



Town of Hermon
Public Safety Meeting Room
January 15, 2026
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 \(hermonmaine.gov\)](https://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)*

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

MINUTES	-APPROVE	12/11/2025
SIGNATURES	-APPROVE	
RESOLVES	-SIGN	
WARRANTS	-SIGN	12/19/2025, 1/2/2026, 1/5/2026, 1/16/2026



VI. NEWS, PRESENTATIONS AND RECOGNITIONS:

- **Peter J. Hall CPA LLC to present the 2024 – 2025 Audit**
- **CES (Competitive Energy Services) – Rylee Cushman, Finance Director**

VII. PUBLIC HEARINGS:

VIII. COMMITTEE REPORTS:

IX. SCHEDULED AGENDA ITEMS:

A. OLD or INCOMPLETE BUSINESS:

B. NEW BUSINESS:

C. WORKSHOPS:

CIP workshop - Stephen

D. OTHER ITEMS: (FROM TABLE PACKAGE)

X. APPOINTMENTS:

- **Town Manager appointment under the terms set forth in the employment agreement to reflect charter change**

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:

XV. ADJOURNMENT:

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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.

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Town of Hermon
Public Safety Meeting Room
December 11, 2025
Town Council Meeting
6:00 PM
MINUTES

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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, Richard Cyr, Jason Forbes, Christopher Gray and Ronald Murphy

Members Absent: Adam Brewer and Terry Hamm-Morris - Excused

Others Present: Town Manager Stephen Fields, Town Clerk Kristen Cushman,
and 12 residents/guests

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- None



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

MINUTES	-APPROVE	11/6/2025
SIGNATURES	-APPROVE	
RESOLVES	-SIGN	
WARRANTS	-SIGN	11/21/2025, 12/5/2025

Councilor Forbes moved to approve the Consent Calendar. Councilor Gray seconded the motion. Motion passes 5-0.

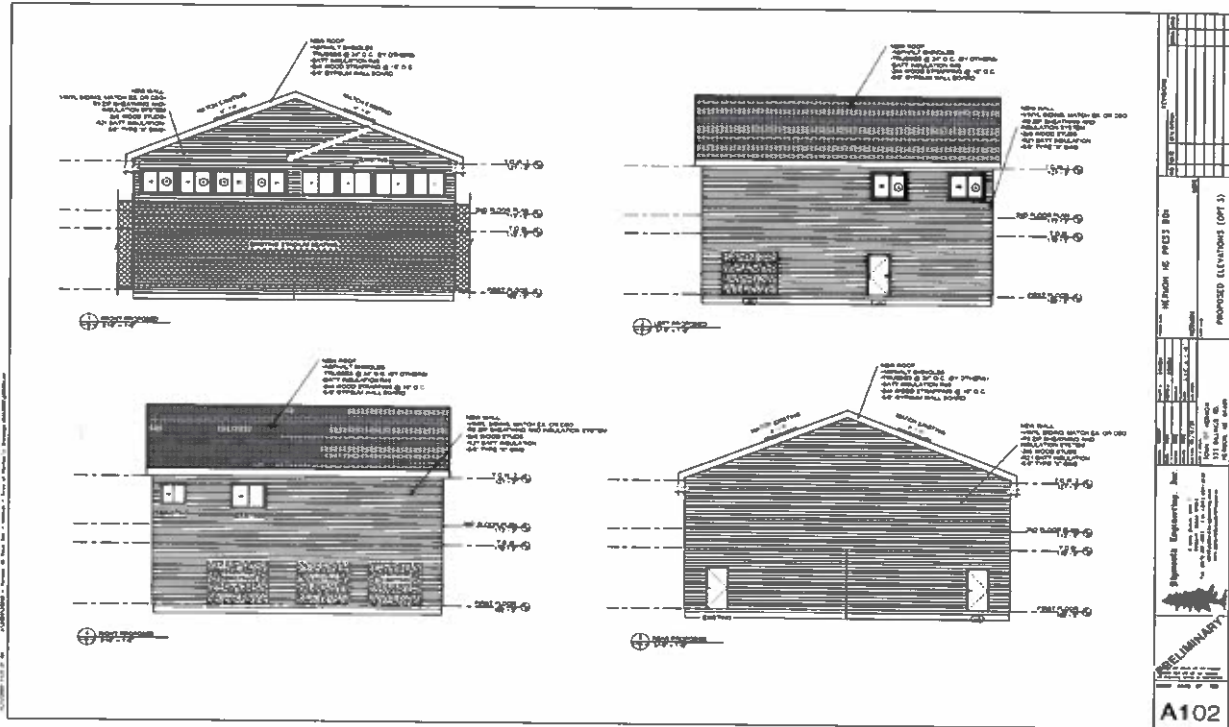
VI. NEWS, PRESENTATIONS AND RECOGNITIONS:

