



Town of Hermon

Public Safety Meeting Room

April 15, 2021

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 Town Council for a Zoom 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, Charles Lever IV, Steven “Steve” Thomas, Anthony “Tony” Reynolds and G. Stephen “Steve” Watson

Members Absent:

Others Present: Town Manager Howard Kroll, Town Clerk Kristen Cushman, and Scott Perkins

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

SIGNATURES. –APPROVE

MINUTES. –APPROVE 4/1/2021 Minutes

WARRANTS. –SIGN 4/16/2021 Warrant

RESOLVES. –SIGN

Councilor Snyder moved to approve the Consent Calendar as presented. Councilor Murphy 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:

- **Hold** a Public Hearing -- Special Projects CV-19 CDBG Grant. The purpose of the grant is to provide gap financing job retention and/or job growth assistance for NTENSION.

Chair Thomas opened the public hearing at 7:01PM. The hearing closed at 7:20PM.

Scott Perkins gave an over view of the proposed CV-19 CDBG Grant.

Manager Kroll gave an overview of the Grant as follows:

The Town of Hermon has applied for CDBG funds on behalf of NTENSION. CDBG funds are federal proceeds that have precise requirements. Requirements such as:

- ✓ **forming an advisory committee (requirement for each grant program),**
- ✓ **creating/adopting a complaint policy (allows recipients to voice their concerns/complaints to a body- typical for a housing/infrastructure grant- NOT this type of program),**
- ✓ **developing program guidelines including standards of conduct (requirement for each grant program),**
- ✓ **fair housing resolution adoption (requirement for each grant program),**
- ✓ **signing a 504 certification (requirement for each grant program), and**
- ✓ **adopting an anti-displacement assistance plan and stating that the Town of Hermon is an equal opportunity employer (requirement for each grant program)**

These are standard requirements for all CDBG programs regardless if there is a housing program included in a municipality's grant program.

This grant we are proposing to accept is unique. COVID-19 funds have been made available to prospective businesses that have or will create a line of services or goods used to combat the COVID-19 pandemic. Only



those businesses are eligible for these funds. **NTENSION of Hermon happens to be one of those few Maine companies.** The municipality is the fiscal agent who accepts the grant and ensures guidelines are met. Once that is complete the grant is closed out and audited for compliance. This grant was applied for by NTENSION and they are required to meet all of the conditions set forth in the agreement. The Town is not responsible for NTENSION and their ability to meet the requirements.

I strongly support NTENSION in their quest for these grant funds to subsidize their commitment to combat COVID-19.

Questions were asked regarding if NTENSION would receive the grant before the requirements were implemented or after. Scott stated it would be after the requirements were met.

VIII. COMMITTEE REPORTS:

IX. SCHEDULED AGENDA ITEMS:

A. OLD BUSINESS:

B. NEW BUSINESS:

R20-21-28 Consider forming a Community Development Advisory Committee to over see the CDBG Grant for NTENSION.

Councilor Snyder moved to approve R20-21-28. Councilor Murphy seconded the motion. The motion was accepted unless doubted. Motion passes.

R20-21-29 Consider adopting CDGB Program Complaint Policy (2020 Special Projects CV-19 Grant program)

Councilor Reynolds moved to approve R20-21-29. Councilor Snyder seconded the motion. The motion was accepted unless doubted. Motion passes.

FR20-21-22 Consider accepting CDGB funds (2020 Special Projects CV-19 Grant program) in the amount of \$250,000

Councilor Snyder moved to approve FR20-21-22. Councilor Murphy seconded the motion. The motion was accepted. Motion passes 7-0.



R20-21-30 Consider adopting CDGB (2020 Special Projects CV-19 Grant program) Standards of Conduct

Councilor Snyder moved to approve R20-21-30. Councilor Reynolds seconded the motion. The motion was accepted unless doubted. Motion passes.

R20-21-31 Consider adopting CDGB (2020 Special Projects CV-19 Grant program) Fair Housing Resolution

Councilor Snyder moved to approve R20-21-31. Councilor Murphy seconded the motion. The motion was accepted unless doubted. Motion passes.

R20-21-32 Consider authorizing the Town Manager or his designee to complete and sign the Fair Housing Self Assessment for CDGB Grant (2020 Special Projects CV-19 Grant program).

Councilor Murphy moved to approve R20-21-32. Councilor Snyder seconded the motion. The motion was accepted unless doubted. Motion passes.

R20-21-33 Consider authorizing the Town Manager or his designee to sign the 504 Certification for the CDGB Grant (2020 Special Projects CV-19 Grant program).

Councilor Murphy moved to approve R20-21-33. Councilor Snyder seconded the motion. The motion was accepted unless doubted. Motion passes.

R20-21-34 Consider adopting the Residential Antidisplacement & Relocation Assistance Plan for the CDGB Grant (2020 Special Projects CV-19 Grant program)

Councilor Snyder moved to approve R20-21-34. Councilor Murphy seconded the motion. The motion was accepted unless doubted. Motion passes.

