



Town of Hermon

Public Safety Meeting Room

January 21 2021

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 **1/07/2021 Council Minutes**
WARRANTS. –SIGN **01/22/2021 Warrant**
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:

FR20-21-18 Consider accepting a State of Maine Snowmobile Municipal Grant for \$ 8,400.00

C. WORKSHOPS:

Proposed FY22 CIP - updated

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

January 7, 2021

Town Council Meeting

7:00 PM

MINUTES

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has taken place – check hermon.net for link.

ALL ITEMS ARE SUBJECT TO APPROPRIATE COUNCIL ACTION

I. CALL TO ORDER BY CHAIRPERSON

II. PLEDGE OF ALLEGIANCE

Chair Thomas led those in attendance in the Pledge of Allegiance

III. ROLL CALL

Members Present: John Snyder III, Douglas “Doug” Sinclair Sr., Ronald “Ron” Murphy, Anthony “Tony” Reynolds, Steven “Steve” Thomas and G. Stephen “Steve” Watson

Members Absent: Charles Lever IV - Excused

Others Present: Town Manager Howard Kroll, Town Clerk Kristen Cushman, Chief Fran Roma, Assistant Chief Cody Sullivan.

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

SIGNATURES. –APPROVE Quitclaim Deed for Map/lot 042-102-000 Account #2027

MINUTES. -APPROVE 12/17/2020 Special Town Meeting minutes

12/17/2020 Council Minutes

WARRANTS. –SIGN 01/08/2021 Warrant

RESOLVES. –SIGN

Councilor Snyder moved to approve the Consent Calendar as presented. Councilor Murphy seconded the motion. Motion passes 6-0.



V. NEWS, PRESENTATIONS AND RECOGNITIONS:

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

VII. PUBLIC HEARINGS:

Public Hearing for Hermon Golf Inc. Hermon Meadow Golf Club's Liquor License Application.

Chair Thomas 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:

R20-21-12 Consider approving Hermon Golf Liquor License Renewal

Councilor Reynolds moved to approve R20-21-12. Councilor Murphy seconded the motion. The motion was accepted. Motion passes 6-0.

FR20-21-17 Consider disposing of Surplus Property

Councilor Reynolds moved to approve FR20-21-17. Councilor Watson seconded the motion. The motion was accepted. Motion passes 6-0.

C. WORKSHOPS:

Town Manager's proposed FY22 CIP

Manager Kroll gave an over view for the next CIP requests.

The total proposed amount required from local appropriation totals \$490,000 (same as FY21). This also includes the School Department's CIP request.

Highlights of the Plan include but not limited to:

HERM05/Fire Res.- Purchase a new fire truck- funding with existing reserve funds;

HERM06/Highway Res.- Complete the MPI project on Billings Rd (phase II- Route 2 to Fuller Road)/Repair Blackstream Rd (phase II- Route 2 to Black Stream Bridge);

HERM07/School Repairs Res.- Hermon High- Repair the parking lot and roof;



HERM12/Sewer Res.- Replace the SCADA system on Autocar Lane; and
HERM17/Public Safety Bldg Res.-Purchase and install a SOLO Rescue SCBA decon washer.

Manager Kroll stated in a few years the sewer pump system located on Route 2/Hammond Street will need upgrades/replacing. An engineered assessment of the system has been performed. The sewer pump station runs through the Bangor Water/Sewer. The responsibility of funding this project should not fall solely on the backs of the taxpayers. He stated Federal and State grants funds would be an avenue to visit when looking for funding for this project.

D. OTHER ITEMS: (from Table Package)

X. APPOINTMENTS:

XI. MANAGER STATUS REPORT:

Our thoughts and prayers are with an employee hospitalized for a speedy recovery.

Citizens are coming through the office to do their business. Thank you for approving the safety glass to protect staff and residents.

Thank you to staff for putting together CIP.

Town of Hermon is looking for a plow truck driver.

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

XIII. COUNCIL ITEMS:

Ronald Murphy: Thank you Howard for everything you do here. Glad to see the DECOM unit for the Fire Department – greatly needed.

Tony Reynolds: To Chief Roma, when could the front office staff be vaccinated? Since they are essential workers and on the front line. Chief Roma will look into this.