- Sewer flow rate study – Scott Perkins, Economic Development and Michael Stein with Wright-Pierce

Michael Stein from Wright-Pierce provided an update on the wastewater study from the fall of 2024 and spring of 2025. Results and analysis are still being provided with the completion of review for pipe smoke test and manholes. Initial results indicate over usage of the ADDF. Recommendations will be provided for corrective solutions.

- GHCAC (Greater Hermon Community Athletic Complex) – HHS football press box expansion project

Greater Hermon Athletic Community Complex project presentation to expand a press box and add storage at Hermon High School. Adam Violette presented and is a committee advisor and design engineer for this project.



VII. PUBLIC HEARINGS:

- Hold Public Hearing – Updates to the Cemetery ordinance

Chair Murphy opened the public hearing at 6:40 PM. No public comments were given. The hearing closed at 6:40PM.

- Hold Public Hearing – Update the Exempting Eligible Active-Duty Military Personnel from Vehicle Excise Tax Ordinance

Chair Murphy opened the public hearing at 6:40 PM. No public comments were given. The hearing closed at 6:40PM.

- Hold Public Hearing – Updates to the Concourse Gathering ordinance

Chair Murphy opened the public hearing at 6:40 PM. No public comments were given. The hearing closed at 6:40PM.

- Hold Public Hearing – Sports Arena liquor license renewal and upgrade to a Class A license

Chair Murphy opened the public hearing at 6:40 PM. No public comments were given. The hearing closed at 6:41PM.



VIII. COMMITTEE REPORTS:

IX. SCHEDULED AGENDA ITEMS:

1. OLD or INCOMPLETE BUSINESS:

2. NEW BUSINESS:

O25-26-24 Consider repealing and replacing Chapter 93: Cemeteries of the Code of Ordinance, Town of Hermon

Councilor Forbes moved to approve O25-26-24. Councilor Gray seconded the motion. The motion was accepted. Motion passes 5-0.

O25-26-25 Consider repealing Chapter 70 – General Provisions Sections 70.01, 70.02 and 70.99 of the Town of Hermon Code of Ordinances which includes “Exempting Eligible Active-Duty Military Personnel from Vehicle Excise Tax

Councilor Berry moved to approve O25-26-25. Councilor Gray seconded the motion. The motion was accepted. Motion passes 5-0.

O25-26-26 Consider repealing and replacing the Concourse Gathering ordinance

Councilor Berry moved to approve O25-26-26. Councilor Forbes seconded the motion. The motion was accepted. Motion passes 5-0.

O25-26-27 Consider approving MCCL LLC dba The Sports Arena liquor license
Renewal and upgrade to a Class A license

Councilor Forbes moved to approve O25-26-27. Councilor Cyr seconded the motion. The motion was accepted. Motion passes 5-0.



