



Town of Hermon

Via Teleconference

April 9, 2020

Town Council Meeting

7:00 PM

AGENDA

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

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

**Town Council Meeting held via telephone conference call and audio streamed on <https://hermon.net>
Click on Council tab, and select the Public Access Channel link.**

Town Office and Public Safety Building closed to the public as of 3/17/2020 due to COVID-19

- 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 Quitclaim: 057-033-000T # 1709 & 023-036-000 # 321 Manager Kroll to sign Quitclaims.**
 - MINUTES. –APPROVE 3/31/2020**
 - 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:

FR19-20-31 Consider awarding a bid to supply mowing services for all municipal grounds listed in the mowing RFP (tabled from March 31, 2020 meeting)

C. WORKSHOPS:

Review FY21 Town Manager's PROPOSED Municipal Budget-

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.

MUNICIPAL QUITCLAIM DEED WITHOUT COVENANTS

The **TOWN OF HERMON**, a Municipal corporation located in Penobscot County, Maine, in consideration of taxes and costs due, releases to **Randal & Rose Adams** with the address of **109 Grouse Lane** in **Hermon**, Penobscot County, Maine, Penobscot County, State of Maine, Described as follows:

Designated as **Map/Lot 057-033-000T Account 1709** on the Tax Maps of the Town of Hermon prepared by the Hermon Assessor's Office dated January 2018 on file at the Town of Hermon municipal office.

The purpose of this Deed is to release any interest the Grantor may have by virtue of undischarged tax liens filed in the name of to **Randal & Rose Adams, Account 1709** at the Penobscot Registry as:

	Year	Book	Page
Lien:	2017	14908	331

EXCEPTING AND RESERVING all interests of the Municipality of Hermon in and to the above-described premises arising by virtue of undischarged tax liens for tax years subsequent to Tax Year **2017**.

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Council vote: _____ YES _____ NO. Motion passes.
Town Manager Howard Kroll to sign the Quitclaim.

The said Inhabitants of the Municipality of Hermon have caused this instrument to be signed in its corporate name by Town Manager Howard Kroll, duly authorized, this **9th day of April 2020**.

Howard Kroll, Town Manager

ACKNOWLEDGMENT

State of Maine
Penobscot County, ss.

Then personally appeared before me the above named in his capacity as Town Manager Howard Kroll, for the Town of Hermon, Maine and acknowledged the foregoing to be his free act and deed in his said capacity and the free act and deed of the Town of Hermon.

Dated: April 9, 2020 Before me, _____
Notary Public

MUNICIPAL QUITCLAIM DEED WITHOUT COVENANTS

The **TOWN OF HERMON**, a Municipal corporation located in Penobscot County, Maine, in consideration of taxes and costs due, releases to **Dale & Mary Hadlock** with the address of **9 Lexington Drive in Hermon**, Penobscot County, Maine, Penobscot County, State of Maine, Described as follows:

Designated as **Map/Lot 023-036-000 Account 321** on the Tax Maps of the Town of Hermon prepared by the Hermon Assessor’s Office dated January 2018 on file at the Town of Hermon municipal office.

The purpose of this Deed is to release any interest the Grantor may have by virtue of undischarged tax liens filed in the name of to **Dale & Mary Hadlock, Account 321** at the Penobscot Registry as:

	Year	Book	Page
Lien:	2017	14909	28

EXCEPTING AND RESERVING all interests of the Municipality of Hermon in and to the above-described premises arising by virtue of undischarged tax liens for tax years subsequent to **Tax Year 2017**.

Due to the Town Office and Public Safety Building being closed to the public as of 3/17/2020 due to COVID-19, the Town Council Meeting is being held via telephone conference call and audio streamed on <https://hermon.net>.

Council vote: _____ **YES** _____ **NO**. Motion passes.
Town Manager Howard Kroll to sign the Quitclaim.

The said Inhabitants of the Municipality of Hermon have caused this instrument to be signed in its corporate name by Town Manager Howard Kroll, duly authorized, this **9th day of April 2020**.