Steve Thomas: What is the distance between shots? Chief Roma stated 3 to 4 weeks between. Track committee will be rolling out a 5 part series on where the committee started from and to where we are now. There will be a workshop in February and a Council vote in March. Looking to have his on the June 2021 ballot.

Chief Roma: Recognized Ralph Shaw and Katie Rogers for actions taken during a snow storm on 12/6/2020.



Presented to **Ralph Shaw** in recognition of actions taken in the early morning of December 6, 2020. While conducting plowing operations for the Town of Hermon, Ralph noticed smoke and fire coming from a structure at the corner of Billings and Fuller roads. Immediately contacting the Penobscot County Communications Center to dispatch the fire department, Ralph returned to the building and began to notify the occupants, who were unaware of the fire, to evacuate. Ralph further assisted the Hermon Fire Department upon their arrival. The actions of Ralph Shaw that snowy morning undoubtedly saved lives and led to the reduction of property damage.

Presented to **Katie Rogers** in recognition of actions taken in the early morning of December 6, 2020. While conducting plowing operations for the Town of Hermon, Katie Rogers while coming out of the Public Works lot noticed smoke and fire coming from a structure at the corner of Billings Road and Fuller roads. She notified Ralph Shaw of the situation nearly simultaneously to when Ralph also became aware of the fire. Katie assisted in the notification of the residents of the fire and their evacuation. She further assisted the Hermon Fire Department in initial operations upon the arrival of the fire department. The actions of Katie Rogers that snowy morning undoubtedly saved lives and led to a reduction in property damage.

Recognized Douglas Sinclair Sr., for all his years of service and a part of public safety. We rely on them in dangerous situations. He has given a great service to the community.

XIV. EXECUTIVE SESSION:

XV. ADJOURNMENT:

Councilor Murphy moved to adjourn the meeting at 7:50 PM. Councilor Snyder gave seconded. With no objection the meeting was adjourned at 7:50 PM.

Respectfully Submitted,

**Kristen Cushman
Town Clerk**

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STATE OF MAINE
 DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
 BUREAU OF PARKS AND LANDS
 22 STATE HOUSE STATION
 AUGUSTA, MAINE 04333

JANET T. MILLS
 GOVERNOR

AMANDA E. BEAL
 COMMISSIONER

12/22/2020

Hermon
 Attn: Scott Perkins
 P.O. Box 6300
 Hermon, ME 04401

Dear Project Director,

We are pleased to inform you that the application from Hermon requesting financial assistance with a snowmobile trail project during the 2020-2021 season has been approved. A copy of the agreement and approved amounts listed is enclosed.

The approval is for an amount not to exceed **\$8,400.00** the amount the State will pay. Any expenses incurred after **12/11/2020** are eligible for partial reimbursement providing they are in compliance with the terms of the agreement and the project description as submitted. Please note the new deadline for filing a reimbursement at the end of the season is **May 15, 2021**.

Be aware that any changes to the trail system, added expenses or changes to the reimbursement requested without prior approval and noted in the project description: may cause you to lose a portion or all of the state's share of this project.

We look forward to working with you again this year and hope our assistance enables you to provide a safe and an enjoyable ride for the snowmobilers in your area.

If I can be of any further assistance to you as the season progresses, don't hesitate to contact me at 287-4957 or Joe.Higgins@maine.gov.

Sincerely,

Joe Higgins

Joe Higgins
 Snowmobile Program
 Bureau of Parks and Lands

OFF-ROAD RECREATIONAL
 VEHICLE OFFICE
 BUREAU OF PARKS AND LANDS
 18 ELKINS LANE, HARLOW BUILDING



PHONE: (207) 287-4957
 FAX: (207) 287-8111
 WEB: WWW.MAINE.GOV/DACF

CT 01A-20201214000000001878



STATE OF MAINE
DEPARTMENT OF AGRICULTURE, CONSERVATION AND FORESTRY
BUREAU OF PARKS AND LANDS
SNOWBOWHILL PROGRAM
22 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0022

11/25/15 (a)
MAY 15, 2015

APPLICATION / AGREEMENT / CERTIFICATION
MUNICIPAL / COUNTY GRANT-IN-AID PROGRAM
2020-2021

Municipality: **Town of Hermon**
Address: **333 Billings Road**
City: **Hermon, ME 04402**
County:

Department SNOWBOWHILL
226 HERMON
04402

The Project Director is appointed by the municipality/county. All inquiries about the state-aid grant application are directed to this person.