R20-21-35 Consider adopting the Equal Employment Opportunity Policy Statement for the CDGB Grant (2020 Special Projects CV-19 Grant program)

Councilor Snyder moved to approve R20-21-35. Councilor Murphy seconded the motion. The motion was accepted unless doubted. Motion passes.



O20-21-13 Consider scheduling a Public Hearing for a zone change request on 5/13/2021. Clark Road Properties, LLC (Alan Dorr, Jr.) is requesting a zone change from Residential B and Agricultural Forestry to Residential A for Map 042 Lot066, Map 049 Lot 006 and Map 041 Lot 051 for a residential subdivision.

Councilor Sinclair moved to approve O20-21-13. Councilor Murphy seconded the motion. The motion was accepted unless doubted. Motion passes.

O20-21-14 Consider scheduling a Public Hearing for a Special Amusement Permit for Morgan Hill Event Center on May 13, 2021

Councilor Reynolds moved to approve O20-21-14. Councilor Snyder seconded the motion. The motion was accepted unless doubted. Motion passes.

O20-21-17 Consider scheduling a Public Hearing for Conley Events LLC DBA Morgan Hill Event Center Liquor License Renewal Application on May 13, 2021

Councilor Snyder moved to approve O20-21-17. Councilor Lever seconded the motion. The motion was accepted unless doubted. Motion passes.

O20-21-18 Consider scheduling a Public Hearing for XL Golf (DBA The Sports Arena Liquor License Renewal Application May 13, 2021

Councilor Lever moved to approve O20-21-18. Councilor Snyder seconded the motion. The motion was accepted unless doubted. Motion passes.

R20-21-36 Consider appointing Chief Frank Roma to be an “authorized person” for a grant application with the Penobscot Emergency Management Office for the Homeland Security Grant.

Councilor Reynolds moved to approve R20-21-28. Councilor Murphy seconded the motion. The motion was accepted. Motion passes 7-0.

C. WORKSHOPS:

FY22 Municipal Budget Presentation

Manager Kroll gave an overview of the budget:

I am providing for your review the proposed FY22 municipal budget.

Overall revenues for FY 2022 will realize an increase of an estimated \$477,710 while expenses are increased by \$477,710 resulting in a net increase of \$0.



Various drivers for the increase in expenses:

- ✓ **County Tax increased by \$83,000**
- ✓ **Snow Plow Contract increased by \$ 122,723 due to additional 14 miles added back to contract and annual adjustment of the per mile charge from \$6,200 to \$6,500.**
- ✓ **Economic Development projects increased by \$129,394 due to agreements with Mathews Brothers and paving one of the industrial parks.**
- ✓ **County Law Enforcement agreement increased by \$14,165, year 2 of 5 year contract.**
- ✓ **Additional paving of town owned roads increased by \$33,156.**
- ✓ **Sewer pump station maintenance increased by \$5,500 due to tech demands.**

Increased revenues to offset the additional expenses recommended as follows:

- ✓ **TIF Revenues- \$6,570 increase**
- ✓ **Vehicle Excise Tax-\$150,000 increase**
- ✓ **Undesignated Fund Balance- \$100,000 increase**
- ✓ **Agent Fees-\$7,000 increase**
- ✓ **State Revenue Sharing- \$50,000 increase**

I anticipate no increase in property taxes for the municipal portion of the budget. As you review the information, should you have any questions, please feel free to contact me.

Councilor Thomas a few general questions.

- **Q: Hermon Connection has an increase. A: Last FY Connection was decreased by two issues and next FY we have added the two issues back in plus additional cost to producing the Connection.**
- **Q: Cemetery stone repair. A: Repair to stones are done each year. Working on the worst ones first.**
- **Q: Could the Town have a hazardous waste removal day A: This will be looked into and the cost.**



D. OTHER ITEMS: (from Table Package)

Councilor Reynolds moved to waive council rules and accept the table packet. Councilor Snyder seconded the motion. The motion was accepted. Motion passes 7-0.

XIV. EXECUTIVE SESSION:

Consider enter into Executive Session to discuss personnel matter(s) per 1 M.S.R.A. § 405(6)(A)

X. APPOINTMENTS:

XI. MANAGER STATUS REPORT:

April 19, 2021 is Patriots Day and the Town Office will be closed.

Route 2/Annis Road project will be starting on April 24th – delays anticipated.

On April 29, 2021 Public Hearings will be held during the next Council meeting. Please remember to social distance and wear a mask.

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

XIII. COUNCIL ITEMS: None

XIV. EXECUTIVE SESSION:

Councilor Snyder moved to enter Executive Session to discuss personnel matter(s) per 1 M.S.R.A. § 405(6)(A). Councilor Reynolds seconded the motion. The motion was accepted. Motion passes 7-0.

XV. ADJOURNMENT:

Councilor Snyder moved to adjourn the meeting at 8:45PM. Councilor Sinclair seconded the motion. With no objection the meeting was adjourned at 8:45 PM.

Respectfully Submitted,

Kristen Cushman, Town Clerk

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.