O25-26-28 Consider entering into an agreement for audit services FY 2026, 2027 and 2028

Finance Director, Rylee Cushman
Auditor Bid FY26, FY27, FY28

Good evening council. In front of you, you should have a bid tabulation sheet that looks like this. About a month ago we posted an RFP for the next three years of audit services. This will cover Fiscal years ending June 30th 2026, June 30th 2027 and June 30th 2028. From this posting we received three bids back to complete for these services. On the tabulation sheet you will see the costs broken down by fiscal year, and the bidder.

Councilor Berry moved to approve O25-26-28. Councilor Gray seconded the motion. The motion was accepted. Motion passes 4-1. Councilor Forbes voted in opposition.

R25-26-06 Consider approving the continued outsourcing of major public works services

Councilor Berry moved to approve R25-26-06. Councilor Forbes seconded the motion. The motion was accepted. Motion passes 5-0.

O25-26-29 Consider approving the Fund balance policy

Finance Director, Rylee Cushman
Fund Balance Policy

Hello again councilors. Last meeting we discussed updating the fund balance policy. Within your packet you received this past week was a copy of the finalized proposed fund balance policy. This fund balance policy is very similar to those used in other communities. One of the changes made was to change our goal of the undesignated fund balance. This is primarily for cash flow reasons. Other changes were to update the language in the policy to better reflect the language used in the annual audit.

Councilor Berry moved to approve O25-26-29. Councilor Forbes seconded the motion. The motion was accepted. Motion passes 5-0.



O25-26-30 Consider authorizing to advertise “Requests for Proposals” following NBRC (Northern Borders Regional Commission) for Logistics Lane Sewer System Improvement Project and the Hammond Street Sewer Lift Station Replacement Project.

Councilor Gray moved to approve O25-26-30. Councilor Forbes seconded the motion. The motion was accepted. Motion passes 5-0.

O25-26-31 Consider approving the GHCAC (Greater Hermon Community Athletic Complex)

Councilor Berry moved to approve O25-26-31. Councilor Forbes seconded the motion. The motion was accepted. Motion passes 5-0.

O25-26-32 Consider setting a public hearing for ABM Mechanical Inc. to be set for Tax Increment Finance District creation with Credit Enhancement Agreement



ABM Mechanical, Inc.

ABM Mechanical, Inc., is located at 192 Odlin Road, Hermon, with a new facility planned for Lots 009-009 & 008-033 on the Hermon Tax Maps. ABM Mechanical provides services to the State of Maine and remains the second largest mechanical services company regionally with 190 employees. 130 employees will work at the Hermon location. Company goals include expansion of the existing fabrication facility from 4,000 sq. feet to 18,000 sq. feet and adding 15 employees at the Hermon location over the next 18 months. The original founders, Albert Allen, Michael McHugh, and William Brown formed an ESOP Trust in 2016 and sold 100% of their stock to the trust, making all employees co-owners.

The total estimated new value created by the investment is \$7,368,300. Additionally, the company has a fleet of over 90 vehicles, 60 of which will be registered in Hermon, and a significant BETE equipment list with state of the art upgrades proposed for the new fabrication facility. It is proposed that the Town of Hermon create a tax incremental finance district for ABM Mechanical, Inc., at Map 009 Lot 009 & Map 008, Lot 003 on the Hermon Tax Maps. The Town of Hermon and ABM Mechanical propose that Hermon agrees to capture 100% of the new value created for 30 years and return 40% of the paid real estate taxes generated by captured new value to ABM Mechanical, Inc., for a period of 10 years beginning with the tax year 4-1-2027. Based on assumptions as outlined, the following amounts of new value will be captured, and new real estate taxes generated:

