



Town of Hermon
Public Safety Meeting Room
April 10, 2025
Town Council Meeting
6:30 PM
MINUTES

To watch Council Meetings go to hermonmaine.gov click Council click Town Council Meetings click Zoom

Please see the complete video at [Town Council Meetings | Hermon \(hermonmaine.gov\)](http://Town Council Meetings | Hermon (hermonmaine.gov))

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

I. CALL TO ORDER BY CHAIRPERSON:

II. PLEDGE OF ALLEGIANCE:

Chair Snyder led those in attendance in the Pledge of Allegiance

III. ROLL CALL:

Members Present: Joshua Berry, Richard Cyr, Christopher Gray, Terry Hamm-Morris, Ronald Murphy and John Snyder III

Members Absent: Derek Wood - excused

Others Present: Town Manager Stephen Fields, Town Clerk Kristen Cushman,
13 residents/guests

IV. PUBLIC ITEMS OR COMMENTS*: (*ITEMS NOT ALREADY ON THE AGENDA*)

*This is an opportunity for members of the public to comment on non-agenda items, contribute information that may be of interest to the Town Council or ask clarifying questions. Please wait to be recognized and identify yourself before speaking. This is not the time to register complaints or promote a personal agenda. Please remember that you may not identify any person by name or job function.

- **Haily Keezer, 208 Orchard Dr**




V. REVIEW CONSENT CALENDAR: REGULAR BUSINESS, APPOINTMENTS, SIGNATURES, AND APPROVAL OF MINUTES:

MINUTES	-APPROVE	3/13/2025, 4/3/2025
SIGNATURES	-APPROVE	Quitclaim M/L 041-091-000 # 1098 Quitclaim M/L 050-021-000 # 1356
RESOLVES	-SIGN	
WARRANTS	-SIGN	3/28/2025 & 4/11/2025

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

VI. NEWS, PRESENTATIONS AND RECOGNITIONS:


Peter J Hall CPA LLC: 2023-2024 Audit update



**Town of
Hermon, Maine**

**Financial and Compliance Audit
Overview**

June 30, 2024



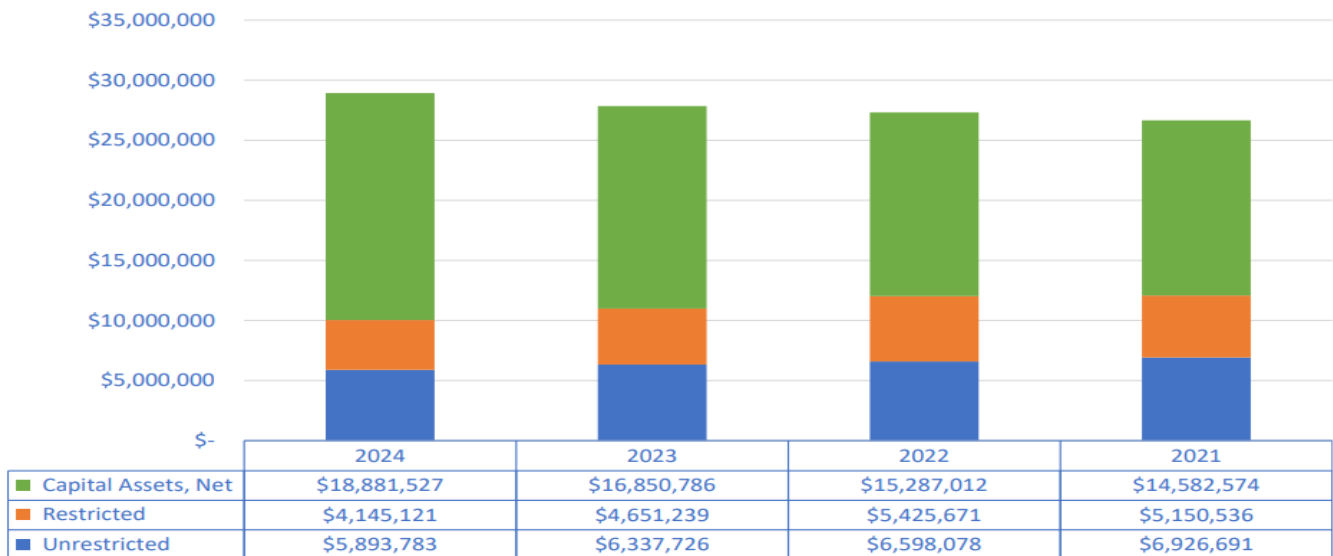
Presented by Peter J Hall CPA LLC
South Portland, Maine