Name: SCOTT DEPKINS Title: PROJECT DIR
Address: 120 B4 6300
City: HERMON Zip: 04401
Home #: 207-852-2403 Work#: 848-1010 Mobile #: 852-2403
Email Address: S PERKINS @ HERMON, ME T

Mileage of proposed trail: 42 total 20 ITS (one way)

Estimated administrative cost for processing land use permits, grant administrative labor, insurance, remote radios (Many items eliminated)

	Requested	State Use Only
\$	900 ⁰⁰	900 ⁰⁰

Estimated cost of facilities such as plowing remote parking, gates (All other items eliminated)

\$	0	0
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Estimated cost of maintenance including grooming of trails, normal ditching, brushing, bridge repair, picking up litter, etc.

\$	23,500 ⁵⁰	11,100 ⁰⁰
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Total estimated cost of project

\$	24,400 ⁵⁰	12,000 ⁰⁰
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State Use Only
Approved total grant \$ 51,000⁰⁰
% of total project cost 70%



FR20-21-18

Be it resolved by the Hermon Town Council in town council assembled the Town Manager or his Designee be authorized to accept a State of Maine Snowmobile Municipal Grant in the amount of \$8,400.00. Hermon Town Council further directs the Town Manager or his designee to pay the Penobscot Snowmobile Club \$8,400.00 toward their trail maintenance program and or other club initiatives.

SIGNED this January 21, 2021 by the Hermon Town Council:

Charles Lever IV

Ronald Murphy

John Snyer III

G Stephen Watson

Douglas Sinclair, Sr.

