



Town of Hermon

Public Safety Meeting Room

October 10, 2019

Town Council Meeting

7:00 PM

AGENDA

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:**
SIGNATURES. -APPROVE
MINUTES. -APPROVE 9/25/19 Executive Council Meeting, 9/26/2019 Special Council Meeting
WARRANTS. -SIGN
RESOLVES. -SIGN
- 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:

FR19-20-19 Consider awarding bid for demolition of 200 Fuller Road

B. NEW BUSINESS:

R19-20-22 Consider approving Penobscot Sheriff Contract with Town of Hermon for FY2020-2021

O19-20-02 Consider approving GA Ordinance Appendices A-D for FY2019-2020

R19-20-23 Consider approving road names for subdivision on Annis Road – Phase II of Stone Farm Drive, Orchard Drive and Harvest Lane.

FR19-20-20 Consider CIP funds for SLODA in the amount of \$19,900

Discuss school bus turn around on Lewis Road

R19-20-24 Consider accepting Cole Circle (off the Bog Road)

R19-20-25 Consider approving the HVRS Contract

C. WORKSHOPS:

Miller Hill Update- Recent accident- Scott Perkins/Sgt. Pelletier

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

September 25, 2019

Executive Council Meeting

7:00 PM

MINUTES

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

Chair McCluskey led those in attendance in the Pledge of Allegiance

III. ROLL CALL

Members Present: John Snyder III, Douglas Sinclair Sr., Donna Ellis, Anthony “Tony” Reynolds, Charles Lever IV, Steven Thomas and Timothy McCluskey

Members Absent: None

Others Present: Town Manager Howard Kroll and Town Attorney Ed Bearor and James Gallant

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

SIGNATURES. –APPROVE

MINUTES. –APPROVE

WARRANTS. –SIGN

RESOLVES. –SIGN

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:

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:

Consider entering Executive Session to discuss Town of Hermon's rights regarding snowplow contract with legal counsel per 1 M.S.R.A. 405(6)(E)

Councilor Reynolds moved to enter Executive Session to discuss a legal matter per 1 M.S.R.A. 405 (6)(E). Councilor Thomas seconded the motion. The motion was accepted. Motion passes 7-0.

The motion carries. Executive Session started at 7:01 p.m.

At 7:45p.m. James Gallant from Bangor Lawn and Landscape was invited into the meeting.

XV. ADJOURNMENT:

Councilor Lever to adjourn the executive session at 8:36 p.m. Councilor Ellis gave seconded. With no objection the meeting was adjourned at 8:36 p.m.

Respectfully Submitted,

Howard Kroll, Town Manager

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Town of Hermon

Public Safety Meeting Room

September 26, 2019

Special Town Council Meeting

7:00 PM

MINUTES

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

Chair McCluskey led those in attendance in the Pledge of Allegiance

III. ROLL CALL

Members Present: Douglas Sinclair Sr., John Snyer III , Donna Ellis, Anthony “Tony” Reynolds, Charles Lever IV and Timothy McCluskey

Members Absent: Steven Thomas (excused by the Council)

Others Present: Town Manager Howard Kroll, Town Clerk Kristen Cushman, Scott Perkins, Jeff Byers, James Gallant, Ralph Shaw, Randy and Laura Gardner, Frank Roy and Bobbie Pelletier.

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

SIGNATURES. –APPROVE

MINUTES. -APPROVE 9-12-2019 Minutes

WARRANTS. –SIGN

RESOLVES. –SIGN

Councilor Snyer moved to approve the Consent Calendar as presented. Councilor Lever seconded the motion. Accepted unless doubted. Motion passes.



V. NEWS, PRESENTATIONS AND RECOGNITIONS:

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

VII. PUBLIC HEARINGS:

Hold a Public Hearing to accepting Logistics Lane as a public road

Chair McCluskey opened the public hearing at 7:01PM. The hearing closed at 7:02PM with no comments.

Hold a Public Hearing to amend the Cemetery Ordinance Fees

Chair McCluskey opened the public hearing at 7:02PM. The hearing closed at 7:03PM with no comments.