Town of Hermon, Maine Overview of Audit Process and Results

- Process
 - Management Extremely Well Prepared
 - Audit Procedures Commenced in December
 - Reports Drafted and Issued in March
- Results
 - Clean Audit Opinion on Financial Statements
 - No Material Weaknesses or Significant Deficiencies Reported
 - Clean Audit Opinion on Federal Compliance
 - Advisory Comments
 - ✓ Beverage and Refreshments Policy
 - ✓ Reserves Policy
 - ✓ School Nutrition Fund Balance

Town of Hermon Net Position

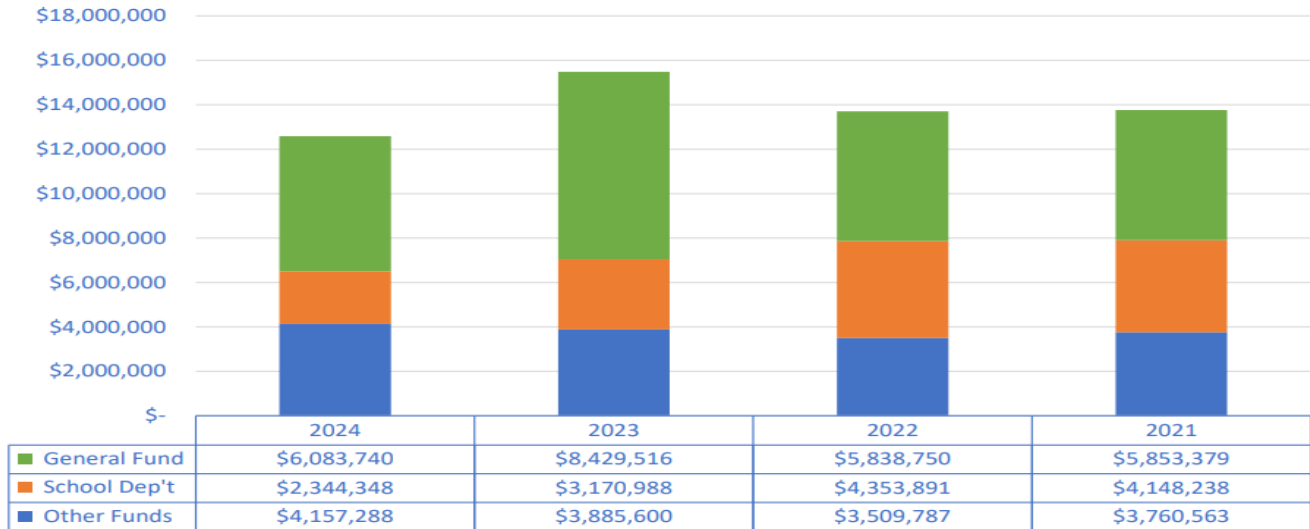


Comments

- Capital Assets, Net Represents Total Capital Assets Less Related Debt Outstanding
- Restricted Net Position Represents Net Position Subject to External Limitations
- Unrestricted Net Position is Simply the Residual After Backing Out the Above



