



Town of Hermon
Public Safety Meeting Room
November 6, 2025
Town Council Meeting
6:00 PM

AGENDA

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:

III. ROLL CALL:

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.

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

MINUTES	-APPROVE	10/9/2025
SIGNATURES	-APPROVE	
RESOLVES	-SIGN	
WARRANTS	-SIGN	10/24/2025, 11/7/2025

VI. NEWS, PRESENTATIONS AND RECOGNITIONS:



VII. PUBLIC HEARINGS:

- **Hold Public Hearing – Dead River**

VIII. COMMITTEE REPORTS:

IX. SCHEDULED AGENDA ITEMS:

1. OLD or INCOMPLETE BUSINESS:

2. NEW BUSINESS:

O25-26-21 Consider approving Dead River Company, represented by St. Germain, is seeking a zone change from Commercial to Industrial, for parcel 021-037-000, located at 2014 Hammond Street.

O25-26-22 Consider repealing the Town of Hermon Foreclosure policy and follow State of Maine Statute.

O25-26-23 Consider awarding the cash donation from CPKC (Canadien Pacific Kansas City Limited) cash donation

3. WORKSHOPS:

- Fund Balance Policy – Rylee
- Public Works Update – Scott

4. OTHER ITEMS: (FROM TABLE PACKAGE)

X. APPOINTMENTS:

XI. MANAGER STATUS REPORT:

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

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XIII. COUNCIL ITEMS:

- **Sign orders and resolves from section IX**



XIV. EXECUTIVE SESSION:

1. Consider entering into Executive Session to consult with legal counsel regarding a matter involving potential enforcement action per 1 M.S.R.A. § 405(6)(E)
2. Consider entering into Executive Session to consult with legal counsel regarding a legal matter per 1 M.S.R.A. § 405(6)(E)

XV. ADJOURNMENT:

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

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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.



October 31, 2025

Memorandum for Honorable Council Members

From: Stephen Fields, Town Manager

Re: Position Paper, Town Council Meeting November 6, 2025

**This document is a summary of the agenda,
therefore, for reference and general guidance to discussion only.**

Agenda Item - Public Hearing:

The noted public hearings documentation is all in order and the staff support for discussion.

1. Dead River Company. This public hearing is for seeking a zone land use change from Commercial to Industrial at parcel 021-037-000, 2014 Hammond Street.

Agenda Item – New Business:

Order 25-26-21

This order is to authorize the acceptance of the zone land use change from Commercial to Industrial at parcel 021-037-000, 2014 Hammond Street, requested by Dead River Company. All relevant material and documentation have been reviewed by the Planning Board and Code Enforcement Officer, to which the Planning Board recommends and supports the change of zone land use. This request for the acceptance of the zoning and land use change is supported by the Administration and is in order for final Council action.

Order 25-26-22

This order is to authorize the current Town of Hermon Foreclosure Policy to be repealed resulting from recent State of Maine Legislation and Statutory enactments. The Town will follow and adhere to the statutory requirements for all future foreclosure transactions. This request for the policy repeal is supported by the Administration and is in order for final Council action.

Order 25-26-23

This order is to authorize the Town Council to recommend the cash donation from the Holiday Train event, hosted by CPKC (Canadian Pacific Kansas City Railroad) to support local food pantries. The Town has two hosted food pantries that assisted local and neighboring communities for those individuals' needing assistance. The local non-profit organizations are Neighbors Supporting Neighbors and Samaritan Inc, hosted by Hermon Baptist Church. I have submitted to CPKC point of contact the

question on how the process works and if the donation would be split between both. As of today, I have not heard back and will provide guidance at the meeting. The document is supported by the Administration and is in order for final Council action.

Agenda Item – Workshops:

Fund Balance Policy – I have asked the Finance Director, Mr. Cushman, to review and modify the policy to reflect current and best practices. The document from 2006 is provided and the new version. Since the new version has been reformatted, there is no line out document to be reviewed. The draft provided is consistent with current operations and audit recommendations. This is for discussion only with final approval at future Council Meeting.

Public Works Update – I have asked Mr. Perkins and Mr. Haggerty to work with me to define the requirements and long-term direction of the Public Works Department. This discussion will help establish a clear vision and path forward for the department.

At present, the Town relies on vendors and local contractors to complete major infrastructure and public works projects. The existing team primarily handles facility maintenance and smaller infrastructure tasks—for example, minor repairs and projects within the cemeteries and recreation areas, routine maintenance at the Town Office, pothole repairs, sight-distance improvements, and serving as liaisons with contractors for project management and town representation.

Supporting documentation is being prepared to illustrate the potential impact and capabilities of a fully staffed, year-round Public Works Department. This information will also provide a comparison to current operations and the projected costs of continued contractor reliance.

The purpose of this discussion is to help shape the department's future vision and to guide future budget and capital improvement planning.

