the Council that they will be asked to help cover a \$633,000 budget shortfall. Mr. Thomas shared statistical information regarding the amount of money spent statewide for each pupil. The Town of Hermon spends \$1,000.00 less per pupil than the state average. He shared this to emphasize that the Hermon schools are not overspending. Chair Thomas asked the Council to please be aware of the challenges presented to the School and to be prepared to participate in conversation regarding this budget at the next Council Meeting.

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

None

VII. PUBLIC HEARINGS

None

VIII. COMMITTEE REPORTS

None

IX. SCHEDULED AGENDA ITEMS

A. OLD BUSINESS

#1. Consider reaffirming Council Vote re: Marketing with WABI

***Councilor Snyder abstained from participating in this agenda item.**

Manager Kroll told how on March 16, 2017 the Council approved the participation and funding of a marketing program with WABI TV. This marketing campaign includes a video that tells about doing business in Hermon. The business featured in the video is owned by Councilor Snyder. Councilor Snyder was not at the meeting on March 16, 2017. Councilor Snyder was not on the Council when the video was made. Manager Kroll asked for a legal opinion from the Town's Attorney regarding the possibility of a conflict of interest. The Attorney stated that there is no conflict. Snyder clearly is promoting the Town of Hermon not Hermon Meadows Golf Club. The Attorney suggested the Council reaffirm their vote to participate in the marketing program with WABI, closing the door to any more questions. Councilor Jacques asked if there had been a complaint and if that was why this came up for discussion again. The Manger responded that there were some individuals who reached out to him with concern. He reaffirmed that the message in the videos is a good message and it is his intent to protect the Town and to protect the Office of Economic and Community Development while staying clear and transparent with our intentions.



Councilor Jacques moved to approve R16-17-22. Councilor Freeman seconded the motion. A Roll Call vote was unanimous in favor of the motion. Councilor Snyder abstained. The motion carries.

***(R16-17-22 is attached for review.)**

B. NEW BUSINESS

None

C. WORKSHOPS

#2. Hold Workshop 2017-2018 FY Budget

Manager Kroll informed the Council that tonight's budget topics include Police, Fire, Economic Development, Solid Waste, Public Works, Special Assessments, CIP and General Assistance.

Police Department budget is up \$30,493 or 7.94%.

Deputy York will attend MCJA for 12 weeks in the fall. Tuition costs for the Academy are \$2,600. We will need to cover his shifts while he is out. This budget includes overtime for our FT Deputies and monies needed to hire extra PT coverage. Conversation took place regarding the differences between the Counties pay scale and ours as well as the rate for PT deputies.

Fire Department budget is up \$20,859 or 6.47%.

\$8,000 of the increase is for training for EMT certification in the department. Additionally, it is time to replace our turn out gear. Chief Roma informed the Council that once turn out gear is 10 years old it is trash. He told how every member of the department should have at least 2 sets of gear. The goal is to replace a quarter of the gear every two to three years. Conversation took place about manning the station and adding additional coverage. We currently have one full-time firefighter.

Public Safety Building budget is up \$3,650 or \$58.81%.

Additional funds have been added to the budget in order to properly maintain our generators, electrical system, and the heating system. We have been acting reactively to problems in this building. Increasing the funds in this account will allow us to be in a position to act proactively with regard to the maintenance of the Public Safety Building.

Economic Development budget is up \$44,536 or 82.46%.

The Economic Development Budget is funded with TIF monies. Scott Perkins currently serves as PT Public Works Director and PT Economic Development Director. The Council has approved a Strategic Plan that includes a full time Economic Development Director. The Manager pointed out the valuation growth does not happen by itself and that this position is an integral part of the growth of our community. He then recommended to the Council approve the creation of a new full time position for the Director of Economic Development. Scott Perkins passed out a packet to the Council that included a job description for the proposed FT position and shared details of the 5 year strategic plan the Economic Development Committee developed.



Public Works budget is up \$17,112 or 1.95%.

Manager Kroll explained that we will remove the PT Public Works Director from this budget and promote Ralph Shaw to Foreman. Additionally, we will be giving some miles back to the Snowplow Contractor so that our crew will be responsible for one area of town instead of being so spread out. Additionally, care and maintenance of the sidewalks and Hermon Corner (the triangle) will take place by the Snow Plow Contractor. We were able to decrease the amount spent on cemetery mowing by combining some of the other mowing activities. In response to Chair Thomas, the Manager affirmed that 3.14 miles on Stage Road and Wendy Acres will be returned to the Snow Plow Contractor for winter snow removal.

Solid Waste budget is down \$6300 or -1.12%.

We were able to decrease this account because the Household Hazardous Waste program is no longer. The sewers were televised and tested last year and do not need to be done again this year.

Special Assessment budget is up \$57,299 or 7.26%.

Special Assessments include the County Tax and our Tax Increment Financing Payouts. \$44,099 of the increase is due to the increase in our valuation.

General Assistance budget is down \$4,500 or -36%.

The Manager informed the Council that while we do have a good number of applicants. The majority of those applicants who qualify continues to significantly decrease; while the number of applicants who participate in our workfare program has increased.

Capital Improvement Plan budget is up \$200 or .04%.

The Capital Improvement Plan has been previously discussed at length and approved by the Council.

D. OTHER ITEMS (from Table Package)

None

X. APPOINTMENTS

None

XI. MANAGER STATUS REPORT:

Manager Kroll thanked the staff who helped him put the budget together. He then thanked Roger Raymond for laying a solid foundation to build the budget on.

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

None



XIII. COUNCIL ITEMS:

None

XIV. EXECUTIVE SESSION:

None

XV. ADJOURNMENT:

Councilor Freeman moved to adjourn the meeting at 8:12pm. Councilor Ellis seconded the motion. With no objection the meeting was adjourned.

Respectfully Submitted,

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



R16-17-72

Be it resolved by the Hermon Town Council in town council assembled to reconfirm the Town Council's vote on 16 March 2017 to have the Town Manager or his Designee be authorized to expend an amount not to exceed \$3000 to purchase marketing and advertising with WABI.

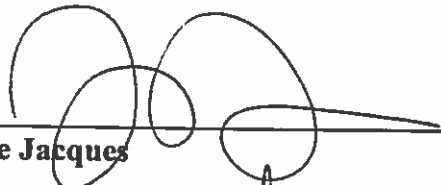
After Legal review by the Town's municipal attorney it was determined that there is no conflict of interest from a Town Councilor appearing in one of the Town's business marketing videos due to the fact it was produced prior to his being elected as a Town Councilor in June 2016.