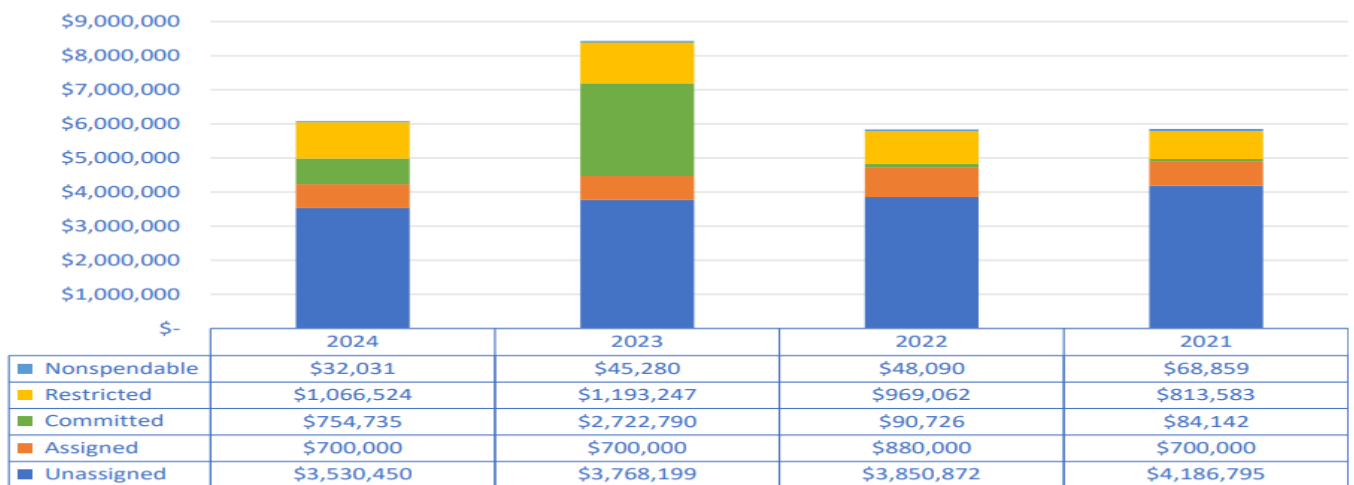
Town of Hermon Governmental Fund Balances



Comments

- General Fund Drawn Down by \$2.3M, While School Fund Balance Fell by \$825K
- Other Funds Comprise Various Reserves, Special Revenue and Other Similar Funds
- Overall, Total Governmental Funds Fell by \$2.9M, Primarily for Capital Outlays

Town of Hermon General Fund – Components of Fund Balance



Comments

- Fund Balances Subject to Various Constraints on Use are Carved Out Separately
- Unassigned Fund Balance is Residual After Excluding Such Constrained Balances
- Unassigned Fund Balance Has Been Reduced Each Year Since 2021



Town of Hermon
General Fund - Revenues

	Budget	Actual	Variance
Taxes	\$ 11,840,165	\$ 12,034,490	194,325
Intergovernmental	1,428,343	1,525,478	97,135
Licenses and Permits	64,100	112,086	47,986
Charges for Services	30,450	56,558	26,108
Interest	130,000	265,372	135,372
Miscellaneous	250,000	194,142	(55,858)
Total Revenues	\$ 13,743,058	\$ 14,188,126	445,068

Comments

- Favorable Variance in Tax Revenue Due to Better Than Budgeted Excise Taxes
- Favorable Intergovernmental Revenue Due to Higher Than Budgeted State Revenue Sharing and Homestead
- Interest Outperformed Budget per Market Conditions

Town of Hermon
General Fund – Expenditures

	Budget	Actual	Variance
General Government	\$ 1,421,450	\$ 1,432,908	(11,458)
Economic Development	881,015	678,330	202,685
Public Safety	1,675,446	1,692,144	(16,698)
Public Works	1,630,115	1,597,198	32,917
Solid Waste	530,317	622,825	(92,508)
Recreation and Social Services	2,876,533	2,273,318	603,215
Education (Transfer to School Department)	6,005,865	6,009,276	(3,411)
County Tax	1,079,962	1,079,962	0
Tax Increment Financing	124,038	95,321	28,717
General Assistance	7,500	2,824	4,676
Debt Service	460,710	459,796	914
Capital Outlay Transfers Out	590,000	590,000	0
Total Expenditures and Other Financing Uses	\$ 17,282,951	\$ 16,533,902	749,049