Agenda Item – Executive Session:

Consider entering Executive Session to consult with legal counsel regarding a matter of potential enforcement action per Title 1 MRSA Section 405 (6) (E). I am requesting an executive session to be attended by legal counsel and Code Enforcement Officer, Mr. Murphy.

No action to be voted on or required after this executive session.



Town of Hermon
Public Safety Meeting Room
October 9, 2025
Town Council Meeting
6:00 PM
MINUTES

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

I. CALL TO ORDER BY CHAIRPERSON:

II. PLEDGE OF ALLEGIANCE:

Chair Murphy led those in attendance in the Pledge of Allegiance

III. ROLL CALL:

Members Present: Joshua Berry, Adam Brewer, Richard Cyr, Jason Forbes, Christopher Gray,
Terry Hamm-Morris and Ronald Murphy

Members Absent: None

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

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

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- **Stephen Fields, Town Manager – Video online for viewing**
- **Patrick McHugh, Blackstream Rd**
- **Mike Young, Spruce St**



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

MINUTES	-APPROVE	9/11/2025
SIGNATURES	-APPROVE	
RESOLVES	-SIGN	
WARRANTS	-SIGN	9/26/2025, 10/10/2025

Councilor Forbes moved to approve the Consent Calendar. Councilor Cyr seconded the motion. Motion passes 7-0.

VI. NEWS, PRESENTATIONS AND RECOGNITIONS:

VII. PUBLIC HEARINGS:

- Hold Public Hearing – ADU Moratorium

Chair Murphy opened the public hearing at 6:20 PM. No public comments were given. The hearing closed at 6:20PM.

- Hold Public Hearing – Hermon Recreation special amusement permit

Chair Murphy opened the public hearing at 6:20 PM. No public comments were given. The hearing closed at 6:21PM.

VIII. COMMITTEE REPORTS:

IX. SCHEDULED AGENDA ITEMS:

1. OLD or INCOMPLETE BUSINESS:

2. NEW BUSINESS:

O25-26-18 Consider enacting an ordinance to the Hermon Code of Ordinances titled “Accessory Dwelling Units (ADU) moratorium Ordinance”

Councilor Hamm-Morris moved to approve O25-26-18. Councilor Berry seconded the motion. The motion was accepted. Motion passes 7-0.



- O25-26-19** Consider approving Hermon Recreation Special Amusement Permit for Trunk or Treat

Councilor Hamm-Morris moved to approve O25-26-19. Councilor Berry seconded the motion. The motion was accepted. Motion passes 7-0.

- R25-26-01** Consider approving the ARPA required finance policy **Eligible Use for Expenditures of American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds Policy**

- R25-26-02** Consider approving the ARPA required finance policies **Allowable Costs and Cost Principles Policy for American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds**

- R25-26-03** Consider approving the ARPA required finance policies **Allowable Cost and Cost Principle for Expenditures for Grant Funding (General) Policy**

- R25-26-04** Consider approving the ARPA required finance policies **Financial Close and Reporting Policy – Internal Controls**

- R25-26-05** Consider approving the ARPA required finance policies **Record Retention Policy: Documents Created or Maintained Pursuant to the ARP/CSLFRF Award**

Councilor Gray moved to approve R25-26-01, R25-25-02, R25-26-03, R25-26-04 and R25-26-05 as one motion. Councilor Cyr seconded the motion. The motion was accepted. Motion passes 7-0.

3. WORKSHOPS:

4. OTHER ITEMS: (FROM TABLE PACKAGE)

X. APPOINTMENTS:

XI. MANAGER STATUS REPORT:

Thank you to the Town Staff for their continued dedicated work for the citizens.

I also would like to publicly recognize the five new Firefighters/EMTs that are currently in the fire academy and working shift coverage. Welcome to the Town and thank you for your willingness to serve in the profession.

Hermon Halloween Trunk or Treat will be held Sunday, October 26, at Hermon High School from 4-6pm.



Absentee voting has begun, and voters may request ballots or opt to vote at the Town Office during normal business hours.

To the Citizens of Town of Hermon:

As we approach the November elections, I want to take a moment, in my role as your Town Manager, to encourage our community to carry forward the values that make Hermon strong — respect, fairness, and civility.

Elections are an important part of our democratic process. They provide each of us with the opportunity to express our views, support the candidates and issues of our choice, and have a voice in shaping our shared future. In doing so, it is equally important that we treat one another with courtesy and humility, regardless of differing opinions.

I respectfully ask that as neighbors, we:

- **Listen respectfully** to differing viewpoints, even when we disagree.
- **Discuss ideas**, not individuals, and avoid personal attacks.
- **Participate responsibly** in civic life, whether at the polls, in public meetings, or in conversations with one another.
- **Accept the results** of the election as part of the democratic process.

Our community is strongest when we show that we can engage in spirited debate while also remaining kind, civil, and united. Thank you for helping make this election season one that reflects the best of Town of Hermon.