Be it further resolved that the Hermon Town Council in Town Council assembled to authorize the Town Manager or his designee to be exempt from following the Town of Hermon Purchasing Policy for competitive bids.

SIGNED this April 20, 2017 by the Hermon Town Council:




Donna Ellis




Jeanne Jacques

ABSTAIN

John Snyder




Steve Watson



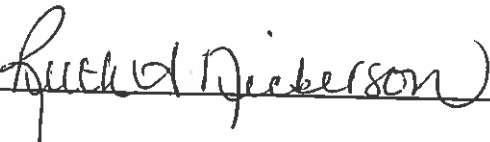
Douglas Sinclair, Sr.

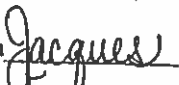



Steven Thomas



Anne Freeman

Attest Original: 

Motion		Yeas	<u>6</u>	Date	<u>4-20-17</u>
Second		Nays	<u>0</u>		



Town of Hermon

Public Safety Meeting Room

Town Council Meeting

APRIL 24, 2017 - 7:00 PM

MINUTES

***** Televised live on Cable Channel 97.2 *****

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I. CALL TO ORDER BY CHAIRPERSON

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

II. PLEDGE OF ALLEGIANCE

Chair Thomas led those in attendance in the Pledge of Allegiance.

III. ROLL CALL

Members Present: Anne Freeman, Donna Ellis, Steve Thomas, Doug Sinclair, Jeanne Jacques, John Snyer and Steve Watson

Members Absent: None

Others Present: Town Manager Howard Kroll, Town Clerk Ruth A. Nickerson, Donna Pulver, Michelle Thayer, Lindsey Ouellette, Ben Birch and Josh Berry

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

MINUTES. -APPROVE None

WARRANTS. -SIGN None

V. NEWS, PRESENTATIONS AND RECOGNITIONS

None

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

None



VII. PUBLIC HEARINGS

None

VIII. COMMITTEE REPORTS

None

IX. SCHEDULED AGENDA ITEMS

A. OLD BUSINESS

None

B. NEW BUSINESS

None

C. WORKSHOPS

#2. Hold Workshop 2017-2018 FY Budget

Manager Kroll informed the Council that tonight's workshop would include a review of the following budget categories: General Government, Recreation, Recreation Enterprise and Municipal Revenues.

General Government

Administration has an increase of \$46, 978 or 12.54%. The majority of this increase is due to the rise in health insurance cost. Premiums will increase by 10% in January of 2018. Additionally, Computer Software licenses have all seen an increase in annual premiums. The Manager affirmed that he removed his mileage allowance from the budget. He also proposed that the Finance Director become a full time position. In response to Councilor Freeman, Mr. Kroll told how future utility needs, including sewer support, this need. The Council participated in a conversation regarding the need for a full-time Finance Director. Councilors Sinclair and Watson agreed that the position should be full-time. In response to Councilor Jacques, the Manger affirmed that the Finance Director is a regular employee and no longer a contracted employee. The Council and Manger then discussed the Assessing Departments portion of the budget. Mr. Kroll told how our Listor is now a certified assessor and an increase in pay is more than appropriate for him. It was proposed his wage increase from \$14.00 and hour to \$17.00 an hour. Assessor Ben Birch approached the Council and shared why he believes the Listor wage should be \$20.00 an hour. Mr. Birch also stated that the revaluation will be complete by June of 2018. 75% of the field work required for the revaluation is complete. The Code Enforcement Office was discussed next. Manager Kroll affirmed the retirement of our current Code Enforcement Officer and told how we will eventually need to consider having an in house licensed plumbing inspector. Michelle Thayer, Parks and Recreation Director informed the Council that the Summer Sizzler is back. The Harvest & Homecoming event was challenging and the sizzler is missed by many. She presented a well rounded recreation program for



community members of all ages. She told how there are currently 100 members that participate in our Senior Program. Michelle spoke of her need for reliable transportation for the program. She has been researching several different dealers and vehicles. She gave a handout to the Council with a variety of options and asked that the Council to consider the purchase of a vehicle for the program. Councilor Thomas asked about the track at the high school. The Manger stated that the wet land issue is still being worked on.

Municipal Revenues

The Manager told how revenues will increase this year 7.31% or \$254,450. We anticipate an increase in excise tax received, excise reimbursement, building permit revenue, local plumbing fees, cemetery sales, TIF revenues, and interest on investments.

D. OTHER ITEMS (from Table Package)

None

X. APPOINTMENTS

None

XI. MANAGER STATUS REPORT:

None

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

None

XIII. COUNCIL ITEMS:

Councilor Thomas

XIV. EXECUTIVE SESSION:

None

XV. ADJOURNMENT:

Chair Thomas adjourned the meeting at 8:45pm.



Town of Hermon

Public Safety Meeting Room

Town Council Meeting

APRIL 25, 2017 - 7:00 PM

MINUTES

*** Televised live on Cable Channel 97.2 ***

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 Thomas called the meeting to order at 7:00pm.

II. PLEDGE OF ALLEGIANCE

Chair Thomas led those in attendance in the Pledge of Allegiance.

III. ROLL CALL

Members Present: Anne Freeman, Donna Ellis, Steve Thomas, Doug Sinclair, Jeanne Jacques, John Snyer and Steve Watson

Members Absent: None

Others Present: Town Manager Howard Kroll and Town Clerk Ruth A. Nickerson

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

None

V. NEWS, PRESENTATIONS AND RECOGNITIONS

None

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

None



VII. PUBLIC HEARINGS

None

VIII. COMMITTEE REPORTS

None

IX. SCHEDULED AGENDA ITEMS

A. OLD BUSINESS

None

B. NEW BUSINESS

None

C. WORKSHOPS

#1. Hold Workshop 2017-2018 FY Budget

Chair Thomas affirmed with Manager Kroll and fellow Councilors that discussion regarding the 2017-2018 FY Budget is wrapped up.

D. OTHER ITEMS (from Table Package)

X. APPOINTMENTS

None

XI. MANAGER STATUS REPORT:

None

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

None

XIII. COUNCIL ITEMS:

None

XIV. EXECUTIVE SESSION:

#2. Hold an executive session to discuss a Personnel Matter per 1 M.R.S.A. § 405(6)(A)



Councilor Freeman moved to go into Executive Session to discuss a Personnel Matter per 1 M.R.S.A. § 405(6)(A). Councilor Snyder seconded the motion. The motion was accepted without doubt.