Year	Existing Value	Amount of Captured Value	New Value	Mill Rate	Old Taxes	New Taxes	Returned to Owner	Taxes Retained by Town (TIF)
4-1-26	\$1,045,800	\$7,368,300	\$8,414,100	11.85	\$12,393	\$87,314	\$34,926	\$52,388
4-1-27	\$1,045,800	\$7,220,934	\$8,266,734	11.85	\$12,393	\$85,568	\$34,227	\$51,341
4-1-28	\$1,045,800	\$7,220,934	\$8,266,734	12.00	\$12,550	\$86,651	\$34,660	\$51,991
4-1-29	\$1,045,800	\$7,220,934	\$8,266,734	12.10	\$12,654	\$87,373	\$34,949	\$52,424
4-1-30	\$1,045,800	\$7,076,515	\$8,122,315	12.10	\$12,654	\$85,626	\$34,250	\$51,376
4-1-31	\$1,045,800	\$7,076,515	\$8,122,315	12.10	\$12,654	\$85,626	\$34,250	\$51,376
4-1-32	\$1,045,800	\$7,076,515	\$8,122,315	12.45	\$13,020	\$88,103	\$35,241	\$52,862
4-1-33	\$1,045,800	\$6,934,985	\$7,980,785	12.75	\$13,334	\$88,421	\$35,368	\$53,053
4-1-34	\$1,045,800	\$6,934,985	\$7,980,785	12.75	\$13,334	\$88,421	\$35,368	\$53,053
4-1-35	\$1,045,800	\$6,934,985	\$7,980,785	12.75	\$13,334	\$88,421	\$35,368	\$53,053
\$7,106,560 x's .0075 = \$53,299 x 10 years = \$532,992 30 years = \$1,598,972					\$128,320	\$871,524	\$348,607	\$522,917

Total estimated benefit to TIF revenue account over 30 years = \$2,265,965 (10-year 60-40% share CEA & 20 years at 100%)

All legal fees for TIF District and Credit Enhancement Agreement creation will be paid from taxes "returned to owner" year 1, or until paid in full up to \$1,500 maximum.

Councilor Berry moved to approve O25-26-32. Councilor Gray seconded the motion. The motion was accepted. Motion passes 5-0.



O25-26-33 Consider authorizing the Town Manager to sign an agreement with Hermon School Department and Competitive Energy Services

Finance Director, Rylee Cushman
Competitive Energy Services

Hello, recently the school department's finance director and I have reached out to competitive energy services to seek bids for a new power supplier. Competitive energy services have accumulated several bids where we can lock in the cost of supply of our power. We have for the last number of years been paying the standard offer. This order would authorize myself in coordination with the school department to lock in a lower rate.

- **Estimated cost for the town based on the last calendar year usage would be in the ballpark of about \$2,000. For the school department the savings would be about \$10,000 as their energy consumption is higher.**

Councilor Berry moved to approve O25-26-33. Councilor Cyr seconded the motion. The motion was accepted. Motion passes 5-0.

3. WORKSHOPS:

- **Bangor Wastewater**
- **Real Estate & Commercial valuation**

Katherine Waite, Assessor
Assessment of Commercial & Residential; Impacts of Zone Changes

Tonight's workshop is intended to give you a brief overview of how residential and commercial properties in Hermon are assessed.

In Hermon, property valuation begins with the cost approach, which estimates the replacement cost of a property and subtracts depreciation for age and physical wear. We then use the sales comparison approach to test and adjust those values by examining arm's-length sales within a defined timeframe. This helps us determine whether current assessments are aligned with just value.



Each year, the Assessing Department evaluates whether there are enough qualified sales in each property class to support adjustments. Typically, we have sufficient residential sales to analyze and update values accordingly. In the commercial and industrial categories, however, there are usually too few comparable sales to rely on the sales comparison approach. For that reason, we update these assessments using commercial cost schedules instead.

Hermon uses cost schedules from Marshall & Swift, a nationally recognized valuation service that provides data for estimating replacement costs of commercial properties. Their schedules incorporate national construction cost indexes and are adjusted for regional and climate factors. Hermon implemented annual updates to commercial cost schedules in 2024 and again in 2025, and we will continue updating them each year to maintain “just value” for commercial properties.