VIII. COMMITTEE REPORTS:

IX. SCHEDULED AGENDA ITEMS:

A. OLD BUSINESS:

B. NEW BUSINESS:

R19-20-20 Consider accepting Road – Logistics Lane

Councilor Snyder moved to accept R19-20-20. Councilor Reynolds seconded the motion. The motion was accepted. Motion passes 6-0.

R19-20-21 Consider adopting and amending the Cemetery Ordinance Fees

Councilor Reynolds moved to accept R19-20-21. Councilor Snyder seconded the motion. The motion was accepted. Motion passes 6-0.

FR19-20-18 Consider approving direct boring project for a new sewer structure at Logistics Lane and Coldbrook Road by Gardner Construction

Councilor Snyder moved to accept FR19-20-18. Councilor Lever seconded the motion. The motion was accepted. Motion passes 6-0.

FR19-20-17 Consider signing snow plow contract with JM RAMMS dba Bangor Lawn & Landscape

Councilor Snyder moved to accept FR19-20-17. Councilor Reynolds seconded the motion. The motion was accepted. Motion passes 6-0.



C. WORKSHOPS:

D. OTHER ITEMS: (from Table Package)

X. APPOINTMENTS:

XI. MANAGER STATUS REPORT:

Manager Kroll thanked Scott Perkins for all his work on Logistics Lane and getting it to the point of acceptance tonight. Also thanked Gardner Construction for their company's quality of work and an asset to our town and Ralph Shaw for his work on the plowing contract details.

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

XIII. COUNCIL ITEMS:

Tony Reynolds: Mr. Reynolds wanted to publicly thank Mr. Gardner for all his help over the years when people have been stuck at the bottom of Route 2 hill in his driveway.

XIV. EXECUTIVE SESSION:

XV. ADJOURNMENT:

Councilor Reynolds moved to adjourn the meeting at 7:16 p.m. Councilor Snyder seconded the motion. With no objection the meeting was adjourned at 7:16 p.m.

Respectfully Submitted,

**Howard Kroll and Kristen Cushman
Town Manager and Town Clerk**

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Bid Opening for 200 Fuller Road Demotion- September 26, 2019 4:00pm @ Hermon Town Office
 (Howard Kroll, Kristen Cushman, Scott Perkins)

	<u>DM & J Waste</u>	<u>Sitewerx</u>	<u>Gardner Concrete</u>	<u>Maine Highlands Contracting</u>
200 Fuller Road Demo Project	\$5,000.00	\$6,300.00	\$6,850.00	\$49,500.00

200 Fuller Road Project Description:

Section 1- Extent of Work

To provide all necessary materials, labor; equipment; supervision and knowledge necessary to demolish and completely remove the primary dwelling, additional structures and any related appurtenances at 200 Fuller Road, Hermon, Maine 04401. All items on the property (both interior and exterior) are to be completely removed by contractor, including, but not limited to heating systems, appliances, household furnishings and all related miscellaneous deleterious material to an off site disposal facility. Contractor will remove contents of any oil/propane storage containers and dispose of the holding systems for any fuel products. Excavator (or similar) machinery will be used to demolish building(s) and to load the demolition debris including miscellaneous deleterious material. No burning or explosives will be allowed. Project also includes removal of two concrete slab foundations and restoration of landscaping to grade by filling voids left by demolition and clean-up work. An existing 4" PVC sewer line to septic tank will be cut, capped and marked with a grade stake at a convenient location below grade for potential future use. Holes requiring large fill amounts will be filled using common borrow of similar type and rock size, free from refuse. Compaction in 12" lifts is required before final grading. Contractor will clean the property and dispose of all small dangerous debris including nails and glass including adjacent walkways, streets and parking areas, and dispose of all debris. All disturbed areas will require the installation of 3" loam with grass seed and erosion control in the form of blown hay for a clean finish. Contractor may also hydro seed if preferable. Grass seed will be "Maine Park Mix" or similar.

Note: The water well is not included as a job item and will remain in place unaffected.

Police Contract not available at the time of making the packet.