The motion carries.

The Council returned to regular session at 7:55pm with no action taken.

XV. ADJOURNMENT:

Councilor Snyder moved to adjourn the meeting at 7:56pm. Councilor Ellis seconded the motion. With no objection, the meeting was adjourned.

Respectfully Submitted,

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

MEMORANDUM

To: Members of the Hermon Town Council
From: Howard Kroll, Town Manager
Re: 4 May 2017 Town Council Meeting
Date: 28 April 2017

#1. Consider- Approving Funds for installing 2 failing pumps on the Town Office sewer system.

Staff is seeking Town Council authorization to spend from the Town Office Reserve Account (HERM11) toward the purchase and installment of 2 Goulds PE51M pumps on the Town Office sewer system.

The request is for \$1,750.00 and includes labor, confined space permit and material to complete said work

Town Manager recommends authorization.

#2 Consider- Approving Funds for the purchase of an archiving server for the Town Clerk.

Staff is seeking Town Council authorization to spend from the Technology Reserve Account (HERM19) toward the purchase and installment of a archiving server for the Town Clerk. This purchase was approved during the FY2017 budget.

The request is for \$4,500.00.

The apparent low bid is a company owned by a town employee and according to the Purchasing Policy is ineligible for award. Based on that I recommend that you award the bid to the 2nd low bidder, New Egg, for \$4,413.99. This is actually a cost sharing venture with the School and the share is 50% each.

Town Manager recommends New Egg receive the award.

#3. Consider- Approving Funds for safety repairs to the baseball field including LL2 & LL3.

Staff is seeking Town Council authorization to spend from the Recreation Reserve (HERM09) toward the purchase of safety repairs to the baseball field as well as fields LL2 & LL3. This work will include the construction of protective screens for dugouts; fence adjusting, straightening and replacement of posts and adjusting the cantilever gate rollers, etc.

The request is not to exceed \$2,400.00.

Town Manager recommends authorization.

#4 CONSIDER – Approving the naming of a new private drive

Staff in cooperation with the USPS is requesting that the following address 2190 Union Street (Map 50 Lot 62) be named Comfort Living Lane.

Town Manager recommends authorization.

#5 CONSIDER – Waiving the Planning Board Site Plan fee and building permit fee for the Hermon Elementary School project

Staff in cooperation with the School Department is requesting that the town waive the Planning Board site plan fee and building permit fee for the Hermon Elementary School project. The Town can not waive the State of Maine Plumbing permit fees.

Town Manager recommends authorization.

#6. Consider- Amending the Town of Hermon Personnel Policy

Staff is seeking Town Council authorization to amend the Personnel Policy with the following action:

(a)

E.4

SECTION 4. OVERTIME

4.1 STANDARD WORK WEEK: The standard work week for full-time, non-exempt, employees shall be forty hours per week, with the exceptions in Section 4.2. Lunch break shall be determined by the Town Manager, and unpaid. Exempt employees, due to their responsibilities for program goal accomplishments, field work and varying requirements including night meetings may work a flexible schedule but averaging the standard number of work hours. Work schedules will be set by the Town Manager to meet the various requirements for administering the Town's activities. Time to be worked outside of normal office hours for town office employees must be approved in advance by the Town Manager

Any non-exempt employee working time in excess of 40 hours in any regular work week will be compensated with overtime pay at a rate of one and one half hours per hour worked except as addressed by Section 4.42..a.

~~4.3 STANDARD WORK WEEK PUBLIC WORKS DEPARTMENT: The standard work week for full time, non exempt, public works staff shall be forty hours per week. Public Works basic schedule is either five (5) eight (8) hour days. Anytime worked in excess of a scheduled 8 hour day shall be paid as overtime. Additionally any employee having reached 40 hours in a week or 80 hours in pay period shall not be scheduled to work until the next pay period unless authorized by the manager or authorized designee.~~

All overtime must be approved in advance by the Town Manager or authorized designee. Any individual who works over his/her regular hours without pre-approval from the Town Manager may be subject to disciplinary action as defined in this policy.

4.4-~~2~~. COMPENSATORY TIME: This section applies to non-exempt employees only.

a. In certain situations, and at the discretion of the Town Manager, an employee who works in excess of 40 hours in any regular work week may choose to be compensated with compensatory time in lieu of overtime at a rate of one and one half hours per hour worked.

~~b. All compensatory time must be used in the fiscal year it is accrued or within sixty days of it being earned, whichever is greater.~~ No employee will be allowed to accumulate greater than twenty-four (24) hours of compensatory. Further the Town Manager has the right to schedule the use of compensatory time at a time convenient for the Town.

c. An employee who requests the use of accrued compensatory time shall be permitted to use available compensatory time within a reasonable period after making the request to do so if the use of the compensatory time does not unduly disrupt the operations of the Town. Such determination will be made by the Town Manager.

d. The Town may cash out an employee's accrued compensatory time by paying the employee cash compensation for unused compensatory time. Such compensation shall be paid at the regular rate earned by the employee at the time the employee receives such payment.

e. An employee who has accrued compensatory time off at the time of termination of employment shall be paid for the unused compensatory time at their most current pay rate, ~~at a rate of compensation not less than either the employee's average regular rate received by the employee during the last 3 years of the employee's employment, or the final regular rate received by such employee, whichever is higher.~~

4.5-~~3~~ EMERGENCY CALL OUT: Town employees will receive their regular pay when answering emergency calls, subject to overtime policies.

5.1 All full-time and benefited employees, including those on probation who have served at least thirty days, shall be entitled to the following paid holidays:

New Year's Day
Presidents' Day

Labor Day
Columbus Day

Patriot's Day
Memorial Day
Independence Day
Martin Luther King Day

Veteran's Day
Thanksgiving Day
& following Friday
Christmas Day

- a. When a holiday falls on a Saturday, the previous Friday shall be a holiday. If a holiday falls on a Sunday, the Monday after shall be a holiday. If the holiday falls on a regular work day then the office will be closed, and the full day will be given. If an employee is required to work on a holiday the employee will be compensated on a time and a half basis. If an employee works on a holiday, they will be paid at time and a half and receive the holiday hours at regular time. ~~If an employee is required to work on a holiday the employee will be compensated on a time and a half basis but will forfeit holiday pay for the hours worked. If the employee is already scheduled to receive time and a half, the hours worked on the holiday will be paid at time and a half and the holiday hours will be paid at regular time.~~

(b)

E.6

SECTION 6. VACATIONS

6.1 Vacation privileges are available to full-time, part-time benefited employees and contracted employees. Each employee shall earn annual vacation with pay on the following basis:

a. FULL-TIME EMPLOYEES

1. Five (5) days of vacation shall be earned during the first year of service.
2. Ten (10) days of vacation shall be earned after one full year of service.
3. Fifteen (15) days of vacation shall be earned after five full years of service.
4. Twenty (20) days of vacation shall be earned after ten full years of service.
5. Twenty-five (25) days of vacation shall be earned after twenty full years of service.