Howard Kroll, Town Manager

ACKNOWLEDGMENT
State of Maine
Penobscot County, ss.

Then personally appeared before me the above named in his capacity as Town Manager Howard Kroll, for the Town of Hermon, Maine and acknowledged the foregoing to be his free act and deed in his said capacity and the free act and deed of the Town of Hermon.

Dated: April 9, 2020 Before me, _____
Notary Public



Town of Hermon

Via Teleconference

March 31, 2020

Special Town Council Meeting

7:00 PM

MINUTES

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ALL ITEMS ARE SUBJECT TO APPROPRIATE COUNCIL ACTION

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Town Office and Public Safety Building closed to the public as of 3/17/2020 due to COVID-19

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, Steve Thomas and Timothy McCluskey

Members Absent: None

Others Present: Town Manager Howard Kroll, Town Clerk Kristen Cushman, Scott Perkins and Chief Frank Roma.



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

SIGNATURES. –APPROVE

MINUTES. -APPROVE 3/19/2020 Minutes

WARRANTS. –SIGN 4/3/2020 Warrant

RESOLVES. –SIGN

Councilor Thomas moved to approve the Consent Calendar as presented. Councilor Snyder seconded the motion. Motion passes 7-0.

V. NEWS, PRESENTATIONS AND RECOGNITIONS:

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

VII. PUBLIC HEARINGS:

TIF District #18 – Mathews Brothers Company

Chair McCluskey opened the public hearing at 7:04PM. No public comments were received at the Clerk's office or by mail. The hearing closed at 7:04PM

TIF District #19 – Howard Tool Company, Inc

Chair McCluskey opened the public hearing at 7:04PM. No public comments were received at the Clerk's office or by mail. The hearing closed at 7:05PM

Amendments to the existing 2008 Amended and Restated Omnibus TIF Development Program

Chair McCluskey opened the public hearing at 7:05PM. No public comments were received at the Clerk's office or by mail. The hearing closed at 7:07PM

VIII. COMMITTEE REPORTS:

IX. SCHEDULED AGENDA ITEMS:

A. OLD BUSINESS:

B. NEW BUSINESS:



O19-20-07 AN ORDER

Providing for: Designation of Municipal Development and Tax Increment Financing District (No. 18) - Mathews Brothers Company and Adoption of Related Development Program

Councilor Snyder moved to approve O19-20-07. Councilor Reynolds seconded the motion. The motion was accepted unless doubted. Motion passes.

O19-20-08 AN ORDER

Providing for: Designation of Municipal Development and Tax Increment Financing District (No. 19) - Howard Tool Company and Adoption of Related Development Program

Councilor Snyder moved to approve O19-20-08. Councilor Reynolds seconded the motion. The motion was accepted unless doubted. Motion passes.

O19-20-06 AN ORDER

Providing for: Amendment to Business Parks Municipal Development and Tax Increment Financing Districts and related Amended and Restated Omnibus Development Program

Councilor Thomas moved to approve O19-20-06. Councilor Snyder seconded the motion. The motion was accepted unless doubted. Motion passes.

FR19-20-30

Consider awarding a bid to supply mowing services for all municipal grounds listed in the mowing RFP

**Doug – is not in favor of paying over 100K for mowing.
Steve, Doug and John would like to see the bid reconsidered.**

Manager Kroll was asked to speak with Jeff Byers regarding his bid and any other options he may have to help with the price of mowing.

Tim – confirmed the current bid includes additional mowing that was not included with the prior contractor.

Councilor Sinclair moved to table FR19-20-30. Councilor Thomas seconded the motion. The motion was tabled. Motion passes 6-1.



R19-20-47 Consider reconsidering R19-20-13 Setting the due date, interest date and interest rate for FY20 taxes

Steve – has concerns the interest rate is set at 9% interest on over due taxes.

Manager Kroll – stated this rate is set by the State of Maine and is hard set when the tax billing process is completed months earlier.