Steven Thomas

Anthony Reynolds

Attest Original: _____

Motion _____

Yeas _____

Second _____

Nays _____

Date _____

Capital Improvements and Reserves Activity 7-1-2021 to 6-30-2022---DRAFT									
Account #	Reserve Account	Balance Forward	Revenues	Transfers	Interest Earned	Expenses	Balance 6/30/2022	Comments	
HERM01	Police Equipment Reserve	\$ 1,716.00			\$ 36.89		\$ 1,752.89		
HERM02	Unemployment Reserve	\$ 41,453.00	\$ 5,000.00		\$ 998.74		\$ 47,451.74		
HERM03	Legal Liability Reserve	\$ 15,025.00			\$ 323.04		\$ 15,348.04		
HERM04	Cemetery Reserve	\$ 66,948.00	\$ 5,000.00		\$ 1,546.88		\$ 73,494.88		
HERM05	Fire Equipment Reserve	\$ 400,536.00	\$ 50,000.00	\$ 100,000.00	\$ 9,685.52		\$ 560,222.52	Approve purchase of new Fire Truck to replace 401	
HERM06	Highway Improvement Reserve	\$ 300,395.00	\$ 250,000.00		\$ 1,637.16	\$ 474,248.00	\$ 77,784.16	Billings Rd NRP/Blackstream Rd reclaim/etc	
HERM08	Public Works Facility Reserve	\$ 13,387.00	\$ 75,000.00		\$ 1,900.32		\$ 90,287.32		
HERM09	Recreation Facility Reserve	\$ 143,000.00	\$ 25,000.00		\$ 3,612.00		\$ 171,612.00		
HERM11	Municipal Office Reserve	\$ 19,569.00	\$ 5,000.00		\$ 528.23		\$ 25,097.23		
HERM12	Sewer Maintenance Reserve	\$ 542,087.00	\$ 25,000.00		\$ 11,891.37	\$ 14,000.00	\$ 564,978.37	roads system outocar lane	
HERM13	Public Land Acquisition Reserve	\$ 11,219.00			\$ 241.21		\$ 11,460.21		
HERM14	Planning & Ordinance Reserve	\$ 43,665.00			\$ 938.80		\$ 44,603.80		
HERM17	Public Safety Building Reserve	\$ 101,430.00	\$ 10,000.00		\$ 1,830.45	\$ 26,293.00	\$ 86,967.45	SOLO Decon Washer	
HERM19	Town Office Equip & Tech. Reserve	\$ 81,935.00	\$ 35,000.00		\$ 2,514.10		\$ 119,449.10		
HERM24	School Tax Stabilization Reserve	\$ 346,088.00			\$ 7,440.89		\$ 353,528.89		
HERM28	Jackson Beach Reserve	\$ 57,518.00			\$ 1,236.64		\$ 58,754.64		
HERM27	School Fuel Reserve	\$ 210,398.00			\$ 4,523.56		\$ 214,921.56		
HERM26	Bicentennial Reserve				\$ -		\$ -		
HERM29	Transfer Station Res	\$ 5,047.00			\$ 108.51		\$ 5,155.51		
HERM30	Elementary School Reserve (Public)	\$ 297,721.00			\$ 6,401.00		\$ 304,122.00		
HERM31	Rural Fire Protection	\$ 11,462.00			\$ 246.43		\$ 11,708.43		
HERM32	Veterans Mem. Park Reserve	\$ 17,540.00	\$ 5,000.00		\$ 484.61		\$ 23,024.61		
HERM07	School Repair Reserve	\$ 1,000,000.00			\$ 13,351.50	\$ 379,000.00	\$ 634,351.50	HHS roof repair?/ HHS parking lot repair?	
HERM21	School Capital Reserve				\$ -		\$ -		
HERM33	School Bus Purchase Reserve	\$ 22,000.00			\$ 473.00		\$ 22,473.00		
HERM34	Sick Leave Reserve	\$ 22,897.00			\$ 492.29		\$ 23,389.29		
HERM35	SOLID WASTE RESERVE	\$ 559,000.00			\$ 12,018.50		\$ 571,018.50		
Totals		\$ 4,416,998.00	\$ 490,000.00	\$ 100,000.00	\$ 86,289.33	\$ 893,541.00	\$ 4,199,746.33		
LIST OF ACTIVITIES AND SOURCE OF FUNDING									
HERM01	Police Equipment Reserve:							Local Appropriation	
HERM02	Unemployment Reserve:							Local Appropriation	
HERM03	Legal Liability Reserve:							Local Appropriation	
HERM04	Cemetery Reserve:							Local Appropriation	
HERM05	Fire Dept Equipment Reserve:	purchase new vehicle						Local Appropriation	
HERM06	Highway Improvement Reserve:	Billings Rd/Black Stream						Local Appropriation	
HERM07	School Repair Reserve:	HHS-parking lot/entrance PAD-roof repair						Local Appropriation	
HERM08	PW Facility Reserve:							Local Appropriation	
HERM09	Rec Facility Reserve:	heat pumps/engineering services						Local Appropriation	
HERM11	Municipal Office Reserve:							Local Appropriation	
HERM12	Sewer Maint:							Local Appropriation	
HERM13	PubLandAcq Reserve:							Local Appropriation	
HERM14	Plan. and Maint. of Ordinances Reserve:							Local Appropriation	
HERM16	Eco Dev Reserve:	SCBA Decon washer						TIF Revenues	
HERM17	Public Safety Reserve:							Local Appropriation	
HERM19	Town Office Equipment and Technology Reserve:							Local Appropriation	
HERM24	School Tax Stabilization Reserve:							Local Appropriation	
HERM25	Jackson Beach Reserve:							Local Appropriation	
HERM27	Transfer Station Reserve:							Local Appropriation	
HERM28	Bicentennial Reserve:							Local Appropriation	
HERM29	Rural Fire Protection Reserve:							Local Appropriation	
HERM30	Elementary School Reserve:							Local Appropriation	
HERM31	Snow's Corner Cemetery:							Local Appropriation	
HERM32	Veterans Memorial Park:							Local Appropriation	
HERM34	Sick Leave Reserve:							Approp. & paver sales	
HERM35	Solid Waste Reserve:							Local Appropriation	
Total CIP Cost 2021-22		\$ 490,000.00						Surplus transfer	
Total Local Appropriation		\$ 490,000.00							
Total TIF Revenues									
Total Grants									
Total Local Appropriation		\$ 100,000.00							
Total Transfer from Surplus		\$							
Total Rec Enterprise		\$							
Other(Interest, lot sales, sales of pavers, school budget, trade)									
Total Revenues		\$ 990,000.00							