Part-time benefited employees will receive vacation days prorated based on hours worked.

b. TOWN MANAGER

Follow contract given at time of hire.

1. ~~Fifteen (15) days of vacation shall be earned upon date of hire.~~
2. ~~Twenty (20) days of vacation shall be earned after ten full years of service.~~
3. ~~Twenty five (25) days of vacation shall be earned after twenty full years of service.~~

c. CONTRACTED EMPLOYEES

Contracted employees may receive vacation time based on conditions outlined by the employment contract.

Vacation shall be granted after the successful completion of the probationary period and at such time or times as shall be mutually agreeable to the employees and their supervisors. Due consideration shall be given to an employee's seniority in regard to scheduling vacations. Vacation accrued in excess of two work weeks (10 work days) as of the

employee's anniversary date will be lost. Vacation leave shall not be allowed if it exceeds the accrued amount that has been recorded on the employee's anniversary date.

Any time in excess of 4 days vacation shall be scheduled two (2) months in advance of the dates requested. If not scheduled 2 months in advance, such time is at the discretion of the Supervisor.

~~6.2 Upon resigning, an employee is entitled to be paid a prorated amount of annual vacation time earned according to the regular vacation schedule and date of resignation. For example, an employee with an anniversary date of January 1 who leaves employment on June 30 and who earns ten vacation days annually would be entitled to five days of vacation leave for that year plus the balance of unused accrued vacation days from the previous year (not to exceed ten (10) days). If the employee has used more time than what is earned, the amount of time used above the earned amount will be reimbursed to the Town.~~

6.3-2. An employee shall not be allowed to work and be paid double his usual wage during his vacation period.

6.4.3. If a snow day is allowed by the Town Manager and an employee is on vacation, he/she will not be credited back vacation time for the hours that the town office is closed.

©

E.8

SECTION 8. LEAVE OF ABSENCE

8.1 LEAVES WITH PAY: All permanent employees of the Town shall be allowed leaves of absence with pay in the following circumstances:

a. Bereavement Leave: An employee may be excused from work for up to three days because of death in his/her immediate family, as defined below, and shall be paid his/her regular rate of pay for the scheduled work hours missed. It is intended that this time off be used for the purpose of handling necessary arrangements and attendance at the funeral.

Immediate family is defined to mean spouse, registered Domestic Partner, parents, children, brothers, sisters, aunts, uncles, cousins, second cousins, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandmother, grandfather, step-father, step-mother, grand children, step-children or other relative living in the household of the employee. One work day may be granted employees at the sole discretion of the Town Manager for attendance at funerals of persons not covered under the above definition

APPENDIX B: HEALTH BENEFITS

Starting July 1, 2012 the Town will participate in the Maine Municipal Employee Health Trust ("MMEHT") POS 200. Employees may select POS-C but will be responsible to pay the difference.

For any employee hired after July 1, 2017, the town will pay 85% of individual coverage and 80% of family coverage for full-time employees and will prorate the rates paid for qualifying part-time benefited employees who work a minimum scheduled hours of 32 per week based on hours worked per week. For any employee hired before July 1, 2017, the town will pay 100% of individual coverage and 80% of family coverage.

~~The Town will pay 100% of individual coverage and 70% of family coverage for full-time employees and will prorate the rates paid for qualifying part-time benefited employees who work a minimum scheduled hours of 32 per week based on hours worked per week.~~

SEE ATTACHED MEMORANDUM FROM INTERN STUDENT WILL PERKINS OUTLINING THE PROPOSED CHANGES.

#7 Consider- Introducing an ordinance entitled “Recreational Marijuana Prohibition Ordinance” of the Town of Hermon.

The proposed ordinance would be adopted pursuant to the Title 30-A M.R.S. §3001 and Title 7 M.R.S.A. 417.

The purpose of this proposed ordinance is to impose a ban on the operation of Retail Marijuana Establishments and Retail Marijuana Social Clubs in the Town of Hermon to protect the health, safety, and welfare of the people of Hermon as these activities constitute a nuisance.

The operation of Retail Marijuana Establishments which includes Retail Marijuana Stores, Retail Marijuana Cultivation Facilities, Retail Marijuana Products Manufacturing Facilities, and Retail Marijuana Testing Facilities; and the operation of Retail Marijuana Social Clubs would be prohibited within the Town of Hermon, and therefore all activities related to the abovementioned retail uses such as, but not limited to, cultivation, possession, extraction, manufacturing, processing, storing, laboratory testing, labeling, transporting, delivering, dispensing, transferring, and distributing are expressly prohibited within the Town of Hermon.

Town Manager recommends Town Council consider the proposed ordinance and further authorization to hold a future public hearing and potential enactment on the proposed ordinance amendment at the 29 June 2017 meeting.

Municipal office / Resum | HERM 11 | Price Confirmation
5/18/17 (HL)

Nichols Plumbing & Heating



Nichols Plumbing & Heating
26C Airport Road
Brewer, ME 04412

(207) 989-1533
info@nichols-plumbing.com
www.nichols-plumbing.com

Estimate

Date	Estimate #
01/12/2017	2073
Exp. Date	
02/13/2017	

1. 6-1-17

Address

Town of Hermon
333 Billings Road
Hermon, ME 04401

JOB LOCATION	TECHNICIAN
333 Billings Rd.	Todd

Date	Description	HRS/QTY	Rate	Amount
01/12/2017	This price is to supply and install 2 - Goulds PE51M 1/2 H.P. pumps. These will be a direct replacement of the existing pumps. This price includes the labor, confined space permit and material to complete said work. Exclusions: Additional work not in the above caption Payment terms: Billable upon completion		0.00	1,750.00
Total				\$1,750.00

Accepted By







Accepted Date

Thank you for the opportunity to be of service to you. Please include invoice number with payment.

PAST DUE ACCOUNTS - 2% late charge per month.