Councilor Reynolds moved to approve R19-20-47. Councilor Lever seconded the motion. The motion was accepted. Motion passes 7-0.

C. WORKSHOPS:

FY21 Town Manager’s PROPOSED Municipal Budget

To: Members of the Town Council
From: Howard Kroll, Town Manager
Re: FY 2021 Town Manager’s Proposed Budget Message
Date: 31 March 2020

I am providing for your review the FY21 Town Manager’s proposed municipal budget. The FY21 proposed Municipal budget is increased from the FY20 budget by \$189,023.

This is mostly due to one time expenses in the Economic Development budget that are related to infrastructure improvements and site location planning for future economic development. We will use additional TIF revenues for these one time expenditures.

Additional expenses will increase in several categories mainly due to cost of health insurance, county tax, additional election coverage (Presidential election In November 2020), increase for contractual services, employee wages/ salaries and road materials.

I have moved IT contractual services from Economic Development to General Government Administration. This is a more appropriate location for that expenditure. We have solidified various services for the next few years making the budget process easier. For example we are contracted with Penobscot County Sheriff’s Department for law enforcement services (5 years). This removes all personnel, vehicle, capital needs and insurances for this service. A big challenge is going to be what to do with the mowing contract for



municipal grounds. In FY20 the Town budgeted 548,411. Any amount above that will increase the overall proposed budget.

We have greatly reduced our Public Works budget due to moving some of the expenses to CIP or Economic Development based on which road and project.

In addition to the budget, budget summary and budget message, I have provided the account details so you can review before we begin the budget workshops. I am requesting this evening we set a schedule to begin reviewing the budget.

The proposed budget does not include the cost of education or any new valuation that may be obtained from new construction.

I would like to thanks Kristen Cushman and Rachel Grass for helping put this together. As you review the information, should you have any questions, please feel free to contact me.

DISCUSSION- Fire Chief Frank Roma

Chief Roma gave an update on Fire truck # 401 which is 25 year old. The price for a new truck is over \$575,000. The pros and cons were given in addition to the timeframe of delivery. An informational packet was offered for viewing.

Tony – Would like to form a committee to review the specifications for the truck Chief Roma has picked out and gets the committees recommendations.

Steve – asked for the amount in the reserve account. Manager Kroll stated approximately \$245,000 for FY2019.

Councilors expressed concern spending this amount of money at this time with the current economy.

Tim – asked if the informational pack could be emailed to the councilors and interested parties for the committee. Manager Kroll to email.

D. OTHER ITEMS: (from Table Package)

X. APPOINTMENTS:

XI. MANAGER STATUS REPORT:



Manager Kroll thanked: The council for waiving interest for residents in light of the COVID-19.
Superintendent Gonyar and staff for stepping up to the challenges of providing remote education and meals to the children.
Public and town staff on social distancing.

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

XIII. COUNCIL ITEMS:

Steve – How are police enforcing essential workers on the roads? Manager Kroll said to check with the Sherriff.

Tony – The reason for tabling the mowing was for Manager Kroll to negotiate with Jeff Byers.

Tim – Thanked everyone for working through this process with COVID-19.

XIV. EXECUTIVE SESSION:

XV. ADJOURNMENT:

Councilor Thomas moved to adjourn the meeting at 8:10PM. Councilor Reynolds gave seconded. With no objection the meeting was adjourned at 8:10 PM.

Respectfully Submitted,

**Kristen Cushman
Town Clerk**

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FR19-20-31

Be it resolved by the Hermon Town Council to award a contract to mow municipal cemeteries and other public owned grounds to _____ in the amount of \$_____ for FY21, _____-FY22 and _____ for FY23. (TABLED-31 MARCH 2020)

SIGNED this April 9, 2020 by the Hermon Town Council:

Donna Ellis

Anthony Reynolds

John Snyder

Charles Lever IV

Douglas Sinclair, Sr.

Steven Thomas

Timothy McCluskey

Attest Original: _____

Motion _____	Yeas _____	Date _____
Second _____	Nays _____	