



Town of Hermon

Public Safety Building

June 11, 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*****

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 5/28/2020 Special Town Meeting, 5/28/2020 Special Council Meeting

WARRANTS. –SIGN 6/12/2020

RESOLVES. –SIGN

V. NEWS, PRESENTATIONS AND RECOGNITIONS:

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

VII. PUBLIC HEARINGS:

Hold Public Hearing – 2020-2021 FY Municipal Budget

Hold Public Hearing – 2020-2021 FY School Budget

VIII. COMMITTEE REPORTS:

Hermon Town Council Agenda

FY 2019-2020

6-11-2020

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IX. SCHEDULED AGENDA ITEMS:

A. OLD BUSINESS:

B. NEW BUSINESS:

FR19-20-40 Consider approving FY2021 Municipal Budget

FR19-20-41 Consider approving FY2021 School Budget

R19-20-58 Consider approving a Qualified Catering Event application to be held at Bangor Drive In for the Bob Marley comedian show on June 17, 2020 from 3:30PM to 7:30PM and catered by Morgan Hill Event Center.

R19-20-59 Consider Authorizing the Town Clerk to sign future Catering Event Applications

FR19-20-42 Consider approving MDOT Invoice for Coldbrook Road Project (final payment)

C. WORKSHOPS:

D. OTHER ITEMS: (from Table Package)

X. APPOINTMENTS:

XI. MANAGER STATUS REPORT:

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

XIII. COUNCIL ITEMS:

XIV. EXECUTIVE SESSION:

XV. ADJOURNMENT:

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

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

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



MINUTES

TOWN WARRANT SPECIAL TOWN MEETING Thursday, May 28, 2020

To: Wendy Wiles-Scott, a Resident of the Town of Hermon, Penobscot County and State of Maine,

Greeting: In the name of the State of Maine you are hereby requested to notify and warn the inhabitants of the Town of Hermon, in said County of Penobscot, qualified by law to vote in said town affairs of the Election and Town Meeting described in this Warrant.

To the Voters of Hermon – District 2, Maine State Senate District 32, and Maine House of Representatives District 23:

You are hereby notified that a Special Town Meeting in this Municipality will be held via teleconference 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 are closed to the public as of 3/17/2020 due to COVID-19 on Thursday, the 28th day of May A.D. 2020 at 7:00 p.m. to act on Articles 1 through 2.

The Town Clerk opened the meeting at 7:01PM.

ART. 1: To elect a Moderator to preside at said meeting.

Manager Kroll asked for nominations for a Meeting Moderator. Anthony Reynolds nominated Joshua Berry and Steven Thomas seconded the motion. There were no other nominations. Manager Kroll asked for any opposing votes. No votes opposing. Manager Kroll asked for all votes in favor to state their name and how they are voting. Seven votes in favor of Mr. Berry moderating the meeting 7-0. Mr. Berry willingly accepted the nomination and signed the Moderator's Oath. Manager Kroll then turned the meeting over to Mr. Berry.

ART. 2: Shall the Town authorize the expenditure from the Highway Reserve Account (HERM06) of up to \$75,000 toward the Spring Clean up project for such services as arborist, equipment rental, contractor expenses, part time labor, and other expenses related to the project?

Mr. Berry read Article 2. He then asked for a motion to approve Article 2. John Snyder moved to approve Article 2 as written. Steve Thomas seconded the motion. A roll call vote was unanimous in favor of the motion 7-0. Article 2 passes.

Mr. Berry asked for a motion to close the Special Town Meeting. Douglas Sinclair Sr. made a motion to adjourn the meeting. Steven Thomas seconded the motion.

Mr. Berry adjourned the meeting at 7:08PM.

Respectfully Submitted,

Kristen Cushman, Town Clerk



Town of Hermon

Via Teleconference

May 28, 2020

Special Town Council Meeting

Following Special Town 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

*Town Council Meeting held via teleconference 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

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 Josh Berry



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

SIGNATURES. –APPROVE

MINUTES. -APPROVE 5/14/2020

WARRANTS. –SIGN 5/29/2020

RESOLVES. -SIGN

Councilor Thomas moved to approve the Consent Calendar as presented. Councilor Sinclair 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:

VIII. COMMITTEE REPORTS:

IX. SCHEDULED AGENDA ITEMS:

A. OLD BUSINESS:

B. NEW BUSINESS:

R19-20-54 Consider appointing Scott Perkins to be an “authorized person” for a grant application with the Economic Development Administration (EDA)

Councilor Thomas moved to approve R19-20-54 Councilor Reynolds seconded the motion. Motion was accepted unless doubted.

R19-20-55 Consider appointing Scott Perkins to be an “authorized person” for the Northern Borders Regional Commission grant

Councilor Snyder moved to approve R19-20-55 Councilor Sinclair seconded the motion. Motion was accepted unless doubted.

R19-20-56 Authorize Town Manager, Howard Kroll to sign the letter of Financial Commitment with Northern Borders Regional Commission for a grant application.