2.6-1-17

From:  Josh A. Burgess Wednesday, May 17, 2017 4:27:16 PM 
Subject: Archive Server Request
To:  Howard Kroll

Attachments:  CDW-Archive Server.pdf / Adobe Acrobat Document (295K)
 Newegg-Archive server.pdf / Adobe Acrobat Document (297K)
 Nightscape- Archive Server 4TB.pdf / Adobe Acrobat Document (24K)
 Nightscape- Archive Server 6TB.pdf / Adobe Acrobat Document (24K)
 staples- Archive server.pdf / Adobe Acrobat Document (367K)
 TigerDirect Archive Server.pdf / Adobe Acrobat Document (139K)

We have \$4500 in the tech reserve CIP for an archiving server for Ruth. The purpose of this server is to provide additional storage for the documents that are being digitized, and to extend our long term backups. Currently, we are very low on storage space due to the increased activity from GIS mapping, assessing, and adder software.

I have attached some estimates for the Archive Server, the 12 drives that go in it, the rails to mount it, and the cable to connect it to our network. CDW, Staples, and TigerDirect are all over the \$4500 limit. NewEgg Business comes in at \$4,413.99. I know you do not want to purchase from Nightscape Tech, but I also included an estimate from them for comparison because that estimate is the cheapest.

The 6TB estimate from Nightscape Tech is an option to work with the School District. If we purchase the larger 6TB drives, vs the 4TB that we had planned, the School District is willing to pay for half of the drives, in exchange for the ability to also store their off-site backups on the Archive Server. With 12x 6TB drives, we will have more than enough storage space for the foreseeable future.

Joshua Burgess
Asst. IT Director
Town of Hermon
848-4000 ext. 6524

Please be advised that email communications sent to or received from Town employees are subject to the Freedom of Access Act and may become part of public record or shared with the media.

CIP ----- ARCHIVE SERVER REQUEST									
PRICE QUOTES									
OPTION #1									
PRICES INCLUDE COST SHARING WITH THE SCHOOL DEPARTMENT FOR 6 TB (TERRABYTES) EACH FOR A TOTAL OF 12 TB									
Bid #1	NIGHTSCAPE TECH, LLC					\$3,228			
Bid #2	NEW EGG					\$4,413.99			
Bid #3	CDW					\$5,130.89			
OPTION #2									
PRICE BELOW DOES NOT COST SHARE WITH SCHOOL									
Bid #1	NIGHTSCAPE TECH, LLC					\$4,368			
Bid #2	TIGER DIRECT					\$4,953.42			
Bid #3	STAPLES					\$4,889.56			

Nightscape Tech, LLC
839 Coldbrook Road
Hermon, ME 04401
(207) 808-7143
josh@nightscapetech.com
http://www.nightscapetech.com

NIGHTSCAPE
TECHNOLOGIES

ESTIMATE

ADDRESS

Town of Hermon
P.O Box 6300
Hermon, Maine 04402-6300

SHIP TO

Town of Hermon
333 Billings Road
Hermon, Maine 04401

ESTIMATE # 1179

DATE 05/17/2017

ACTIVITY	QTY	RATE	AMOUNT
TS-1263U 12-Bay NAS with 2x 10/10/1000 RJ45 ports and 1xSFP+ port	1	1,699.00	1,699.00
QNAP Rail-B02 Rail kit for 2U QNAP NAS	1	99.00	99.00
Ubiquiti 10G DAC - 5M 5 Meter Twinax DAC for 10GB networking	1	50.00	50.00
6TB IronWolf HardDrive 6TB Enterprise hard drive 6x additional drives to be provided by the Hermon School Department	6	230.00	1,380.00

TOTAL

\$3,228.00

Accepted By

Accepted Date


Bid #1
Option #1




Home > My Shopping Cart

15 Item(s) in your shopping cart: \$4,413.99

Newegg Standard Shipping Service [Important Shipping Information](#)

 <p>Seagate IronWolf Pro ST4000NE0025 4TB 7200 RPM 128MB Cache SATA 6.0Gb/s 3.5" Internal Hard Drive Bare Drive</p> <p>Standard Return Policy</p> <p>Recover Your Data View Details</p> <p><input type="checkbox"/> Send this item as a gift</p>	<p>12 IN STOCK</p>	<p>\$2,645.88 \$2,519.88</p> <p>Save: 4.76% (\$209.99 ea.)</p> <p>JOIN TODAY</p>
--	------------------------	--

 <p>QNAP RAIL-B02 Rail Kit For 1270U 1269U 870U 871U 1271U 869U 1253U 853U 471U</p> <p>Standard Return Policy</p>	<p>1 IN STOCK</p>	<p>\$109.99 \$89.99</p> <p>Save: 18.18%</p> <p>JOIN TODAY</p>
---	-----------------------	---

Subtotal: \$2,609.87
Shipping: \$0.00

Shipping Options

Zip/Postal Code

Choose a delivery method

- FREE** Newegg 3 Business Days
- \$70.55** Newegg 2 Business Days
- \$99.28** Newegg Next Business Day
- FREE 2-Day Shipping** [learn more](#) | [sign in](#)

Newegg Marketplace Direct Delivery Service [Important Shipping Information](#)

 <p>QNAP TS-1263U-4G-US High performance quad-core 10GbE NAS, 4GB RAM</p> <p>Included HDD Capacity: Diskless System Sold by antonline.com</p>	<p>1 IN STOCK</p>	<p>\$1,741.13</p>
---	-----------------------	--------------------------

Subtotal: \$1,741.13
Shipping: \$0.00

Shipping Options

Choose a delivery method

- FREE** Standard Shipping (5-7 business days)

Newegg Marketplace Direct Delivery Service [Important Shipping Information](#)

Newegg Marketplace Direct Delivery Service Important Shipping Information



10Gtek for Ubiquiti SFP+ Direct Attach Copper Cable, 10G SFP DAC Twinax Cable, Passive, 5-Meter

Sold by 10Gtek

1
IN STOCK

\$99.99
\$62.99
Save: 37.00%

Subtotal: \$62.99

Shipping: \$0.00

Shipping Options

Choose a delivery method

- FREE** Ship from Overseas (8-15 business days)
- \$20.00** Ship from Overseas (3-5 business days)