Oct 1, 2019 to Sept 30, 2020

OVERALL MAXIMUMS

Persons in Household					
1	2	3	4	5	6
\$725	\$728	\$964	\$1,208	\$1,330	\$1,405

Household of 6 = \$1,405

* Add \$75 for each additional person

FOOD MAXIMUMS

Persons	Weekly	Monthly
1	\$45.12	\$194
2	\$82.56	\$355
3	\$118.37	\$509
4	\$150.23	\$646
5	\$178.60	\$768
6	\$214.19	\$921
7	\$236.74	\$1,018
8	\$270.70	\$1,164

Add \$146 per month for each + person

HEATING FUEL

Month	Gallons	Month	Gallons
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

HOUSING MAXIMUMS

BEDROOM	UNHEATED		HEATED	
	Weekly	Monthly	Weekly	Monthly
0	\$133	\$574	\$156	\$671
1	\$133	\$574	\$156	\$671
2	\$167	\$720	\$206	\$886
3	\$211	\$908	\$260	\$1,117
4	\$224	\$964	\$284	\$1,221

PERSONAL CARE & HOUSEHOLD SUPPLIES

Number in Household	Weekly Amount	Monthly Amount
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

Number of Children	Weekly Amount	Monthly Amount
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

***New - Appendix H Revisions

Burial Maximum: \$1,475
Cremation Maximum: \$1,025

ELECTRIC

NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is not automatically entitled to the "maximums" established applicants must demonstrate need.

1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat:

Number in Household	Weekly	Monthly
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat:

Number in Household	Weekly	Monthly
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

1-800-442-6003

Revised 9/11/19 DGB

PLACE HOLDER--(information to be given out at council meeting)

**For approving road names for subdivision on Annis Road – Phase II of
Stone Farm Drive, Orchard Drive and Harvest Lane.**



CARPENTER ASSOCIATES

CONSULTING ENGINEERS

July 26, 2019

Gary Gonyar
Hermon School Department
P.O. Box 6360
Hermon, ME 04402-6360

Dear Gary:

Please accept this letter as our proposal to perform engineering services for detailed assessments of potential capital projects at each of your school locations. Below is a short understanding of the scope of work with associated estimated fees. Please let us know if we have understood your request correctly.

SLODA (Site Location of Development Application)

As you may know, the recent addition to the Patricia A. Duran School (Hermon Elementary) was designed to "just" avoid tripping the triggers for the SLODA requirement. Development of any additional lands will require SLODA Application. We previously send a proposal to Howard Kroll (attached) to provide some research to determine exactly what is needed for permitting before moving forward. We propose the same. We will need help from the Town to clearly delineating each school property. There are advantages to having each school treated separately for permitting purposes. This study would include approximate parcel size, percentage developed, a sequence of development, research to determine preliminary potential location of Wildlife Habitats, aquifers, flood plains, etc. This phase would include a meeting with DEP to flush out any permitting concerns. This will establish a good understanding of lands that can be developed further feasibly. The need for this permitting may impact some of the following desired capital projects. Carpenter Associates will remain with the \$5,000 fee for this task, as stated in our previous proposal. This information will assist the Town in developing a Master Plan (projects that will be proposed as part of the actual application submission).

Hermon Middle School

Carpenter Associates will provide an assessment for the Middle School. This assessment will provide a list of all major components, their existing condition, their expected remaining life, an estimate cost to repair and/or replace. We will also provide a priority list of each component suggesting a time frame for replacement or repair for budgeting purposes. The assessment will look closely at space for potential expansion for an addition or portables. This assessment will also review the condition and effectiveness of the bus garage. We estimate our fees to deliver a report similar to that provided for the High School to be \$6,500.

School Grounds/Athletic Fields

Carpenter Associates will provide an assessment of all school grounds, looking primarily at drainage concerns and condition of pavement. We will provide an estimated cost for each category for each school, along with a priority recommendation. The assessment will also include suggestions where a potential track could be located. The study will provide pricing for different field materials (i.e. artificial turf, etc.). We will review with athletic coaches to determine if additional practice fields are required and where they might be located. As part of the study pricing for stands, press boxes, and dugouts will be provided. We estimate the fee for an assessment of the grounds to be \$3,900.

Hermon Superintendent's Office

Carpenter Associates will provide an assessment of the existing Superintendent's Offices. There are several concerns regarding the age of the building, the cost to maintain the building, and the lack of privacy for some of the office components, the inability to address a small group or a large crowd, etc. We will provide pricing for all necessary upgrades, as well as consider the possibility of sharing space either at the Town Office or at one of the schools. These later options may prove feasible and would require new construction. We estimate our fee to provide the assessment for the Superintendent's Office to be \$4,500.