Lastly, I would like to personally thank and congratulate Firefighter Vicki Gonyea for her dedicated service, of 25 years, as she retires at the end of October.

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- **None**

XIII. COUNCIL ITEMS:

- **Sign orders and resolves from section IX**

Jason Forbes: Thank you to the public for attending the meeting tonight. Please schedule a workshop for a discussion on public sewer.



Richard Cyr: Holiday train will be coming to Hermon on November 22, 2025 during the day.

Christopher Gray: Hermon Recreation will be having a trunk or treat on October 26, 2025 from 4pm to 6pm at Hermon High School. Hermon Baptist will have a trunk or treat on October 25, 2025 from 3pm-5 pm. Speedway 95 will be having a Paul Bunyan speed weekend where there will be racing and a band. Hermon football has a record of 5-0. Please slow down when driving as children are out and about. Dexter Regional High School is one of the finalists in T-Mobile's "Friday Night 5G Lights" competition, which offers a \$1 million grant to upgrade athletic facilities. The school is the only one from Maine in this contest, and the funds could be used for various upgrades, including a new stadium, weight room, and field lighting. Voting for the \$1 million prize is open daily until October 24th.

Terry Hamm-Morris: Spoke regarding the budget and her line-by-line review. She encourages anyone to speak with Mr. Fields regarding the budget. Hermon girls soccer is undefeated.

Joshua Berry: Thanked the public for the interaction, it is very helpful.

Ronald Murphy: Thanked residents for attending the meeting tonight. Congratulation to the new fire employees.

XIV. EXECUTIVE SESSION:

XV. ADJOURNMENT:

Councilor Gray moved to adjourn the meeting at 6:55 PM. Councilor Brewer seconded. With no objection the meeting was adjourned at 6:55 PM.

Respectfully Submitted,

**Kristen Cushman
Town Clerk**

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025-26-21

Dead River Zone Change

The Hermon Town Council hereby approves Dead River Company, represented by St. Germain, a zone change from Commercial to Industrial, for parcel 021-037-000, located at 2014 Hammond Street.

SIGNED this November 6, 2025 by the Hermon Town Council:

Joshua Berry

Adam Brewer

Richard Cyr

Jason Forbes

Christopher Gray

Terry Hamm-Morris

Ronald Murphy

Attest Original:

Motion _____

Yeas _____

Second _____

Nays _____

Date _____



Memo

To: Stephen Fields – Town Manager
Hermon Town Council

CC: Kristen Cushman – Town Clerk

From: Jessefa Murphy – Code Enforcement

Re: Zone Change to Industrial – Dead River - Tax Map and Lot 021-037-000

Dead River Company, represented by St. Germain, has submitted a request to rezone their property at 2014 Hammond Street (Map/Lot: 021-037-000) from Commercial to Industrial.

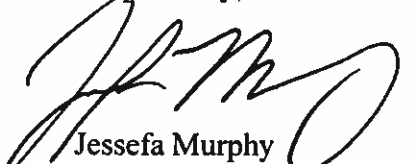
Planning Board Review:

The Planning Board reviewed the request during their regular meeting held on October 21, 2025. Following discussion and evaluation of the application materials, the Board voted unanimously (5-0) to recommend that the Town Council approve the proposed zone change.

During their review, the Planning Board expressed that this request presents an opportunity to improve and clean up the site and surrounding area. The Board noted that, should a site plan application be submitted in the future, additional conditions or improvements may be requested to support the Town's goals for orderly and attractive development along Hammond Street.

The Planning Board has provided a favorable recommendation for the proposed zoning change. The Town Council is now tasked with determining whether to approve the amendment based on alignment with the Town's strategic land use goals and community vision.

Respectfully,



Jessefa Murphy
Code Enforcement Officer

Mailing Address
333 Billings Rd
Hermon, ME 04401

Telephone: 207-848-1010
Fax: 207-848-3316

Physical Address
333 Billings Rd
Hermon, ME 04401



025-26-22

Foreclosure Policy - Repeal

The Hermon Town Council hereby repeals the foreclosure policy dated May 5, 2011 and will follow State of Maine Statute - Title 36.

SIGNED this November 6, 2025 by the Hermon Town Council:

Joshua Berry

Adam Brewer

Richard Cyr

Jason Forbes

Christopher Gray

Terry Hamm-Morris

Ronald Murphy

Attest Original:

Motion_____

Yeas_____

Second_____

Nays_____

Date_____



O25-26-23

CPKC Rail – Holiday Train - Donation

The Hermon Town Council hereby awards the cash donation from the CPKC (Canadian Pacific Kansas City Limited) Holiday Train go to

_____.

SIGNED this November 6, 2025 by the Hermon Town Council:

Joshua Berry

Adam Brewer

Richard Cyr

Jason Forbes

Christopher Gray

Terry Hamm-Morris

Ronald Murphy

Attest Original:

Motion_____

Yeas_____

Second_____

Nays_____

Date_____