Councilor Sinclair moved to approve R19-20-56. Councilor Snyder seconded the motion. The motion was accepted. Motion passes 7-0.



FR19-20-38 Consider approving a request to use Sewer Reserve Funds

Manager Kroll stated the septic system at 583 Blackstream Road was installed in the year of 1969 approximately. The septic system has now failed and is to close to the abutting well. The new septic system will need a pump system for an additional cost of \$5000.00.

Councilor Reynolds moved to approve FR19-20-38. Councilor Snyder seconded the motion. The motion was accepted. Motion passes 5-0 (2 abstained, Lever: his uncle, Thomas: neighbor.

FR19-20-39 Consider awarding construction and paving bid

Councilor Sinclair moved to award bid to Hopkins Paving FR19-20-39. Councilor Reynolds seconded the motion. The motion was accepted. Motion passes 7-0.

C. WORKSHOPS:

D. OTHER ITEMS: (from Table Package)

Councilor Snyder moved to waive council rules and accept the table packet. Councilor Sinclair seconded the motion. The motion was accepted unless doubted. Motion passes.

NEW BUSINESS:

R19-20-57 Consider rescheduling and setting Secret Ballot Election to July 14, 2020 and Annual Town Meeting to July 16, 2020.
(In a two part meeting both parts must be held within 14 days of each other)

Councilor Reynolds moved to approve R19-20-57 Councilor Snyder seconded the motion. The motion was accepted. Motion passes 7-0.

Councilor Snyder moved to return to regular meeting. Councilor Thomas seconded the motion. The motion was accepted unless doubted. Motion passes.

X. APPOINTMENTS:

XI. MANAGER STATUS REPORT:

Manager Kroll thanked all the vendors for their hard work during the brush clean up which includes Gary Pomroy Logging, Cousins Tree Service, Gardner Construction and the Hermon Public Works.



Veteran's flags were placed by staff and volunteers on the five cemeteries. Manager Kroll wished to recognize and thank them for their help.

After all the safety measures have been taken the Town Office will have a soft opening on 5/29/2020 and return to business on 6/1/2020.

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

XIII. COUNCIL ITEMS:

Tim: Asked Manager Kroll the status going forward for local Little League. Manager Kroll stated there have been volunteers working on getting the pitching mound and batting cage ready. Manager Kroll is hopeful kids will have an experience of pick up games or local Little League games for an experience they will remember.

Doug: Cemetery mowing looks excellent.

Steve: Contractors for clean up did a great job.

Tim: Asked how and if the Town Office has accommodated commercial registrations. Manager Kroll stated the front office staff has gone above and beyond to accommodate the commercial and residential registrations. Commercial registrations are on pace for excise and residential is down due to the emergency order. We are in decent shape.

XIV. EXECUTIVE SESSION:

XV. ADJOURNMENT:

Councilor Sinclair moved to adjourn the meeting at 8:00PM. Councilor Thomas gave seconded. With no objection the meeting was adjourned at 8:00 PM.

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.

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Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
 8 State House Station Augusta, ME 04333-0008 (Regular Mail)
 10 Water Street Hallowell, ME 04347 (Overnight Mail)
 Telephone: (207) 624-7220 Fax: (207) 287-3434
 Email: MaineLiquor@Maine.gov

Qualified Catering Organization Application for Catered Function

(Note: This application is for Qualified Caterers ONLY. If you are a Class A Restaurant, Restaurant/Lounge, Lounge, Hotel, Club, or Bed & Breakfast please complete form number 5.5 or 5.6.)

The law requires the application to be submitted at least **24 Hours** prior to the function, however a longer notice is appreciated to allow additional time for processing.

License No.: QCS 201912067 Name of Qualified Caterer: Conley Events LLC
 DBA Name: Morgan Hill Event Center
 Mailing Address: 82 Morgan Hill Lane
 Town/ City: Herman State: ME Zip Code: 04401
 Telephone: 207-848-7100 Fax: 207 848-7172
 Email Address: ryan@morganhilleventcenter.com
 Title and Purpose of Event: Comedian Bob Marley Shows
 Is this a public or a private event? Public
 Location of Event: Bangor Drive IN
 Physical Address of Event: 1674 Hammond Street
 Town/City: Herman State: ME Zip Code: 04401
 Indoor Event Outside Event (IF OUTSIDE AREA, DIAGRAM MUST BE INCLUDED)
 Describe specific indoor and/or outdoor area to be licensed: Small table located on site roped Area prior to show
 Date of Event: 6/17/20 Time: From: 3:30 To: 7:30
 Name of Person or Entity contracting your services: Scott Warren
 Number of Persons Attending: 140 +/-
 Address: 1674 Hammond Street Town/City: Herman
 State: Maine Zip Code: 04401 Telephone Number: 207-922-3378

Ryan Conley
 Signature of Licensee or Corporate Officer

6/2/20
 Date

Ryan Conley
 Print Name of Licensee or Corporate Officer



R19-20-59

Be it resolved by the Hermon Town Council in Town Council assembled to authorize the Town Clerk to sign on behalf of the Town all catering event applications from June 11, 2020 to June 30, 2021.