Over the past five years, municipalities across Maine have encountered a similar trend: residential values have increased steeply, while commercial values have risen more modestly. Hermon is not unique in this regard. Residential properties experience higher demand and more frequent turnover, which pushes market values and sales prices upward. In contrast, commercial properties often transact outside the open market, making many sales unusable in ratio studies. In addition, Hermon’s commercial and industrial districts host a wide variety of uses, and qualified sales of similar properties are limited.

The Assessing Department remains committed to maintaining equity between property classes and will continue to assess and adjust values in accordance with Maine law and accepted assessing practices.

When evaluating the potential impact of a zone change on assessed value, it is important to consider how the land may actually be improved. A change from commercial to industrial zoning, in particular, has minimal effect on value under Hermon’s current land schedules. Each zone has both benefits and limitations.

Value is far more influenced by the level, type, grade, and quality of development placed on the parcel. Zoning guides what uses are permitted, but the extent of development a property owner chooses to undertake is largely an autonomous decision—and that is what ultimately affects assessed value. Assessments are fluid and increases in value generally reflect decisions made by the landowner through development.



- Snow Removal & Deicing Services RFP review

Scott Perkins
Assistant Town Manager

We are suggesting the following schedule for managing the process:

<u>Council RFP Presentation</u>	<u>12/11/25</u>
<u>RFP Advertised</u>	<u>1/15/26</u>
<u>Mandatory Pre-Bid Meeting</u>	<u>2/11/26</u>
<u>Bids Due (Opening)</u>	<u>2/18/26</u>
<u>Council Award</u>	<u>3/12/26</u>

4. OTHER ITEMS: (FROM TABLE PACKAGE)

X. APPOINTMENTS:

XI. MANAGER STATUS REPORT:

I would like to thank the Fire Chief, Fire Department, and Public Works for the great effort on the Holiday Train, a successful event.

Dr. Sargent and the School Committee would like to invite the Council to attend budget committee meeting. If a Councilor is interested, please see me after the meeting so I may provide details.

The Town has received the Maine Municipal Association, Risk Management Services, 2025 Risk Reduction Grant up to \$2818.97 for required purchased of safety flammable equipment for Recreation and Public Works. The grant was submitted by Mr. Jessefa Murphy.

I would like to take this moment to thank the members of the ordinance committee for the continued efforts in review of local ordinances and revision of the Land Use Ordinance and development of the Accessory Dwelling Unit. This process can be lengthy, and I appreciate the volunteerism support. Thank you.

The Recreation Team is having a fun filled event holiday season. Please see the information on the website and Facebook. Events include letters to Santa, Holiday Light Contest and Jingle & Mingle.

I would like to thank Hermon High School JROTC cadets for making the Wreathes Across America event a success this past weekend. Thank you to the Superintendent and High School Principal and staff for the assistance in the event. Thank you to Hermon Fire and neighboring departments of Orrington, Levant, Etna, Newport, Dedham, Lucerne, Sury, and Glenburn for participation. The organization makes it a priority not to allow the armed forces members that have passed to be forgotten and be remembered during the holiday season.



Finally, to the Council, Staff and Residents, may you have a safe and happy holiday season with family and friends.

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- **Isaiah Marseille – Update on the new score board at Hermon Little League field**
- **Patrick McCue, Blackstream Rd**

XIII. COUNCIL ITEMS:

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

Ronald Murphy: Opened councilor comments with a statement: We are deeply saddened by the loss of Sharon Nickerson. Her dedicated service to the Town of Hermon, through her work at the Town Office, her time on the Town Council, and her many years as an election clerk, made a lasting impact on our community. Sharon was also an advocate for Hermon Fire in their efforts to obtain the town's own ambulance, and, as her husband John shared, she was honored to be the very first person in Hermon to have a ride in it.

Our heartfelt condolences go out to her family. We are truly grateful for all she gave to the town.