Apply Promo Codes

Grand Total: \$4,413.99

Bid #
2

Option #1



800.808.4239

Shopping Cart

Item	Quantity	Availability	Unit Price	Item Total
 <p>QNAP TS-1263U - NAS server - 0 GB MFG Part #: TS-1263U-4G-US CDW Part #: 3934562 UNSPSC: 43201835 Pricing Option Applied: Advertised Price</p>	1	In Stock	\$2,284.27	\$2,284.27
 <p>QNAP RAIL-B02 - rack rail kit MFG Part #: RAIL-B02 CDW Part #: 3824264 UNSPSC: 24102001 Pricing Option Applied: Advertised Price</p>	1	In Stock	\$95.75	\$95.75
 <p>Seagate IronWolf Pro ST4000NE0025 - hard drive - 4 TB - SATA 6Gb/s MFG Part #: ST4000NE0025 CDW Part #: 4484070 UNSPSC: 43201803 Pricing Option Applied: Advertised Price</p>	12	3-5 days	\$220.99	\$2,651.88
 <p>Proline Juniper EX-SFP-10GE-DAC-5M Compatible 10GBASE SFP+ 5M TWINAX Cable MFG Part #: EX-SFP-10GE-DAC-5MPR CDW Part #: 2320539 UNSPSC: 26121609 Pricing Option Applied: Advertised Price</p>	1	In Stock	\$98.99	\$98.99

Subtotal: \$5,130.89

Lease Option (\$144.13 /month)

Tax and shipping will be calculated in checkout.



*Bid #7
 Option #1*

Customers Also Bought (12)



Nightscape Tech, LLC
839 Coldbrook Road
Hermon, ME 04401
(207) 808-7143
josh@nightscapetech.com
http://www.nightscapetech.com

NIGHTSCAPE
TECHNOLOGIES

ESTIMATE

ADDRESS

Town of Hermon
P.O Box 6300
Hermon, Maine 04402-6300

SHIP TO

Town of Hermon
333 Billings Road
Hermon, Maine 04401

ESTIMATE # 1178

DATE 05/17/2017

ACTIVITY	QTY	RATE	AMOUNT
TS-1263U 12-Bay NAS with 2x 10/10/1000 RJ45 ports and 1xSFP+ port	1	1,699.00	1,699.00
QNAP Rail-B02 Rail kit for 2U QNAP NAS	1	99.00	99.00
4TB IronWolf Pro Hard Drive	12	210.00	2,520.00
Ubiquiti 10G DAC - 5M 5 Meter Twinax DAC for 10GB networking	1	50.00	50.00

TOTAL

\$4,368.00

Accepted By

Accepted Date

*Option #2
Bid #1*

(888) 278-4437 My Account Track Order

Search by Keyword or Item #

Go

Hello
Sign in or New Customer

15 Shopping Cart:
\$4659.85





Your Shopping Cart

Order Summary:

Shipping: \$44.82
Tax: \$258.75

Total: \$4,963.42

Secure Checkout >

Description	Product Price	Qty	Total
<input checked="" type="checkbox"/>  13295157 :: AddOn 5m Industry Standard SFP+ DAC - Direct attach cable - SFP+ to SFP+ - 16.4 ft - twinaxial - active	\$139.99	1 <input type="button" value="Update"/>	\$139.99
<input checked="" type="checkbox"/>  40425900 :: Seagate IronWolf Pro v6 Hard Drive - 4TB Internal HDD, 3.5" SATA 6Gb/s Interface, 7200RPM, 128MB Buffer Memory, With Rescue Data Recovery Services - ST4000NE0025	List Price: \$220.49 Instant Savings - \$10.50 Pnce. \$209.99	12 <input type="button" value="Update"/>	\$2,519.88
<input checked="" type="checkbox"/>  13591139 :: QNAP RAIL-B02 - Rack rail kit	\$89.99	1 <input type="button" value="Update"/>	\$89.99
<input checked="" type="checkbox"/>  13674750 :: QNAP TS-1263U - NAS server - rack-mountable - SATA 6Gb/s - RAID 0, 1, 5, 6, 10 - Gigabit Ethernet / 10Gbps SFP+ - ISCSI - 2U (TS-1263U-4G-US)	\$1,909.99	1 <input type="button" value="Update"/>	\$1,909.99

Enter Coupon Code

Enter Zip Code to Calculate Shipping & Tax

04401



Subtotal	\$4,659.85
Shipping	Ground (3 to 7 days) ..\$44.82
Tax	\$258.75
Total	\$4,963.42

*Option #2
Bid #2*

You Saved \$126.00 Today!
Check out now before these deals expire!

[Continue Shopping](#)

OR

SHOP BY CATEGORY

SHOP SERVICES

SHOP DEALS

INK & TONER FINDER

YOUR STORE Bangor, ME

EASY REORDER

MY ACCOUNT Please Sign In

15 ITEMS

Search over 1.3 million products and services



Your Cart

Continue Shopping

FREE shipping on this order

ORDER SUMMARY

Items (4):	\$4,889.56
Add Coupons:	--
Subtotal:	\$4,889.56
Shipping:	FREE
Pre-Tax Subtotal:	\$4,889.56

Due to availability in your area, the original delivery time of the item(s) below has changed. Please see the new delivery time(s) listed below.

Dismiss

HP® 16.4' SFP+ To SFP+ DAC Cable For Network Device

Add to Favorites Remove from Cart



Ship to Address

Pick Up in Store

1

at \$184.19 Each

\$184.19

\$184.19

Expected Delivery By: Thursday, May 18

Item: IM1PG2333 | Model: JG081C

Seagate IronWolf Pro ST4000NE0025 4 TB 3.5" Internal Hard Drive (ST4000NE0025)

Add to Favorites Remove from Cart



Ship to Address

Pick Up in Store

12

at \$216.99 Each

\$2,603.88

\$2,603.88

Expected Delivery By: Thursday, May 18

Item: IM17V0086 | Model: ST4000NE0025

SquareTrade Protection Plan

Protect Your Investment

Hide Details

square trade

PROTECTION PLAN

2 Year Electronics Protection Plan (\$200-299.99) \$19.99


No Protection : Select a plan above

QNAP High Performance Quad-core 10GbE NAS

Add to Favorites Remove from Cart

Ship to Address

Pick Up in Store



Expected Delivery By: Wednesday, May 24

Item: IM11R2427 | Model: TS-1263U-4G-US

SquareTrade Protection Plan Protect Your Investment [Show Details](#) **No protection plan added**

1	at \$1,999.00 Each	\$1,999.00
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\$1,999.00

Qnap® Rackmount Server Mounting Rail Kit, RAIL-B02

[Add to Favorites](#) [Remove from Cart](#)

Ship to Address

Pick Up in Store



Expected Delivery By: Monday, May 22

Item: IM1ZZ1803 | Model: RAIL-B02

SquareTrade Protection Plan Protect Your Investment [Show Details](#) **No protection plan added**

1	at \$102.49 Each	\$102.49
---	------------------	----------

\$102.49

Stay connected with the new Microsoft Office 365

- 1 year subscription for 1 user.
- Fully installed 2016 versions of Word, Excel, PowerPoint, Outlook, OneNote – with ongoing feature updates.
- 1 TB OneDrive online cloud storage/user and 60 Skype minutes per month.