SIGNED this June 11, 2020 by the Hermon Town Council:

Donna Ellis

Charles Lever IV

John Snyder

Tony Reynolds

Douglas Sinclair, Sr.

Steven Thomas

Timothy McCluskey

Attest Original: _____

Motion _____

Yeas _____

Second _____

Nays _____

Date _____



FR19-20-42

Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to pay for the highway improvements to the Coldbrook Road in an amount not to exceed \$10,949.39 payable to Maine Department of Transportation.

Be it further resolved the cost of the services is to be paid for from the Highway Reserve Account (HERM06).

SIGNED this June 11, 2020 by the Hermon Town Council:

Donna Ellis

Tim McCluskey

Charles Lever IV

Tony Reynolds

Douglas Sinclair, Sr.

Steven Thomas

John Snyder

Attest Original: _____

Motion _____	Yeas _____	Date _____
Second _____	Nays _____	



Janeé T. Mills
GOVERNOR

STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

Bruce A. Var Noté
COMMISSIONER

April 3, 2020

Mr. Howard Kroll
Town of Hermon
333 Billings Road
Hermon, ME 04401

RE: WIN 23318.00, Cold Brook Road
CONTRACT #: DOT0218-38621

Dear Mr. Kroll:

In regards to the agreement between the *Town of Hermon* and the Maine Department of Transportation (MaineDOT), dated *February 6, 2018*, the MaineDOT is requesting payment for the milling and paving at the Railroad Crossing on the Cold Brook Road.

The amount due this invoice is \$10,949.39 as indicated in the attached breakdown. This is an anticipated final invoice. The Department may invoice the City again once the final close-out procedure is complete, which could take up to three years.

If you have any questions regarding this invoice, please call me at (207) 592-2800.

Sincerely,

Randall Barrows, Senior Project Manager
Region 4 - Highway Program

Enc.

COST BREAKDOWN

Date: 4/3/2020
 Contract #: DOT0218-38621
 WIN: 23318.00
 Location: Hermon

DESCRIPTION OF PROJECT COST

TOTAL PROJECT COSTS (\$)

LOCAL SHARE

DESCRIPTION OF PROJECT COST	TOTAL PROJECT COSTS (\$)	%	LOCAL SHARE
			Amount
Preliminary Engineering			\$ -
Right of Way			\$ -
Construction			\$ -
Construction Engineering			\$ -
Add'l. Work Requested by Municipality:			
Milling & Paving at R/R crossing	\$ 19,053.14	100%	\$ 19,053.14
		100%	\$ -
		100%	\$ -
		100%	\$ -
		100%	\$ -
		100%	\$ -
TOTAL PROJECT COSTS THIS INVOICE	\$ 19,053.14		
		TOTAL MUNICIPAL SHARE:	\$ 19,053.14
		(Amount Paid to date)	\$ 8,103.75
		Amount due this invoice:	\$ 10,949.39

INVOICE

Remit to:
 DEPT OF TRANSPORTATION
 FINANCE & ADMINISTRATION
 STATE HOUSE STATION 16
 AUGUSTA ME 04333-0016

Bill to:
 TOWN OF HERMON
 PO BOX 6300
 HERMON ME 04402

Customer Name		Page 1
TOWN OF HERMON		
Customer Number	Invoice Number	Invoice Date
17A21372	20DT0046997	04-07-20
AR Dept BPRO		Due Date
17A:FA01		05-07-20
Amount Due		Amount Enclosed
\$10,949.39		

Payment Method: Check Money Order

Please check if address has changed. Write correct address on back of stub and attach with payment

Please write Invoice No on front of check or Money Order. DO NOT MAIL CASH

Please detach the above stub and return with your remittance payable to TREASURER, STATE OF MAINE



TRANSPORTATION

ORIGINAL

Customer Number	Orig. Inv. Date	Orig. Due Date
17A21372	04-07-20	05-07-20
Customer Name	Invoice Number	Invoice Date
TOWN OF HERMON	20DT0046997	04-07-20

Invoice Charges

Ref Line No.	DESCRIPTION	No. of Units	Unit of Measure	Unit Price	Charges/Credit
1	Requesting second payment from the TOWN OF HERMON for WIN 023318.00				\$10,949.39
TOTAL INVOICE Charges					\$10,949.39

Other Charges

DESCRIPTION	Date	Charges
Total Other Charges		

Credit Payments Applied	\$0.00
Total Amount Due By 05-07-20	\$10,949.39

Requesting second payment from the TOWN OF HERMON for the highway improvements to the Coldbrook Road beginning 0.04 mile southeast of Autocar Lane and extending southeast 2.53 miles, ending at Route 202 - per R. Barrows (207-941-4754)

Instructions

CONTACT:

Teresa MacMaster

207-624-3195

Teresa.B.MacMaster@maine.gov