Comments

- Four Overspent Line Items Above Were More Than Offset by Underspent Lines Elsewhere, Leaving a Net Underspent General Fund Budget of Almost \$750K



VII. PUBLIC HEARINGS:

- **Hold Public Hearing – Accessory Dwelling Units (ADU) Moratorium Ordinance**

Chair Snyder opened the public hearing at 7:05PM. No public comments were given. The hearing closed at 7:06PM.

VIII. COMMITTEE REPORTS:

IX. SCHEDULED AGENDA ITEMS:

A. OLD or INCOMPLETE BUSINESS:

B. NEW BUSINESS:

O24-25-14 Consider enacting an ordinance to the Hermon Code of Ordinances titled “Accessory Dwelling Units (ADU) Moratorium Ordinance”.

Councilor Berry moved to approve O24-25-14. Councilor Gray seconded the motion. The motion was accepted. Motion passes 6-0.

R24-25-26 Consider scheduling a public hearing on May 8, 2025 regarding dangerous buildings

Councilor Murphy moved to approve R24-25-26. Councilor Hamm-Morris seconded the motion. The motion was accepted. Motion passes 6-0.

FR24-25-18 Consider authorizing Advanced Life Support (ALS) billing service for Hermon Fire

Councilor Murphy moved to approve FR24-25-18. Councilor Gray seconded the motion. The motion was accepted. Motion passes 6-0.

FR24-25-19 Consider amending FR21-22-06 to change the source of funds from HERM07 School Repair Reserve to HERM06 Public Works and Road Reserve Account

Councilor Murphy moved to approve FR24-25-19. Councilor Gray seconded the motion. The motion was accepted. Motion passes 6-0.



Order **Consider** granting an additional extension to Hermon MHP LLC
(Rudman Winchell to draft)

Councilor Murphy moved to table item until May 8, 2025. Councilor Cyr seconded the motion. The motion was accepted. Motion passes 6-0.

C. WORKSHOPS:

- **Minutes of Meetings, Boards & committees: Electronic Records System – Stephen Fields**
- **Purchasing policy – Stephen Fields**
- **Draft warrant – Stephen Fields**

D. OTHER ITEMS: (FROM TABLE PACKAGE)

X. APPOINTMENTS:

XI. MANAGER STATUS REPORT:

I would like to thank the citizens for understanding of having to close the town office Wednesday, April 9 for staff shortages and illness. 60% of the staff was not able to come to work.

Roads are still posted and will be removed end of the month or first week in May, all depending on weather conditions. I apologize for any inconvenience.

The transfer station will open for the season on Saturday, April 26th.

The Town Office will be closed in recognition of Patriot’s Day, Monday, April 21.

Thank you to Peter Hall for joining us tonight and providing an update on the fiscal year audit.

I will also be closing the office tomorrow, Friday, April 11th for financial transaction and services for staff shortage and illness. I apologize for any inconvenience and thank you for understanding.



XII. FINAL PUBLIC ITEMS OR COMMENT*: *(ITEMS NOT ALREADY ON THE AGENDA)*

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- **Barry Pottle, 154 Klatte Rd**
- **Haily Keezer, 208 Orchard Dr**

XIII. COUNCIL ITEMS:

All Councilors welcomed Superintendent, Dr. Barbara Sargent to the Town of Hermon.

XIV. EXECUTIVE SESSION:

XV. ADJOURNMENT:

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

Respectfully Submitted,

Kristen Cushman, Town Clerk

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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.