ACCOUNT # HERM07

SCHOOL REPAIR RESERVE ACCOUNT

The purpose of this reserve account is to pay for unexpected major repairs that might occur to a school during the school year and funds were not included as part of the annual operating budget. This account is funded from year end balances if funds are available and approved by the voters of the community. Following is a list of activities proposed proposed for this reserve account 7-1-2016 through 6-30-2021.

YEAR	ACCOUNT ACTIVITY	REVENUES	EXPENSES	BALANCES	COMMENTS
16-17	Balance forward 7-1-2016			\$ 590,849.00	
	Interest from reserve	\$ 7,243.00			
	Totals 6-30-2017	\$ 7,243.00	\$ -	\$ 598,092.00	
17-18	Balance forward 7-1-2017			\$ 598,092.00	
	Interest from reserve	\$ 7,400.00			
	Transfer from HERM27	\$ 100,000.00			
	Roof Replacement				
	Bathroom Repairs		\$ 60,000.00		
	Totals 6-30-2018	\$ 107,400.00	\$ 60,000.00	\$ 645,492.00	
18-19	Balance forward 7-1-2018			\$ 645,492.00	
	Interest from reserve	\$ 3,700.00			
	Totals 6-30-2019	\$ 3,700.00	\$ -	\$ 503,652.00	
19-20	Balance forward 7-1-2019			\$ 503,652.00	
	Interest from reserve	\$ 11,000.00			
	Refinish PAD School Gym Floor		\$ 40,000.00		completed
	Install PAD School Kitchen Hood		\$ 10,000.00		completed
	Replace HHS Curbing		\$ 42,000.00		1500-1800 ft of curbing
	Replace HHS Library Carpet		\$ 15,987.00		completed
	PAD Sprinkler System		\$ 187,436.00		<u>completed</u>
	Change Order for Ledge removal		\$ 29,500.00		completed
	Change Order for PAD Bathrooms		\$ 34,000.00		completed
	Bathroom Engineering (Carpenter)		\$ 7,500.00		completed
	SLODA Engineering (Carpenter)		\$ 19,900.00		
	Transfer from School Surplus (1/9/20STM)	\$ 300,000.00			
	additional transfer				
	Totals 6-30-2020	\$ 311,000.00	\$ 386,323.00	\$ 428,329.00	
20-21	Balance forward 7-1-2020			\$ 428,329.00	
	Funds included in budget				
	Interest from reserve	\$ 11,000.00			
	Install new Dishwasher-HHS		\$ 40,000.00		replace 20yr dishwasher
	Install new Boiler-PAD		\$ 80,000.00		replace 20yr boiler
	Engineering- Track-Plymouth Eng		\$ 70,000.00		
	Totals 6-30-2021	\$ 11,000.00	\$ 190,000.00	\$ 249,329.00	
20-21	Balance forward 7-1-2021			\$ 249,329.00	
	Funds included in budget				
	Interest from reserve	\$ 11,000.00			
	HHS Lab		\$ 25,000.00		
	HHS Boiler		\$ 80,000.00		
	PADS upper gym wall leak-repair		\$ 15,000.00		
	Totals 6-30-2022	\$ 11,000.00	\$ 120,000.00	\$ 140,329.00	
20-21	Balance forward 7-1-2022			\$ 140,329.00	
	Funds included in budget				
	Interest from reserve	\$ 11,000.00			
	PAD Roof Wall Repair(gym)		\$ 40,000.00		
	HHS Entrance		\$ 40,000.00		
	HHS Parking lot		\$ 299,000.00		
	Totals 6-30-2023	\$ 11,000.00	\$ 379,000.00	\$ (227,671.00)	
20-21	Balance forward 7-1-2023			\$ (227,671.00)	
	Funds included in budget				
	Interest from reserve	\$ 11,000.00			
	Totals 6-30-2024	\$ 11,000.00	\$ -	\$ (216,671.00)	