Jason Forbes: Thank you to Frankie and Kristin Noves for their generous donation for the scoreboard at the Little League field. Would like to thank the sponsors for the Holiday Light Contest. We have new business in Hermon, Solution Excavation who also stepped up this year as a sponsor or the Holiday Lights Contest, greatly appreciated.

Christopher Gray: Wreaths Across America came to the Hermon High School and if you haven't experienced the event, you should next year, very moving. My condolences to the family of Sharon Nickerson and my heart breaks for John and the rest of Sharon's family. They are a great family, and they do a lot for the community.



Josh Berry: We have an awesome community that is always ready to give back to the youth. A big thank you to The Shop and all they do and the GHCAC. There are a lot of good things going on in town and I hope we continue to highlight and bring it to the forefront.

Councilors expressed wishing everyone a Happy Holiday and Happy New Year and to spend time with your loved ones as you don't know how much time you will have with them.

XIV. EXECUTIVE SESSION:

Councilor Gray made a motion to enter into executive session. Councilor Cyr seconded the motion. The motion was accepted. Motion passes 5-0.

Executive Session started at 8:25PM

1. Consider entering into Executive Session for a personnel matter per 1 M.S.R.A. § 405(6)(A)

Councilor Gray made a motion to end executive session and return to the regular meeting. Councilor Cyr seconded the motion. Motion passes 5-0.

XV. ADJOURNMENT:

Councilor Gray moved to adjourn the meeting at 8:50 PM. Councilor Cyr seconded. With no objection the meeting was adjourned at 8:50 PM.

Respectfully Submitted,

**Kristen Cushman
Town Clerk**

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January 9, 2026

Memorandum for Honorable Council Members

From: Stephen Fields, Town Manager

Re: Position Paper, Town Council Meeting January 15, 2026

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

Council Chair may use the information to describe and inform the public of the item.

Agenda Item - Presentation:

1. Audit FY24-25.

Mr. Peter Hall, CPA will present to the Council and public the financial audit results for FY2024-2025.

2. Competitive Energy Services (CES)

Mr. Rylee Cushman, Finance Director, will provide an update on the CES cost savings offer for the Schools and Town. The School Department has been primary point of contact for the process and asked the Town to join the initial RFP. I asked Rylee to take point for the Town portion of document requests and assist in the recommendation.

Agenda Item - Public Hearing:

No public hearings at time of publication.

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

Agenda Item – New Business:

No new business at time of publication.

Agenda Item – Workshops:

Capital Improvement Plan - Town Manager will present the Town's CIP for FY27-31 and preview to FY40. Hermon Schools CIP is included in the presentation and Dr. Sargent will be available to answer questions if necessary.

Agenda Item – Appointments:

Appointment requires a vote for Town Manager employment agreement and charter changes approved at last annual town meeting. The vote is required to make agreement binding per attorney.

Agenda Item – Executive Session:

No executive session requested at time of publication.



Certificate of Appointment

To: Stephen Fields:

In accordance with the provisions of the laws of the State of Maine, the undersigned municipal officers of the Town of Hermon do hereby vote to appoint and confirm you as a **Town Manager** for the Town of Hermon under the terms set forth in the employment agreement to reflect charter change 4.01 on 11/6/2024.

Your term of office ends June 30, 2029.

Given under our hands on this day, January 15, 2026.

I, Stephen Fields, do swear, that I will support the constitution of the United States, and of this State, so long as I shall continue a citizen thereof, that I will in all respects observe the provisions of the Charter and all the duties incumbent upon me as a **Town Manager** for the Town of Hermon according to the Constitution and laws of the State of Maine, So Help Me God.

Signature

State of Maine
County of Penobscot

_____, 2026

Personally, appeared the above named, Stephen Fields and took the oath necessary to qualify for office and perform the duties thereof for the above stated term according to law.

Before me,

Kristen Cushman, Town Clerk