In summary, our fees are as follows:

- | | |
|------------------------------------|---------|
| 1. SLODA Preliminary Work | \$5,000 |
| 2. Hermon Middle School Assessment | \$6,500 |
| 3. School Grounds Assessment | \$3,900 |
| 4. Superintendent's Office | \$4,500 |

These tasks can be selected individually and completed independently as desired. Hopefully this meets your immediate needs. Please let me know if you have any questions or need clarification on the exact content of the delivered documents.

Sincerely,


Randy Bragg, P.E.

Attachments



HERMON SCHOOL DEPARTMENT
31 Billings Road, Hermon, ME 04402-6360
Phone: (207) 848-4000 #6000, Fax: (207) 848-5226

Gary J. Gonyar, Superintendent of Schools
Cindy Badger, Director of Special Services
Melissa Davis, Curriculum Coordinator
Jeffrey M. Wheeler, Director of Informational Services

To: Howard Kroll, Town Manager
From: Gary Gonyar, Superintendent
Date: September 10, 2019
Re: Bus Turn Around

Greetings Howard!

I am writing this letter to request assistance from the Town Council on a busing challenge.

One of the many Hermon School Department bus routes involves the Lewis Road, a dead end road with five houses off the Billings Road. We currently pick up two students there, one elementary and one middle schooler. We have had as many as six students to pick up and deliver on that road in the past.

At the end of the road is a small dirt extension that our bus driver uses to turn the bus around. The driver pulls into the extension, then must back up into one of two private driveways, which can be problematic depending on the location of parked cars and/or if they are filled with snow. If the driver cannot use one of the two driveways, he must back down the Lewis Road until he can find a driveway to back into. This may take some time and is not as safe as other alternative turn around strategies.

Please consider evaluating the current turn around to find options for improving the situation.

In the meantime, Transportation Director Jason Davis and I will work with the current bus driver on other possibilities like creating a bus stop at the intersection of the Billings Road and Lewis Road or gaining permission to back into an appropriately sized driveway closer to the Billings Road. Neither option is preferable to an actual turn around space like we now find in some of the newer Hermon neighborhoods.

Sincerely,

Gary J. Gonyar



TO: Howard Kroll, Town Manager
FROM: Josh Berry, CEO
DATE: October 4, 2019

RE: Cole Circle

D & D Construction is requesting the town to accept Cole Circle as a public road. This road totals 600 lineal feet, includes 6 new house lots and is located off the Bog Rd.

Down to Earth Professional Land Services has performed the inspections on the road and given a recommendation for approval.

**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:**



DOWN to EARTH
PROFESSIONAL LAND SERVICES, INC.
P.O. BOX 443
BRADLEY, MAINE 04411-0443
TEL. 207-827-6733

MEMORANDUM

TO: Josh Berry, Town of Hermon Code Enforcement

FROM: Oscar Emerson, PE

DATE: October 2, 2019

SUBJECT: Cole Circle Subdivision
Final Roadway Inspection

- General Site Conditions – The overall site conditions are stable and clean. Surface course bituminous pavement has been installed with adequate crowning. Ditch lines are evenly graded and well drained (observed after a significant rainfall the prior evening). Shoulders and side slopes are evenly graded.
- Materials – Prior observations indicated aggregate materials would easily meet required MDOT Type A & Type D, however no sieve analysis has been presented to date. Approved Asphalt Mix Design cut sheets have been provided from MaineDOT Testing Laboratories.
- Erosion Control – There was no evidence of erosion, rilling or fugitive sedimentation. Permanent stabilization measures are in proper working order.
- Discussion – Gravel shoulders average 2.5 feet in width whereas design plans and municipal ordinances specify 4 feet widths. There was slight ponding observed at the easterly side of the cul-de-sac.
- Conclusion – The roadway is well constructed with adequate drainage provided to the underlying base materials. Pavement widths meets or exceeds required specifications. Notwithstanding the shoulder widths and observed slight ponding, I recommend municipal approval and adoption of the subject roadway.

10/02/19

Oscar F. Emerson, PE #13291

Date