[View Full Product Details](#)

\$69.99

ADD TO CART

Terms and Conditions

The tax shown is estimated. Your Order Confirmation Email will include shipment details, product availability and estimated tax. If you are a tax-exempt customer please see our Tax-Exempt Information. Important information concerning coupons and sales tax and our return policy.

Not responsible for typographical errors. Our prices may vary from store and catalog prices. Not all items available. We reserve the right to limit quantities, including the right to prohibit sales to resellers.

Option # 2
Bid # 3

ORDER SUMMARY

Items (4):	\$4,889.56	
Add Coupons:	--	
Subtotal:	\$4,889.56	
Shipping:	FREE	
Pre-Tax Subtotal:	\$4,889.56	

Special (6, 12, and 18) month financing may be available. [Learn More](#)

CONSIDER BEFORE CHECKOUT!



Insten® POTHL CABTL01 RJ45 CAT5 Network LAN Cable Crimper Pliers...

(3)

\$11.99



Staples CAT5e Inline Coupler, White

(0)

\$12.99



STEREN® 310-040 Cat.6 RJ-45 Female to RJ-45 Female Coupler...

(1)

\$9.19



Staples 3' CAT6 Ethernet Networking Cable, Black

(0)

\$15.99

4. 6-1-17



TO: Howard Kroll, Town Manager
FROM: Annette M. Merrithew, CEO / Addressing Officer
DATE: May 17, 2017

RE: Requested new proposed private drive name- (4- duplexes)

As, Hermon's Addressing Officer I would like to request the Council approve a new private drive name- I have spoken with Penny Palmer at the Postal Service and reviewed the active list of names and the proposed name is acceptable.

The proposed name is Comfort Living Lane

Currently this address is 2190 Union Street (Map 50, Lot 62)

Mailing address
PO Box 6300
Hermon, ME 04402-6300

Physical Address:
333 Billings Rd
Hermon, ME 04401

Telephone: 207 848-1010
FAX: 207 848-3316
email:

5. 6-1-17



TO: Howard Kroll, Town Manager
Members of the Hermon Town Council
FROM: Annette M. Merrithew, CEO
DATE: May 15, 2017

amm

RE: Elementary School project

I would like to request that the Hermon Town Council waive the Planning Board site plan fee and the CEO building permit fee for the Elementary School project.

The State of Maine Plumbing fees can not be waived for this project.

Mailing address
PO Box 6300
Hermon, ME 04402-6300

Physical Address:
333 Billings Rd
Hermon, ME 04401

Telephone: 207 848-1010
FAX: 207 848-3316
email:

Memorandum

To: Howard Kroll; Town Manager

From: William Perkins; Intern

Date: February 9, 2017

Re: Proposed Personnel Policy Changes

This short letter is intended to show what has been recommended for change in regards to the Town of Hermon's personnel policy.

- Section 4.3, OVERTIME. **Remove** this section entirely.
- Section 4.4b, COMPENSATORY TIME. Remove "All compensatory time must be used in the fiscal year it is accrued or within sixty days of being earned, whichever is greater."
- Section 4.4e, COMPENSATORY TIME. **Remove** "at a rate of compensation not less than either the employee's average regular rate received by the employee during the last 3 years of the employee's employment, or the final regular rate received by such employee, whichever is higher." **Add** "at their most current pay rate."
- Section 5a, HOLIDAYS. **Remove** "If an employee is required to work on a holiday the employee will be compensated on a time and a half basis but will forfeit holiday pay for the hours worked. If the employee is already scheduled to receive time and a half, the hours worked on the holiday will be paid at time and a half and the holiday hours will be paid at regular time. **Add** "If an employee is required to work on a holiday, the employee will be compensated on a time and a half basis. If an employee works on a holiday, they will be paid at time and a half and receive the holiday hours at regular time."
- Section 6b, TOWN MANAGER. **Remove** numbers 1, 2, and 3. **Add** "Follow contract given at time of hire."
- Section 6.2, VACATIONS. **Remove** this section completely.
- APPENDIX B: HEALTH BENEFITS. **Remove** "The town will pay 100% of individual coverage and 70% of family coverage for full time employees and will prorate the rates paid for qualifying part-time benefited employees who work a minimum scheduled hours of 32 per week based on hours per week. **Add** "For any employee



hired after July 1, 2017, the town will pay 85% of individual coverage and 80% of family coverage for full time employees and will prorate the rates paid for qualifying part-time employees who work a minimum scheduled hours of 32 per week based on hours worked per week. For any employee hired before July 1, 2017, the town will pay 100% of individual coverage and 80% of family coverage.

- APPENDIX J: USE OF TOWN VEHICLES - EQUIPMENT. Number 2. **Reword to** "The sole exception shall be the Hermon Police officer assigned as the animal control officer, due to his/her role and need to be on call. The vehicle must be kept at the officer's residence within five miles of the Hermon town border; use will be restricted to work related activities and will not be used for personal use as noted in #3.












Sincerely,



William S. Perkins


7.
6-1-17

From:  **Howard Kroll** Friday, May 19, 2017 3:04:04 PM 

Subject: DRAFT Marijuana RETAIL Ordinance

To:  **TIM_MCCLUSKEY MILTONCAT.C...**  **Scott Perkins**  **Frank Roma**
 **Bobbie Pelletier**  **Joshua J. Berry**  **Annette Merrithew**
 **Ruth Nickerson**  **Kim Nichols**  **ANNEF75 AOL.COM**
 **SINCLAIRDOUG ROCKETMAIL.C...**  **DONNAPERFITT YAHOO.COM**

Cc:  **EBEAROR RUDMANWINCHELL.C...**  **KRFOSTER RUDMANWINCHELL.COM**

Attachments:  **HERMON RETAIL MARIJUANA ORDINANCEkrolledits.doc / Microsoft Office Wor...**

Marijuana AD-HOC Committee

Please find enclosed a DRAFT marijuana retail ordinance for the Town. Instead of including it in our landuse code our attorney recommended a stand alone ordinance. I would like to place this on the 1 June 2017 agenda for discuss purposes only and if Council agrees we can have a public hearing later in the month of June and eventually approve it, hopefully, the same night. No promises.

RECREATIONAL MARIJUANA PROHIBITION ORDINANCE

Enacted and effective on the ___ day of _____ 2017.

Attest:

Town Clerk

RECREATIONAL MARIJUANA PROHIBITION ORDINANCE

- Section 1. Title.** This ordinance shall be known and cited as the “Recreational Marijuana Prohibition Ordinance” of the Town of Hermon.
- Section 2. Authority.** The ordinance is adopted pursuant to the Title 30-A M.R.S. §3001 and Title 7 M.R.S. c. 417.
- Section 3. Purpose and Intent.** The purpose of this ordinance is to impose a ban on the operation of Retail Marijuana Establishments and Retail Marijuana Social Clubs in the Town of Hermon to protect the health, safety, and welfare of the people of Hermon as these activities constitute a nuisance.
- Section 4. Prohibition.** The operation of Retail Marijuana Establishments which includes Retail Marijuana Stores, Retail Marijuana Cultivation Facilities, Retail Marijuana Products Manufacturing Facilities, and Retail Marijuana Testing Facilities; and the operation of Retail Marijuana Social Clubs are prohibited within the Town of Hermon, and therefore all activities related to the abovementioned retail uses such as, but not limited to, cultivation, possession, extraction, manufacturing, processing, storing, laboratory testing, labeling, transporting, delivering, dispensing, transferring, and distributing are expressly prohibited within the Town of Hermon.
- Section 5. Exemptions.**
- A. **Personal Use of Marijuana.** This ordinance shall not be construed to prohibit the Personal Use of Marijuana per Title 7 M.R.S. c. 417 § 2452.
 - B. **Medical Use of Marijuana.** This ordinance shall not be construed to limit any privileges or rights of a qualifying patient, primary caregiver, registered or otherwise, or registered dispensary under the Maine Medical Use of Marijuana Act.
- Section 6. Effective Date.** This ordinance enacted on the ____ day of _____ 2017 by the Hermon Town Council shall take effect immediately.

- Section 7. Relationship with Other Ordinances.** Whenever a provision of this ordinance is inconsistent with another provision of any other ordinance, regulation, or statute, the more restrictive provision shall control.
- Section 8. Validity and Severability.** Should any section or provision of this ordinance be declared by the courts to be invalid, such a decision shall not invalidate any other section or provision of this ordinance.
- Section 9. Enforcement.**
- A. Any duly designated Hermon Police Officer is authorized and shall have the authority to enforce all provisions of this ordinance.
 - B. The Town Manager is authorized to order that legal action be taken to enforce the provisions of this Ordinance.
- Section 10. Cease Operations Order.**
A Police Officer may issue a written cease operations order directing the occupancy, use, and other activities prohibited under this ordinance to cease immediately, and that the premises be vacated. Upon notice of the cease operations order, all occupancy, use, or other activity subject to the cease operations order shall stop immediately and the premises shall be vacated and closed.
- Section 11. Penalty.** Any person violating the provisions of this ordinance may be liable for the penalties set forth below:
- A. **Civil Penalties.**
 - i. **First Violation.** The maximum penalty for undertaking an activity related to Retail Marijuana Establishments or Retail Marijuana Social Clubs is \$2,500.
 - ii. **Multiple.** The maximum penalty for undertaking an activity related to Retail Marijuana Establishments or Retail Marijuana Social Clubs is \$25,000 when it is shown that there has been a previous conviction of the same person within the past five (5) years for a violation of the ordinance.
 - iii. **Economic Benefit.** The maximum penalty may be increased if the economic benefit resulting from the violation exceeds the applicable penalties. The maximum civil penalty may not exceed an amount equal to twice the economic benefit resulting from the violation. Economic benefit includes, but is not limited to, the costs avoided or enhanced value

accrued at the time of the violation as a result of the violator's noncompliance with the applicable legal requirements.

- iv. **Setting of Penalty.** In setting a penalty, the following shall be considered:
 - a. Prior violations by the same party;
 - b. The impact caused and/or potential impact posed by the operation of the prohibited activity to the health, safety, and welfare of the people of Hermon.
 - c. The damage that cannot be abated or corrected; and
 - d. The extent to which the violation continued following an order to stop.
- B. Abatement and Mitigation.** The violator may be ordered to correct, abate or mitigate the violations.
- C. Damaged Incurred.** Any person violating any of the provisions of this ordinance shall become liable to the Town for any expense, loss, or damage incurred by the Town by reason of such violation.
- D. Attorney Fees.** If Hermon is the prevailing party, the Town must be awarded reasonable attorney fees, expert witness fees and costs.

Section 12. Definitions. The definitions below are per Title 7 M.R.S. c. 417, § 2442.

Marijuana: Means cannabis.

Marijuana extraction: The process of extracting marijuana with solvents or gases.

Person: A natural person, partnership, association, company, corporation, limited liability company or organization or a manager, agent, owner, director, servant, officer or employee thereof. "Person" does not include any governmental organization.

Retail Marijuana: Cannabis that is cultivated, manufactured, distributed or sold by a licensed retail marijuana establishment or retail marijuana social club.

Retail Marijuana Cultivation Facility: An entity licensed to cultivate, prepare and package retail marijuana and sell retail marijuana to retail marijuana establishments and retail marijuana social clubs.

Retail Marijuana Establishment: Retail marijuana store, a retail marijuana cultivation facility, a retail marijuana products manufacturing facility or a retail marijuana testing facility.

Retail Marijuana Product: Concentrated retail marijuana and retail marijuana products that are composed of retail marijuana and other ingredients and are intended for use or consumption, including, but not limited to, edible products, ointments and tinctures.

Retail Marijuana Products Manufacturing Facility: An entity licensed to purchase retail marijuana; manufacture, prepare and package retail marijuana products; and sell retail marijuana and retail marijuana products only to other retail marijuana products manufacturing facilities, retail marijuana stores and retail marijuana social clubs.

Retail Marijuana Social Club: An entity licensed to sell retail marijuana and retail marijuana products to consumers for consumption on the licensed premises.

Retail Marijuana Store: An entity licensed to purchase retail marijuana from a retail marijuana cultivation facility and to purchase retail marijuana products from a retail marijuana products manufacturing facility and to sell retail marijuana and retail marijuana products to consumers.

Retail Marijuana Testing Facility: An entity licensed and certified to analyze and certify the safety and potency of retail marijuana and retail marijuana products.